Ordinary Meeting of Council

Paraburdoo

Public Attachments
19 November 2019



Ashburton Hall
Ashburton Avenue
Paraburdoo
1.00pm







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

Our Vision

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



STRATEGIC DIRECTIONS

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

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

SHIRE OF ASHBURTON
AMENDED PUBLIC MINUTES

CLEM THOMPSON SPORTS PAVILION, TOM PRICE

22 October 2019
1.00 pm

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

SHIRE OF ASHBURTON

ORDINARY MEETING OF COUNCIL

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

CEO: _____ Date: 22.10.2019

These minutes were confirmed by Council as a true and correct record of proceedings of the Ordinary Meeting of Council on the 22/10/2019.

Presiding Member: _____ Date: _____

DISCLAIMER

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

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SWEARING IN OF COUNCILLORS ELECT
In accordance with section *2.29 of the Local Government Act 1995* Councillors Elect will be sworn in by making the Declaration by an Elected Members of Council Form (Electoral Form 7) prior to the Opening of the Ordinary Meeting of Council.

The following Councillors were sworn in before the Chief Executive Officer prior to the commencement of the meeting:

Mrs Kerry White will be sworn in as a Councillor for the Onslow Ward
Mr Linton Rumble will be sworn in as a Councillor for the Paraburdoo Ward
Mr Peter Foster will be sworn in as a Councillor for the Tom Price Ward
Mr Rory de Pledge was sworn in as a Councillor for the Ashburton Ward
Mr Jamie Richardson will be sworn in as a Councillor for the Tablelands Ward

1. DECLARATION OF OPENING

Being the first meeting of the Council following a biennial election day, the Chief Executive Officer assumed the role of Presiding Member until such time as a Shire President is elected.

The Chief Executive Officer declared the meeting open at 1.00 pm.

1.1 ACKNOWLEDGEMENT OF COUNTRY

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

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AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

1.2 ELECTION OF PRESIDENT

MINUTE: 655/2019

FILE REFERENCE:	GV04
AUTHOR'S NAME AND POSITION:	Rob Paull Chief Executive Officer
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	5 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Ordinary Meeting of Council 20 October 2017

Summary
The Chief Executive Officer will conduct this election of the President as per clause 4(2) of Schedule 2.3 of the *Local Government Act 1995*.

Background
Pursuant to clause 4 of Division 1 of Schedule 2.3 of the *Local Government Act 1995 (Act),* the Council is required to appoint a President at its first meeting following an election day. The Chief Executive Officer (CEO) is to preside at the meeting until the office is filled and the election is to be conducted by the CEO in accordance with the procedure prescribed in the Act. Accordingly, the CEO will call for Councillors to nominate as candidates at the meeting.

All Councillors, including newly elected Councillors, are eligible to nominate.

Consultation
Executive Management Team

Statutory Environment
Local Government Act 1995:

The roles and responsibilities of the President are outlined in the Local Government Act 1995:

"2.8 Role of mayor or president
(1) The mayor or president —
(a) presides at meetings in accordance with this Act; and
(b) provides leadership and guidance to the community in the district; and
(c) carries out civic and ceremonial duties on behalf of the local government; and
(d) speaks on behalf of the local government; and
(e) performs such other functions as are given to the mayor or president by this Act or any other written law; and

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(f) liaises with the CEO on the local government's affairs and the performance of its functions."

In the event that there is more than one nomination for the position of President, the CEO will act in the position of Returning Officer to conduct the ballot as required under the *Local Government Act 1995*. The ballot for the position of President will be conducted pursuant to the provisions of clause 4 of Division 1 of Schedule 2.3 of the Act as outlined below:

"4. How mayor or president is elected

(1) The council is to elect a councillor to fill the office.
(2) The election is to be conducted by the CEO in accordance with the procedure prescribed.
(3) Nominations for the office are to be given to the CEO in writing before the meeting or during the meeting before the close of nominations.
(3a) Nominations close at the meeting at a time announced by the CEO, which is to be a sufficient time after the announcement by the CEO that nominations are about to close to allow for any nominations made to be dealt with.
(4) If a councillor is nominated by another councillor the CEO is not to accept the nomination unless the nominee has advised the CEO, orally or in writing, that he or she is willing to be nominated for the office.
(5) The councillors are to vote on the matter by secret ballot as if they were electors voting at an election.
(6) Subject to clause 5(1), the votes cast under subclause (5) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 (which deals with determining the result of an election) as if those votes were votes cast at an election.
(7) As soon as is practicable after the result of the election is known, the CEO is to declare and give notice of the result in accordance with regulations, if any."

The ballot for President will be undertaken using the preferential voting system with the CEO being the Returning Officer.

The winner will be declared elected to the position of President for a two-year term and will be required to read (and sign) a form titled "Declaration for the Office of President" (Electoral Form 7) in accordance with Regulation 13(1)(c) of the *Local Government (Constitution) Regulations 1996.*

Financial Implications
There are no known financial implications for this matter.

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

Goal 05 Inspiring Governance
Objective 4 Exemplary team and work environment

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

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Policy Implications
There are no known policy implications for this matter.

Voting Requirement
Simple Majority Required

The CEO confirmed that he has received one written nomination from Cr Kerry White for the position of President. The CEO then called for any further nominations for the position of President.

There were no further nominations received and as there was only one nomination received, the CEO declared Cr Kerry White elected as President for a term of 2 years.

On being elected Cr Kerry White completed her Declaration by Elected Member for the position of President.

Officers Recommendation and Council Decision

MOVED: Cr M Lynch **SECONDED: Cr M Gallanagh**

That Council by Simple Majority, in relation to the Ordinary election, as carried out under Schedule 2.3 (When and How mayors, presidents, deputy mayors and deputy presidents are elected by the council) of the *Local Government Act 1995*, Council resolve to:

1 Affirm that Cr Kerry White has been elected President.

CARRIED 9/0
Councillors White, Rumble, Dias, Foster, Diver, Gallanagh, de Pledge, Lynch and Richardson voted for the motion

President Cr White on completing her declaration, assumed the chair.

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AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

1.3 ELECTION OF DEPUTY PRESIDENT

MINUTE: 656/2019

FILE REFERENCE:	GV04
AUTHOR'S NAME AND POSITION:	Rob Paull Chief Executive Officer
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	5 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Ordinary Meeting of Council 20 October 2017

Summary
The President will conduct this election of the Deputy President as per clause 7 of Schedule 2.3 of the *Local Government Act 1995*.

Background
Pursuant to clause 7 of Division 2 of Schedule 2.3 of the *Local Government Act 1995 (Act)*, the Council is required to appoint a Deputy President at its first meeting following an election day. Accordingly, the Shire President will call for Councillors to nominate as candidates at the meeting.

All Councillors (not including the President) along with newly elected Councillors, are eligible to nominate.

Consultation
Executive Management Team

Statutory Environment
Local Government Act 1995:

The roles and responsibilities of the Deputy President are outlined in the Local Government Act 1995:

"2.9 Role of the deputy mayor or deputy president
The deputy mayor or deputy president performs the functions of the mayor or president when authorised to do so under section 5.34."

Section 5.34 states:

5.34. When deputy mayors and deputy presidents can act
If —

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(a) the office of mayor or president is vacant; or
(b) the mayor or president is not available or is unable or unwilling to perform the functions of the mayor or president, then the deputy mayor may perform the functions of mayor and the deputy president may perform the functions of president, as the case requires."

The roles and responsibilities of the President are outlined in the *Local Government Act 1995:*

"2.8 Role of mayor or president

(1) The mayor or president —
(a) presides at meetings in accordance with this Act; and
(b) provides leadership and guidance to the community in the district; and
(c) carries out civic and ceremonial duties on behalf of the local government; and
(d) speaks on behalf of the local government; and
e) performs such other functions as are given to the mayor or president by this Actor any other written law; and
(f) liaises with the CEO on the local government's affairs and the performance of its functions."

The Deputy President is also entitled to one quarter of the Shire Presidents allowance in addition to Council sitting fees.

In the event that there is more than one nomination for the position of Deputy President, the CEO will act in the position of Returning Officer to conduct the ballot as required under the *Act*. The ballot for the position of Deputy President will be conducted pursuant to the provisions of clause 8 of Division 2 of Schedule 2.3 of the *Act* as outlined below:

"8. How deputy mayor or deputy president is elected

(1) The council is to elect a councillor (other than the mayor or president) to fill the office.
(2) The election is to be conducted in accordance with the procedure prescribed by the mayor or president, or if he or she is not present, by the CEO.
(3) Nominations for the office are to be given to the person conducting the election in writing before the meeting or during the meeting before the close of nominations.
(3a) Nominations close at the meeting at a time announced by the person conducting the election, which is to be a sufficient time after the announcement by that person that nominations are about to close to allow for any nominations made to be dealt with.
(4) If a councillor is nominated by another councillor the person conducting the election is not to accept the nomination unless the nominee has advised the person conducting the election, orally or in writing, that he or she is willing to be nominated for the office.
(5) The council members are to vote on the matter by secret ballot as if they were electors voting at an election.
(6) Subject to clause 9(1) the votes cast under subclause (5) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 as if those votes were votes cast at an election.
(7) As soon as is practicable after the result of the election is known, the person conducting the election is to declare and give notice of the result in accordance with regulations, if any."

The ballot for Deputy President will be undertaken using the preferential voting system with the CEO being the Returning Officer.

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The winner will be declared elected to the position of Deputy President and will be required to read (and sign) a form titled "Declaration for the Office of Deputy President" (Electoral Form 7) in accordance with *Regulation 13(1)(c) of the Local Government (Constitution) Regulations 1996.*

Financial Implications
There are no known financial implications for this matter.

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

Goal 05 Inspiring Governance
Objective 4 Exemplary team and work environment

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

Policy Implications
There are no known policy implications for this matter.

Voting Requirement
Simple Majority Required

The President Cr Kerry White called for nominations for the position of Deputy President. Two written nominations were received from Cr Rumble and Cr Diver. In order to determine the order on the ballot paper, names were placed in blue opaque spheres. On drawing of the spheres, the order on the ballot paper was Cr Diver and then Cr Rumble. Ballot papers were then prepared and circulated to all Elected Members to cast their votes.

On the counting of the votes the results were:

Cr Diver	**4 votes**
Cr Rumble	**3 votes**
Informal	**2 votes**

The President then declared Cr Diver elected as Deputy President for a term of 2 years.

On being elected Cr Douglas Diver completed his Declaration by Elected Member for the position of Deputy President.

Officers Recommendation and Council Decision

MOVED: Cr M Lynch **SECONDED: Cr de Pledge**

That Council by Simple Majority, in relation to the Ordinary election, as carried out under Schedule 2.3 (When and How mayors, presidents, deputy mayors and deputy presidents are elected by the council) Local Government Act 1995 resolve to:

1 Affirm that Cr Douglas Diver has been elected Deputy President.

CARRIED 9/0
Councillors White, Rumble, Dias, Foster, Diver, Gallanagh, de Pledge, Lynch and Richardson voted for the motion

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1.4 PROVIDING LOCAL GOVERNMENT ACT 1995 AND LOCAL LAWS TO COUNCILLORS

MINUTE: 657/2019

FILE REFERENCE:	GV04
AUTHOR'S NAME AND POSITION:	Rob Paull Chief Executive Officer
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	5 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary
The Chief Executive Officer provided reference to the *Local Government Act 1995* and local laws regulating and governing the administration of the Shire of Ashburton to Councillor/s

Background
Councillors need to be familiar with appropriate legislation and local laws regulating and governing the administration of the Shire of Ashburton

Comment
To ensure a manageable size of the Agenda, the following links provide a Web based access to the Act and local government local laws:

Local Government Act 1995
http://www.slp.wa.gov.au/legislation/statutes.nsf/main_mrtitle_551_homepage.htm

Local Government Local Laws
https://www.ashburton.wa.gov.au/library/file/Standing%20Orders%20Local%20Law%202012%20-%20Government%20Gazette%20Signed%20and%20Sealed%20Copy.pdf

A 'hard copy' of the Act and local laws (along with other relevant Council publications) can be provided to Councillors upon request.

All other Western Australian Acts and Regulations
http://www.slp.wa.gov.au/legislation/statutes.nsf/default.html

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In addition to the above, the Shire staff will provide any new Councillor with an 'information pack' addressing the roles, responsibilities and general information on the operations of the Shire.

Consultation
Executive Management Team

Statutory Environment
As referred in this Report.

Financial Implications
There are no known financial implications for this matter.

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

Goal 05 Inspiring Governance
Objective 4 Exemplary team and work environment

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

Policy Implications
There are no known policy implications for this matter.

Voting Requirement
Simple Majority Required

Officers Recommendation and Council Decision

MOVED: Cr P Foster **SECONDED: Cr D Diver**

That with respect to Providing *Local Government Act 1995* and Local Laws to Councillors, Council note the Report.

CARRIED 9/0
Councillors White, Rumble, Dias, Foster, Diver, Gallanagh, de Pledge, Lynch and Richardson voted for the motion

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AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
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2. ANNOUNCEMENT OF VISITORS

There were no members of the public in the gallery.

3. ATTENDANCE

3.1 PRESENT

Elected Members:	Cr K White	Onslow Ward
	Cr L Rumble	Paraburdoo Ward
	Cr D Dias	Paraburdoo Ward
	Cr de Pledge	Ashburton Ward
	Cr P Foster	Tom Price Ward
	Cr M Lynch	Tom Price Ward
	Cr D Diver	Tom Price Ward
	Cr J Richardson	Tablelands Ward
	Cr M Gallanagh	Pannawonica Ward
Staff:	Mr R Paull	Chief Executive Officer
	Mr B Cameron	Director Property and Development Services
	Mrs J Fell	Manager Land and Asset Compliance
	Mr A Davis	Principal Town Planner
	Mrs N Tyson	Governance Manager
	Mr J Kelly	Environmental Health Officer
	Mrs M Lewis	Council Liaison Officer
	Mrs K Cameron	Governance Officer
Guests:	Narelle Steele	Manager Media and Communications
	Mr S Deckert	Visitor
Members of Public:	There were no members of the public in attendance at the commencement of the meeting.	
Members of Media:	There were no members of the media in attendance at the commencement of the meeting.	

3.2 APOLOGIES

There were no apologies for this meeting.

3.3 APPROVED LEAVE OF ABSENCE

There were no Councillors on approved leave of absence.

4. QUESTION TIME

4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4.2 PUBLIC QUESTION TIME

There were no questions from the public.

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5. APPLICATIONS FOR LEAVE OF ABSENCE

Council Decision

MOVED: Cr P Foster **SECONDED: Cr D Diver**

That Council approve the application for Leave of Absence from Cr Doughlas Ivan Dias for the Ordinary Meeting of Council to be held on 17 December 2019.

CARRIED 9/0
Councillors White, Rumble, Dias, Foster, Diver, Gallanagh, de Pledge, Lynch and Richardson voted for the motion

6. DECLARATION BY MEMBERS

6.1 DUE CONSIDERATION BY COUNCILLORS TO THE AGENDA

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

6.2 DECLARATIONS OF INTEREST

Councillors to Note

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

(a) In a written notice given to the Chief Executive Officer before the Meeting or;
(b) At the Meeting, immediately before the matter is discussed.

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

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

NOTES ON DECLARING INTERESTS (FOR YOUR GUIDANCE)

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

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

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measured in money terms. There are exceptions in the *Local Government Act 1995* but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor

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is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.

3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:

6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the *Local Government Act*; or

6.2 Where the Minister allows the Councillor to participate under s.5.69 (3) of the *Local Government Act*, with or without conditions.

Declarations of Interest provided:

Item Number/ Name	Type of Interest	Nature/Extent of Interest
13.1 APPLICATION FOR MISCELLANEOUS LICENCE 47/909 ENCROACHING PANNAWONICA TOWNSITE		
Cr Diver	Proximity	The nature of my interest is I am employed by Rio Tinto. The extent of my interest is I receive a salary, I also receive subsidised utilities (water/power) and rent as part of my salary package.
Cr Foster	Financial	The nature of my interest is Financial. The extent of my interest is my partner is employed by Rio Tinto, my partner owns over 10k in Rio Tinto shares and as a family we live in a Rio Tinto property paying rent and subsidised utilities.
Cr Rumble	Financial	The nature of my interest is I am a Shareholder of Rio Tinto. The extent of my interest is I have shares of greater value than $10,000 in Rio Tinto.
Cr Lynch	Proximity	The nature of my interest is I am an employee and tenant of Rio Tinto. The extent of my interest is I am paid a salary by Pilbara Iron.
Cr Gallanagh	Financial	The nature of my interest is myself and my husband are employed by Rio Tinto, have company housing and shares in Rio Tinto. The extent of my interest is myself and my husband are employed by Rio Tinto, have company housing and shares in Rio Tinto. We have shares of greater value than $10,000 in Rio Tinto.

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Item Number/ Name	Type of Interest	Nature/Extent of Interest
13.1 APPLICATION FOR MISCELLANEOUS LICENCE 47/909 ENCROACHING PANNAWONICA TOWNSITE		
Cr Dias	Financial	The nature of my interest is my wife and I are Hamersley Iron Pty Ltd and Rio Tinto Ltd employees respectively and we both own shares in Rio Tinto Ltd individually and collectively. Our primary residence is a house provided by Rio Tinto. We are potential recipients of all the lucrative company benefits/gifts offered to employees and/or shareholders. The extent of my interest is Direct Financial.
Cr de Pledge	Financial	The nature of my interest is I am a shareholder with Rio Tinto Pty Ltd. The extent of my interest is I have shares to a value greater than $10,000.
Item Number/ Name	**Type of Interest**	**Nature/Extent of Interest**
13.2 TOM PRICE CHILDCARE CENTRE		
Cr Diver	Indirect Financial	The nature of my interest is I am an employee and tenant of Rio Tinto. The extent of my interest is I am paid a salary by Pilbara Iron.
Cr Foster	Financial	The nature of my interest is Financial. The extent of my interest is my partner is employed by Rio Tinto, my partner owns over 10k in Rio Tinto shares and as a family we live in a Rio Tinto property paying rent and subsidised utilities.
Cr Rumble	Financial	The nature of my interest is I am a Shareholder of Rio Tinto. The extent of my interest is I have shares of greater value than $10,000 in Rio Tinto.
Cr Lynch	Indirect Financial	The nature of my interest is I am an employee and tenant of Rio Tinto. The extent of my interest is I am paid a salary by Pilbara Iron.
Cr Gallanagh	Financial	The nature of my interest is myself and my husband are employed by Rio Tinto, have company housing and shares in Rio Tinto. The extent of my interest is myself and my husband are employed by Rio Tinto, have company housing and shares in Rio Tinto. We have shares of greater value than $10,000 in Rio Tinto.
Cr Dias	Financial	The nature of my interest is my wife and I are Hamersley Iron Pty Ltd and Rio Tinto Ltd employees respectively and we both own shares in Rio Tinto Ltd individually and collectively. Our primary residence is a house provided by Rio Tinto. We are potential recipients of all the lucrative company benefits/gifts offered to employees and/or shareholders. The extent of my interest is Direct Financial.

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Item Number/ Name	Type of Interest	Nature/Extent of Interest
13.2 TOM PRICE CHILDCARE CENTRE		
Cr de Pledge	Financial	The nature of my interest is I am a shareholder with Rio Tinto Pty Ltd. The extent of my interest is I have shares to a value greater than $10,000.
Item Number/ Name	**Type of Interest**	**Nature/Extent of Interest**
14.1 APPLICATION ACCEPTANCE OF COMMUNITY SUPPORT GRANT ALLOCATIONS ROUND 1, 2019/20 ANNUAL FINANCIAL YEAR		
Cr Rumble	Impartiality	The nature of my interest is I am a Committee Person. The extent of my interest is I am the Bowling Club Captain.
Cr Rumble	Impartiality	The nature of my interest is I am a Committee Person. The extent of my nature is I am Vice President of the Paraburdoo Mens shed.
Cr Dias	Impartiality	The nature of my interest is I am a Committee member of the Paraburdoo Mens Shed. The extent of my interest is Impartiality.
Cr Foster	Impartiality	The nature of my interest is impartiality. The extent of my interest is my partner is the President of the TPPS P&C.

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The Chief Executive Officer read out aloud to the meeting the following correspondence from the Department of Local Government, Sport and Cultural Industries:

"Dear Mr Paull

I refer to your correspondence dated 15 October 2019 and advise that, in accordance with authority delegated by the Minister for Local Government, the Deputy Director General - Regulation has approved your application, under section 5.69(3)(a) of the Local Government Act 1995 (the Act).

This approval allows disclosing members Cr Linton Rumble, Cr Douglas Diver and Cr Matthew Lynch and Cr Rory de Pledge to fully participate in the discussion and decision making relating to the following agenda items at the Shire's Ordinary Council Meeting of 22 October 2019.

13.1 APPLICATION FOR MISCELLANEOUS LICENCE 47/909 ENCROACHING PANNAWONICA TOWNSITE*; and*

13.2 TOM PRICE CHILDCARE CENTRE

Subject to the following conditions:

1. *The approval is only valid for the 22 October 2019. Ordinary Council Meeting when agenda item 13.1 and 13.2 are considered;*
2. *The abovementioned Councillors must declare the nature and extent of their interests at the abovementioned meeting when the matter is considered, together with the approval provided;*
3. *The CEO is to provide a copy of the Department's letter of approval to the abovementioned Councillors;*
4. *The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the abovementioned meeting, when the item is considered;*
5. *The CEO is to provide a copy of the confirmed minutes of the abovementioned meeting to the Department, to allow the Department to verify compliance with the conditions of this approval; and*
6. *The approval granted is based solely on the interests disclosed by the abovementioned Councillors, made in accordance with the application. Should other interests be identified, these interests will not be included in this approval and the financial interest provisions of the Act will apply.*

Should you require further information in relation to this matter, please contact Mr Steve Spallarossa, Acting Legislation Officer via the details provided above.

Yours sincerely

Michael Connolly
Deputy Director General – Regulation
17 October 2019".

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7. ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS WITHOUT DISCUSSION

The President:

1. Welcomed returning Councillors:
   - Cr L Rumble;
   - Cr P Foster; and
   - Cr De Pledge.

2. Welcomed and congratulated Cr Richardson on his win in the Tablelands Ward election held on 19 October 2019.

3. Thanked outgoing Tablelands Ward Councillor, Cr Thomas for her 24 years of dedicated service to the community, the Shire and her part played in helping to shape the services and facilities Shire residents currently enjoy.

4. Advised that on 2 October 2019, the Hon Rita Saffioti, Minister for Transport; Planning visited Onslow and the site of the Onslow Road Upgrade project, where work on the final stage of upgrades has commenced.

5. Advised that on 10 October 2019, she was pleased to welcome Deputy Prime Minister and Federal Minister for Infrastructure, Transport and Regional Development, Michael McCormack MP and Vincent Catania MLA, Member for North West Central, to Onslow, where he spent time seeing first hand some of the recent developments, as well as the numerous opportunities for economic enhancement.

Cr Peter Foster

1. Conversation with Ronnelle Campbell and Cheryl Morgan, Department of Communities, regarding reformation of the Early Years Network in Tom Price on Wednesday 4th September 2019.

2. Nintirri Centre, Governance Sub-Committee Meeting on Tuesday 24th September 2019.

3. Nintirri Centre, General Board Meeting on Thursday 26th September 2019.

4. Teleconference with BOM, Tom Price LEMC members and Department of Communities staff regarding Cyclone Season Outlook 2019/2020 and community messaging, Monday 14th October 2019.

5. Conversation with Marian Hearne, TPYSA CEO and Gavin Douglas, Pastor Tom Price Baptist Church, regarding Community Christmas Carols in Tom Price, Wednesday 16th October 2019.

6. Conversation with Ray Edwards, regarding Cricket Nets at back of the Mountain View Sporting Club, planned refurbishments and alternative proposal, Wednesday 16th October 2019.

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7. Conversation with Sara Ward, regarding Tom Price Gymnastics Club, outlining their need for a dedicated space for the club to develop and be sustainable, Thursday 17th October 2019.

8. Conversation with Felicity Guthrie, Alex Villanova, Tim Smith and Troy Bloxsidge, from Tom Price Basketball Association, regarding a previous submission to Shire with a proposal to cover the courts, for sun and inclement weather protection for the players, which in turn boosts participants numbers and sustainability of the Club into the future, Sunday 20th October 2019.

9. Nameless Jarndunmunha Festival AGM where although quorum was achieved, office bearers were not elected, and special meeting has been rescheduled, Sunday 20th October 2019.

8. PETITIONS / DEPUTATIONS / PRESENTATIONS

8.1 PETITIONS

There were no petitions presented to Council.

8.2 DEPUTATIONS

There were no deputations presented to Council.

8.3 PRESENTATIONS

There were no presentations for Council.

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9. CONFIRMATION OF MINUTES

9.0 UNCONFIRMED MINUTES ORDINARY MEETING OF COUNCIL HELD ON 18 SEPTEMBER 2019 (ATTACHMENT 9.0)

Council Decision

MOVED: Cr P Foster **SECONDED: Cr D Diver**

That the Unconfirmed Minutes of the Ordinary Meeting of Council held 18 September 2019, as previously circulated on 27 September 2019 (ATTACHMENT 9.0) be confirmed as a true and accurate record, subject to the following amendments:

13.7 RFT 10.19 DESIGN AND CONSTRUCT SOFTBALL, SOCCER AND RUGBY FACILITIES

Correction to the Officers Recommendation and Council Decision:

3. Approve budget variation of $80,000 to Capital Income account no. 113280, Loan Borrowings from $726,000 to $806,000 and to Capital Expenditure ~~Job no. BN386 – CHUB External Works from $150,000 to $230,000~~; CORRECTION – Capital Expenditure Job no AP2009 – Paraburdoo Softball Diamond (New Softball Field) $450,000 to $530,000.

And Agenda Item:

17.1 AMEND THE SIGN ERECTED AT ASHBURTON RIVER ASSOCIATED WITH CAMPING AND CARAVANNING

Council Decision – Mover and Seconder were not stated in the Minutes as per below;

MOVED: Cr P Foster **SECONDED: Cr M Lynch**

CARRIED 9/0
Councillors White, Rumble, Dias, Foster, Diver, Gallanagh, de Pledge, Lynch and Richardson voted for the motion

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9.1 RECEIPT OF COMMITTEE MINUTES – 'EN BLOC'

Council Decision

MOVED: Cr D Dias **SECONDED: Cr P Foster**

That the following Minutes be received 'En Bloc'

9.2.1 State Council Summary Minutes for WALGA held 6 September 2019.

9.2.2 The Onslow Local Emergency Management Committee Minutes held on 1 October 2019.

CARRIED 9/0
Councillors White, Rumble, Dias, Foster, Diver, Gallanagh, de Pledge, Lynch and Richardson voted for the motion

9.2 RECEIPT OF COMMITTEE AND OTHER MINUTES

The Committee and other minutes were received "En Bloc" at item 9.1.

9.3 RECOMMENDATIONS OF COMMITTEE

There were no recommendations from Committees.

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10. AGENDA ITEMS ADOPTED "EN BLOC"

10.1 AGENDA ITEMS ADOPTED 'EN BLOC'

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

"Part 5 – Business of a meeting
Clause 5.6 Adoption by exception resolution:

(1) In this clause 'adoption by exception resolution' means a resolution of the Council that has the effect of adopting, for a number of specifically identified reports, the officer recommendation as the Council resolution.

(2) Subject to subclause (3), the Local Government may pass an adoption by exception resolution.

(3) An adoption by exception resolution may not be used for a matter;
(a) that requires a 75% majority or a special majority;
(b) in which an interest has been disclosed;
(c) that has been the subject of a petition or deputation;
(d) that is a matter on which a Member wishes to make a statement; or
(e) that is a matter on which a Member wishes to move a motion that is different to the recommendation."

There were no agenda items carried 'En Bloc' for this meeting.

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11. OFFICE OF THE CEO REPORTS

11.1 PROGRESS OF IMPLEMENTATION OF COUNCIL DECISIONS STATUS REPORT FOR SEPTEMBER 2019

MINUTE: 658/2019

FILE REFERENCE:	GV04
AUTHOR'S NAME AND POSITION:	Kathy Cameron Governance Officer
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	3 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Agenda Item 11.1 (Minute No 632/2019) - Ordinary Meeting of Council 18 September 2019

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

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

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

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

ATTACHMENT 11.1

Consultation
Executive Management Team

Statutory Environment
Section 2.7 of the Local Government Act 1995 states:

"Role of council

(1) The council —

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(a) governs the local government's affairs; and
(b) is responsible for the performance of the local government's functions.

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

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

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

Financial Implications
There are no known financial implications for this matter

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

Goal 05 Inspiring Governance
Objective 4 Exemplary team and work environment

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

Policy Implications
There are no known policy implications for this matter

Voting Requirement
Simple Majority Required

Officers Recommendation and Council Decision

MOVED: Cr D Diver **SECONDED: Cr M Lynch**

That Council receive the "Council Decisions Status Reports" for the month of September 2019 as per ATTACHMENT 11.1.

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

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11.2 USE OF COMMON SEAL AND ACTIONS PERFORMED UNDER DELEGATED AUTHORITY FOR THE MONTH OF SEPTEMBER 2019

MINUTE: 659/2019

FILE REFERENCE:	GV21 CM02
AUTHOR'S NAME AND POSITION:	Kathy Cameron Governance/Councillor Liaison Officer Brooke Beswick Administration Assistant Planning
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	3 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The authors and authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary
The purpose of this agenda item is to report to Council for information, use of the Common Seal, actions performed under delegated authority requiring referral to Council and a copy of the Tender Register, for the month of September 2019.

Background
Council has historically sought a monthly update of the more significant activities for the organisation relative to (1) use of the Common Seal, and (2) actions performed under delegated authority requiring referral to Council as per the Shire of Ashburton Delegated Authority Register 2019.

Comment
A report on use of the Common Seal, relevant actions performed under delegated authority and the Tender Register has been prepared for Council.

ATTACHMENT 11.2A
ATTACHMENT 11.2B

Consultation
Relevant officers as listed in the Attachment.

Statutory Environment
Local Government Act 1995
Clause 9.3 of the Shire of Ashburton Town Planning Scheme No. 7
Delegated Authority Register

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Financial Implications
There are no known financial implications for this matter.

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

Goal 05 Inspiring Governance
Objective 4 Exemplary team and work environment

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

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

Voting Requirement
Simple Majority Required

Officers Recommendation and Council Decision

MOVED: Cr M Lynch **SECONDED: Cr D Diver**

That with respect to the Use of Common Seal and Actions Performed under Delegated Authority for the month of September 2019, Council receive the reports relating to:

1. **The use of the Common Seal as per ATTACHMENT 11.2A;**

2. **Actions performed under delegated authority for the month as per ATTACHMENT 11.2A; and**

3. **The Tender Register as per ATTACHMENT 11.2B.**

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

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Council Decision

MOVED: Cr P Foster **SECONDED: Cr L Rumble**

That Council suspend Standing Orders at 1.26 pm.

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Council Decision

MOVED: Cr P Foster **SECONDED: Cr M Lynch**

That Council resume Standing Orders at 1.30 pm.

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

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11.3 REVIEW OF COUNCIL DELEGATIONS AND AUTHORISATIONS REGISTERS

MINUTE: 660/2019

FILE REFERENCE:	GV01
AUTHOR'S NAME AND POSITION:	Nicky Tyson Manager Governance
AUTHORISING OFFICER AND POSITION:	Robert Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	4 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The authors and authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Agenda Item 11.5 (Minute Number 437/2018) Ordinary Meeting of Council 23 October 2018

Summary
A review of the Delegations and Authorisations Registers has been undertaken to address suggested/required changes since October 2018. Minor amendments have been made to in line with legal requirement and/or relevance to the operation of the organisation.

This review is in line with improving the day to day function of the Shire and to comply with the legal requirement to review the registers at least once every financial year. Council is requested to adopt the Delegation and Authorisation Registers as attached.

Background
The last review of the Delegations and Authorisations Registers occurred at the Ordinary Council Meeting held 23 October 2018. Governance have since initiated a review of the registers in consultation with Western Australian Local Government Association (WALGA).

This review of delegations and authorisations forms part of the annual and constant review process to ensure that the internal procedures of the organisation reflect current, efficient and complaint practices.

Comment
The Delegations Register has modifications "track-changed" where applicable. The register reflect current legislation as well as meeting the specific requirements of the Shire.

The Council's Authorisations Register has modifications "track-changed" where applicable. Modifications have been undertaken to align with statutory powers in relation to power of authorisation.

Please refer to the attachments for the details.

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ATTACHMENT 11.3A
ATTACHMENT 11.3B

Consultation
Executive Management Team
WA Local Government Association

Statutory Environment
The following section of the *Local Government Act 1995* applies:

Section 5.18 states that 'A local government is to keep a register of the delegations made under this Division and review the delegations at least once every financial year.'

Section 5.42 Delegation of some powers and duties to CEO
(1) A local government may delegate to the CEO the exercise of any of its powers or the discharge of any of its duties under*
(a) this Act other than those referred to in section 5.43; or
(b) the Planning and Development Act 2005 section 214(2), (3) or (5).
** Absolute majority required.*

Financial Implications
There are no known financial implications in this matter.

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

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

Risk Management
Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP05 Risk Matrix. The overall level of risk is considered to be acceptable at level (3) 'Medium' with adequate controls, but will be managed by specific procedures and subject to semi-annual monitoring by Governance and the Chief Executive Officer.

Policy Implications
There are no known policy implications in this matter.

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Voting Requirement
Absolute Majority Required

Council Decision

MOVED: Cr L Rumble **SECONDED: Cr P Foster**

That with respect to the Review of Council Delegation and Authorisation Registers, Council:

1. **Adopts Delegation and Authorisation Registers as per ATTACHMENT 11.3A and ATTACHMENT 11.3B.**

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

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11.4 APPOINTMENT OF MEMBERS TO COMMITTEES OF COUNCIL

MINUTE: 661/2019

FILE REFERENCE:	GV04
AUTHOR'S NAME AND POSITION:	Rob Paull Chief Executive Officer
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	5 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Ordinary Meeting of Council 20 October 2017

Summary
Council is requested to establish the purpose and operations of its committees along with appointing members to the respective committee and where acceptable, delegating responsibilities to the committees.

Background
Following the 2017 Local Government elections, Council established the following Committees and appointed the following persons as members as follows:

"That with respect to the appointment of Councillors and Staff to committees, Council:

1. Confirm that all previous appointments of Councillors and Staff to Shire of Ashburton Committees, and the Commitees themselves, have expired.

2. Establish the following Commitees of Council and make the following appointments to those Committees:

2.1 Aboriginal Reference Committee
Members: Crs Thomas, Foster, Rumble.

Deputies: All other Councillors.
Secretariat: Director Development and Regulatory Services or nominee.
Membership: 3 Councillors.
Quorum: 2 Councillors.
Purpose: To develop a proposal for Council's consideration, including the suggested role and purpose, membership, meeting frequency and locations, and likely resourcing costs of operating an Aboriginal Community Committee and any possible long term budget expectations.
Meeting cycle: As required.

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2.2 Ashburton Tourism Development Committee

Members: *Crs Thomas, Diver, Lynch, Rumble, White, Gallanagh. (Ideally one elected member from each ward)*
Deputies: *All other Councillors.*
Secretariat: *Director Strategic and Community Development or nominee.*
Membership: *6 Councillors.*
Quorum: *4 Councillors.*
Purpose: *To identify and develop strategies to promote tourism so there is a posive impact at the regional level. To advise Council on suggested actions the Council should consider to address relevant issues raised with and by the Committee.*
Meeting cycle: *As required.*

2.3 Audit and Risk Committee

Members: *Crs Foster, White, Dias, Dellar.*

Deputies: All other Councillors.
Secretariat: *Chief Executive Officer or nominee.*
Membership: *4 Councillors.*
Quorum: *3 Councillors.*
Purpose: *Under the Local Government Act 1995, Local Governments are required to appoint an Audit Committee (section 7.1A of the Local Government Act 1995).*

1) Is to provide guidance and assistance to the local government —
- *(i) as to the carrying out of its functions in relation to audits carried out under Part 7 of the Act; and*
- *(ii) as to the development of a process to be used to select and appoint a person to be an auditor.*

2) May provide guidance and assistance to the local government as to —
- *(i) matters to be audited; and*
- *(ii) the scope of audits; and*
- *(iii) its functions under Part 6 of the Act; and*
- *(iv) the carrying out of its functions relating to other audits and other matters related to financial management (LG (Audit) Regulations, Regulation 16).*

3) Is to review a report given to it by the CEO under Regulation 17.3 (the Regulations) and is to –
- *(i) Report to the Council the results of that review; and*
- *(ii) Give a copy of the CEO's report to the Council.*

4) Is to meet with the auditor at least once in every year (Section 7.12A of the Act).

5) Is to review the annual Department of Local Government Compliance Audit Return and report to Council the results of that review (Regulation R14 (3A)) of the Regulations).

Meeting cycle: *At least once annually to recommend the adoption of the Annual Report.*

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2.4 Committee on Ageing

Members:	*Crs Thomas, Foster, White.*
Deputies:	*All other Councillors.*
Secretariat:	*Director Strategic and Community Development or nominee.*
Membership:	*3 Councillors.*
Quorum:	*2 Councillors.*
Purpose:	*To recommend to Council actions regarding the provision of services for the Aged that can be considered for inclusion in the Shire's future Corporate Business Plans.*
Meeting cycle:	*As required.*

2.5 Paraburdoo Community Hub (CHUB) Committee

Members:	*Crs Lynch, Rumble, White.*
Deputies:	*All other Councillors.*
Secretariat:	*Director Strategic and Community Development or nominee.*
Membership:	*3 Councillors.*
Quorum:	*2 Councillors.*
Purpose:	*The Committee is to undertake the task of overseeing the CHUB construction project and to make recommendations to Council as per the Roles and Responsibilities outlined in the continuing terms of reference.*
Meeting cycle:	*As required.*

2.6 Bush Fire Advisory Committee

Delegates:	*Cr Dias, Cr Diver, Director Development and Regulatory Services, Emergency Management Co-ordinator and Fire Control Officers. Other delegates and the quorum in accordance with the Bush Fire Policy ENG08.*
NOTE:	*One of the Councillor representatives to be the chairperson.*
Secretariat:	*Director Development and Regulatory Services or nominee.*
Purpose:	*As defined in the Bush Fire Policy ENG08 and the Bush Fires Act 1954.*
Meeting Cycle:	*As required.*

2.7 Onslow Local Emergency Management Committee

Delegates:	*Crs White, Dellar and Director Development and Regulatory Services and Emergency Management Co-ordinator.*
Deputies:	*All other Councillors.*
Secretariat:	*Director Development and Regulatory Services or nominee.*
Membership:	*Shire of Ashburton – Emergency Management Co-ordinator (Presiding Person).* *Other representation as per determination of the delegate Councillors and the Director Development and Regulatory Services.*
Quorum:	*Pursuant to S38 (4) of the Emergency Management Act 2005.*
Purpose:	*Pursuant to S39 of the Emergency Management Act 2005.*
Meeting Cycle:	*As required.*

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2.8 Onslow Local Recovery Committee

Delegates: *Crs White, Dellar and Director Development and Regulatory Services and Emergency Management Co-ordinator.*
Deputies: All other Councillors.
Membership: *Shire of Ashburton – Emergency Management Co-ordinator (Presiding Person).*
Other representation as per determination of the delegate Councillors and the Director Development and Regulatory Services.
Quorum: *Not applicable.*
Purpose: *Pursuant to S36 (b) of the Emergency Management Act 2005.*
Meeting Cycle: *As required.*

2.9 Shire of Ashburton Inland Local Emergency Management Committee

Delegates: *Crs Dias, Diver, Director Development and Regulatory Services and Emergency Management Co-ordinator.*
Deputies: *All other Councillors.*
Secretariat: *Director Development and Regulatory Services or nominee.*
Membership: *Shire of Ashburton – Emergency Management Co-ordinator (Presiding Person).*
Other representation as per determination of the delegate Councillors and the Director Development and Regulatory Services.
Quorum: *Pursuant to S38 (4) of the Emergency Management Act 2005.*
Purpose: *Pursuant to S39 of the Emergency Management Act 2005.*
Meeting Cycle: *As required.*

2.10 Shire of Ashburton Inland Local Recovery Committee

Delegates: *Crs Dias, Diver, Director Development and Regulatory Services and Emergency Management Co-ordinator.*
Deputies: *All other Councillors.*
Secretariat: *Director Development and Regulatory Services or nominee.*
Membership: *Shire of Ashburton - Emergency Management Co-ordinator (Presiding Person).*
Other representation as per determination of the delegate Councillors and the Director Development and Regulatory Services.
Quorum: *Not applicable.*
Purpose: *Pursuant to S36 (b) of the Emergency Management Act 2005.*
Meeting Cycle: *As required.*

2.11 Pannawonica Local Emergency Management Committee

Delegates: *Cr Gallanagh and Director Development and Regulatory Services and Emergency Management Co-ordinator.*
Deputies: *All other Councillors.*
Secretariat: *Director Development and Regulatory Services or nominee.*
Membership: *Shire of Ashburton – Emergency Management Co-ordinator (Presiding Person).*
Other representation as per determination of the delegate Councillors and the Director Development and Regulatory Services.
Quorum: *Pursuant to S38 (4) of the Emergency Management Act 2005.*
Purpose: *Pursuant to S39 of the Emergency Management Act 2005.*
Meeting Cycle: *As required.*

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2.12 Pannawonica Local Recovery Committee

Delegates: *Cr Gallanagh and Director Development and Regulatory Services and Emergency Management Co-ordinator.*
Deputies: *All other Councillors.*
Secretariat: *Director Development and Regulatory Services or nominee.*
Membership: *Shire of Ashburton, Emergency Management Co-ordinator / Rio Tinto (Presiding Person).*
Other representation as per determination of the delegate Councillors and the Director Development and Regulatory Services.
Quorum: *Not applicable.*
Purpose: *Pursuant to S36 (b) of the Emergency Management Act 2005.*
Meeting Cycle: *As required."*

* Note: Cr Deller resigned in March 2018 and his committee commitments were replaced by Cr De Pledge

The tenure of members of Council Committees expired on Local Government Election Day, 19 October 2019.

Comment
Any delegation available to a committee is prescribed in respective Instrument of Appointment and Delegation. For all Committees, the Chief Executive Officer and other Shire staff members will provide advice and administrative support to the Committee. Council may add to or remove any of the committees listed as below:

	COMMITTEES WITHIN THE SHIRE	***REQUIRED***	***MEETINGS***	***APPROXIMATE DURATION***
1	*Audit and Risk Management Committee* ***(Attachment 11.4A)***	*All Elected Members*	*Quarterly*	*Up to 2 hours*
2	*Chief Executive Officer's Performance Review Occasional Committee* ***(Attachment 11.4B)***	*All Elected Members*	*Once yearly*	*Up to 2 hours*
3	*Reconciliation Action Plan Committee* ***** ***(Attachment 11.4C)***	*Comprising 5 Elected Members*	*Quarterly*	*Up to 2 hours*
4	*Ashburton Economic and Tourism Development Committee* ***(Attachment 11.4D)***	*Comprising 6 Elected Members*	*Quarterly*	*Up to 2 hours*
5	*Paraburdoo Community Hub (CHUB) Committee* ***(Attachment 11.4E)***	*Comprising 3 Elected Members*	*Quarterly*	*Approximately 1 hour*
6	*Bush Fire Advisory Committee* ***(Attachment 11.4F)***	*Comprising 2 Elected Members*	*Quarterly*	*1 hour*

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	COMMITTEES WITHIN THE SHIRE	***REQUIRED***	***MEETINGS***	***APPROXIMATE DURATION***
7	*Onslow Local Emergency Management Committee (**Attachment 11.4G)***	*Comprising 2 Elected Members*	*Quarterly*	*1 hour*
8	*Shire of Ashburton Inland Local Emergency Management Committee **(Attachment 11.4H) *****	*Comprising 2 Elected Members*	*Quarterly*	*1 hour*
9	*Pannawonica Local Emergency Management Committee **(Attachment 11.4J) *****	*Comprising 2 Elected Members*	*Quarterly*	*1 hour*
10	*Shire of Ashburton Inland Local Recovery Coordination Group **(Attachment 11.4I) *****	*Comprising 2 Elected Members*	*Quarterly*	*1 hour*
11	*Pannawonica Local Recovery Coordination Group **(Attachment 11.4K)****	*Comprising 2 Elected Members*	*Quarterly*	*1 hour*
12	*Onslow Local Recovery Coordination Group (**Attachment 11.4L)****	*Comprising 2 Elected Members*	*Quarterly*	*1 hour*

* Commencement of the *Reconciliation Action Plan Committee* will be subject to a comprehensive report from the Shire that addresses the process, cost and initiation requirements to establish a Reconciliation Action Plan.

** Attachment to be provided under separate cover

The Shire President has the right to be represented on any Council committee. The Shire President is to call for nominations for each of the above committees and preside over any required ballot to determine appointment(s) to the committees. Should the Shire President not wish to be a member of a committee, Council may need to appoint an additional Councillor, depending on the respective *Instrument of Appointment and Delegation.*

Consultation
Executive Management Team
Councillors (via the August 2019 Information Session).

Statutory Environment
Local Government Act 1995

5.8. Establishment of committees
A local government may establish committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*
** Absolute majority required.*

5.11. Committee membership, tenure of
(1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —

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(a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be; or
(b) the person resigns from membership of the committee; or
(c) the committee is disbanded; or
(d) the next ordinary elections day, whichever happens first.

(2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until
(a) the term of the person's appointment as a committee member expires; or
(b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant; or
(c) the committee is disbanded; or
(d) the next ordinary elections day, whichever happens first.

Emergency Management Act 2005:
20. Directions to, and duties of, public authorities
20(4) A public authority that is given a role and responsibilities under a State Emergency Management Policy is to comply with the State Emergency Management Policy. Subject to this section, the constitution and procedures of a local emergency management committee, and the terms and conditions of appointment of members are to be determined by the SEMC"

38. Local emergency management committees

(1) A local government is to establish one or more local emergency management committees for the local government district;
(3) A local emergency management committee consists of –
(a) A Chairman and other members appointed by the relevant local government in accordance with sub section (4);
(b) If the local emergency coordinator is not appointed as chairman of the committee, the local emergency coordinator for the local government district.
(4) Subject to this section, the constitution and procedures of a local emergency management committee, and the terms and conditions of appointment of members are to be determined by the SEMC.

Financial Implications
Budgeted expenditure for meeting fees and cost associated with committees.

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

Goal 05 Inspiring Governance
Objective 4 Exemplary team and work environment

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

Policy Implications
There are no known policies or policy implications relating to this Item.

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Voting Requirement
Absolute Majority Required

Council Decision

MOVED: Cr P Foster **SECONDED: Cr M Lynch**

That Council suspend Standing Orders at 1.31 pm.

CARRIED 8/1
Councillor White, Rumble, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion
Councillor Dias voted against the motion

Council Decision

MOVED: Cr P Foster **SECONDED: Cr M Lynch**

That Council resume Standing Orders at 1.59 pm.

CARRIED 9/0
Councillor White, Rumble, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion
Councillor Dias voted against the motion

Officers Recommendation 1 and Council Decision

MOVED: Cr M Lynch **SECONDED: Cr P Foster**

That with respect to the appointment of Councillors and Staff to committees, Council, confirms that all previous appointments of Councillors to Shire of Ashburton Committees, and the Committees themselves, have expired.

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

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Officers Recommendation 2 and Council Decision

MOVED: Cr M Lynch **SECONDED: Cr D Dias**

That Council, in accordance with the Instrument of Appointment and Delegation of the Audit and Risk Management Committee (ATTACHMENT 11.4A) and *s 5.10 & 5.11A Local Government Act 1995* all Councillors to be members of the Audit and Risk Management Committee.

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Officers Recommendation 3 and Council Decision

MOVED: Cr D Dias **SECONDED: Cr P Foster**

That Council, in accordance with the Instrument of Appointment and Delegation of the Chief Executive Officer's Performance Review Occasional Committee (ATTACHMENT 11.4B) and *s 5.10 & 5.11A Local Government Act 1995* all Councillors to be members of the Chief Executive Officer's Performance Review Occasional Committee.

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Officers Recommendation 4 and Council Decision

MOVED: Cr M Gallanagh **SECONDED: Cr D Diver**

That Council, in accordance with the Instrument of Appointment and Delegation of the Reconciliation Action Plan Committee (ATTACHMENT 11.4C) and *s5.10 & 5.11A Local Government Act 1995* the following Councillors to be members of the Reconciliation Action Plan Committee:

- **Councillor P Foster as a member of the Reconciliation Action Plan Committee;**
- **Councillor M Gallanagh as a member of the Reconciliation Action Plan Committee;**
- **Councillor M Lynch as a member of the Reconciliation Action Plan Committee;**
- **Councillor D Diver as a member of the Reconciliation Action Plan Committee;**
- **Councillor K White as a member of the Reconciliation Action Plan Committee; and**
- **Deputies: All other Councillors.**

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

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Officers Recommendation 5 and Council Decision

MOVED: Cr P Foster **SECONDED: Cr D Diver**

That Council, in accordance with the Instrument of Appointment and Delegation of the Ashburton Economic and Tourism Development Committee (ATTACHMENT 11.4D) and *s5.10 & 5.11A Local Government Act 1995* the following Councillors to be members of the Ashburton Economic and Tourism Development Committee:

- **Councillor D Diver as a member of the Ashburton Economic and Tourism Development Committee;**
- **Councillor M Lynch as a member of the Ashburton Economic and Tourism Development Committee;**
- **Councillor P Foster as a member of the Ashburton Economic and Tourism Development Committee;**
- **Councillor M Gallanagh as a member of the Ashburton Economic and Tourism Development Committee;**
- **Deputies: All other Councillors.**

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Officers Recommendation 6 and Council Decision

MOVED: Cr P Foster **SECONDED: Cr M Lynch**

That Council, in accordance with the Instrument of Appointment and Delegation of the Paraburdoo Community Hub (CHUB) Committee (ATTACHMENT 11.4E) and *s5.10 & 5.11A Local Government Act 1995* the following Councillors to be members of the Paraburdoo Community Hub (CHUB) Committee:

- **Councillor L Rumble as a Paraburdoo Community Hub (CHUB) Committee;**
- **Councillor D Dias as a Paraburdoo Community Hub (CHUB) Committee;**
- **Councillor K White as a Paraburdoo Community Hub (CHUB) Committee; and**
- **Deputies: All other Councillors.**

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

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Officers Recommendation 7 and Council Decision

MOVED: Cr P Foster **SECONDED: Cr M Gallanagh**

That Council, in accordance with the Instrument of Appointment and Delegation of the Bush Fire Advisory Committee (ATTACHMENT 11.4F) and *s5.10 & 5.11A Local Government Act 1995* the following Councillors to be members of the Bush Fire Advisory Committee:

- **Councillor D Diver as Bush Fire Advisory Committee;**
  Councillor D Dias as Bush Fire Advisory Committee;
  Councillor R de Pledge
  Councillor M Gallanagh as Bush Fire Advisory Committee; and
- **Deputies: All other Councillors.**

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Officers Recommendation 8 and Council Decision

MOVED: Cr M Gallanagh **SECONDED: Cr R de Pledge**

That Council, in accordance with the Instrument of Appointment and Delegation of the Onslow Local Emergency Management Committee (Attachment 11.4G) and *s5.10 & 5.11A Local Government Act 1995* the following Councillors to be members of the Onslow Local Emergency Management Committee:

- **Councillor R de Pledge as Onslow Local Emergency Management Committee;**
- **Councillor K White as Onslow Local Emergency Management Committee.**

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

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Officers Recommendation 9 and Council Decision

MOVED: Cr R de Pledge **SECONDED: Cr M Gallanagh**

That Council, in accordance with the Instrument of Appointment and Delegation of the Shire of Ashburton Inland Local Emergency Management Committee (Attachment 11.4H) and *s5.10 & 5.11A Local Government Act 1995* the following Councillors to be members of the Shire of Ashburton Inland Local Emergency Management Committee:

- **Councillor D Dias as Shire of Ashburton Inland Local Emergency Management Committee;**
- **Councillor D Diver as Shire of Ashburton Inland Local Emergency Management Committee; and**
- **Councillor P Foster as Shire of Ashburton Inland Local Emergency Management**

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Officers Recommendation 10 and Council Decision

MOVED: Cr R de Pledge **SECONDED: Cr M Gallanagh**

That Council, in accordance with the Instrument of Appointment and Delegation of the Pannawonica Local Emergency Management Committee (Attachment 11.4I) and *s5.10 & 5.11A Local Government Act 1995* the following Councillors to be members of the Pannawonica Local Emergency Management Committee:

- **Councillor M Gallanagh as Pannawonica Local Emergency Management Committee; and**
- **Councillor M Lynch as Pannawonica Local Emergency Management Committee;**
- **Deputies: All other Councillors.**

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

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Officers Recommendation 11 and Council Decision

MOVED: Cr P Foster **SECONDED: Cr R de Pledge**

That Council, in accordance with the Instrument of Appointment and Delegation of the Shire of Ashburton Inland Local Recovery Management Coordination Group (Attachment 11.4J) and *s5.10 & 5.11A Local Government Act 1995* the following Councillors to be members of the Shire of Ashburton Inland Local Recovery Management Coordination Group:

- **Councillor D Dias as Shire of Ashburton Inland Local Recovery Management Coordination Group;**
- **Councillor P Foster as Shire of Ashburton Inland Local Recovery Management Coordination Group; and**
- **Councillor D Diver as Shire of Ashburton Inland Local Recovery Management Coordination Group;**
- **Deputies: All other Councillors.**

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Officers Recommendation 12 and Council Decision

MOVED: Cr M Lynch **SECONDED: Cr D Dias**

That Council, in accordance with the Instrument of Appointment and Delegation of the Pannawonica Local Recovery Coordination Group (Attachment 11.4K) and *s 5.10 & 5.11A Local Government Act 1995* the following Councillors to be members of the Pannawonica Local Recovery Coordination Group:

- **Councillor M Gallanagh as Pannawonica Local Recovery Coordination Group;**
- **Councillor M Lynch as Pannawonica Local Recovery Coordination Group; and**
- **Deputies: All other Councillors.**

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

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Officers Recommendation 13 and Council Decision

MOVED: Cr J Richardson **SECONDED: Cr M Gallanagh**

That Council, in accordance with the Instrument of Appointment and Delegation of the Onslow Local Recovery Coordination Group (Attachment 11.4L) and *s 5.10 & 5.11A Local Government Act 1995* the following Councillors to be members of the Pannawonica Local Recovery Coordination Group:

•Councillor R de Pledge as Onslow Local Recovery Coordination Group;
•Councillor K White as Onslow Local Recovery Coordination Group; and
•Deputies: All other Councillors.

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Council Decision

MOVED: Cr M Lynch **SECONDED: Cr K White**

That Council, in accordance with the Instrument of Appointment and Delegation of the Pilbara Regional Waste Management Facility (PRWMF) Committee (Attachment 11.4M) and *s 5.10 & 5.11A Local Government Act 1995* the following Councillors to be members of the Pilbara Regional Waste Management Facility (PRWMF) Committee:

- **Councillor K White as Pilbara Regional Waste Management Facility (PRWMF) Committee;**
- **Councillor M Lynch as Pilbara Regional Waste Management Facility (PRWMF) Committee;**
- **Councillor D Diver as Pilbara Regional Waste Management Facility PRWMF) Committee; and**
- **Councillor R de Pledge as Pilbara Regional Waste Management Facility PRWMF) Committee; and**
- **Deputies: All other Councillors.**

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

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11.5 APPOINTMENT OF MEMBERS TO WORKING GROUPS AND EXTERNAL GROUPS OF COUNCIL

MINUTE: 662/2019

FILE REFERENCE:	GV04
AUTHOR'S NAME AND POSITION:	Rob Paull Chief Executive Officer
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	5 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Agenda Item 11.4 (Minute No: 245/2017) – Ordinary Meeting of Council 24 October 2017

Summary
Council is requested to establish the purpose and operations of working groups along with appointing members to working groups and external groups of Council.

Background
Following the 2017 Local Government elections, Council established the following working groups and external groups and appointed the following persons as members as follows:
"That with respect to the appointment of Councillors and Staff to committees, Council:

1. Confirm that all previous appointments of Councillors and Staff to Shire of Ashburton Committees, and the Commitees themselves, have expired.

3. Establish the following Working Groups of Council and make the following appointments to those Working Groups:

3.1 Partnership Governing Committee (Rio Tinto)

Delegates:	*Shire President (Presiding Person), Cr Rumble (Paraburdoo Ward Councillor), Cr Foster (Tom Price Ward Councillor), Chief Executive Officer, Director Strategic and Community Development, and Strategic Partnership Manager.*
Secretariat:	*Director Strategic and Community Development or the nominee.*
Membership:	*Rio Tinto Iron Ore representatives / Shire of Ashburton representatives.*

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Purpose: *A Partnership, through a Memorandum of Understanding, between Rio Tinto and the Shire of Ashburton that sets out a shared vision with supporting strategies and defines specific roles and responsibilities in the delivery of community infrastructure and related services for the towns of Tom Price, Paraburdoo and Pannawonica.*

Meeting Cycle: *Two per year, or more if required.*

3.2 Working Together Onslow (Chevron)

Delegates: *Shire President, Director Strategic and Community Development, and Community Development Co-ordinator.*

Secretariat: *Director Strategic and Community Development or the nominee.*

Membership: *Three Chevron representatives / Three Shire of Ashburton representatives.*

Purpose: *Working Together Onslow (WTO) is a partnership between the Shire of Ashburton and Chevron for the town of Onslow.*

Meeting Cycle: *Every 3 months.*

3.3 CEO Performance Review Panel

Members: Shire President, Cr Diver.

Deputies: *Crs Rumble, Dellar.*

Secretariat: *External or one of the members.*

Purpose: *Undertake reviews of the CEO's Performance and to make recommendations to Council as a result of those reviews as required.*

Meeting Cycle: *Anniversay of the CEO's contract and then biannually or as required.*

3.4 Australia Day WA – Community Citizen of the Year Award Working Group

Delegates: *Shire President, Ward Councillors relevant to each townsite and the CEO or their delegate.*

Secretariat: *Director Strategic and Community Development or the nominee.*

Purpose: *To select recipients of the Community Citizen of the Year, Community Citizen of the Year (Senior), Community Citizen of the Year (Youth), and Active Citizenship (Group/Event) for each town.*

Meeting Cycle: *As required.*

NOTE: *Pursuant to policy REC09 Australia Day WA Community Citizen of the Year.*

3.5 Onslow Senior Citizens Units Working Group

Members: *Cr White (Onslow Ward Councillor, Presiding Person), Director Strategic and Community Development or the Officer's Delegate, Community Representative, Tenant from Carinya Units Representative, Tenant from Senior Citizen Units, and Department of Community – Housing Representative.*

Deputies: *All other Councillors.*

Secretariat: *Director Strategic and Community Development or the nominee.*

Purpose: *To form the function of a Management Committee to oversee the Carinya Senior Units pursuant to the Joint Venture Agreement.*

To establish a sub-committee comprising a representative of the Dept of Housing and the Committee (Cr representative) to oversee allocation of tenants to the Carinya Senior Units.

To establish a sub-committee to oversee allocation of tenants to the Senior Citizens Units.

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To appoint tenant or community representatives (Cr representative in conjunction with the Director).
To recommend to Council rents and future major maintenance.
Meeting Cycle: As required.

4. Nominate or appoint (as applicable) the following appointments to External Groups:

4.1 Pilbara Regional Council (PRC)
Delegates: Crs Foster, Cr White
Deputies: Crs Rumble, Cr Diver
In the absence of the above Councillors all other Councillors.
Meeting Cycle: Every 2 months.

4.2 PRC Various Project Working Groups
Delegates: Officers, as per CEO nomination.
Meeting Cycle: As required.

4.3 Regional Road Group
Delegates: Crs Foster, Cr White.
Deputies: Crs Rumble, Cr Diver.
In the absence of the above Councillors all other Councillors

NOTE: As this meeting occurs on the same date as the Pilbara Regional Council meeting it's preferable the Delegates are the same.

Meeting Cycle: Every 2 months and coincides with PRC.

4.4 Regional Road Group - Technical Working Group
Delegates: Director, Infrastructure Services or nominee/s.
Meeting Cycle: As required.

4.5 Paraburdoo Community Advisory Group (Rio Tinto)
Delegates: Cr _____ (Paraburdoo Ward Councillor),

Cr _____ (Paraburdoo Ward Councillor), and
Strategic Partnership Manager.

Membership: Rio Tinto Iron Ore representatives / Shire of Ashburton representatives, representatives from key community organisations such as Primary School, Police, Hospital etc.
Meeting Cycle: Quarterly.

4.6 Onslow Community Garden Management Committee
Delegate: Cr White.
Delegate: Director Strategic and Community Development or the Officer's Delegate.
NOTE: The Council is entitled to nominate two delegates which may include an officer(s).
Meeting Cycle: To meet at least every three months (or more frequently if required).

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4.7 Pilbara District Emergency Management Committee
Delegates: Emergency Management Coordinator and Director Development & Regulatory Services or nominee.
Deputy: Cr Diver
Meeting Cycle: As required

4.8 Western Australian Local Government Association Pilbara Country Zone
Delegates: Crs White, Foster.
Deputies: Crs Rumble, Diver.
In the absence of the above Councillors all other Councillors.
Meeting Cycle: As required.
NOTE: As this meeting occurs with the Pilbara Regional Council meeting it's preferable the Delegates and Deputies are the same.

4.9 Development Assessment Panels
Delegates: Cr Dias (expiring 26 July 2018).
Cr White (expiring 26 July 2018).
Deputies: Cr Foster (expiring 26 July 2018).
Cr Rumble (expiring 26 July 2018).
Meeting Cycle: As required.

4.10 Onslow Tourism and Progress Association
Delegate: Cr White.
Deputy: Director Strategic and Community Development or nominee.
Meeting Cycle: As required.

4.11 Ashburton Land Conservation District Committees (LCDC)
Delegate: Cr Dias expires 4 December 2018.
Meeting Cycle: As required.

4.12 Roebourne/Port Hedland Land Conservation District Committee (LCDC)
Delegate: Cr Thomas expires 31 January 2018.
Meeting Cycle: As required.

4.13 Lyndon Land Conservation District Committee (LCDC)
Delegate: Kimberly De Pledge (Yanrey Station) expiry date to be advised.
Meeting Cycle: As required.

4.14 Onslow Chamber of Commerce & Industry
Council felt that a delegate was not required at this time
Delegate: _____
Meeting Cycle: As required.
NOTE: Non voting unless the Council takes up membership of the Association and / or is elected to the Board.

4.15 Pilbara Inland Chamber of Commerce & Industry
Delegate: Cr Foster
Meeting Cycle: As required.

NOTE: Non voting unless the Council takes up membership of the Association and / or is elected to the Board."

* Note: Cr Deller resigned in March 2018 and his commitments were replaced by Cr De Pledge

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The tenure of members of working groups and external groups expired on Local Government Election Day, 19 October 2019.

Comment
Any delegation available to a committee is prescribed in respective Instrument of Appointment and Delegation.

For all Committees, the Chief Executive Officer and other Shire staff members will provide advice and administrative support to the Committee. Council may add to or remove any of the committees listed as below:

	WORKING GROUPS WITHIN THE SHIRE	***REQUIRED***	***MEETINGS***	***APPROXIMATE DURATION***
1	*Partnership Governing Committee (Rio Tinto)*	*Comprising 3 Elected Members*	*Twice a year*	*Up to 2 hours*
2	*Working Together Onslow (Chevron)*	*Comprising 1 Elected Member*	*Every 3 months*	*Up to 2 hours*
3	*Australia Day WA – Community Citizen of the Year Award Working Group*	*Comprising: President and 1 Elected Member from each town*	*As required*	*Up to 2 hours*
4	*Onslow Senior Citizens Units Working Group*	*Comprising 1 Elected member (Onslow Ward Councillor)*	*As required*	*Up to 2 hours*

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	EXTERNAL GROUPS WITHIN THE SHIRE	***REQUIRED***	***MEETINGS***	***APPROXIMATE DURATION***
1	*Pilbara Regional Council (PRC)*	*Comprising 3 Elected Members*	*As required*	*Up to 2 hours*
2	*Regional Road Group*	*Comprising 3 Elected Members*	*As required*	*Up to 2 hours*
3	*Regional Road Group Technical Working Group*	*Director, Infrastructure Services or nominee/s*	*As required*	*Up to 2 hours*
4	*Onslow Community Garden Management Committee*	*Comprising 1 Elected member (Onslow Ward Councillor)*	*As required*	*Approximately 1 hour*
5	*Pilbara District Emergency Management Committee*	*Comprising 1 Elected Member; Director Property and Development Services or nominee; and Manager, Manager Community Safety or nominee*	*As required*	*Up to 2 hours*
6	*Western Australian Local Government Association Pilbara Country Zone*	*Comprising 2 Elected Members (Delegates) Comprising 2 Elected Members (Deputies)*	*As required*	*Up to 2 hours*
7	*Development Assessment Panels*	*Delegates: Cr Dias & Cr White Deputies: Cr Foster & Cr Rumble*	*As required*	*Up to 2 hours*
8	*Onslow Tourism and Progress Association*	*Comprising 1 Elected member (Onslow Ward Councillor)*	*As required*	*Up to 2 hours*
9	*Ashburton Land Conservation District Committee*	*Comprising 1 Elected member*	*As required*	*Up to 2 hours*

UNCONFIRMED MINUTES

	EXTERNAL GROUPS WITHIN THE SHIRE	***REQUIRED***	***MEETINGS***	***APPROXIMATE DURATION***
10	*Roebourne/Port Hedland Land Conservation District Committee*	*Comprising 1 Elected member*	*As required*	*Up to 2 hours*
11	*Lyndon Land Conservation District Committee*	*Comprising 1 Elected member*	*As required*	*Up to 2 hours*
12	*Onslow Chamber of Commerce & Industry*	*Comprising 1 Elected member (Onslow Ward Councillor)*	*As required*	*Up to 2 hours*
13	*Pilbara Inland Chamber of Commerce*	*Comprising 1 Elected member (Tom Price or Paraburdoo Ward Councillor)*	*As required*	*Up to 2 hours*

The Shire President has the right to be represented on any working groups and external groups of Council. The Shire President is to call for nominations for each of the above working groups and external groups and preside over any required ballot to determine appointment(s) to the committees.

Consultation
Executive Management Team
Councillors (via the August 2019 Information Session).

Statutory Environment
The Emergency Management Act 2005:

20. Directions to, and duties of, public authorities

20(4) A public authority that is given a role and responsibilities under a State Emergency Management Policy is to comply with the State Emergency Management Policy. Subject to this section, the constitution and procedures of a local emergency management committee, and the terms and conditions of appointment of members are to be determined by the SEMC"

38. Local emergency management committees

(1) A local government is to establish one or more local emergency management committees for the local government district;

(3) A local emergency management committee consists of –

(a) A Chairman and other members appointed by the relevant local government in accordance with sub section (4);

(b) If the local emergency coordinator is not appointed as chairman of the committee, the local emergency coordinator for the local government district.

(4) Subject to this section, the constitution and procedures of a local emergency management committee, and the terms and conditions of appointment of members are to be determined by the SEMC.

UNCONFIRMED MINUTES

Financial Implications
Budgeted expenditure for meeting fees and costs associated with committees.

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

Goal 05 Inspiring Governance
Objective 4 Exemplary team and work environment

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

Policy Implications
There are no known policies or policy implications relating to this Item.

Voting Requirement
Absolute Majority Required

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

Officers Recommendation and Council Decision

MOVED: Cr D Diver **SECONDED: Cr P Foster**

That with respect to the Appointment of Members to Working Groups and External Groups of Council, Council:

1. Confirm that all previous appointments of Councillors and Staff to Shire of Ashburton Committees, and the Committees themselves, have expired.

2. Establish the following Working Groups of Council and make the following appointments to those Working Groups:

2.1 Partnership Governing Committee (Rio Tinto)

Delegates: Shire President (Presiding Person);

Cr L Rumble (Paraburdoo Ward Councillor),
Cr P Foster (Tom Price Ward Councillor),
Chief Executive Officer, Director

Community Services and Strategic Partnership Manager.

Secretariat: Director Community Services or the nominee.

Membership: Rio Tinto Iron Ore representatives / Shire of Ashburton Representatives.

Purpose: A Partnership, through a Memorandum of Understanding, between Rio Tinto and the Shire of Ashburton that sets out a shared vision with supporting strategies and defines specific roles and responsibilities in the delivery of community infrastructure and related services for the towns of Tom Price, Paraburdoo and Pannawonica.

Meeting Cycle: Two per year, or more if required.

2.2 Working Together Onslow (Chevron)

Delegates: Shire President (Presiding Person);

Cr R de Pledge
Director Community Services

Secretariat: Director Community Services or the nominee.

Membership: Three Chevron representatives / Three Shire of Ashburton Representatives.

Purpose: Working Together Onslow (WTO) is a partnership between the Shire of Ashburton and Chevron for the town of Onslow.

Meeting Cycle: Every 3 months.

UNCONFIRMED MINUTES

2.3 Australia Day WA – Community Citizen of the Year Award Working Group

Delegates: Shire President (Presiding Person);

Cr M Gallanagh (Pannawonica Ward Councillor),
Cr D Dias (Paraburdoo Ward Councillor),
Cr P Foster (Tom Price Ward Councillor),
Director Community Services or the nominee

Secretariat: Director Community Services or the nominee.

Purpose: To select recipients of the Community Citizen of the Year, Community Citizen of the Year (Senior), Community Citizen of the Year (Youth), and Active Citizenship (Group/Event) for each town.

Meeting Cycle: As required.

NOTE: Pursuant to policy REC09 Australia Day WA Community Citizen of the Year.

2.4 Onslow Senior Citizens Units Working Group

Members: Delegates

Cr K White (Shire President)

~~**Director Community Services and**~~ **Director Property and Development Services or the nominee, Community Representative, Tenant from Carinya Units Representative, Tenant from Senior Citizen Units, and Department of Community – Housing Representative.**

Deputies: All other Councillors.

Secretariat: ~~**Director Community Services**~~ **Director Property and Development Services or the nominee.**

Purpose:

- **To form the function of a Management Committee to oversee the Carinya Senior Units pursuant to the Joint Venture Agreement.**
- **To establish a sub-committee comprising a representative of the Department of Housing and the Committee (Cr representative) to oversee allocation of tenants to the Carinya Senior Units.**
- **To establish a sub-committee to oversee allocation of tenants to the Senior Citizens Units.**
- **To appoint tenant or community representatives (Cr representative in conjunction with the Director).**
- **To recommend to Council rents and future major maintenance.**

Meeting Cycle: As required.

UNCONFIRMED MINUTES

3. Nominate or appoint (as applicable) the following appointments to External Groups:

3.1 Pilbara Regional Council (PRC)

Delegates: Shire President (Presiding Person);
Cr P Foster (Councillor),

Deputies: Cr D Diver (Councillor),
Cr L Rumble (Councillor),

In the absence of the above Councillors all other Councillors.

Meeting Cycle: As required.

3.2 PRC Various Project Working Groups

Delegates: Officers, as per CEO nomination.

Meeting Cycle: As required.

3.3 Regional Road Group

Delegates: Shire President (Presiding Person);
Cr J Richardson (Councillor),

Deputies: Cr R de Pledge (Councillor),
Cr P Foster (Councillor),

In the absence of the above Councillors all other Councillors

Meeting Cycle: As required.

3.4 Regional Road Group - Technical Working Group

Delegates: Director, Infrastructure Services or nominee/s.

Meeting Cycle: As required.

3.5 Onslow Community Garden Management Committee

Delegate: Cr K White (Shire President),

Delegate: Director Community Services or the Officer's Delegate.

NOTE: The Council is entitled to nominate two delegates which may include an officer(s).

UNCONFIRMED MINUTES

Meeting Cycle: To meet at least every three months (or more frequently if required).

3.6 Pilbara District Emergency Management Committee

Delegates: **Cr D Diver (Councillor)**

Deputy: **Director Property and Development Services or nominee; and**
Deputy: **Manager Community Safety or nominee**

Meeting Cycle: **As required.**

3.7 Western Australian Local Government Association Pilbara Country Zone

Delegates: **Shire President (Presiding Person);**
Cr P Foster (Councillor),

Deputies: **Cr L Rumble (Councillor),**
Cr D Diver (Councillor),

In the absence of the above Councillors all other Councillors

Meeting Cycle: **As required.**

NOTE: As this meeting occurs with the Pilbara Regional Council meeting its preferable the Delegates and Deputies are the same.

3.8 Development Assessment Panels

Delegates: **Cr Dias**
Cr White

Deputies: **Cr Foster**
Cr Rumble

Meeting Cycle: **As required.**

3.9 Onslow Tourism and Progress Association

Delegate: **Cr K White (Shire President),**
Delegate: **Chief Executive officer or the CEOs Delegate.**

Deputy: **Director Strategic and Community Development or nominee.**

Meeting Cycle: **As required.**

UNCONFIRMED MINUTES

3.10 Ashburton Land Conservation District Committees (LCDC)

Delegate: Cr R de Pledge (Councillor).

Meeting Cycle: As required.

3.11 Roebourne/Port Hedland Land Conservation District Committee (LCDC)

Delegate: Cr J Richardson (Councillor).

Meeting Cycle: As required.

3.12 Lyndon Land Conservation District Committee (LCDC)

Delegate: Cr R de Pledge (Councillor).

Meeting Cycle: As required.

3.13 Onslow Chamber of Commerce & Industry

Delegate: Cr R de Pledge (Councillor

Meeting Cycle: As required.

NOTE: Voting rights as Council has taken up membership of the Association.

3.14 Pilbara Inland Chamber of Commerce & Industry

Delegate: Cr P Foster, Cr M Lynch and Cr D Diver (Tom Price or Paraburdoo Ward Councillor).

Meeting Cycle: As required.

NOTE: Voting rights as Council has taken up membership of the Association.

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillors White, Rumble, Dias, Foster, Diver, Gallanagh, de Pledge, Lynch and Richardson voted for the motion

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

12. CORPORATE SERVICES REPORTS

Council Decision

MOVED: Cr L Rumble **SECONDED: Cr P Foster**

Change in the Order of Business:

That consideration of agenda item 12.1 be deferred until after agenda item 13.8.

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

12.2 REMOTE AREA TAX CONCESSIONS AND PAYMENTS

MINUTE: 663/2019

FILE REFERENCE:	RV01
AUTHOR'S NAME AND POSITION:	John Bingham Director Corporate Services
AUTHORISING OFFICER AND POSITION	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	2 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary
The Productivity Commission (the 'Commission') is undertaking a study to examine the operation and impacts of the zone tax offset (ZTO) and related remote area tax (RAA) concessions and payments. The Commission is consulting widely, including in regional Australia.

This agenda item reviews the Commission's draft report and highlights the impact for the Shire of Ashburton.

Background
In 2018 the Commission was instructed by the Federal Government to undertake an inquiry into whether or not remote area tax assistance is 'fair and contemporary'. An issues paper was released on 12 March 2019 following on from which a draft report was made available on 4 September 2019.

ATTACHMENT 12.2A

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The draft report reviews three longstanding tax concessions and payments for residents and businesses in remote and certain regional areas:

- **The zone tax offset (ZTO)** – introduced to recognize the disadvantages that residents in certain parts of Australia were subjected to because of the uncongenial climatic conditions, isolation and high cost of living in comparison with other parts of Australia;

- **The remote area allowance (RAA)** – introduced to ensure that those on government transfer payments also received the same benefits; and

- **Fringe benefits tax (FBT) remote area concessions** – introduced to acknowledge the nature of certain employees' employment or to limit tax on reasonable amounts expended to compensate for additional expenses or disadvantages suffered by the employee for having to live away from their home in order to perform duties for their employer.

The ZTO and RAA do not impact Shire staff and operations. However the FBT remote area concessions do apply and any changes made to tighten exemptions and concessions to employer provided housing for example will potentially be a burden on future workforce plans and budgets.

The recommendations and findings of the draft report are listed on pages 37 to 43.

Submissions to the draft are to be accepted by the Commission up to and including Friday 11 October 2019. The Shire has partnered with the Town of Port Hedland and Shire of East Pilbara to professionally prepare a submission.

A WALGA delegation will also be meeting with the Productivity Commission on the morning of Tuesday, 15 October at its Head Office, to discuss the recommendations in the draft report. The Shire is currently planning to have a representative in attendance.

Comment
On 23 September 2019 the Chief Government Whip in the Senate of Western Australia, Mr Dean Smith, wrote to the Shire President to provide some important information about the matters detailed in the Productivity Commission draft report.

ATTACHMENT 12.2B

Mr Smith followed up with another letter to the Shire on 25 September 2019 advising he had published an opinion piece in *The West Australian* agreeing the concessions are indeed outdated but also advocating the important role of the tax benefits in mitigating the challenges of living in remote WA.

ATTACHMENT 12.2C
ATTACHMENT 12.2D

Further Fringe benefits tax – remote areas
The Fringe Benefits Tax Assessment Bill was introduced in 1986 to apply tax to the value of benefits provided to an employee or an employee's associates (typically, the employee's spouse or children) by an employer in respect of the employee's employment activities.

A range of exemptions and concessions were included to acknowledge the nature of certain employees' employment or to limit tax on reasonable amounts expended to compensate for additional expenses or disadvantages suffered by the employee for having to live away from their home in order to perform duties for their employer.

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To that end, the FBT concessions were not intended as incentives to encourage remote area employment, but rather were an acknowledgement that particular forms of employment would necessitate certain costs which were not a 'benefit' to the employee but would have otherwise been taxable under the *Fringe Benefits Tax Assessment Act 1986 (FBTAA)*.

The FBT provisions specific to remote areas are contained in the *FBTAA* and are mainly related to housing. The definition of a remote area is determined by the population as at the 1981 Census, its classification for the zone tax offset and a number of distance-population parameters. There is a separate provision for certain regional employers which gives greater concessions to these entities – public services / government, charities and hospitals.

Fringe benefits tax – remote areas and fly-in fly-out
The most visible examples of fly-in fly-out (FIFO) employment are in mining where the decision to offer FIFO employment arrangements is driven by the need for workers to operate in locations where there is an insufficient supply of appropriate local labour. Other dominant industry examples include healthcare and government services. The comparatively high levels of remuneration are a primary incentive for workers, especially for those who may not find comparable wages given their level of skills and education, with employers funding the cost of travel and accommodation without the imposition of FBT.

The itinerant nature of parts of the remote area workforce suggests that employees will generally not intend to relocate permanently and that employers facilitate their presence in remote areas by providing suitable accommodation and transport. When there is the predictable downturn in economic activity (e.g. fall in iron ore prices or the mine is exhausted), these workers will naturally shift to other locations to pursue alternative employment.

The remote area housing benefit FBT exemption applies to employer-provided accommodation in remote areas, regardless of whether the employee is a FIFO or regular employee. The travel to and from the place of employment is also an exempt residual fringe benefit. The three types of accommodation the Shire provides to its employees (owned, leased and the FBT implications for each.

ATTACHMENT 12.2E

Anecdotal feedback from local government staff and Councillors is as follows:

> '*I think there would be greater significant impacts than just Shire employee housing. If the remote area assistance is abolished in the manner that the PC report indicates, there will be nearly zero incentives to live remote, as we do now. More residents will opt for FIFO as there would be no advantage to living here. Worst case scenario is that mining companies will consolidate their residential workforce, while some sites may move to solely FIFO and towns may close. This will not just affect Shire of Ashburton, Newman has been struggling to attract residents to the town. Without remote area assistance it may be even harder*.'
>
> *''The Shire should strongly refute a lot of the unsubstantiated statements in the Productivity Commission's draft report (e.g. everyone gets high wages so can afford to suck it up, it is a lifestyle choice to live remotely etc.)'.*
>
> '*This could potentially also affect business who have worked hard in recent years to transition from a FIFO to residential workforce'*;

UNCONFIRMED MINUTES

Fringe Benefits Tax implications on proposed changes to FBT remote area concessions
The Shire engaged Moore Stephens to provide comments in relation to the proposed changes to FBT remote area concessions outlined in the August 2019 Productivity Draft Report. The purpose of the report is twofold:

1. Comment on the FBT impact on the Shire's residential properties provided to employees (owned and leased) under the suggested changes and the commentary outlined in the draft report. This will quantify the impact of these potential changes from currently being exempt, to either a 50% concession, or no concession at all (if ineligible); and

2. Provide supporting information to the Shire's submission to the Commission.

The following table is taken from the report highlighting the impact of the proposed changes

Location	No. Owned	Estimated Cost ($)*(A)	No. Leased	Cost of Lease Payments ($) (B)	Total Cost (A) + (B)
Tom Price	28	$873,600	28	$440,757	$1,314,357
Onslow	18	$514,800	14	$385,152	$ 899,952
Paraburdoo	10	$208,000	2	$ 41,600	$ 249,600
		$1,596,400		**$867,509**	
					$2,463,909

**The total cost of the Shire's owned property is calculated by the average rental market price per week multiplied by the number of properties in each location.*

Total cost to the Shire of Ashburton if eligible for the 50% concession under the proposed changes:

Taxable Value of the benefit	$2,463,909
Gross up factor	1.8868
Gross up taxable value	$4,648,903
FBT RATE	47%
Gross FBT Payable	$2,184,984
Less: Proposed 50% concession	$1,092,492
Net FBT Payable	**$1,092,492**
Add actual cost	**$2,463,909**
Total Cost	**$3,556,401**

ATTACHMENT 12.2F

Draft Submission to the Commission
The Shire has prepared a joint response (alongside Town of Port Hedland and Shire of East Pilbara) to the Commission's draft report, giving due regard to the preliminary assumptions and recommendations therein.

The submission acknowledges the complexity of the task ahead for the Commission in light of the absence of sufficient empirical evidence and the disparate nature of the regions of eligible for the concessions. The submission also stresses the Pilbara local government's high level of concern re: the application of some of the preliminary assumptions to the Pilbara, the Commission's methodology (in some instances) and the impact of the Commission's draft recommendations on the viability of the Pilbara towns, the economy, and regional Indigenous communities.
The following recommendations are made:

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- Commission negotiates with Government for an extension on the report delivery timeframe to ensure impacts on proposed changes to FBT are quantified and fully considered;

- Redefine the definitions of remote and very remote (and retain special areas), with all recommendations reconsidered in the context of the new definitions. The definitions should be based on identified parameters as opposed to lines on a map, demonstrating a contemporary approach to policy.
- Apply the new definitions of remote and very remote, (and special areas) to the remote area tax concessions under the following circumstances:

    - An indexed ZTO that appropriately reflects the cost of living and other hardships experienced by remote, very remote and special area residents. This should be based on effective financial modelling that recognises and assists in countering the costs and conditions of living remotely.

    - Retain the 'customary' provision under (2) (d)(iii) of Section 58ZC of the FBTAA 1986 for employer-provided housing.

    - Retain the full FBT exemption for employer-provided or employer-subsidised housing.

    - Retain the 50 percent exemption for fuel associated with employer-provided or employer-subsidised housing.

    - Index the Remote Area Allowance (RAA) for income support recipients to meet cost of living in the defined areas.

    - If the definition of 'eligible urban area' is retained, ensure that population thresholds account for the impacts of remoteness on towns like Port Hedland (population nearly 14,000).

- Any reassessment of eligibility for ZTO and FBT must provide long term certainty for local governments, businesses and investors or it will destabilise the regional economy.

The full report is attached for Councils further consideration.

ATTACHMENT 12.2G

Consultation
Executive Management Team
WALGA
Moore Stephens
Edge Writing
Town of Port Hedland
Shire of East Pilbara

Statutory Environment
Fringe Benefits Tax Assessment Act 1986

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Financial Implications
The Shire has commissioned Moore Stephens to report on the financial implications including:

- An assessment of whether the Shires houses will still be eligible under the proposed changes being put forward by the Productivity Commission; and

- The financial impact of the proposed changes for employer-provided housing from being exempt, to a 50% concession, to no concession at all. This calculation will be based off the number of properties currently listed in the Shire's housing stock and the associated rates.

  The Moore Stephens report is due to be available Wednesday 9 October 2019. The total cost of preparing the submission in partnership with the Town of Port Hedland and Shire of East Pilbara is estimated to be around $4,000 to $6,000.

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

Goal 05 Inspiring Governance
Objective 3 Council leadership

Risk Management
Adoption of this item has been evaluated against the Shire of Ashburton Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Low", can be managed by routine procedures, and are unlikely to need specific application of resources.

Policy Implications
EMP37 Salary Sacrifice

Voting Requirement
Simple Majority Required

Officers Recommendation and Council Decision

MOVED: Cr L Rumble **SECONDED: Cr P Foster**

That with respect to the Remote Area Tax Concessions and Payments, Productivity Commission Draft Report, Council:

1. **Acknowledge the Productivity Commissions Draft Report August 2019, and support the findings and recommendations as stated in the submission made on 11 October 2019 (ATTACHMENT 12.2A).**

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
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12.3 2020/21 PRE BUDGET SUBMISSION

MINUTE: 664/2019

FILE REFERENCE:	GR01
AUTHOR'S NAME AND POSITION:	John Bingham Director Corporate Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	11 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary
Council is requested to consider that the Shire prepare and submit a 2020-2021 Budget submission to the Government of Australia ("Federal Government").

Background
At the 18 September 2019 Ordinary Meeting, Council requested the Chief Executive Officer prepare and submit a pre-budget submission to the WA Treasurer in relation to the State's 2020/21 Budget. Following on from this Councillor Foster has suggested the Shire make a submission for the Federal Budget 2020-2021 in response to an invitation posted on the Australian Local Government Association website. Submissions close on 20 December 2019.

Comment
In a similar vein to the pre-budget submission to the State's 2020/21 Budget it is appropriate for the Shire to prepare one for the Federal Government in relation to the 2020/21 Budget. As with the State Budget important Shire projects, including the Tom Price Child Care Facility and Onslow Marina would benefit from Federal Government investment. Regional projects such as Stage 4 of the Tom Price - Karratha Road are already backed by Federal funding.

Consultation
Cr Foster
Executive Management Team

Statutory Environment
There are no known statutory implications for this matter.

Financial Implications
There are no known financial implications for this matter.

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Strategic Implications
Shire of Ashburton 10 year Community Strategic Plan 2017 – 2027 (Desktop Review 2019)

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

Risk Management
Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Low", can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications
There are no known policy implications for this matter.

Voting Requirement
Simple Majority Required

Officers Recommendation and Council Decision

MOVED: Cr P Foster **SECONDED: Cr M Lynch**

That with respect to a 2020/21 Pre Budget Submission to the Government of Australia, Council:

1. **Request the Chief Executive Officer to prepare and submit a pre-budget submission to the Federal Government in relation to the State of Western Australia's 2020/21 Budget requesting the Treasurer to allocate funds to identified projects that will assist the community of the Shire of Ashburton.**

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

UNCONFIRMED MINUTES

13. PROPERTY AND DEVELOPMENT SERVICES REPORTS

13.1 APPLICATION FOR MISCELLANEOUS LICENCE 47/909 ENCROACHING PANNAWONICA TOWNSITE

Declaration of Interest
Prior to consideration of this Agenda Item:

Cr Dias declared a financial interest
Cr Rumble declared a financial interest
Cr Lynch declared a proximity interest
Cr Foster declared a financial interest
Cr Diver declared a proximity interest
Cr Gallanagh declared a financial interest
Cr de Pledge declared a financial interest

See item 6.2 for details of the interest declared.

RECORDED ON REGISTER GV07

Councillors Gallanagh, Foster and Dias left the Chambers at 2.08 pm due to a declaration of interest for financial interests in Agenda Items 13.1 and 13.2.

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

MINUTE: 665/2019

FILE REFERENCE:	ED01
AUTHOR'S NAME AND POSITION:	Janelle Fell Manager Land and Asset Compliance
AUTHORISING OFFICER AND POSITION:	Brian Cameron Director Property and Development Services
NAME OF APPLICANT/ RESPONDENT:	Department of Mines, Industry Regulation and Safety
DATE REPORT WRITTEN:	12 September 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

Summary
Application for Miscellaneous Licence 47/909 by DDG Fortescue River Pty Ltd & Tec Pilbara Pty Ltd, encroaching the Pannawonica townsite, has been referred by Department of Mines, Industry Regulation and Safety (DMIRS) to Council for consideration.

DMIRS seeks Council's comments and recommendation for Miscellaneous Licence 47/909 which encroaches the Pannawonica townsite.

Background
The Shire of Ashburton has received referral of Application from the Department of Mines, Industry Regulation and Safety under *s23 to 26 of the Mining Act 1978* for Miscellaneous Licence 47/909. The 828.90 Hectare area of the Licence covers the Fortescue River Gas Pipeline (FRGP), Pump Station and Road.

Construction of the FRGP was completed in March 2015. The underground pipeline is 268km long, which runs from Compressor Station 1 (CS1) on the Dampier to Bunbury Natural Gas Pipeline to Fortescue Metals Group's Solomon Hub operations.

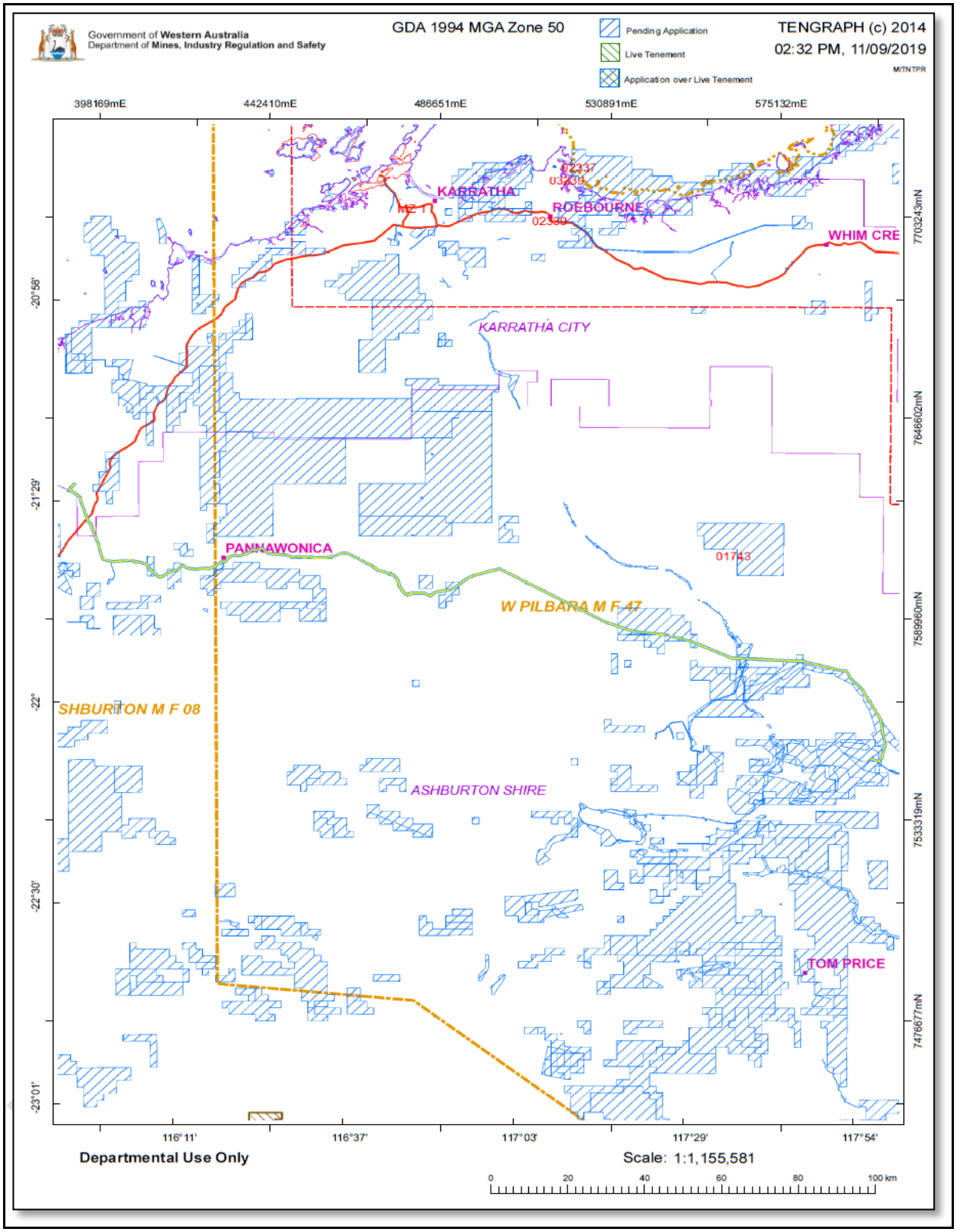
The above ground main line valve (pump station) is located approximately 115kms from CS1, located on the southern side of the Pannawonica-Millstream Road. The access road is required for ongoing operational maintenance works.

No further new construction works will be undertaken. Ongoing operational and maintenance works are required to:

- Access the main line valve;
- Rehabilitation and maintenance of the asset, required depth of cover for ongoing structural integrity;
- Maintain warning signs;
- Aerial inspection surveillance;
- Inspection of cathodic protection system and coating system.

The Licence Application area is shown in green below.

UNCONFIRMED MINUTES



Comment

Construction of the FRGP was undertaken pursuant to a range of temporary land tenure along pipeline route. This included licences and authorisations issued by the Minster for Lands under sections 91 and 186 of the *Land Administration Act 1997* and consent from relevant interest holders (e.g. pastoral lessees, Reserve management bodies) and native title parties.

DMIRS proposes the following condition on the tenement.

"Condition: Access to the surface of land within Pannawonica Townsite for mining purposes being subject to the approval of the local Authority or relevant reserve vestees, and mining activities within the first 100 metres below the surface of the land being limited to such exploration activities as may be approved by the Director, Environment, DMIRS."

As the pipeline is constructed and Pannawonica is owned and operated by RTIO, it is recommended Council do not oppose the application.

Consultation
Executive Management Team
Department of Mines, Industry Regulation and Safety

Statutory Environment
Mining Act 1978 – s23 to 26 Public reserves, etc. and Commonwealth land
Under *s23 to 26 of the Mining Act 1978*, mining may be carried out on certain classes of land with the written consent of the Minister for Mines and Petroleum. In respect to townsites, the Minister for Mines and Petroleum is to first consult and obtain the recommendation of the local municipality and the Minister for Lands before he can grant consent to mine.

Land Administration Act 1997 – s91 and s186

Financial Implications
There are no known significant financial implications in relation to this matter.

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

Goal 04 Quality Services and Infrastructure
Objective 1 Quality public infrastructure

Risk Management
Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Low", can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications
Town Planning Scheme No. 7

Voting Requirement
Simple Majority Required

Officers Recommendation and Council Decision

MOVED: Cr D Diver **SECONDED: Cr R de Pledge**

That with respect to the Application for Miscellaneous Licence 47/909 Encroaching Pannawonica Townsite, Council offer no objection to Miscellaneous Licence 47/909.

CARRIED 6/0
Councillor White, Lynch, Diver, de Pledge, Rumble and Richardson voted for the motion

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

13.2 TOM PRICE CHILDCARE CENTRE

Declaration of Interest
Prior to consideration of this Agenda Item:

Cr Dias declared a financial interest
Cr Rumble declared a financial interest
Cr Lynch declared an indirect financial interest
Cr Foster declared a financial interest
Cr Diver declared an indirect financial interest
Cr Gallanagh declared a financial interest
Cr de Pledge declared a financial interest

See item 6.2 for details of the interest declared.

RECORDED ON REGISTER GV07

MINUTE: 666/2019

FILE REFERENCE:	POI.0400
AUTHOR'S NAME AND POSITION:	Janelle Fell Manager Land and Asset Compliance
AUTHORISING OFFICER AND POSITION:	Brian Cameron Director Property and Development Services
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	2 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Agenda Item 13.1 (Minute No. 490/2019) – Ordinary Meeting of Council 15 January 2019

Summary
A new Tom Price Childcare Centre continues to be a priority project of the Community Infrastructure and Services Partnership between the Shire of Ashburton and Rio Tinto Iron Ore, as endorsed by Council at the Ordinary Meeting of Council on 23 May 2017.

This report is to update Council on the project and to seek direction.

Background
At the Ordinary Meeting of Council (OMC) 23 May 2017, Council endorsed the Memorandum of Understanding (MOU) between the Shire of Ashburton and Rio Tinto Iron Ore for the Community Infrastructure and Services Partnership. Annexure Two of the MOU outlines the priority projects agreed between the parties, including the Tom Price Childcare Centre.

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In May 2011, the Shire of Ashburton engaged the services of Creating Communities Australia Pty Ltd to undertake a study for the proposed redevelopment of the Nintirri Neighbourhood Centre (including little Geckos Childcare Centre) and the Tom Price Youth Centre.
The study aimed to look at community services organisations more holistically to identify potential synergies of combining projects. Inadequate childcare places was deemed to be the highest priority of the report.

Community Childcare Cooperative (NSW), in partnership with Cred Community Planning, were engaged to further investigate the demand for childcare services in Tom Price in October 2015. The assessment focused on the Tom Price community as a whole. The number of places necessary to meet demand for long day care and out of school hours care at that time, as well as future demand was considered. Based on a population estimate of 3000 people, the high level estimate for childcare at that time was 96 places (73 long-term and 25 out-of-school).

Due to the time that has elapsed since the study in 2015 the waitlist data and current utilisation rates have been reviewed to ensure that consistent demand for 96 places exists.
The waitlist data over a period of time and initial conversations with Little Gecko's indicates that the demand has been consistent for a number of years and the supporting information is available to validate a 96 place centre.

In 2016, CODA Studio Pty Ltd was engaged by Rio Tinto to undertake a study to identify the options of increasing the childcare capacity in Tom Price and the development of a Project Definition Plan.
The study looked at three main options being:

Option One: upgrade and refurbish the existing childcare facility;
Option Two: upgrade and refurbish the neighbourhood centre for the purpose change to childcare; or,
Option Three: a new purpose built facility.

The report was reviewed by the Partnership Governing Committee for the Community Infrastructure and Services Partnership (CISP), where Options One and Two were deemed not appropriate as both options did not adequately increase the childcare places required to meet the current demand of the community. The committee agreed to recommend to both Council and Rio Tinto Executive Committee, the construction of a new purpose built childcare facility as the only viable option to meet the expected need. In addition, the Committee recommended that the facility size be further increased to a capacity of up to 125 childcare places to enable future-proofing.

At the March 2018 OMC, Council endorsed Lot 400 Poinsettia Street as the preferred site for the Tom Price Childcare Centre which was deemed most appropriate after several objections to the alternative site were received by neighbouring residents.

The CEO was delegated authority to undertake concept designs of a new facility and development of a business case for the Tom Price Childcare Centre Project at the April 2018 OMC.

Council endorsed an application to the Australian Government's Building Better Regions Fund (BBRF) at the January 2019 Ordinary Meeting of Council. The application requested $3.52M funding for the project. A Letter of Support was provided by Rio Tinto outlining their financial commitment to the project to support the BBRF application. Rio Tinto have committed to contribute $3M to the project. Included in the Letter of Support were conditions which relate to

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both Rio Tinto's and the Shire's obligations to the operational model of the facility. At the time of writing the report, negotiations relating to Rio Tinto's conditions were not yet finalised.

A further $300,000 was included in the Shire's 2018/19 budget to meet the cost estimate for construction of the facility.

The proposed Childcare Centre is to be sited on a 4,480m^2 portion in the north-west corner of Lots 400 on Deposited Plan 409078 on Lot 46 on Deposited Plan 413028. Concept designs and cost estimates have been prepared. Quantity Surveyor, Owen Consulting, has estimated construction of the 96 place, 1,132 m^2 Childcare Centre at $5,950,000 and the 125 place, 1,400 m^2 Childcare Centre at $6,820,000.

The completed facility will be leased to an appropriately licenced childcare provider in accordance with section 3.58 of the *Local Government Act 1995*. The lease can include conditions surrounding minimum capacity, hours of operation etc. to ensure a continual and sustainable service to the community.
Known operational expenses include insurance (estimated at $16,000 per annum), depreciation (estimated at $65,280 per annum) and annual servicing costs to plant and equipment (P&E) (estimated at $15,000 per annum). A rental valuation was provided by MMJ Real Estate in October 2018. Applying the minimum commercial rental rate of $1,800 per childcare place (96), the potential rental income is $172,800 per annum should the facility be operated at 100% capacity. Alternatively, applying a Not for Profit (NFP) rental rate of $500 per childcare place (96) will potentially yield $48,000.

Comment
The Shire's 2018 $3.52M application for BBRF funding was unsuccessful. Feedback has been received from the consultant responsible for assessing applications as a representative. It was clear the supporting data supported a facility size of 96 places. This refined focus would improve the Shire's chances when the next round of BBRF funding is anticipated to open in late 2019. Additionally, land tenure is now resolved further strengthening the Shire's future chances for a successful outcome.

Narrowing the scope of the facility to 96 childcare places in line with the demand assessment will further strengthen an application for funding to Lotterywest. To be able to progress an application the grant request must be:

- for charitable or benevolent purposes with outcomes that will benefit the WA community and align with one of our priority areas (lease to not for profit organisation);
- directly related to your organisation's purpose (Shire of Ashburton 10 Year Community Strategic Plan 2017-2027);
- taking place in WA, or be of direct benefit to the WA community.

A letter outlining Construction Principles and Operating Model and Support as a result of a meeting between both parties was received from Rio Tinto in May 2019.

CONFIDENTIAL ATTACHMENT 13.2A

In accordance with this correspondence and the *Local Government Act 1995*, an Expression of Interest (EOI) for Design and Construct of the Childcare Centre was advertised. Compliant with the Australian Children's Education & Care Quality Authority's NQF, respondents were required to prepare a submission for a new childcare facility (in compliance with National Construction Code, Building Code of Australia and all relevant Australian Standards, statutes, ordinances, rules and regulations) incorporating sufficient space to create a capacity of:

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Option One: 90 long day care places and 35 out of school hours care places:

0-2 years	24 children (6 educators)
2-3 years	30 children (6 educators)
3-5 years	36 children (4 educators)
OSHC	35 children (3 educators)

Option Two: 66 long day care places and 30 out of school places respectively:

0-2 years	16 children (4 educators)
2-3 years	20 children (4 educators)
3-5 years	30 children (3 educators)
OSHC	30 children (3 educators)

Concept plans for the two options were issued to respondents who were required to incorporate the following planning principles in their submissions:

- Modern and aesthetically attractive with a bright and welcoming atmosphere;
- Integrate with adjacent facilities: people movement and servicing, aesthetics, external materials and colours;
- Environmentally sustainable design principles;
- Safe pedestrian access inclusive of a drop off zone;
- Consideration of local climate conditions;
- Natural ventilation where practicable to minimise air conditioning costs;
- Soft landscaping utilising water tolerant species that are compatible with the childcare usage and local climatic conditions, incorporated into play areas to provide additional shade;
- Landscape treatments comprising pavers, concrete, soft fall and grassed areas. Reticulation to all grassed/landscaped areas and garden beds;
- Natural shade through native plantings along the building frontage and outdoor play areas;
- Shade to external play areas;
- Selection and location of finishes, plant and equipment based on ease of cleaning, servicing and replacement as well as compatibility with the childcare usage;
- The security of children, parents and staff is of prime consideration in the development. The design should demonstrate the requirements of “crime prevention through environmental design” documentation;
- Viewing panes should be provided between all rooms internally, where practically possible;
- Space to be nominated for meetings and operational needs in accordance with NQF staffing ratios.

The building parameters required of respondents included:

- Safe drop off zone for users and staff of the service to drop off and collect children, including small bus provision;
- Adequate site parking to meet the requirements of the town planning scheme;
- Safe pedestrian access to allow movements by foot;
- Indoor atrium;
- Sufficient storage in each of the zoned areas;
- Kitchen facilities;
- Staff amenities including an office and appropriate ablutions;
- Laundry /Service area including outdoor drying space;

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- Baby, toddler, kindergarten and out of school zones, with required ablution facilities and sleeping facilities for each age group;
- An office/small meeting room for private discussions;
- Reception/common office area;
- Small foyer adjacent to the reception/common office area;
- Energy efficiency;
- Shared sun smart external play area; and
- Pram parking.

Six submissions were received as a result of the EOI. Evaluation criteria included relevant experience, key personnel skills and experience and, respondent's resources and demonstrated understanding.

Respondents were also requested to submit indicative pricing. As an EOI is a precursor to a tender process, not a tender process in itself, a tender process is required upon securing funding for the project. All respondents appear capable of satisfactorily undertaking Design and Construction, therefore Council is requested to support inviting all respondents to tender.

CONFIDENTIAL ATTACHMENT 13.2B

Outstanding from the January 2019 Ordinary Meeting of Council resolution is the finalised business case. It is desirable that the operator remain commercially viable so as not to burden the Shire. As the operational details are still unknown the business case is not yet able to be finalised. After this is resolved the business case can be finalised and presented to Council for endorsement to allow advertising of the major trading undertaking prior to design and construction.

As the proposed land use and development has the potential to impact the use and enjoyment of neighbouring properties, it is proposed to undertake community consultation early similar to the consultation undertaken for planning proposals:

i. The owners/occupiers of properties determined as being potentially affected by a development proposal will be consulted in writing providing a minimum of 14 days for the lodgement of any submissions.
ii. Publish a notice of the development proposal on Social Media platforms inviting comment within a specified period.

Conditional subdivision approval has been received from Western Australia Planning Commission (WAPC) for a Childcare Site, a Co-located emergency facility Site, a Drainage Reserve and 36 Residential Lots. Due to interest in the site for a new Health Service, it is proposed a new subdivision application be made to WAPC for a Childcare Site, a Co-located Emergency Services Facility site and a Balance Lot as per the attached plan, pending community support for the locations.

ATTACHMENT 13.2C

Consultation
Executive Management Team
Partnership Governing Committee – Community Infrastructure and Services Partnership

Statutory Environment
Regulation 21 *Limitation may be place on who can tender* of the *Local Government (Functions and General) Regulations 1996*

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Regulation 23 of the *Local Government (Functions and General) Regulations 1996* states in part:

"(3) Expressions of interest that have not been rejected under subregulation (1) or (2) are to be considered by the local government and it is to decide which, if any, of those expressions of interest are from persons who it thinks would be capable of satisfactorily supplying the goods or services.
(4) The CEO is to list each of those persons as an acceptable tenderer."

Town Planning Scheme No. 7

Financial Implications
Rio Tinto has provided a conditional funding commitment of $3M to the Design and Construction of the Tom Price Childcare Facility.

$1,866,762 has been allocated to the Tom Price Childcare Centre in the 2019/20 budget. The Shire's contribution to the design and construct portion of the project is $233,238, the balance of the funds allocated to the overall project from the Shire would allow for the required civil works to formalise the drainage and street curbing to be completed, benefiting the Co-location Emergency Services Facility as the subject portion (Lots 400 and 46) of South Road would be formalised.

Underspent funds of $575,341 in the Community Infrastructure and Services Partnership 2012-2017, the balance of the CISP as at 30 September is approximately $492,250. Preliminary discussions have been held between Shire and Rio Tinto staff regarding additional underspend to increase the total amount of underspend to ~$1,067,000, conditional on the EOI process being ratified by Rio Tinto.

Indicative pricing of the EOI submissions for a 96 place facility is from $3,001,900 to $5,765,967. Should renewed funding applications not be successful, Council may wish to consider funding the difference between Rio Tinto's funding and the Design and Construct price.

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

Goal 01	Vibrant and Active Communities
Objective 1	Connected, caring and engaged communities
Objective 2	Sustainable services, clubs, associations and facilities
Objective 3	Quality education, healthcare, childcare, aged care and youth services
Goal 02	Economic Prosperity
Objective 1	Strong local economies
Goal 04	Quality services and infrastructure
Objective 1	Quality public infrastructure
Objective 3	Well-planned towns

Risk Management
Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Low", can be managed by routine procedures and is unlikely to need specific application of resources.

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Policy Implications
ELM10 Financial Sustainability Policy – (Financial Sustainability) outlines that 'no policy or other decisions will be made without considering the long-term financial impact on those decisions'.

Voting Requirement
Absolute Majority Required

Officers Recommendation

That with respect to Tom Price Childcare Centre, Council:

1. Resolve that CONFIDENTIAL ATTACHMENT 13.2A and CONFIDENTIAL ATTACHMENT 13.2B are confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c);

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

2. Approve the facility capacity of 96 places in line with the demand assessment and feedback obtained from potential funding bodies;

3. Approve the proposed Childcare Centre and the Co-location Emergency Services Facility locations within Lots 400 on Deposited Plan 409078 and 46 on Deposited Plan 413028 as shown on attached Plan 635486-1;

4. Pending community support for the location, request the Chief Executive Officer to make an application to Western Australia Planning Commission to subdivide a dedicated lot for the Childcare Centre;

5. Authorise the Shire President and Chief Executive Officer to execute and/or apply the Common Seal to any land title forms;

6. Acknowledge the list of six businesses that submitted an expression of interest and approve shortlisting of the candidates to be invited to tender upon securing funding for the project; and

7. Authorise the Chief Executive Officer to prepare supporting documents and lodge an application to potential funding agencies.

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AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

Council Decision

MOVED: Cr L Rumble **SECONDED: Cr M Lynch**

That with respect to Tom Price Childcare Centre, Council:

1. **Resolve that CONFIDENTIAL ATTACHMENT 13.2A and CONFIDENTIAL ATTACHMENT 13.2B are confidential in accordance with s5.23 (2) of the *Local Government Act 1995* because it deals with matters affecting s5.23 (2) (c);**

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

2. **Approve the facility capacity of 96 places in line with the demand assessment and feedback obtained from potential funding bodies;**

3. **Approve the proposed Childcare Centre and the Co-location Emergency Services Facility locations within Lots 400 on Deposited Plan 409078 and 46 on Deposited Plan 413028 as shown on attached Plan 635486-1;**

4. **Pending community support for the location, request the Chief Executive Officer to make an application to Western Australia Planning Commission to subdivide a dedicated lot for the Childcare Centre;**

5. **Authorise the Shire President and Chief Executive Officer to execute and/or apply the Common Seal to any land title forms;**

6. **Acknowledge the list of six businesses that submitted an expression of interest and approve shortlisting of the candidates to be invited to tender upon securing funding for the project; and**

7. **Authorise the Chief Executive Officer to prepare supporting documents and lodge an application to potential funding agencies including Lotterywest for $1,750,000.**

CARRIED BY ABSOLUTE MAJORITY 6/0
Councillor White, Lynch, Diver, de Pledge, Rumble and Richardson voted for the motion

Councillors Gallanagh, Foster and Dias returned the Chambers at 2.17 pm. The Presiding Member advised Councillors of the outcome of the vote for this item.

Reason for change: Council sought to clarify the funding to be sought from Lotterywest.

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

Council Decision

MOVED: Cr L Rumble **SECONDED: Cr M Lynch**

That Council in accordance with Cl 15.1 of the *Shire of Ashburton Standing Orders Local Law 2012* adjourn the meeting at 2.20 pm.

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Council Decision

MOVED: Cr P Foster **SECONDED: Cr M Lynch**

That Council in accordance with Cl 15.2(b) of the *Shire of Ashburton Standing Orders Local Law 2012,* the meeting was resumed at 2.30 pm.

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

13.3 PROPOSED LOCATION FOR THE DEVELOPMENT OF THE NEW SHIRE OF ASHBURTON ADMINISTRATION CENTRE

MINUTE: 667/2019

FILE REFERENCE:	CP98
AUTHOR'S NAME AND POSITION:	Brian Cameron Director Property and Development Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	23 September 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Workshop – Ordinary Meeting of Council Tuesday 16 July 2019

Summary
Proposed location for the new Shire of Ashburton (SoA) Administration Centre in Tom Price.

Background
As a result of the Shire of Ashburton (SoA) Tom Price administration building being not suitable for current and ongoing operational requirements, the Shire needs to start setting in place preliminary plans to construct a new administrative centre that not only caters for current staffing levels, but also considers and makes allowance for future staffing levels, operational requirements and ongoing functionality.

As a result, at the 16 July 2019 Ordinary Meeting of Council (OMC), a workshop was held with the Councilors to discuss the preferred location for the Shire's new administration centre to be constructed and located in Tom Price.

Part of the workshop included escorting the Councilor's on a walk through the current SoA Tom Price administrative facilities and a walk to the recommended sites.

Comment
Council agreed that we need to start setting plans in place, with the view to having the new SoA administration centre completed and in use sometime in 2022. The urgent need for a new SOA administration building means we have to ensure that we construct the new building in the best possible location that considers, but not limited to the following:

1. Lot size is suitable to cater for all required buildings/structures;
2. Carparking;
3. Disability access requirements;
4. Provision of services i.e. sewer, water, drainage, power and communications etc.;
5. Locality to other services;
6. The building represents the needs of the community;

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7. Allows for operational growth.

Taking all of these issues into consideration, we have provided the following list of sites, we believe best address these requirements:

1. Corner of East Road & Jacaranda Drive, Tom Price.
   This incorporates Reserves No: R40835 & R42659, which provide a total area of approximately 10,000m^2; or

2. Corner of Central Road & Tamarind Street, Tom Price R42327, which provides a total area of approximately 5,500m^2; or

3. Lot 246 Poinciana Street, Tom Price, which provides a total area of 3,287m^2.

ATTACHMENT 13.3

The preferred location is option 1, which provides a large enough site footprint to allow for a collocated Shire facility with adequate room for off street parking, which would incorporate the following facilities under one roof:

- Shire Administrative Centre;
- Gymnasium;
- Squash Courts;
- Bowling Club;
- Community Café Restaurant;
- Council Chambers;
- Creche

The benefits for the proposed collocated facility will ensure best practice is put in place for Shire expenditure, with limiting the amount of standalone buildings within the Shire by the provision of all the above facilities being within the one building.

The benefits will extend to ongoing building maintenance, cleaning etc. without the need to immobilise and mobilise to other sites to carry out these important operational functions. It will also provide increased security to the Clem Thompson pavilion via increased presence within the area, which has seen an increase in the amount of vandalism occurring at this facility of late.

Consultation
Executive Management Team
Councillors

Statutory Environment
There are no known statutory matters relevant to this matter.

Financial Implications
CAPEX 2019/20 - Administration Building – Concept Planning for the New Facility.

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

Goal 04	Quality Services and Infrastructure
Objective 1	Quality public infrastructure
Objective 3	Well-planned towns

Goal 05	Inspiring Governance
Objective 1	Effective planning for the future

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

Policy Implications
There are no know policy implications for this matter.

Voting Requirement
Simple Majority Required

Officers Recommendation

That with respect to the Proposed Location for the Development of the New Shire of Ashburton Administration Centre, Council:

1. Consider the Corner of East Road and Jacaranda Drive, Tom Price. This incorporates Reserves No: R40835, R42659 and Lots 345 & 843, which provides a total area of approximately 15,000m2; or

2. The Corner of Central Road and Tamarind Street, Tom Price R42327 (Current location of the Community Hall and Visitors Centre); or

3. Lot 246 Poinciana Street, Tom Price (Current location of the Shire of Ashburton Administration Centre); and

4. Request the Chief Executive Officer to prepare a Consultation Strategy and Business Plan to progress the development of a new Tom Price Administration Centre.

Council Decision

MOVED: Cr P Foster **SECONDED: Cr M Lynch**

That with respect to the Proposed Location for the Development of the New Shire of Ashburton Administration Centre, Council:

1. In Principle Support, Lot 246 Poinciana Street, Tom Price (Current location of the Shire of Ashburton Administration Centre) with consideration for Lot 247 as part of the re-development; and

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2. Request the Chief Executive Officer to prepare a Community Consultation Strategy and Business Plan to progress the development of a new Tom Price Administration Centre.

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Reason for change: Council gave in principle preference for the site to develop the new Shire of Ashburton Administration Centre.

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AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
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13.4 PROPOSED LEASE BETWEEN SHIRE OF ASHBURTON AND PARABURDOO SAINTS FOOTBALL AND SPORTING CLUB INC OF PETER SUTHERLAND STOREROOMS AND AMENITIES (RESERVE 39572)

MINUTE: 668/2019

FILE REFERENCE:	RC39572
AUTHOR'S NAME AND POSITION:	Leona Stevenson Acting Lease Officer Janelle Fell Manager Land and Asset Compliance
AUTHORISING OFFICER AND POSITION:	Brian Cameron Director Property and Development Services
NAME OF APPLICANT/ RESPONDENT:	Paraburdoo Saints Football and Sporting Club Inc.
DATE REPORT WRITTEN:	27 September 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Agenda Item 13.8 (Minute No. 529/2019) – Ordinary Meeting of Council 12 March 2019

Summary
The Paraburdoo Community Hub (CHUB) project included conversion of the Peter Sutherland change rooms into storerooms. Practical completion of the conversion project was reached on 30 May 2018.

Paraburdoo Saints Football and Sporting Club Inc (Association No. A0820812N) have requested lease of a storeroom.

Council consideration of the proposed Community Lease Agreement is requested.

Background
A Memorandum of Understanding was signed by Shire of Ashburton and Rio Tinto in July 2012, creating a long term partnership to work together to revitalise existing and develop new civic, sporting and community facilities and programs in the towns that Rio Tinto has a significant presence. The Paraburdoo Community Hub (CHUB) project has been a primary focus of that partnership.

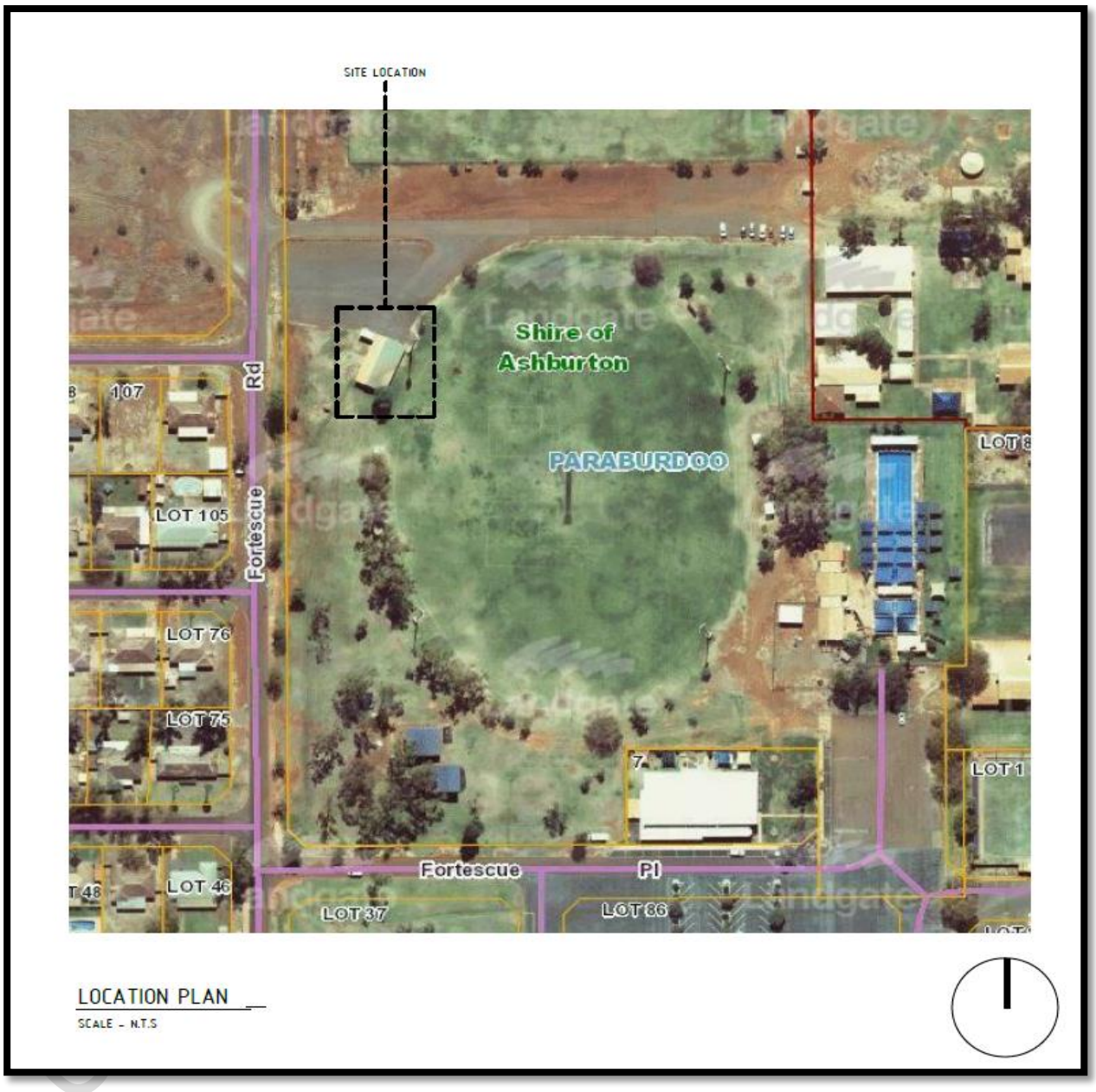
A business case for the proposed CHUB was endorsed by Council at its Ordinary Meeting of Council on 26 April 2016 for the new multipurpose hall, swimming pool facility upgrades, refurbishment of Lesser Hall, oval change room conversion and external works including landscaping, car parking and footpaths.

RFQ 07.19 for conversion of the change rooms (located on the Fortescue Road side of Peter Sutherland Oval) into storage was awarded to Neowest Building.

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The change rooms have become redundant with the provision of new facilities within the Paraburdoo Sports, Fitness and Community Complex, prompting conversion of the change rooms for provision of five storerooms, four internal and one external.

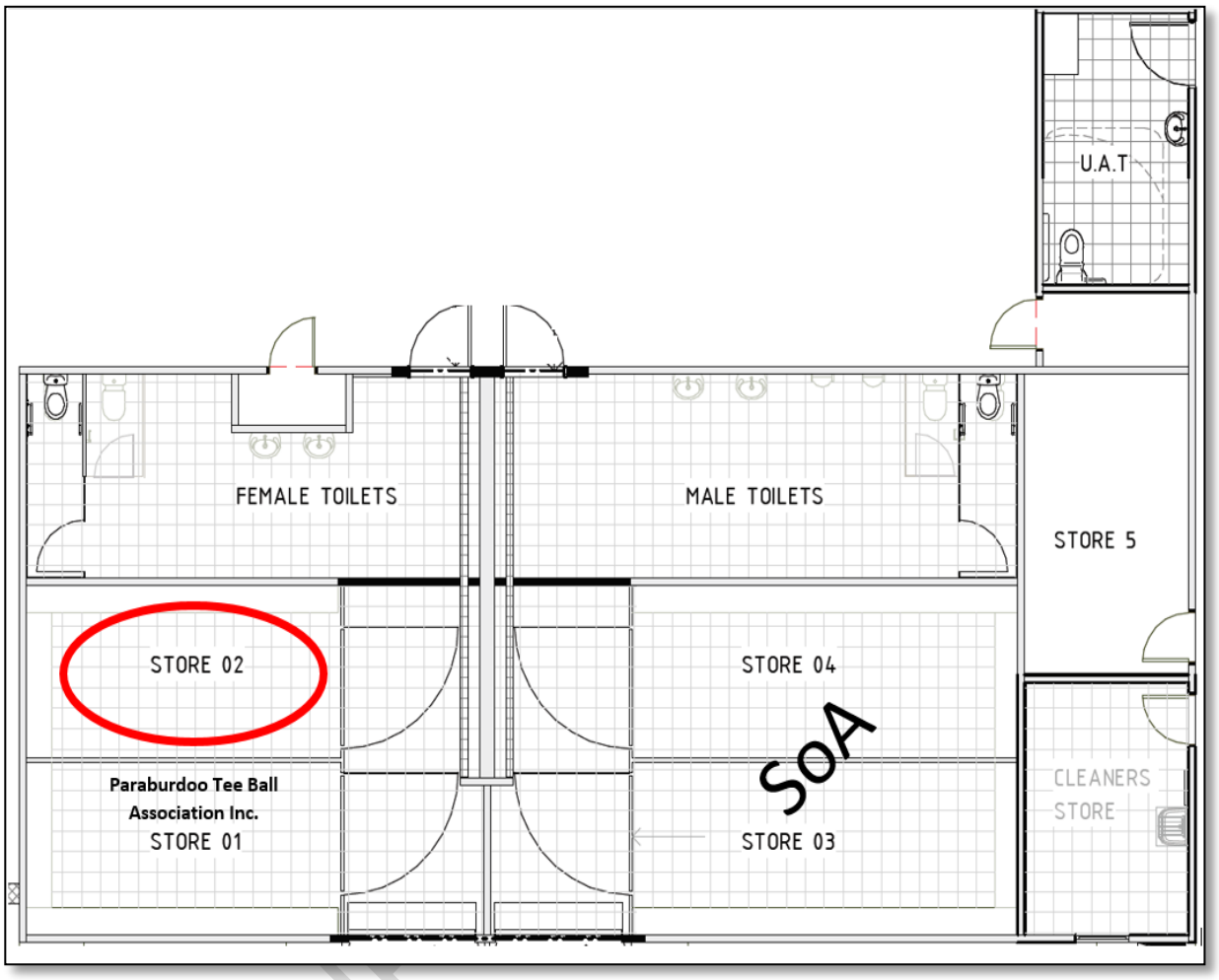
The Peter Sutherland Storerooms and Amenities facility is sited on Reserve 39572, which has the purpose “Public Recreation” with the Power to Lease for any term not exceeding 21 years.



Storeroom one is leased by Paraburdoo Tee Ball Association Inc. with storerooms three and four retained by the Shire for storage of items associated with delivery of the Community Infrastructure and Services Program between the Shire and Rio Tinto.

Paraburdoo Saints Football and Sporting Club Inc (Association No. A0820821N) (Saints) have requested lease of the remaining internal storeroom within the Peter Sutherland Storerooms and Amenities facility, leaving one external storeroom (Number five) vacant.

Comment
The Peter Sutherland Storerooms and Amenities facility is shown on the plan below, with Saints proposed lease area circled in red:



Saints lease one storage cage situated inside the Multipurpose Building. This lease commenced on 8 April 2019 and expires on 7 April 2024. Lease of the Function Room in the Multipurpose Building commenced on 1 May 2019 and expires on 30 April 2024. Saints have maintained their current lease areas in accordance with the respective Leases and are considered good Lessees. The proposed terms of the Lease Agreement are:

Lease/Licence	Term	Further Term	Rent (per REC05)	Maintenance Costs	Lessees Outgoings
Lease – Storage	5 years	5 years	$100 p.a. plus GST	Lessee must maintain the Lease Premises in good condition and state of repair. The Shire is responsible for fair wear and tear and damage which will be reinstated from the proceeds of insurance.	• Cost of installation of meter, wiring or other device • Cleaning of Lease Area

ATTACHMENT 13.4

Saints will be required to maintain insurance for their property and public liability for the term of their Agreement. In accordance with section 79 of the *Land Administration Act 1997*, approval of the Lease will be sought from the Minister for Planning, Lands and Heritage.

Consultation
Community Development Officer - Paraburdoo

Statutory Environment
Local Government Act 1995 Section 3.58 - Disposing of Property. *Local Government (Function and Regulations) 1996* (F & G) Regulation 30 - "Dispositions of property to which section 3.58 does not apply". Under Regulation 30(2)(b) F & G if land is disposed to an organisation that has objects of which are charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions; then the disposition is exempt. Section 5.42 – Delegation of some powers and duties to the Chief Executive Officer.

Land Administration Act 1997 Section 79 – Minister's power as to lease of Crown land

Local Government Act 1995 -Section 9.49A – Affixing the Common Seal states in part:

"9.49A. Execution of documents

(1) A document is duly executed by a local government if

(a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or

(b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.

(2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.

(3) The common seal of the local government is to be affixed to a document in the presence of

(a) the mayor or president; and

(b) the chief executive officer or a senior employee authorised by the chief executive officer, each of whom is to sign the document to attest that the common seal was so affixed."

Financial Implications
Policy REC05 states the annual lease fee for users.

Operational and Building allocations will be included in the 2019/20 budget.

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

Goal 01	Vibrant and Active Communities
Objective 1	Connected, caring and engaged communities
Objective 2	Sustainable services, clubs, associations and facilities
Goal 04	Quality Services and Infrastructure
Objective 1	Quality public infrastructure
Goal 05 Inspiring	Governance
Objective 2	Community ownership

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Risk Management
Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Low", can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications
REC05 Community Leases and Licence Agreement of Shire Assets (Facilities, Buildings and Land)

Voting Requirement
Simple Majority Required

Officers Recommendation and Council Decision

MOVED: Cr D Dias **SECONDED: Cr M Lynch**

That with respect to the Proposed Lease Between Shire of Ashburton and Paraburdoo Saints Football and Sporting Club Inc of Peter Sutherland Storerooms and Amenities (Reserve 39572), Council:

1. **Authorise the Chief Executive Officer to finalise the terms of a Lease Agreement between the Shire of Ashburton and Paraburdoo Saints Football and Sporting Club Inc (Association No. A0820812N);**

2. **Authorise the Chief Executive Officer to seek formal approval from the Minister for Planning, Lands and Heritage of the Lease Agreement; and**

3. **Subject to approval from the Minister for Lands, authorise the Shire President and the Chief Executive Officer to affix the Common Seal to, and execute the Lease Agreement between the Shire of Ashburton and Paraburdoo Saints Football and Sporting Club Inc.**

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

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AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
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13.5 DEPARTMENT OF BIODIVERSITY, CONSERVATION AND ATTRACTIONS PROPOSED ANNUAL PARTIAL CLOSURE OF KARIJINI NATIONAL PARK

MINUTE: 669/2019

FILE REFERENCE:	PR1
AUTHOR'S NAME AND POSITION:	Brian Cameron Director Property and Development Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	18 September 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Agenda Item 11.5 (Minute No. 475/2018) – Ordinary Meeting of Council 18 December 2018

Summary
The Department of Biodiversity, Conservation and Attraction's (DBCA) Pilbara Region is seeking comment regarding a potential annual 3 month partial closure of Karijini National Park (KNP).

Background
At the Ordinary Meeting of Council held on 18 December 2018 Council considered correspondence from DBCA requesting the Shires comments in relation to their proposed partial closure of the KNP At this particular time DBCA were proposing closure of the North-Central Sector of KNP (including the entire lengths of the Banjima West and Banjima North Roads, Karijini Eco retreat, as well as Weano, Joffre, Knox and Kalamina recreation sites and associated access roads) be closed for the months of December, January and February of each year.

The Council resolved as follows:
That with respect to the Department of Biodiversity, Conservation and Attraction's (DBCA) correspondence seeking Council's views on the annual partial closure of Karijini National Park (KNP):

1. That Council does not support KNP to be closed for any period as it is an iconic tourist attraction for the Shire of Ashburton and is of cultural significance.

2. Advise the DBCA that whilst preferring that the KNP not be closed for any period(partial or otherwise) that the selected months of December, January and February is considered to be the most reasonable period of closure and any partial closure of the KNP be subject to the following:

    a) partial closure only for the months of December, January and February 2019/20 period (and subject to review)
    b) that prior to any closure, the DBCA consult with the Traditional Owners and all local tourist operators (including transportation companies) for their views;

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c) that local tour operators including transportation companies do not oppose the partial closure of the KNP;
d) Council opposes the partial closure until all local tourist operators and transportation companies support the proposal; and
e) the DBCA monitor and advise the Shire of any negative reactions from the tourist industry and tourists in relation to the partial closure.

Comment
Based on the 2018 Council resolution, correspondence was sent to DBCA outlining the Councils concerns and recommendations.

Further correspondence in the form of a letter was received from DBCA on 7 September 2019, which in summary outlined the following amended partial closure of KNP for comment:

Only areas now proposed to be closed are as follows:
- Weano Access Road, from the Karijini Eco Retreat turn-off northwards, including the Weano Recreation Area; and
- The associated Weano and Hancock gorges.

ATTACHMENT 13.5

This means that the remainder of the national park will remain open to the public, including all roads within the national park (including Banjima West, which is a dedicated road controlled by the Shire of Ashburton) and the Karijini Eco Retreat.

Correspondence was sent to the affected respective stakeholders including, but not limited to traditional owners and emergency service providers, as outlined in the attachment noted below.

It is recommended that Councils previous position of preferring no closure within KNP be reiterated with DBCA. However, the months indicated for closure to reduce risk appear to be the most reasonable.

Consultation
Executive Management Team
Tom Price Visitors Centre
Department of Conservation, Biodiversity and Attraction's

Statutory Environment
There are no known statutory matters this matter.

Financial Implications
There are no known financial implications for this matter.

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

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

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

Policy Implications
There are no known policy implications for this matter

Voting Requirement
Simple Majority Required

Officers Recommendation and Council Decision

MOVED: Cr D Diver **SECONDED: Cr M Lynch**

That with respect to the Department of Biodiversity, Conservation and Attraction's proposed annual partial closure of Karijini National Park, Council:

1. **Thank the Department of Biodiversity, Conservation and Attraction's (DBCA) for correspondence seeking Council's views on the annual closure of Karijini National Park (KNP).**

2. **Advise DBCA that whilst preferring that the KNP not be closed for any period (partial or otherwise) that the selected months of December, January and February is considered to be the most reasonable period of closure and any partial closure of the KNP be subject to the following:**

   a) **Partial closure only for the months as outlined in the proposal being December, January and February 2019/20;**
   b) **Subject to annual reviews; and**
   c) **The DBCA monitor and advise the Shire of any negative reactions from the tourist industry and tourists in relation to the partial closure.**

CARRIED 8/1
Councillor White, Rumble, Dias, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion
Councillor Foster voted against the motion

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AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
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13.6 REVISED COUNCIL POLICY FIN05 TRADING IN PUBLIC PLACES FEES AND CHARGES

MINUTE: 670/2019

FILE REFERENCE:	GV20
AUTHOR'S NAME AND POSITION:	Brian Cameron Director Property and Development Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	20 September 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author has no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Agenda Item 13.1 (Minute No. 620/2019) Ordinary Meeting of Council 13 August 2019

Summary
The purpose of the Policy Review is to amend the allocated trading places within the Shire, as they are currently nominated within FIN05 Trading in Public Places Fees and Charges Policy.

Background
It has been discovered by a number of Property & Development Services Staff, that the current allocated trading locations within FIN05 Trading in Public Places Fees and Charges Policy are too liberal and require a review in order to provide clearer defined areas, which take into consideration all parameters i.e. Parking provisions, thoroughfares and availability of services.

Comment
The following changes to the allocated trading areas within FIN05 'Trading in Public Places' Fees and Charges Policy are recommended in the following attachment:

ATTACHMENT 13.6

This policy represents the formal policy and expected standards of the Council. Appropriate approvals need to be obtained prior to any deviation from the policy. It is imperative that Councillors and Officers retain appropriate documentation to substantiate their expenditure.

Elected Members and Employees are reminded of their obligations under the Council's Code of Conduct to give full effect to the lawful policies, decisions and practices of the Council.

Consultation
Executive Management Team
Manager of Development Services
Senior Ranger

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Statutory Environment
Local Government Act 1995 section 2.7 (2) (b) states Council is to determine a local government's policies.

Shire of Ashburton's Activities on Thoroughfares and Public Places and Trading Local Law.

Financial Implications
This change will have little impact on Shire's current Health revenue for fees and charges associated with Traders permits, however these charges were never meant to be charged based on the applicable exemptions and were only being charged based on the incorrect wording within the FIN05 Policy.

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

Goal 05 Inspiring Governance
Objective 4 Exemplary team and work environment

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

Policy Implications
Amendment to Policy FIN05 'Trading in Public Places Fees and Charges'.

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Voting Requirement
Simple Majority Required

Officers Recommendation 1

MOVED: Cr P Foster SECONDED: Cr M Lynch

That with respect to Revised Council Policy FIN05 Trading in Public Places Fees and Charges', Council:

1. Adopt the reviewed FIN05 'Trading in Public Places nominated areas for trading per ATTACHMENT 13.6.

LOST 0/9
All Councillors voted against the motion

Council Decision

MOVED: Cr L Rumble **SECONDED: Cr R de Pledge**

That the matter of trading places be referred back to Council at the earliest possible convenience to address the location of certain trading zones.

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Reason for change: Council sought clarification in relation to certain trading sites addressed in the Report.

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AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
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13.7 RECEIPT OF THE MINUTES OF THE BUSHFIRE ADVISORY COMMITTEE HELD ON 12 AUGUST 2019 AND REQUEST BY CR DIAS TO BE APPOINTED A FIRE CONTROL OFFICER

At the Ordinary Meeting of Council of 18 September 2019, this matter was laid on the table.

Council Decision

MOVED: Cr P Foster **SECONDED: Cr D Dias**

That Agenda Item:

13.7 "RECEIPT OF THE MINUTES OF THE BUSHFIRE ADVISORY COMMITTEE HELD ON 12 AUGUST 2019 AND REQUEST BY CR DIAS TO BE APPOINTED A FIRE CONTROL OFFICER"

be raised from the table.

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

MINUTE: 671/2019

FILE REFERENCE:	ES08
AUTHOR'S NAME AND POSITION:	Brian Cameron Director Property Development Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	9 September 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary
Council is requested to receive the Minutes of the Bush Fire Advisory Committee held on 12 August 2019 and to address Cr Dias' request to be appointed a Fire Control Officer (FCO).

Background
The Bush Fire Advisory Committee met on 12 August 2019 with the Minutes of the meeting attached.

ATTACHMENT 13.7

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Part 2 of the Committee's Decisions and Recommendation resolved:

"2 That the Bushfire Advisory Committee recommends to Council, that Council Authorises the below as Fire Control Officers for the whole of the Shire of Ashburton.

- *Community Safety Manager Morgwn Jones to be authorised as the DCBFC*
- *Tom Price VBFB Captain Wayne Hatton to be authorised as an FCO*
- *Tom Price VBFB Lieutenant Craig Mackrell to be authorised as an FCO*
- *Tom Price VBFB Lieutenant Kirsty Coleman to be authorised as an FCO*
- *Tom Price Lieutenant Mike Turrill to be authorised as an FCO*
- *Senior Ranger Kyle Cameron to be authorised as an FCO*
- *Ranger Onslow Phillip Avery to be authorised as an FCO*
- *Ranger Paraburdoo Trent Mettam to be authorised as an FCO"*

By EMACCESS of 19 August 2019, the Acting Chief Executive Officer advised Councillors as follows:

"Afternoon Councillors,

The Fire and Emergency Services (FES) Commissioner has "appointed" an FES Officer to be the Chief Bush Fire Control Officer (CBFCO) for the Shire of Ashburton. We are required in accordance with the Bush Fire Act 1954 to advertise this appointment.

Presently Morgs (Morgwn Jones) is the authorised CBFCO so it is a necessity under delegation to revoke his appointment. Section 48 of the Bush Fires Act delegates the CEO these powers and this is covered in the Delegations register DA07-11.

48. Delegation by local governments
(1) A local government may, in writing, delegate to its chief executive officer the performance of any of its functions under this Act.
(2) Performance by the chief executive officer of a local government of a function delegated under subsection (1) —
(a) is taken to be in accordance with the terms of a delegation under this section, unless the contrary is shown; and
(b) is to be treated as performance by the local government.
(3) A delegation under this section does not include the power to subdelegate.
(4) Nothing in this section is to be read as limiting the ability of a local government to act through its council, members of staff or agents in the normal course of business.

This way it enables the Shire to advertise all revocations and all new appointments in one go both saving on advertising costs and ensuring we are compliant with the BF Act 1954. I appreciate this is not ideal but we just haven't been able to align our timeframes with the Department.

Attached are the BFAC minutes (Unconfirmed & in Draft) including the FCO recommendations and the Tom Price Bush Fire Brigade AGM Minutes which also inform the Bushfire Advisory Committee's (BFAC) recommendations.

Please note Rob had initially wanted an Agenda Item to go to Council for the Appointment of Local Government Fire Control Officers and if you still wish to handle this matter in that way I fully understand. Bear in mind BFAC only met last week with their recommendations intended to be put before Council at the September Meeting. In light of the FES

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Commissioners delegation and given the pending time frames I propose it is best to have all of the FCO authorisations done under delegation similar to the process of the last 3-4 years.

Accordingly, should any Councillor not agree with the exercising of this Delegation, please advise me by return email before COB Thursday 22 August 2019.

Cheers"

Only Councillor Dias responded to the Acting CEO's Email by seeking to have Council nominate him as Fire Control Officer. Accordingly, the Bush Fire Advisory Committee's Minutes are referred in this report along with Cr Dias' request to be appointed an FCO.

In support of his request, Cr Dias advises as follows:

"I have been a volunteer fire & rescue member with Paraburdoo VFRS since 1992. I have held an exertive position in the brigade since 2000. I am still an active member of the Paraburdoo VFRS though have stepped down from my executive role as of this year due to my increased commitments around town. Additionally I felt there was a unhealthy dependency on me by the brigade (so in the interest of the VFRS) this way it would allow me to foster growth by being a mentor to the new Executive group.

Since I am a stable constant representative of the Paraburdoo area with many years' experience in Fire service (have done numerous courses in wild fire safety and behaviour) and a sound knowledge of the area also there is no BFB in Paraburdoo. Council appointed me as one of the Shire FCO's in 2011, a position I have taken seriously and met all the requirements without any issues. I am redoing my FCO course tomorrow (10.09.2019) at Tom Price BFB. This is the first course in TP this year I did apply to go to Narrogin to do the course earlier this year but Morgwn told me to wait since this course was being planned but they did not have a date at the time.

I still believe with my experience and knowledge of the Pilbara geographic and with wild fire prevention and behaviour and I am most suited for a position of the shire FCO. I would like to continue my role taking on full responsibilities of an FCO as per the Bush Fire Act and Regulation 1954 as I have done since being appointed by Council in 2011".

Comment
Council should be cautious in overriding the Bush Fire Advisory Committee's recommendations as it could be seen to undermining the position and experience of the Committee and its members.

In this regard, whilst it is it is open to Council to appoint anyone it considers suitable as an FCO, before doing so, Council may seek to write to the Chair of Bushfire Advisory Committee requesting that an 'out of Session' meeting be held to consider Cr Dias' request to be appointed an FCO.

Consultation
Executive Management Team

Statutory Environment
Section 48 of the Bush Fires Act delegates the CEO these powers and this is covered in the Delegations register DA07-11.

Financial Implications
There are no known Financial Implications for this matter

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

Goal 01 Vibrant and Active Communities
Objective 1 Connected, caring and engaged communities

Goal 04 Quality Services and Infrastructure
Objective 1 Quality public infrastructure

Risk Management
Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Low", can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications
There are no known policy implications for this matter.

Voting Requirement
Simple Majority Required

Officers Recommendation

That with respect to the Receipt of the Minutes of the Bushfire Advisory Committee Held on 12 August 2019 and Request by Cr Dias to be Appointed a Fire Control Officer, Council:

1. Receive the Minutes of the Bushfire Advisory Committee ('Committee') held on 12 August 2019 (ATTACHMENT 13.7);

2. Note the Committee's Decision and Recommendation in relation to the appointment of Fire Control Officers (FCO);

3. Request the Chief Executive Officer to write to the Chair of the Committee requesting that an 'out of Session' meeting be held to consider Cr Dias' request to be appointed an Fire Control Officer; and

4. Report back to Council once a response is provided.

Alternate Recommendation

MOVED: Cr D Dias **SECONDED: Cr P Foster**

That with respect to the Receipt of the Minutes of the Bushfire Advisory Committee Held on 12 August 2019 and Request by Cr Dias to be Appointed a Fire Control Officer, Council:

1. **Receive the Minutes of the Bushfire Advisory Committee ('Committee') held on 12 August 2019 (ATTACHMENT 13.7);**

2. **Council authorises Doughlas Ivan Dias as Fire Control Officer for the whole of the Shire of Ashburton; and**

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3. Council authorises the Captain position for Pannawonica, Paraburdoo and Onslow Brigades, to be offered positions as Fire Control Officer for the whole of the Shire of Ashburton on condition that they had done the Fire Control Officers course or agree to do so.

LOST 4/5
Councillor Rumble, Dias, Foster, and Gallanagh voted for the motion
Councillor White, Lynch, Diver, de Pledge and Richardson voted against the motion

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AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
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13.8 PROPOSED PURCHASE / LEASE ADDITIONAL OFFICE SPACE FOR TOM PRICE ADMINISTRATION BUILDING

MINUTE: 672/2019

FILE REFERENCE:	POI.0264
AUTHOR'S NAME AND POSITION:	Warren Barker Manager of Eastern Facilities
AUTHORISING OFFICER AND POSITION:	Brian Cameron Director Property and Development Services
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	2 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The authors and authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary
Proposed purchase of additional office space for the Tom Price Administration Centre at Lot 246 Poinciana Street, Tom Price.

Background
The Shire of Ashburton (SoA) Tom Price Administration Centre located at Lot 246 Poinciana Street, Tom Price is beyond maximum capacity resulting in Shire staff being located at the Tom Price Community Hall.

The Shire is seeking the economical options to either purchase or lease additional office space to be located at the current Administration Center, until such time the new Tom Price Administration Centre is constructed and ready for occupation.

Comment
The need for additional office space is a matter of urgency if the Shire is to ensure the safety and suitability of workplace arrangements of current and future staff.

The current arrangement of having Staff based at the Tom Price Community Centre does not lend itself to a respectable level of staff security and Staff are segregated from fellow team members, which affects the day to day operational requirements of the respective internal departments.

The proposed purchase/lease of additional office space, would not only address the current Staff safety concerns, but would also address the much needed additional office accommodation. Utilising the current Tom Price Administration Centre will address the following key parameters:

- Lot size is suitable to cater for all required buildings/structures;
- SoA owned;
- Car parking available;
- Disability access requirements;

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- Locality to SoA staff and general community; and
- Allows operational growth

Some costings and further information for both purchase and lease of additional office is provided in **ATTACHMENT 13.8**.

Lot 246 Poinciana Street, Tom Price a total area of 3285.9m^2 comprising 738.4 m^2 existing office space, approximately 1342.2m^2 as drainage and open space, allowing 114.8m^2 available for additional office accommodation. The following provides an indication as to the general location of the additional transportable office space (assuming an office area of 9m x 6m).



It is recommended that purchase be seen as the best option due

Consultation
Executive Management Team
Occupational Health and Safety Advisor

Statutory Environment
Planning Development Approval
NCC BCA Volume 1 2019 Amendment 1
AS 1428.1 (2009) Design for Access & Mobility

Financial Implications
Cost of either purchase or lease of additional office accommodation. Funds to be transferred from Staff Housing – New Purchases GL code 097800. All prices are for buildings only. Site set works, transport, crane hire and connection to essential services (electricity) plus $20,000.00.

Costings have been sought from three (3) independent suppliers based on purchase and rental, please see costings provided below:

1. Instant Transportable Offices

Rental 6m x 3m only (too small) $155/week - $8,060/annually
Purchase 9m x 6m - $61,600.00 (inc GST).

2. Fox Transportables

Rental Not available
Purchase 9m x 6m - $69,300.00 (exc. GST) plus installation costs (allow $20,000)

3. Ascention Construction Services

Rental Not available
Purchase 9m x 6m - $60,150.00 (exc. GST) plus installation costs (allow $20,000)

It is considered that outright purchase is the most appropriate, given that it will be at least 3-4 years before a new office development is constructed and ready for Staff to occupy.

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

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

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

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

Policy Implications
FIN12 Purchasing Policy. Due to the urgency of this project and to have ensure Staff have significant office space in place prior to the end of the year, the Shire sought quotes three direct quotes as per below for Council consideration. This project will be managed to ensure expenditure remains well below the $150,000 tender threshold.

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Voting Requirement
Absolute Majority Required

Officer Recommendation

That with respect to the Proposed Purchase / Leasing of Additional Office Space for the Shire of Ashburton Tom Price Administration Centre, Council;

1. **Authorise the transfer of funds from Staff Housing – New Purchases GL code 097800 to "New Account" as illustrated within the Table of Agenda Item 12.1 Monthly Financials and schedule of accounts Paid); and**

2. **Authorise the Chief Executive Officer to purchase and installation from Instant Transportable Offices to the value of $61,600.00 (inc GST) of an additional 9m x 6m open office space plus allowance of installation costs of approximately $20,000.00 (plus GST) to be erected at Lot 246 Poinciana Street, Tom Price.**

LAPSED DUE TO A LACK OF MOVER AND SECONDER

Note: Council had earlier resolved to change the order of the Agenda to defer Item 12.1 until after tem 13.8.

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12.1 MONTHLY FINANCIALS AND SCHEDULE OF ACCOUNTS PAID

MINUTE: 673/2019

FILE REFERENCE:	FM03
AUTHOR'S NAME AND POSITION:	John Bingham Director Corporate Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	24 September 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author has no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

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

The Financial Reports for September 2019 are presented with comments on variances for Actuals to 2019/20 Budget amounts.

Background
*Regulation 34 of the Local Government (Financial Management) Regulations r*equires the Shire to prepare a monthly statement of Financial Activity for Consideration by Council as well as Budget Amendment Register and Schedule of Accounts and Credit Card payments.

A 2019/20 Capex Tracker is also available as part of the Monthly Report:

ATTACHMENT 12.1A
ATTACHMENT 12.1B
ATTACHMENT 12.1C
ATTACHMENT 12.1D

Comment
Please note the financial reports as presented provide an estimate of the September position, pending finalisation of the audit of the 2018-19 accounts.

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The following budget variations are recommended for September 2019:

GL/Job No.	General Ledger Description	Current Budget	Variation Amount	Revised Budget	Reason
041093	Consultant / Project Costs	296,945	(20,000)	276,945	Original budget requirements now forecast to be lower.
041095	Service Fee – Accommodation	2,122	20,000	22,122	Increase provision for staff to travel within Shire for work purposes e.g. Onslow accommodation.
17030	Onslow MPC (Emergency Evacuation Centre Upgrade)	80,000	(80,000)	0	It has been determined that this project will not proceed, therefore the Project Officer would like to request re-allocation of funds to the Paraburdoo Softball Diamond.
AP2009	Paraburdoo Softball Diamond (New Softball Field)	450,000	80,000	530,000	There is a need to change the original scope of lighting works in the tender submission, to fit the lower maintenance and energy consuming LED fittings.
19025	Tom Price ICT Software – Training and Safety Management System	55,371	(55,371)	0	Underspend in project already completed.
AP2001	Paraburdoo Score Board	10,000	(10,000)	0	Project funds no longer required.
O335	Vic Hayton Memorial Pool	140,701	(17,000)	123,701	Scope of project not as large as originally thought.
O345	Paraburdoo Swimming Pool	86,522	(17,629)	68,893	Scope of project not as large as originally thought
100079	Building Asbestos Containing Materials Audit	50,000	100,000	150,000	The scope of the project has been re-assessed and is now considered to be much larger than originally thought.

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GL/Job No.	General Ledger Description	Current Budget	Variation Amount	Revised Budget	Reason
BN000	New Staff Housing Stock	1,247,484	(100,000)	1,147,484	Reduced scope of works to allow for Tom Price Admin Building Staff Overflow.
New Account	Tom Price Administration Building Staff Overflow Transportable Building	0	100,000	100,000	Extra building is required to accommodate Administrative Staff within Tom Price, due to ongoing security issues associated with Staff located at Tom Price Community Centre.

Consultation
Executive Management Team
Finance Team

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

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

(b) Is authorised in advance by resolution*

"Additional purpose" means a purpose for which no expenditure estimate is included in the local government's annual budget.
*requires an absolute majority of Council.

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

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

Goal 05 Inspiring Governance
Objective 4 Exemplary team and work environment

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

Policy Implications
There are no known policy implications for this matter.

Voting Requirement
Absolute Majority Required

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

Officers Recommendation

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

1. Receive the Financial Report for September 2019 ATTACHMENT 12.1A; and

2. Approve budget variations for the 2019/20 Budget as outlined below;

   a. Increase Expenditure Account GL 041095 Service Fee Accommodation by $20,000 from $2,122 to $22,122;
   b. Decrease Expenditure Account GL 041093 Consultant Project Costs, by $20,000, from $296,945 to $276,945;
   c. Increase Expenditure Account GL AP2009 Paraburdoo Softball Diamond by $80,000 from $450,000 to $530,000;
   d. Decrease Expenditure Job No. 17030 Onslow MPC (Emergency Evacuation Centre), by $80,000 from $80,000 to $0;
   e. Decrease Expenditure Job 19025 Tom Price ICT Software – Training and Safety Management System by $55,371 to $0;
   f. Decrease Expenditure GL AP2001 Paraburdoo Score Board by $10,000 to $0;
   g. Decrease Expenditure Job O335 Vic Hayton Memorial Pool by $17,000 to $123,701;
   h. Decrease Expenditure Job O345 Paraburdoo Swimming Pool by $17,629 to $68,893;
   i. Increase Expenditure GL 100079 Building Asbestos Containing Materials Audit by $100,000 to $150,000;
   j. Decrease Expenditure Job BN000 New Housing Stock by $100,000 to $1,147,484;
   k. Increase New Account Tom Price Administration Building Staff Overflow Transportable Building by $100,000 to $100,000; and
   l. Note that the Budgeted Surplus position carried forward (Net Current Assets position) forecast as at 30 June 2020 is $1,500,000.

3. Receive the Capital Expenditures Progress Tracker for September 2019 ATTACHMENT 12.1B;

4. Receive the Budget Amendment Register as at 30 September 2019 ATTACHMENT 12.1C; and

5. Receive the Schedule of Accounts and Credit Card payments made in September 2019 (approved by the Chief Executive Officer in accordance with delegation DA03-1 Payments from Municipal Fund and Trust Funds) ATTACHMENT 12.1D.

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

Council Decision

MOVED: Cr D Diver **SECONDED: Cr M Lynch**

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

1. **Receive the Financial Report for September 2019 ATTACHMENT 12.1A; and**

2. **Approve budget variations for the 2019/20 Budget as outlined below;**

   a. **Increase Expenditure Account GL 041095 Service Fee Accommodation by $20,000 from $2,122 to $22,122;**
   b. **Decrease Expenditure Account GL 041093 Consultant Project Costs, by $20,000, from $296,945 to $276,945;**
   c. **Increase Expenditure Account GL AP2009 Paraburdoo Softball Diamond by $80,000 from $450,000 to $530,000;**
   d. **Decrease Expenditure Job No. 17030 Onslow MPC (Emergency Evacuation Centre), by $80,000 from $80,000 to $0;**
   e. **Decrease Expenditure Job 19025 Tom Price ICT Software – Training and Safety Management System by $55,371 to $0;**
   f. **Decrease Expenditure GL AP2001 Paraburdoo Score Board by $10,000 to $0;**
   g. **Decrease Expenditure Job O335 Vic Hayton Memorial Pool by $17,000 to $123,701;**
   h. **Decrease Expenditure Job O345 Paraburdoo Swimming Pool by $17,629 to $68,893;**
   i. **Increase Expenditure GL 100079 Building Asbestos Containing Materials Audit by $100,000 to $150,000;**
   j. **Note that the Budgeted Surplus position carried forward (Net Current Assets position) forecast as at 30 June 2020 is $1,500,000.**

3. **Receive the Capital Expenditures Progress Tracker for September 2019 ATTACHMENT 12.1B;**

4. **Receive the Budget Amendment Register as at 30 September 2019 ATTACHMENT 12.1C; and**

5. **Receive the Schedule of Accounts and Credit Card payments made in September 2019 (approved by the Chief Executive Officer in accordance with delegation DA03-1 Payments from Municipal Fund and Trust Funds) ATTACHMENT 12.1D.**

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Reason for change: As the recommendation of Item 13.8 was not supported, Council resolved to remove reference to the following Staff recommended budget variations:
"j. Decrease Expenditure Job BN000 New Housing Stock by $100,000 to $1,147,484;
k. Increase New Account Tom Price Administration Building Staff Overflow Transportable Building by $100,000 to $100,000."

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

13.9 TOM PRICE CO-LOCATED EMERGENCY SERVICES FACILITY

MINUTE: 674/2019

FILE REFERENCE:	POI.0400
AUTHOR'S NAME AND POSITION:	Brian Cameron Director Property and Development Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	2 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary
Council consideration is requested to support progressing the preferred location, design and construction of a co-located Emergency Facility on portion of Lot 400 on Deposited Plan 409078 and Lot 46 on Deposited Plan 413028.

Background
The co-located Emergency Services Facility, to accommodate both the State Emergency Services (SES) and Bush Fire Brigade (BFB), was identified as a priority project in the Community Infrastructure and Services Partnership with Rio Tinto in the Memorandum of Understanding that was executed for the 2017-2022 period.

The growth of both the SES and BFB, both in terms of volunteer numbers and associated equipment and vehicles has led to the existing facilities being unable to meet the basic requirements of either organisation. Limitations of the existing sites have resulted in temporary accommodation of various vehicles and equipment in nearby locations however this has had an adverse effect on the operational effectiveness of the volunteer emergency services and their ability to respond to emergencies.

The amalgamation of the two services into one co-located facility would provide cohesion of operation and create operating efficiency for the volunteer brigades.

Lots 400 and 46 are owned freehold by the Shire of Ashburton. Combined, the area is 4.2 hectares and zoned "Residential – R30". Council endorsed this site as the location for the Tom Price Childcare Centre at the April 2018 Ordinary Meeting of Council.

The combined size of the lot provides more than adequate space for the identified proposed and a concept subdivision design has been prepared with the proposed location of the Co-located Emergency Services Facility being immediately to the South of the proposed Childcare Facility.

ATTACHMENT 13.9A

UNCONFIRMED MINUTES

An application for funding was submitted through the Department of Fire and Emergency Services Local Government Grants Scheme (LGGS) – Capital and Operating Grants in April 2019 and the Shire was notified on 19 July 2019 that the funding submission was successful.

ATTACHMENT 13.9B

A draft business case has been prepared for the project for Council endorsement, to enable the required further leveraged funding to be pursued. The business case outlines two options which are summarised below;

Option 1 – Do nothing and leave the current facility arrangement in place, which will directly affect potential growth and operational standards within the SES and BFB agencies.

Option 2 – Proceed with The proposed collocated emergency services facility, which will ensure sustainable growth and higher operational standards within the SES and BFB emergency services agencies in collaboration with the Shire of Ashburton.

Option 2 is considered to be the preferred option of the two facility designs, due to the proposed site meets all objectives for new Town Centre redevelopment and provides a suitable land parcel for development of a new SES / BFB facility which will enable the services to respond more efficiently and effectively to natural disasters including bushfires. The design will cater for future expansion of both volunteer emergency services whilst also providing a suitable facility for a Local Emergency Coordination Centre from where larger incidents in the central Pilbara region could be coordinated from.

ATTACHMENT 13.9C

Comment
The proposed site meets all objectives for new Town Centre redevelopment and provides a suitable land parcel for development of a new co-located facility which will enable the services to respond more efficiently and effectively to natural disasters including bushfires. The design will cater for future expansion of both volunteer emergency services whilst also providing a suitable facility for a Local Emergency Coordination Centre from where larger incidents in the central Pilbara region could be coordinated.

NOTE: An Emergency Coordination Centre is currently established in the Clem Thompson for larger incidents.

The BFB is currently operated out of premises on Boonderoo Road. The SES is currently operated out of a premises on Lot 492 Coolibah Street. Both premises are leased to the Shire from Rio Tinto. Both brigades are not eligible to obtain funding through the Capital Grants program through LGGS for improvements as the current facilities are not owned by the Shire. Existing premises are ageing and no longer fit for purpose.

The ongoing growth of both the SES and the BFB has resulted in various issues arising within the current site, including:

- lack of structures to house emergency vehicles and equipment;
- the lack of appropriate and separate storage areas for each service;
- inadequate parking for volunteers' private vehicles when attending training and emergency incidents;
- sheds being too small to allow safe access/egress for emergency vehicles;
- poor security;
- inadequate amenities (toilets/showers);

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- inadequate access/egress to training and operational areas (do not meet OSH standards); and
- no proper training room, and too small to hold meetings

The geographic location of the current BFB facility, being located on a small lot within the light industrial area also presents several issues including, but not limited to:

- security/safety issues arise due to the isolated location, and
- limited access and egress points for more than one vehicle.

Conditional subdivision approval has been received from Western Australia Planning Commission (WAPC) for a Childcare Site, a Co-located Emergency Services Facility Site, a Drainage Reserve and 36 Residential Lots. Due to interest in the site for a new Health Services as per Agenda Item 13.2 it is proposed a new subdivision application be made to WAPC for a Childcare Site, a Co-located Emergency Services Facility site and a Balance Lot as per the attached plan, pending community support for the locations.

ATTACHMENT 13.9D

Preliminary geotechnical investigations have been undertaken as part of the proposed Tom Price Childcare facility, which identified the need for site remediation to the appropriate requirements. The costs estimates undertaken by Shire Officers have not made any allowances for additional remediation work.

As the proposed land use and development has the potential to impact the use and enjoyment of neighboring properties, it is proposed to undertake community consultation early similar to the consultation undertaken for planning proposals:

i. The owners/occupiers of properties determined as being potentially affected by a development proposal will be consulted in writing providing a minimum of 14 days for the lodgment of any submissions.

ii. Publish a notice of the development proposal on Social Media platforms inviting comment within a specified period.

Consultation
Executive Management Team
Community Safety Manager
Department of Fire and Emergency Services

Statutory Environment
Town Planning Scheme No 7
Bushfires Act 1954
Local Government Act 1995 - Section 3.5
Section 3.59 of the *Local Government Act 1995*

Financial Implications
The overall project cost is estimated at $2,405,920, or option 2 $2,177,776 inclusive of fitout of the facility. The facility has been identified in the long term financial plan, initially planned for 2020 and beyond. With the successful application for external funding, consideration could be given to bring forward the project.

Leveraged funding to the value of $860,200 has been secured through the Local Government Grants Scheme with the following breakdown and conditions;

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- Tom Price Bush Fire Brigade (BFB)– 50% over two years$430,100;
- Tom Price State Emergency Services (SES) – 50% over two years $430,100; and
- The funding can either be provided once the facility has been completed (Shire invoice with copy of paid invoices) or can be paid on an instalment basis with funding released in two milestone payments. The first payment shall be to the value of 50% of the approved capital grant upon DFES receiving written confirmation from the Local Government that the pre-agreed building project has commenced. The second payment of the remaining 50% shall be paid upon DFES receiving a copy of the validated certificate of practical completion for the construction project. Note: the Shire pays the contractor for the works completed and then seeks reimbursement from DFES.

Local governments must ensure all approved building projects comply with Section 3.5 of the 2019/20 LGGS Manual for Capital and Operating Grants, in particular;

- The need to invite tenders and engage a contractor within 12 months of the date of approval to limit cost escalation due to delays (immediate commencement is preferred);
- The requirement to provide suitable land for immediate construction; and
- The cost of site works and providing utilities (power, water and communications) to the site boundary is the responsibility of local governments.

Leveraged funding for the balance of the project costs would require applications to be submitted to relevant funding bodies.

The Shire contribution to the project is listed in the long term financial plan is $20,000, as bulk earthworks, drainage and utility connections are the responsibility of the local government, this provision will need to be increased to $500,000.

Ongoing maintenance costs for the facility are administered through the LGGS operating grant scheme and a general overview is provided below.

Operating grants relate to the annual operating expenses incurred by Brigades and Units in direct support of their activities and readiness for operational duties, including the cost of emergency responses (other than multi-agency bushfire or natural hazard incidents - refer 5.6). Examples of acceptable costs include: purchase of plant and equipment (<$1,500 per item), maintenance of plant and equipment, maintenance of vehicles, trailers and boats, maintenance of buildings, BFS PPE and accessories, utilities rates and taxes, insurance and other goods and services.

In aggregate, these costs would not be expected to vary significantly from one year to the next. DFES will assess the base operating grant allocation for both BFB and SES Units which will combine line items 1-8 on the basis of the average of the previous two years completed acquittals (past expenditure trends) and the current year's allocation, indexed with the prevailing cost escalation factor, and will advise Local Governments of the assessed amount (eligible operational funding amount).

The facility approved for the Tom Price BFB & Tom Price SES will be a Shire asset and all utility costs (power, water, Telstra etc), facility maintenance and facility insurance will be covered by the LGGS operating grant. Note that any external works (gardening, car park maintenance etc) are the responsibility of the Shire.

Local Governments have the option to either accept or reject the proposed assessed allocation.

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Council is requested to support progressing the preferred location, design and construction of a co-located Emergency Facility on portion of Lot 400 on Deposited Plan 409078 and Lot 46 on Deposited Plan 413028.

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

Goal 04 Quality Services and Infrastructure
Objective 1 Quality public infrastructure

Risk Management
Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Medium", can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications
ELM10 Financial Sustainability Policy – (Financial Sustainability) outlines that 'no policy or other decisions will be made without considering the long-term financial impact on those decisions'.

Town Planning Scheme No. 7.

Council Decision

MOVED: Cr P Foster **SECONDED: Cr M Lynch**

That Council suspend Standing Orders at 3.41 pm.

CARRIED 8/1
Councillor White, Rumble, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion
Councillor Dias voted against the motion

Council Decision

MOVED: Cr P Foster **SECONDED: Cr M Lynch**

That Council resume Standing Orders at 3.50 pm.

CARRIED 8/1
Councillor White, Rumble, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion
Councillor Dias voted against the motion

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Voting Requirement
Absolute Majority Required

Officers Recommendation and Council Decision

MOVED: Cr P Foster **SECONDED: Cr M Lynch**

That with respect to the Tom Price Co-located Emergency Services Facility, Council:

1. **Note the business case prepared for the Co-located Emergency Services Facility;**
2. **Authorise the Chief Executive Officer to execute the funding instrument with DFES for the funding support for the Co-located Emergency Services Facility;**
3. **Authorise the Chief Executive Officer to seek an extension on the funding with DFES for the funding support for the Co-located Emergency Services Facility;**
4. **Authorise the Chief Executive Officer to determine a suitable site within Lot 400 on Deposited Plan 409078 and Lot 46 on Deposited Plan 413028 for a Co-located Emergency Services Facility;**
5. **Request the Chief Executive Officer undertake public consultation in regards to a new a Co-located Emergency Services facility being located within Lots 400 and 46; and**
6. **At the conclusion of the public consultation, the matter be referred back to Council for consideration and determination as to whether the site is appropriate.**

LOST 4/5
Councillor Foster, Lynch, Diver, and Gallanagh voted for the motion
Councillor White, Rumble, Dias, de Pledge and Richardson voted against the motion

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

13.10 TOM PRICE FLYING DOCTOR SERVICE (RFDS) AIRSTRIP

MINUTE: 675/2019

FILE REFERENCE:	TT08
AUTHOR'S NAME AND POSITION:	Janelle Fell Manager Land and Asset Compliance
AUTHORISING OFFICER AND POSITION:	Brian Cameron Director Property and Development Services
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	7 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Agenda Item 11.6 (Minute No. 400/2018) – Ordinary Meeting of Council 18 July 2018

Summary
At the November 2017 Ordinary Meeting of Council, Councilors resolved to continue to progress the prospect of providing a Royal Flying Doctor Service Airstrip (RFDS) in close proximity to Tom Price.

This report is to update Council on the matter and to seek further direction.

Background
Council resolved in November 2017 to:

1. Continue to support without bias, that it is the desire of the residents of Tom Price to have their own Royal Flying Doctor Service Airstrip, for which to service their needs;
2. Council authorises the Chief Executive Officer to source the required capital funding for the Royal Flying Doctors Services Air Strip and investigate means to offset maintenance costs;
3. On the basis of 2 above, should capital funds be located, then Council agree in principle to accept ownership and responsibility of the airstrip;
4. A business plan is to be brought back to Council for approval;
5. Re-engage with Rio Tinto to negotiate access and tenure to the subject site on Bingarn Road;
6. Undertake a site selection and feasibility study to determine the preferred site should part 5 above not be successful, subject to obtaining funds from other sources; and
7. Request a progress report back to Council by no later than July 2018.

At the Ordinary Meeting of Council held on 18 July 2018, Council resolved to:

1. Note Minute No. 400/2018 (from the Ordinary Meeting of Council 21 November 2017) in relation to the establishment of a Royal Flying Doctors Services Air Strip for Tom Price;
2. Request the Chief Executive Officer to make appropriate arrangements to undertake items 2-6 of Minute No. 400/2018; and
3. Request the Chief Executive Officer to report back to Council by no later than February 2019.

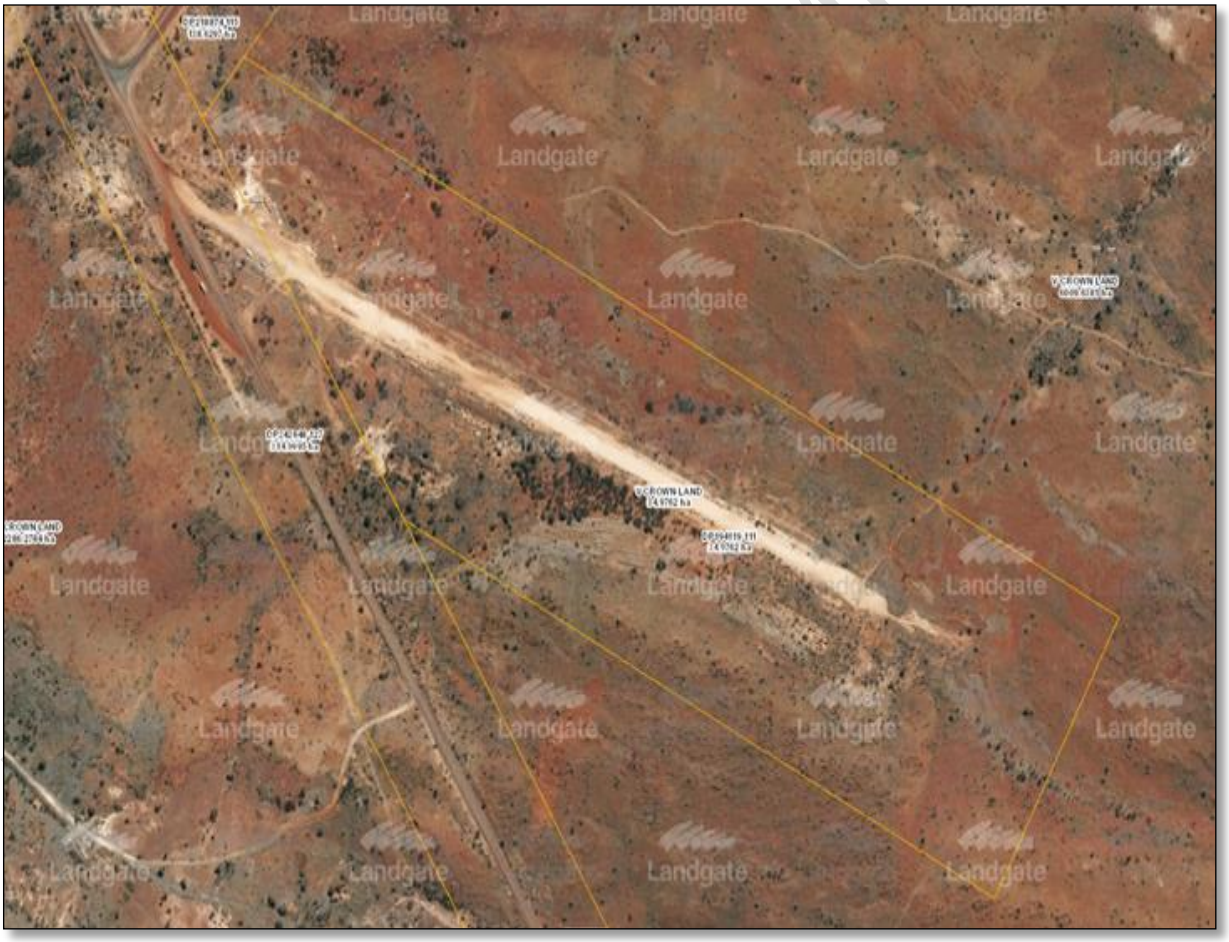
UNCONFIRMED MINUTES

The CEO has undertaken to inform Councillors of RFDS matters through Information Sessions. One aspect to be investigated was to access Bingarn Road as an emergency RFDS strip. In consultation with RFDS, it was clear that such an arrangement would not be supported.

Comment
Alternative sites have been investigated with Lot 111 on Deposited Plan 194119 being considered a site worth consideration.

In 2011, the then Department of Regional Development and Lands (now Department of Planning, Lands and Heritage) requested Council's consideration of accepting a Management Order over Lot 111 on Deposited Plan 194119 after no tenders were received when the land was made available via Public Tender. As a late submission was received, the offer of a Management Order was withdrawn. Lot 111 is 80.18m x 1218m x 325m x 823.2m x 479m, 34.9702 hectares in total. The lot is located on the North-Eastern side of the Tom Price-Paraburdoo Road and Karijini Drive intersection.

Lot 111 is unallocated Crown land, subject to the native title future act process. This may be possible through an Indigenous Land Use Agreement with native title holders or through extinguishing native title, which entitles the native title holders to compensation.



Overall dimensions received from RFDS for (Civil Aviation and Safety Authority licensed airstrip) night operations advise a 180m (width) x 3,000m minimum area. This allows for aircraft turning area at each end and part of the taxiway. Further clearing may be required of the 3.33% approach and takeoff slope for night operations. Additional area outside Lot 111 boundary may be required to accommodate RFDS's Standard airstrip characteristics.

An estimate of construction costs undertaken by Aerodrome Management Services Pty Ltd in 2013 indicates $2,947,575. Native Title implications would see this number increased. Indicative operational costs are $90,000 per annum.
While land tenure is not secured, it is unlikely funding applications will be successful. "Advocate to partners for investment for a new airstrip" is listed as a medium/longer term priority (2022 onwards) in the Strategic Community Plan 2017-2027. Progressing a suitable site and land tenure is paramount prior to seeking funding for the construction costs.

Consultation
Executive Management Team
Councillors (via Information Sessions)
Royal Flying Doctor Service

Statutory Environment
Land Administration Act 1997 – sections 46, 47 and 48 Request reserve be placed under care, control and management of the Shire

Financial Implications
From advice provided in the 21 November 2017 Shire report on this matter, it is understood that the cost estimate to design and construct a sealed airstrip on the subject land is approximately $3M with annual operational and maintenance costs estimated at $90,000 (inclusive of resealing).

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

Goal 01	Vibrant and Active Communities
Objective 3	Quality education, healthcare, childcare, aged care and youth services
Goal 04	Quality Services and Infrastructure
Objective 1	Quality public infrastructure

Risk Management
Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be 'High' should the Project be abandoned based on damage to Council's reputation. It is proposed that a Communications Plan be developed and implemented should Council decide to withdraw its support and reject the funding offer from the WA State Government.

Policy Implications
ENG09 Asset Management Policy

Voting Requirement
Simple Majority Required

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AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

Officers Recommendation and Council Decision

MOVED: Cr M Lynch **SECONDED: Cr P Foster**

That with respect to Tom Price Royal Flying Doctor Service (RFDS) Airstrip, Council:

1. **Request the Chief Executive Officer to make further investigations into Lot 111 to determine if additional land is required outside the boundary;**

2. **Request the Chief Executive Officer to make enquiries to the Department of Planning, Lands and Heritage to:**

   a. **Obtain in-principle support for the creation of a Reserve over Lot 111 on Deposited Plan 19411900; and**
   b. **If required, request the boundary of Lot 111 be extended to meet the Royal Flying Doctor Service Airstrip Physical Characteristics; and**

3. **Request the Chief Executive Officer to provide a further report to Council:**

   a. **To formally request creation and management of a Reserve upon receipt of in-principle support from the Department of Planning, Lands and Heritage; and**
   b. **For consideration of compensation costs and indemnification of the Minister for Lands in relation to the native title future act process.**

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

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AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

13.11 PROPOSED ADOPTION OF THE SHIRE OF ASHBURTON'S LOCAL GOVERNMENT HERITAGE INVENTORY (FORMERLY KNOWN AS THE MUNICIPAL HERITAGE INVENTORY)

At the Ordinary Meeting of Council of 18 September 2019, the Chief Executive Officer withdrew the Item from the agenda due to matters associated with the incorrect attachment.

MINUTE: 676/2019

FILE REFERENCE:	LP35
AUTHOR'S NAME AND POSITION:	Andrew Davis Principal Town Planner
AUTHORISING OFFICER AND POSITION:	Brian Cameron Director Property and Development Service
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	10 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author has no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Agenda Item 13.3 (Minute No. 622/2019) – Ordinary Meeting of Council 13 August 2019

Summary
The Shire's current Local Government Heritage Inventory (LGHI) was first adopted in 1999 and contains 29 place entries. Following a comprehensive review of the 1999 LGHI (and the 2012 'internal' reviewed LGHI), it is proposed that five additional places be added, and two places shifted to the 'Archive' list, resulting in a revised list of 32 places and two archived places.

In addition to reviewing and updating place records, the Thematic Framework presented in Part A to the LGHI has been extensively reviewed and updated and is presented for consideration and inclusion in the revised Inventory.

It is recommended that Council adopt the LGHI and commence the process to adopt a Heritage List pursuant to Clause 8 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

Background
In 1999, the Shire of Ashburton prepared its first Municipal Heritage Inventory (now known as a Local Government Heritage Inventory or LGHI). Undertaken by O'Brien Planning Consultants, the 1999 LGHI identified 29 places of cultural heritage significance within the Shire's administrative area.

In 2012, the Shire undertook an internal review of the LGHI with this review considered by Council at its Ordinary Meeting on 15 August 2012. At this meeting, Council resolved to give elected members the opportunity to comment on the draft Inventory, after which the document would be advertised for public comment.

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There is no record on file of the 2012 Inventory being advertised, or of Council consideration of any comments or recommendations received during a consultation period, and accordingly, the Shire continued to utilise and refer to the original 1999 LGHI. It is appropriate to note that Council was considering a number of Scheme Amendments and related applications and plans relating to the construction of the Wheatstone project at this time.

In July 2016, the Shire commenced a formal review of the 1999 LGHI, engaging TPG Town Planning, Urban Design and Heritage (TPG) to assist in this project. The purpose of this review was to update the LGHI to address the provisions of *the Heritage Act of Western Australian 1990* (Heritage Act) and also to ensure compliance with the heritage provisions contained within *the Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), which came into effect on 19 October 2015.

The key required outcomes of this review were to:

- Review and update the LGHI in line with the common standards for inventories as per the recommendations provided by the State Heritage Office (SHO)
- Ensure that the LGHI is comprehensive, up to date, and represents community views and values, by calling for and assessing new nominations
- Prepare a 'Recommended Heritage List' for adoption in the Shire's Town Planning Scheme in accordance with the provisions of the Regulations

The LGHI project involved a number of key stages included a review of the existing LGHI, a community workshop, site inspections, and consultation with owner(s) and occupier(s) of each place. A brief overview of the key project stages is outlined below:

- <u>Review Heritage Framework</u>
  In August 2016, a review of the Shire's existing heritage management framework was undertaken to identify areas where it needed to be improved and/or amended to align with current practices. Key outcomes of this review were the preparation of a new Place Record Form Pro forma and the preparation of new Management Categories that align with the SHO's recommended management category classification system.

- <u>Community Identification of New Places</u>
  The Shire sought nominations from the community to identify places for potential listing on the Shire's LGHI. A newspaper notice was published in the Pilbara News in October 2016 and public notices were erected at Shire offices/community notices boards, and the Shire's website. This community consultation extended for a four week period and resulted in the inclusion of four new places on the reviewed LGHI. These four places are provided in the comment section below.

- <u>Community Heritage Workshop</u>
  The Shire organised a Community Heritage Workshop to outline the process and implications of the LGHI review. An invitation was extended to the community and the workshop was held in Onslow on the evening of 6 October 2016. The workshop was attended by a small group of local people. The feedback received during the workshop is summarized below:

  - The need for incentives to be made available for heritage listed places to help maintain and conserve them;
  - The need for the people to be made aware of heritage listing when they are considering purchasing a place - i.e. the heritage status of a place should be included in any 'Property Report' prepared by the Council;
  - The need for the better promotion of the variety of heritage places in the Shire – i.e. through heritage walks, interpretation and public art; and

UNCONFIRMED MINUTES

- The need to better promote the LGHI as a valuable resource on the history and heritage of the Shire.

- Updating the Place Record Forms
  The Shire's existing Place Record Forms (PRF) where checked for accuracy, to fill in gaps and to help enhance an understanding of the significance of the places. A key component of this stage involved the completion of site inspections to each place to enable updated photographs to be taken and to inform an update of the physical description and statement of significance where necessary. The site inspections were undertaking by TPG at the end of October 2016 (The Wittenoom Town site was not visited as part of the site inspection process; a desktop study was conducted to update the PRF).

- Updating the Thematic History
  The 1999 review included a Thematic History, which covered the period from 1818 through to 1999. An additional chapter was added as part of this current review, which covers the period from 2000 through to 2016.

- Owner/Occupier Consultation
  Consultation with the owner/occupiers of the places listed on the 1999 LGHI was initially conducted in September 2016. A letter was sent to each owner/occupier advising of the LGHI review process along with a copy of the original 1999 PRF for the property.

  On completion of this four week consultation period, correspondence was received for the owner of 65 Second Avenue, Onslow requesting that the place be removed from the reviewed LGHI. On further investigation, it was established that was property was built c.1960 not 1935 as set out in the 1999 LGHI, and given this new information, and further that approval for the demolition of the place had previously been granted, it was considered that the place be removed from the current LGHI. A record of the place has been retained in the Archive Section of the LGHI, ensuring some record of the building for posterity.

  In advance of the site inspections (October 2016), the Shire contacted the owner/occupiers to advise of the inspection process and to address any concerns or access issues. As part of this consultation process, the owner of Nanutarra Homestead kindly provided access keys to allow TPG conduct both external and internal inspection of the property.

  In January 2017, following the completion of the site inspections, the PRF's for each place were updated. These were provided to each owner/occupier for review and comment. During this four week consultation period, three responses were received by the Shire clarifying some minor details with respect to three of the places. The relevant PRF's were subsequently amended as required.

- Public Advertisement of the Draft LGHI
  An internal review of the draft LGHI was conducted in March 2017. Following this review process, the document was publicly advertised in April 2017 for a four week period which closed on 11 May 2017.

  This advertising consisted of notices published in the Pilbara News and the Onslow Pipeline, advising that the draft LGHI was available for inspection and that the Shire was seeking comments in relation to the document.

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Hardcopies of the draft document were made available at the Shire offices in Tom Price, Onslow and Paraburdoo Library. In addition, notices were placed on community notice boards and on the Shire's website/Facebook pages. More targeted consultation comprised letters being sent to the owner/occupiers of the places listed on the draft LGHI, advising of the public consultation period and requesting any additional comments could be made during public advertisement of the draft document.

Two written submissions have been received during this public advertising period:

- The submission received from Susan Bogle, the owner of Nanutarra Homestead requests some minor amendments to historical notes sections of the draft Nanutarra and Hamersley Homestead PRF's. In addition, the submission requested the potential consideration of some additional homesteads and a 'track' which used to transport wool clip to port along the Ashburton River from Onslow to Hamersley, in any future review of the LGHI.

A further submission has been received from Dawn McAullay making the following relevant comments:

- Works on the Saint Nicholas Church are currently underway
- Information about the Onslow race meets
- Notes the change of name of the district from 'Ashburton' to 'Thalandji'
- Recommends inclusion of the 'South Lead Light' on the Inventory
- Notes the recent decline of the Onslow fishing industry
- Notes the recent damage to Bobby's Tree

These comments have been forwarded to the Shire's Heritage consultant for consideration, although it is noted that the only material modification relevant to the adoption of the LGHI is the possible inclusion of the 'South Lead Light' on the list. With regard to this place, the Heritage Council of Western Australia advised the Shire on 7 June 2019 that, while the Beadon Point Rear Navigational Leading Light, 'may have some cultural heritage significance, it is unlikely to meet the threshold for entry on the State Register of Heritage Places'.

In 2019, the Department of Transport (DoT) decided to demolish the Beadon Point Rear Navigational Leading Light on the grounds that it was no longer necessary as a navigation aid and imposed a significant financial cost to retain. While the Shire considered options to acquire the tower, Council determined that it was too costly to maintain this piece of infrastructure and has advised the Department accordingly, it is anticipated that this piece of infrastructure will be demolished in the short term given its current state of disrepair.

The DoT have commissioned and made available a detailed Archive Record that the Shire has used as the basis for a new Place Record Form to be included in the Inventory as an Archive Record. This will preserve a visual and written record of this piece of the Shire's heritage following its regrettable yet necessary demolition.

Comment
The Shire's existing LGHI was first adopted in 1999 and contained 29 place entries. Following a comprehensive review of the 1999 LGHI (and the 2012 'internal' reviewed LGHI), it is proposed that Council adopt 31 heritage places be included on the reviewed LGHI with the addition of 4 new places and the reclassification of 2 places from a 'Management' category to 'Archive'.

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The proposed new entries are:

- Bobby McAullay's Tree
- Hamersley Homestead
- Stone hut relics at Karijini National Park
- Onslow Fuel Storage Tanks
- Beadon Point Rear Navigational Leading Light (as an Archive place)

The existing entries proposed for reclassification to the Archive list are listed below. The PRF's for these places (which are included in a separate 'Archive Section' of the LGHI) state that due to their limited heritage value they should be removed from the LGHI:

- Residence: 10 Lilac Street, Tom Price; and
- Residence: 65 Second Avenue, Onslow

The Table below notes the current and proposed management category for each place, with the six places proposed for inclusion listed as 'Not Categorised' (N/C) in the 'Current Management Category' column.

Current Management Category	Proposed Management Category	Name	Address
B	1	Nanutarra Homestead*	North West Coastal Highway, Nanutarra
B	1	Old Onslow Town site*	Old Onslow Road, Thalandji
A	1	Peedamulla Homestead*	Onslow-Peedamulla Road, Peedamulla
A	1	Tambrey Station Homestead*	Roebourne Wittenoom Road, Chichester
B	1	Yanrey Homestead	Yanrey Road, Yannarie
C	2	Ashburton Road River Bridge	Twitchin Road, Thalandji
B	2	Beadon Bay Hotel	22 Second Avenue, Onslow
N/C	2	Stone Hut Relics	Karijini National Park
B	2	Millstream Homestead	Kanjenjie-Millstream Road, Millstream Chichester National Park
B	2	Minderoo Homestead	Twitchin Road, Thalandji
B	2	Emu Creek Station (Nyang Homestead)	1 Nyang Road, Barradale (or Yannarie)
N/C	2	Hamersley Homestead	Tom Price Railway Road, Mount Sheila
C	2	Onslow Goods Shed	52 Second Avenue, Onslow
B	2	Post Office (Fmr) And Residence	19-21 Second Avenue, Onslow
C	2	Red Hill Homestead	Red Hill Road, Cane
B	2	St Nicholas Church	19 Third Avenue, Onslow
B	2	Tom Price Community Centre	315 Central Road, corner Tamarind Street, Tom Price

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Current Management Category	Proposed Management Category	Name	Address
B	2	Tom Price Primary School Pre Primary Centre	1 Creek Road, corner Tamarind Street, Tom Price
B	2	Tom Price Primary School	5 Creek Road, corner Wattle Street, Tom Price
B	2	Wyloo Homestead	Kooline Wyloo Road, Nanutarra
B	2	Yaraloola Homestead	North West Costal Highway, Fortescue
N/C	3	Bobby McAullay's Tree	Onslow Road, Thalandji
C	3	Mount Florence Station	Roebourne Wittenoom Road, Chichester
B	3	Nintirri Centre	2 Central Road, corner Stadium Road, Tom Price
C	3	Permanent Pools In The Ashburton River	Old Onslow Road and Twitchin Road, Thalandji
N/C	3	Fuel Storage Tanks	Onslow, Various Locations
B	3	Police Residence (Fmr)	3 First Street, Onslow
C	3	Residence: 18 Third Avenue, Onslow	18 Third Avenue, Onslow
C	3	Tom Price Shopping Arcade	1 Stadium Road, Tom Price
N/C	4	Old Wittenoom Town site	Wittenoom
C	4	Residence: 26 Third Avenue, Onslow	26 Third Avenue, Onslow
C	Archive	Residence - Turner	65 Second Avenue, Onslow
C	Archive	Residence – Lilac Street	10 Lilac Street, Tom Price
N/A	Archive	Onslow Rear Lead Navigation Light	Reserve 27316

Heritage List:
Once adopted, the LGHI will become the basis for establishing the Shire's Heritage List.

ATTACHMENT 13.11

The Heritage List identifies those places on the LGHI requiring special consideration and protection due to their contribution in preserving the Shire's history. In recognition of their importance, the Local Planning Scheme specifically addresses how these sites should be managed, used, and developed.

The Shire currently makes no distinction between the LGHI and Heritage List, meaning that the Scheme treats those places of limited heritage value the same as highly significant sites.

The establishing of a Heritage List will therefore limit Scheme protection to only those sites requiring such recognition. It is proposed that each entry designated as Category 1, 2 and 3 in the LGHI be included on the Heritage List.

It is recommended that once the LGHI has been adopted by Council, the Shire, commences the process to adopt a Heritage List pursuant to Clause 8 of the deemed provisions of Regulations.

UNCONFIRMED MINUTES

Consultation
State Heritage Office (SHO)
Owner/Occupier Consultation as detailed in Background
Public consultation as detailed in Background
Executive Management Team

Statutory Environment
Heritage of Western Australia Act 1990
Planning and Development Act 2005
Planning and Development (Local Planning Schemes) Regulations 2015
Shire of Ashburton Town Planning Scheme No. 7.

Financial Implications
There are no known financial implications for this matter.

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

Goal 03	Unique Heritage and Environment
Objective 3	Celebration of history and heritage
Goal 04	Quality Services and Infrastructure
Objective 3	Well planned towns

Risk Management
This agenda item has been evaluated against the Shire of Ashburton's 'CORP5 Risk Management Policy.' The perceived level of risk is considered to be "Low" and can be managed by routine procedures, and is unlikely to need specific application of resources.

Policy Implications
There are no known policy implications for this matter.

Voting Requirement
Simple Majority Required

Officers Recommendation and Council Decision

MOVED: Cr D Diver **SECONDED: Cr M Lynch**

That with respect to the Proposed Adoption of the Shire of Ashburton's Local Government Heritage Inventory (formerly known as the Municipal Heritage Inventory), Council:

1. **Adopt the Local Government Heritage Inventory dated June 2019 (ATTACHMENT 13.11); and**

2. **Request the Chief Executive Officer to commence the process to adopt a Heritage List pursuant to Clause 8 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

13.12 RECONSIDERATION OF PREFERRED LOCATION FOR TOM PRICE PUMP TRACK

MINUTE: 677/2019

FILE REFERENCE:	PR40195
AUTHOR'S NAME AND POSITION:	Andrew Davis Principal Town Planner
AUTHORISING OFFICER AND POSITION:	Brian Cameron Director Property and Development Services
NAME OF APPLICANT/ RESPONDENT:	Shire of Ashburton
DATE REPORT WRITTEN:	8 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Agenda Item 13.3 (Minute No. 550/2019) – Ordinary Meeting of Council 23 April 2019

Summary
At the Ordinary Meeting 23 April 2019, Council considered a report recommending the allocation of Public Open Space Cash in Lieu funds towards the construction of a Mountain Bike Pump Track on Lot 291 on Deposited Plan 14829 that is held by the Shire as a managed Crown Reserve (Reserve 40195).

Prior to finalising the pump track location, in accordance with the Officer Recommendation, Council resolved that public consultation be undertaken, specifically with regards to residents on the adjacent Coolibah Street. Council is requested to either consider an alternative site, or reaffirm Reserve 40195 (Coolibah Street) as the preferred development site.

Background
On 13 March 2018, Council was presented an informal briefing on potential projects the Shire could undertake utilising $236,555.92 held in a Shire account for public open space cash-in-lieu contributions. The contributions have been generated from two subdivisions in Tom Price. Following this presentation, Council informally identified the construction of a pump track as its preferred option.

Proceeding on this direction, the Shire reviewed and assessed a number of reports commissioned by the (now disbanded) Pilbara Regional Council, including a site assessment that considered 15 available sites in Tom Price suitable for development as a pump track.

At its Ordinary Council Meeting 23 April 2019, Council considered a report presenting options for the development of a pump track in Tom Price, utilising funds made available from a cash in lieu trust fund and additional funds made available by Rio Tinto. The recommendation to identify Reserve 40195 as the preferred site was based on an assessment commissioned by the Pilbara Regional Council and prepared by a highly-rated consultant who specialises in strategic planning for, and the design and construction of all types of mountain bike tracks.

UNCONFIRMED MINUTES

When considering the proposal to construct a pump track with funds available from cash in lieu contributions from two subdivisions, Council resolved:

That with respect to the Proposed Mountain Bike Pump Track on Reserve 40195, Tom Price, that Council:

1. *Endorse in principle based on ATTACHMENT 13.3B, the use and development of a Mountain Bike Pump Track on Lot 291 on Deposited Plan 14829 (Reserve 40195);*

2. *Authorise the Chief Executive Officer to progress the planning and implementation of the Pump Track including requesting the Minister for Planning for permission to use available Cash in Lieu funds of $256,655.*

3. *Prior to finalising the location of a mountain bike pump track on Lot 291 on Deposited Plan 14829 (Reserve 40195), the Chief Executive Officer be requested to carry out a public consultation program that specifically seeks the views of the owners/residents of the Coolibah Street neighborhood for the proposed track on Reserve 40195 and report back to Council for consideration; and*

4. *Consider for the 2019/20 budget an allocation to the establishment of the Tom Price Mountain Bike Pump Track as follows:*

    a. *expenditure of $236,655 from the money held in trust fund T8000 – Public Open Spaces Bonds; and*
    b. *expenditure of $105,341 from the Rio Tinto Partnership Reserve Fund.*

Part 3 of this recommendation was included to ensure that nearby residents of the preferred locations were given an opportunity to discuss any concerns with Shire staff and a technical expert prior to the final location being finalised. This workshop would also provide input into the final design to ensure relevant concerns were addressed should Reserve 40195 be determined as the development site.

Following Council's resolution, Shire staff sought quotes from a selected list of appropriately qualified consultants to undertake the public consultation and prepare a detailed design suitable for tendering for a construction contract.

Following assessment and awarding of a contract to undertake community consultation and detailed design, the Shire negotiated dates for the two consultation sessions, with the first being a closed session for Coolibah Street residents and the second an open session to any interested community member were organised and advertised.

In order to avoid school holidays, and to allow for the consultant's availability, the first session, the targeted session for Coolibah Street residents took place at the Tom Price Community Hall at 7pm on 1 August 2019 and was attended by all current Coolibah Street residents. While the attendees at this session generally supported the construction of a pump track, there was a very strong opinion that the preferred location was inappropriate and that other locations should be considered. A detailed summary of the specific objections is presented in the Comments section of this report.

The second consultation session occurred on 2 August 2019 and was a session open to the community primarily to discuss the design options for the pump track, and to ascertain support for the project in general and to discuss the preferred location.

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AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

In accordance with part 3 of Council's Resolution of 23 April 2019, this report presents the outcomes of the community consultation with regard to the preferred location of the pump track on Reserve 40195 and gives Council the opportunity to reiterate its support for this development site, or to consider an alternative location.

Following the 1 August 2019 consultation session and in consideration of the strong opposition to the development of Reserve 40195, Shire staff identified one additional potential development site for consideration.

This site, being a portion of Reserve 44839 is currently partially developed as the Lions Park and the Dog Exercise Park. Reserve 44839 could potentially be redeveloped with some realignment of the existing recreational infrastructure, and incorporate elements of the adjacent Reserve 44928 Drainage) and Reserve 49947 (Drainage) to provide suitable land for the pump track.

ATTACHMENT 13.12

This option has the advantages over Reserve 40195 in that:

- it would impact fewer residents with Ngardi Place, Minha Street, and North Road residents the only nearby dwellings;
- the site has an existing ablution block, although this would require significant renovation and improvement;
- Located more centrally in the town;
- Ongoing maintenance would be incorporated with existing facilities.

However, the Lions Park option does not provide a number of significant advantages enjoyed by the Reserve 40195 site:

- The site has fewer activated edges, meaning there is much less passive surveillance, leading to greater chance of anti-social behavior;
- This option would not present the opportunity to create an attractive entry statement to Tom Price;
- Less accessibility to link the pump track to a wider trails network;
- Further proximity to the skate park as users of both facilities would be expected to move between the two sites;
- Competing site uses – Dog Park and Lions Park users would likely be impacted by concentrating a new demographic into the area;

Notwithstanding this brief assessment, Reserve 44839 does present an alternative development site for Council's consideration.

Comment
As noted in the background to this report, the Coolibah Street residents strongly opposed the development of Reserve. A summary of these objections is listed below along with the Officer's comment:

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Objection	***Officer comment***
Why wasn't this brought to the residents attention earlier before planning stage;	The Shire is currently in the planning stage of the project and community consultation is a critical component of this planning. Prior to Council's resolution of 23 April 2019, there was no determined preferred site so it would have be presumptuous and premature for Shire officers to consult with any residents prior to Council's direction.
Noise impact to shift workers on night shift;	There are very few suitable locations available for development in Tom Price that are not nearby residential development. As this is a key objection, it is addressed in greater detail below.
What other sites were proposed;	The 15 sites formally considered are listed in the Council Meeting minutes from 23 April 2019 and were tabled at both community consultation sessions.
Juvenile behaviour	Pump tracks are located in metropolitan areas and regional towns throughout Australia and are not known to attract juvenile behavior. The preferred location is considered highly appropriate as it is located on a site that provides an extremely high level of passive surveillance which is well documented to reducing potential anti-social behavior.
Rubbish, litter etc.	Littering would be an issue at any selected location and will be managed through existing Shire strategies. As per the point above, littering will be less of an issue on a site with good passive surveillance.
Security	The site's highly visible location makes is less likely to create a potential security issue.
Children safety and general user safety, due to proposed site aligned with a main road that has constant heavy traffic during given periods	This concern would be addressed through detailed design and landscaping to reduce any chance of human/motor vehicle collision. It is noted that pump tracks have been constructed and safely operated on higher traffic and speed rated roads.
Possibly extend the existing skate park to encompass the pump track	This site was considered but is insufficient for further development as a pump track.
No toilet facilities	Council has budgeted $950,000 for this project, which will easily accommodate the construction of an ablution block into the design.
Dilapidation reports for nearby residences to ensure no damage has occurred due to use of machinery during construction	Construction of a pump track and associated infrastructure is unlikely to contribute to damage to nearby residences, but would be raised as a matter for consideration for any site selected for development.

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Objection	***Officer comment***
Three school teachers currently residing on this street with concerns of security and door knocking	Location of teachers' housing has not been considered as part of this assessment and response.
Cul-de-sac location provides limited access	Most users would be expected to ride their bikes, scooters, or skateboards to the pump track. Should Reserve 40195 remain the preferred site, the final design could incorporate a new dual-use path linking the Reserve to Central Road.
Dust generated during construction and subsequent use could create health hazards for residents	Dust mitigation would form part of any construction management plan, and as the track would be sealed, no dust would be anticipated during subsequent use of the track.

During the discussion with Coolibah Street residents, the primary objection to the pump track being located at Reserve 40195 relates to noise generation impacting local amenity, particularly with regard to shift workers sleeping during the day. In regard of this concern the Shire contacted a number of other regional and metropolitan local governments with established pump tracks to ascertain the impact of noise generated at these facilities.

There is no industry standard establishing the minimum distance of a pump track from other sensitive land uses, however other pump track designers advocate a 50 metre buffer as a reasonable minimum. This allows for the highest noise generating activity (skate boards being dropped at speed onto concrete or 'grinding' a rail) has been measured at 60dB at a distance of 50 metres. For comparison, heavy traffic is generally averaged at a level of 78dB and a residential air conditioner at 60-72 db.

Reserve 40195 could be developed with almost all of the track located a minimum of 50 metres from the roof lines of dwellings on Coolibah Street.

Should Council maintain its endorsement of Reserve 40195 as the preferred development site, detailed design would also be possible to ensure that areas of the facility likely to attract the highest concentration of users, and noise-generating activities could be located away from residences and further ameliorated through landscaping etc.

Pump tracks are urban active recreational facilities and to be accessible and effective, are located in established urban areas. This issues raised in objection to locating a pump track on Reserve 40195 are therefore likely to be replicated in most alternative sites in Tom Price.

While noise generation and increased use and activity is certainly acknowledged as a valid concern, it is noted that pump tracks, while often generating significant local opposition when proposed in established residential area, generally operate with limited impact on local residents once constructed.

While Council has a range of options to consider for the location of the pump track, as discussed in the 23 April 2019 Council Report, the preferred site has a number of clear advantages over these alternatives. It is acknowledged that local residents strongly oppose the current preferred location and these concerns should be further discussed and, should Council maintain its position, detailed design would mitigate much of the noise generation concerns.

The site supported by the Shire Administration is based on existing ablution facilities and least amount of impact to adjacent residents would be Reserve 40195 (adjacent to Lions Park.).

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As the proposed land use and development has the potential to impact the use and enjoyment of neighboring properties, it is proposed to undertake community consultation early similar to the consultation undertaken for planning proposals:

i. The owners/occupiers of properties determined as being potentially affected by a development proposal will be consulted in writing providing a minimum of 14 days for the lodgment of any submissions.

ii. Publish a notice of the development proposal on Social Media platforms inviting comment within a specified period.

Alternatively, Council could identify an alternative site, either from the previously tabled *Tom Price Pump Track Site Assessment Report*, Reserve 44839, or any other site in Tom Price

Consultation
Executive Management Team
Technical Officer Infrastructure Services

Statutory Environment
Complies with all statutory requirements.

Financial Implications
Council has allocated $950,000 for this project in the 2019-20 Budget

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

Goal 01	Vibrant and Active Communities
Objective 1	connected, caring and engaged communities
Goal 04	Quality services and infrastructure
Objective 2	Accessible and safe towns
Objective 3	Well-planned towns
Goal 05	Inspiring governance
Objective 1	Effective planning for the future

Risk Management
Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Low" risk and can be managed by routine procedures, and is unlikely to need specific application of resources.

Policy Implications
There are no known policy implications for this matter.

Voting Requirement
Simple Majority Required

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
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Officers Recommendation

That with respect to the Reconsideration of Preferred Location for Tom Price Pump Track, Council:

1. Endorse the development of a Mountain Bike Pump Track on one preferred location as outlined in the Report being either;

   a) Lot 291 on Deposited Plan 14829 (Reserve 40195) – Coolibah Street;

   OR

   b) Reserve 44839 – Corner of Central Road and North Road (adjacent to Lions Park).

2 Endorse to undertake community consultation in relation to Reserve 44839 – Corner of Central Road and North Road (adjacent to Lions Park) the preferred site similar to the consultation undertaken for planning proposals; and

3. At the conclusion of the public consultation, the matter be referred back to Council for consideration and determination as to whether the sire is appropriate; and

4. Authorise the Chief Executive Officer or his nominated Officers to progress the planning, detailed design, and construction of the Pump Track (ATTACHMENT 13.12).

Council Decision

MOVED: Cr M Lynch **SECONDED: Cr P Foster**

That with respect to the Reconsideration of Preferred Location for Tom Price Pump Track, Council:

1 Endorse to undertake community consultation in relation to Reserve 44839 – Corner of Central Road and North Road (adjacent to Lions Park) for planning proposals; and

2. At the conclusion of the public consultation, the matter be referred back to Council for consideration and determination as to whether the site is appropriate; and

3 Authorise the Chief Executive Officer or his nominated Officers to progress the planning, detailed design, and construction of the Pump Track (ATTACHMENT 13.12).

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Reason for change: Council determined the preferred site for the Mountain Bike Pump Track.

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

13.13 TOM PRICE HEALTH SERVICE

MINUTE: 678/2019

FILE REFERENCE:	POI.0400
AUTHOR'S NAME AND POSITION:	Janelle Fell Manager Land and Asset Compliance
AUTHORISING OFFICER AND POSITION:	Brian Cameron Director Property and Development Services
NAME OF APPLICANT/ RESPONDENT:	WA Country Health Service
DATE REPORT WRITTEN:	1 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary
The WA Country Health Service seeks Council support to undertake studies on Lots 400 on Deposited Plan 409078 and 46 on Deposited Plan 413028 with a view to locating a new Health Service on portion of the site.

Background
Lot 400 on Deposited Plan 409078 on Lot 46 on Deposited Plan 413028 are owned freehold by the Shire of Ashburton. Combined, the area is 4.2 hectares and zoned "Residential – R30". Council endorsed this site as the location for the Tom Price Childcare Centre at the April 2018 Ordinary Meeting of Council.

Representatives from the WA Country Health Service (WACHS), Rio Tinto and the Shire met on 28 May 2019 to discuss the future of the Tom Price Health Service and, alternative land opportunities to locate the service. Lot 400 [and 46] was discussed as an alternative site, which WACHS has confirmed they are prepared to financially support further geotechnical studies in-principle, based upon an agreed scope of works and price, to determine the suitability of the site.

Comment
Lots 400 and Lot 46 have been identified as a possible location for a new Tom Price Health Service. WACHS has advised approximately 95.6 metres x 106.5 metres (~10,200sqm) is required to adequately site a new Health Service including grounds and car park.

It is proposed the Health Service be sited within the Balance Lot as identified and depicted on the attached plan (**ATTACHMENT 13.13**), pending community support for the location.

Lots 400 and 46 have been identified for three potential uses:
- Tom Price Childcare Centre (3,093 m^2);
- Emergency Services Collocation Facility; and
- a new WACHS Health Service (10,200 m^2.

UNCONFIRMED MINUTES

The combined total of Lots 400 and 46 is 42,500 m^2 leaving approximately 25,551m^2 for other purposes.

ATTACHMENT 13.13

Preliminary geotechnical investigations for the site, commissioned by the Shire and provided to WACHS, requires site remediation to the appropriate requirements. This has not deterred WACHS' consultants from progressing further investigations.

As the proposed land use and development has the potential to impact the use and enjoyment of neighbouring properties, it is proposed to undertake community consultation early similar to the consultation undertaken for planning proposals:

i. The owners/occupiers of properties determined as being potentially affected by a development proposal will be consulted in writing providing a minimum of 14 days for the lodgment of any submissions.

ii. Publish a notice of the development proposal on Social Media platforms inviting comment within a specified period.

Consultation
Executive Management Team
WA Country Health Service

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

Goal 01	Vibrant and Active Communities
Objective 1	Connected, caring and engaged communities
Objective 2	Sustainable services, clubs, associations and facilities
Objective 3	Quality education, healthcare, childcare, aged care and youth services

Goal 04	Quality Services and Infrastructure
Objective 1	Quality public infrastructure
Objective 3	Well-planned towns

Financial Implications
There are no known financial implications for this matter.

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

Goal 04	Quality Services and Infrastructure
Objective 1	Quality public infrastructure

Risk Management
Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Low", can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications
Town Planning Scheme No. 7

UNCONFIRMED MINUTES

Voting Requirement
Simple Majority Required

Officers Recommendation and Council Decision

MOVED: Cr P Foster **SECONDED: Cr M Lynch**

That with respect to the Tom Price Health Service, Council:

1. **Authorise the Chief Executive Officer to advise WA Health Country Service (WACHS) that Council support:**
   a. **in-principle, a new Health Service being located on portion of Lot 400 on Deposited Plan 409078 and Lot 46 on Deposited Plan 413028 (ATTACHMENT 13.13); and**
   b. **investigations by WACHS to determine the suitability and viability of a site;**
2. **Authorise the Chief Executive Officer to determine a suitable site within Lot 400 on Deposited Plan 409078 and Lot 46 on Deposited Plan 413028 for a new Health Service;**
3. **Request the Chief Executive Officer undertake public consultation in regards to a new Health Service being located within Lots 400 and 46; and**
4. **Request the Chief Executive Officer to prepare a further report for Council's consideration after determining the above.**

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

13.14 PROPOSED REALIGNMENT OF ONSLOW TOWNSITE BOUNDARY

MINUTE: 679/2019

FILE REFERENCE:	LP07
AUTHOR'S NAME AND POSITION:	Andrew Davis Principal Town Planner
AUTHORISING OFFICER AND POSITION:	Brian Cameron Director Property and Development Services
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	10 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary
Recent residential development in Onslow has resulted in the town's developed urban area extending beyond the current townsite boundary. This report is presented for Council consideration to request that that the Minister for Lands adjust the Onslow townsite boundary to accurately reflect the current urbanised area, with allowance for future growth.

Background
In Western Australia, towns and cities have a defined boundary established pursuant to section 37 of the Land Administration Act 1997 (LAA) and are illustrated on respective Planning Scheme maps. It is rarely necessary to amend a townsite boundary, however recent expansion of the Onslow urban area has necessitated that the town site boundary be adjusted to include new residential subdivided areas, and to accommodate future expansion anticipated in the Onslow Town site Expansion Structure Plan.

Townsite boundaries impact the application of several pieces of legislation relevant to local government and this proposed town site boundary amendment will facilitate the effective application of a number of Western Australian Acts and Regulations.

As described in **ATTACHMENT 13.14A**, the proposed amendment to the Onslow town site boundary generally captures all of the land rezoned as part of Amendments 21 and 22, the Onslow Airport and land immediately adjacent to the north. The proposed new town site boundary will more than double the town's current area

As described in **ATTACHMENT 13.14B**, the Onslow townsite generally encompasses that part of the town developed prior to 2014, and the undeveloped land west of the town to the high water mark; it also includes Reserve 30711, which is a managed reserve held by the Department of Transport and developed as the Beadon Creek Harbour. This boundary appears to predate the subdivision of the land between Scully and Eagle Nest Roads as is cuts across nine freehold lots that are currently split by the town site boundary.

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The proposed new boundary follows the new Onslow Road, and includes all the land zoned 'Urban Development' by Amendments 21 and 22 that facilitated the Onslow Town site Expansion Structure Plan, with the only variation being to include the whole of Lot 719 that is partially zoned 'Urban Development', with the balance of the lot reserved for 'Conservation, recreation and nature landscape'.

Lot 719 is included in its entirety as it is not best practice to split lots as this practice creates stated valuation issues and will not be supported by the Department of Planning, Lands and Heritage (DPLH).

In addition to the Structure Plan area, the proposed new townsite boundary includes the entirety of Lots 9001 (Onslow Airport), and 9500 (Mixed Business zone). These lots are included primarily to make applying Shire rates to this land a more straight forward process.

From the northern boundary of Lot 9001, the proposed townsite boundary strikes north across Lot 851 to rejoin the existing boundary, with this line adopted following discussion with the land surveyor and DPLH. That land designated outside this section of the proposed town site boundary is not anticipated to be developed or used for urban purposes.

Implications for Changing Boundary
A townsite boundary is relevant to a wide range of legislation, and a summary of these is listed in the table below. It should be noted that this is not an exhaustive list, and includes only those Acts and Regulations most relevant to the Shire and could possibly impact staff in their duties. The comments should not be considered a legal opinion and are merely a brief assessment of the Officer's understanding and appreciation of the statute.

Legislation	**Reference**	**Impact**	**Comment**
Bush Fires Act 1954	S. 39(1)(i)	Limits some actions of bushfire officers where there is a Fire brigade or volunteer fire brigade in a town site	Onslow currently does not have a bushfire brigade, so this change will have no effect in the foreseeable future.
Country Housing Act 1998	S. 23 and 26	Farmers and retired farmers can apply for financial assistance to purchase land and construct dwellings in a town site.	Unlikely that any retired farmer in the Onslow region would seek or require financial assistance to purchase land or build a dwelling in the expanded town site area, but any such financial assistance would come from the State, not the Shire.
Dog Act 1976	31 (2)(b); 32(1)(b)	Dog control in public places not as strongly regulated outside town sites	Increases powers of rangers on land to be included in the Onslow town site, but unlikely to have any significant effect.
Liquor Control Act 1988	36A (2)(b) 65A(2)	Control of packaged liquor sales from petrol station in or near town site	Unlikely to have a petrol station selling liquor in the proposed town site expansion area, so application of this legislation will have little practical effect.
Local Government (Miscellaneous Provisions) Act 1960	484(5)	Cattle in a town site considered to be 'at large' except on or day after a market day	Cattle rarely at large on public roads in either the existing or proposed town site area.

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Legislation	Reference	Impact	Comment
Local Government Act 1995	3.52	Local government to keep public thoroughfares in town sites open and make plans available	The expanded town site is unlikely to impact Shire operations with regards to maintaining thoroughfares as these are already maintained, with plans available in the Town site expansion area. Note: thoroughfare means a road or other thoroughfare and includes structures or other things appurtenant to the thoroughfare that are within its limits, and nothing is prevented from being a thoroughfare only because it is not open at each end
Mining Act 1978	25 (3A) (3B)	Minister will only grant approval to mine in a town site after consulting LAA Minister and local government	This section may impact any person seeking a mining tenement over the area proposed to be included in the Onslow town site. There are no known active or pending mining tenements in the affected area.
	26A	Minister may require surrender of mining tenement in town site	See above.
Occupational Safety and Health Act 1984	23H (2)	Employer-owned housing to maintained safely in a town site	May affect to any employer-supplied housing in the affected area.
	43 (1)(k)	Inspector may interview employee occupying employer-owned residential premises	See above.
Valuation of *Land Act 1978*		Unimproved value defined as the 'site value' in a town site;	No financial impact on the Shire's rates income, but will make rating land within the proposed boundary more straightforward.
Conservation and Land Management Regulations 2002	Aboriginal people may be exempt from prosecution for some offences under the CALM Act where these are undertaken for cultural purposes, but this exemption does not apply in a town site for:		
	115 (3)	Bringing an animal on to CALM land	
	116(1)	Operating or riding a vehicle	
	118 (1)	Lighting of kindling a fire	
	119 (2)	camping	
	121 (5), (6) and (7)	Taking of fauna and flora	
Building Regulations 2012		Part 8 Division 2 applies within town sites – relates to swimming pool regulation	Dwellings with swimming pools within the town site boundary are regulated and inspected by the local government. The Shire currently has no statutory authority to inspect those residential swimming pools outside the Town site Boundary.

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Legislation	Reference	Impact	Comment
Health Act (Laundries and Bathrooms) Regulations	Second Schedule	Regulations regarding laundries and bathrooms apply within Onslow town site	Dwellings within the new town site will be held to the same standards established in the Regulations regarding provision and design of bathrooms and laundries as those in existing Boundary.
Local Government (Financial Management) Regulations 1996	52A	Allows local government to apply differential general rates	Rates are applied differently for land outside a town site boundary, and this change would allow the Shire to rate all land within the revised Boundary on the same basis.
Town Planning (Buildings) Uniform General By-laws 1989	S. 5	Restrictions on constructing multiple Class 1, Class 2 or Class 3 buildings on a lot in a town site	Within a townsite boundary, a person may not construct an additional Class 1, 2, or 3 building on a lot that already contains a Class 1, 2, or 3 building without either demolishing the existing building, or if the new construction is an extension to the existing building, or if the council gives approval.
Town Planning and Development By-Laws — By-laws in Respect of Excavations in Subdivided Areas	S. 1	quarrying or excavating for stone, sand, or other material upon land on a lot less than ½ acre is prohibited in a town site	Exemptions apply to: • Land exceeding 1 hectare • Excavations for buildings, sanitary services etc. • Public works. As an offence under this By-law incurs a penalty of: Twenty pounds, and in addition a daily penalty of Two pounds for every day or part of a day where the offence is in its nature a continuing offence, application of this legislation is considered unlikely.

Comment
Modifying a townsite boundary is an extremely rare event and this proposal has been prepared to ensure it is unlikely to require further amendment in the foreseeable future.

As illustrated in Table 1, there are a significant number of pieces of legislation that use the town site boundary to establish areas of differentiated regulatory application. Of these pieces of legislation, the most significant to the Shire for ongoing statutory tasks are those related to inspecting and regulation swimming pools and rating land that is currently outside the Town site Boundary.

With regard to swimming pool inspections and regulation, the Shire currently does inspect those pools in the expansion area, although in the event the Shire needed to take some enforcement action this could be subject to challenge, given that the Building Regulations 2012 apply differently outside a town site boundary. Modifying the Onslow Town site Boundary will rationalise this issue, standardising the regulation of swimming pools throughout the urban area.

The other significant change to Shire practice is in the matter of applying a rating value to those lots currently outside the townsite Boundary. On advice from the Shire's Rates Officer, the actual rates charged to each lot will remain unchanged, but the manner in which the Shire values and applies this rate will be simplified.

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As noted, the proposed Deposited Plan that has been prepared with the new Onslow Town site Boundary includes all land that has been rezoned 'Urban Development' that is anticipated to accommodate all urban growth within the foreseeable future, as well as the Airport, and a portion of Lot 851 on DP 408818 that is held as a managed Crown reserve (Reserve 19291). This land, in addition to that already contained within the Town site meets all future expansion estimates and is recommended for inclusion within the Onslow Town site.

Consultation
Executive Management Team
Finance Officer Rates

Statutory Environment
Complies with all statutory requirements (as referred within this Report).

Financial Implications
There are no known meaningful financial implications relative to this matter in excess of officer time and minor administrative costs, including plan drafting of $1500 and lodgement fee of $283 excluding GST.

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

Goal 04 Quality Services and Infrastructure
Objective 3 Well planned towns

Risk Management
Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Low", can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications
There are no known policy implications for this matter.

Voting Requirement
Simple Majority Required

Officers Recommendation and Council Decision

MOVED: Cr D Diver **SECONDED: Cr M Lynch**

That with respect to the Proposed Realignment of the Onslow Townsite Boundary, Council:

1. Request the Minister for Lands to amend the Onslow Townsite Boundary in accordance with the plan enclosed as ATTACHMENT 13.14A.

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

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14. COMMUNITY SERVICES REPORTS

14.1 APPLICATION ACCEPTANCE OF COMMUNITY SUPPORT GRANT ALLOCATIONS ROUND 1, 2019/20 ANNUAL FINANCIAL YEAR

Declaration of Interest
Prior to consideration of this Agenda Item:

Cr Dias declared an impartiality interest
Cr Rumble declared an impartiality interest
Cr Foster declared an impartiality interest

See item 6.2 for details of the interest declared.

RECORDED ON REGISTER GV07

MINUTE: 680/2019

FILE REFERENCE:	GS01
AUTHOR'S NAME AND POSITION:	Dee Walkington Administration Officer Community Services
AUTHORISING OFFICER AND POSITION:	Sarah Johnston Acting Director Community Services
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	18 September 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author has no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Agenda Item 14.1 (Minute No 566/2019) – Ordinary Meeting of Council 21 May 2019

Summary
The Shire recently promoted and invited applications for Community Support Grants and Community Lease/Licence Grants. The submissions were specifically for Community Support Grants as per *REC08 Community Donations, Sponsorship and Funding Policy (REC08)*, with applications closing 31 August 2019.

Twenty two (22) applications were received for Community Support Grants.

These grants are provided as in-kind and/or financial assistance to enable community groups and clubs to deliver quality programs, community events and services.

The applications were assessed and workshopped at the 18 September 2019 Ordinary Meeting of Council.

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Background
There are two funding rounds each year, one opening in July and closing in August and one opening in February and closing in March. At the close of August round twenty two (22) Community Support Grant applications were received, ten (10) from Tom Price, six (6) from Paraburdoo, four (4) from Pannawonica and two (2) from Onslow.

A community group, the Scorchers Cricket Club received a Community Support Grant 2018/2019 Round 2 and have returned the funding of $2,500 as the event has been cancelled.

Comment
The Community Support Grant funding was promoted directly to clubs and organisations via email, public notice boards, Inside Ashburton, Onslow Pipeline and the Shire of Ashburton website and Facebook page.

Applications received in Round 1 of the Community Support Grants 2019/20 annual financial year and are summarised in Table 14.1A.

TABLE 14.1A. COMMUNITY SUPPORT GRANTS – GENERAL ROUND

Name of Organisation	Name of Project	CASH being requested $	IN-KIND being requested $
ONSLOW			
Western Australian Underwater Hockey Commission Incorporated	Onslow Underwater Hockey Goals	1,850.00	0.00
Onslow Occy's Swimming Club	Onslow Occy's Swim Club - Operational Costs	2,500.00	0.00
PANNAWONICA			
Pannawonica Playgroup INC.	Wooden Educational Toy Collection	1,300.00	0.00
Panna Be In It	Pizza Oven for Community Garden	1,700.00	0.00
Pannawonica Youth Club	Do it with Donuts	2,500.00	0.00
Pannawonica Craft Club Incorporated	Interior Storage and Picture Rail	2,500.00	0.00
PARABURDOO			
Paraburdoo Men's Shed	Non slip coating on concrete floor	2,000.00	0.00
Paraburdoo Amateur Swimming Club	Sun Shade Marquee	2,400.00	0.00
Paraburdoo Bowling Club	Committee Room Doors	2,500.00	0.00
Paraburdoo Soccer Club	Futsal	0.000	2,000.00
Karingal Neighbourhood Centre	Installation of Baby Change Table & Resources for International Men's Day Event	2,435.50	0.00
Paraburdoo Basketball Association	Establishing new club in Paraburdoo- Paraburdoo Basketbal	2,500.00	500.00

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TOM PRICE			
North Tom Price Primary School P&C Association	School security CCVT	2,500.00	0.00
Tom Price Netball Association	North West Netball Association Championship tournament	2,500.00	0.00
Tom Price Primary School	Tom Price Primary School – Fire Recovery	2,500.00	0.00
TOM PRICE			
Tom Price Pony and Horse Club	Ross Hall Horsemanship Clinic	2,500.00	0.00
Tom Price Primary School P and C	Shade sails for undercover area	2,500.00	0.00
Nintirri Centre Inc	Women's Health Expo	1,000.00	500.00
Nameless Playgroup	Rent or Venue Hire and new toys	1,000.00	1,500.00
Tom Price BMX Club	Specialty Coach – Club Development	1,000.00	0.00
Tom Price Drive In Inc	Electrical upgrade	2,500.00	0.00
Tom Price Mongrels Softball Club	Lights and Ground Fees	1,137.50	0.00

All applicants in Table 14.1A have been assessed on the criteria outlined in REC08 Community Donations, Grants and Funding Policy, general conditions and criteria and compliance information provided in **ATTACHMENT 14.1.**

Table 14.1B outlines the allocation of support workshopped with Council on 18 September 2019, the recommendations for general community support grant applications being allocated from account 081877 (Sponsorships and Grants).

Table 14.1B COMMUNITY SUPPORT GRANTS – GENERAL ROUND

Name of Organisation	**Council Recommendation**
ONSLOW	
Western Australian Underwater Hockey Commission Inc.	1,850.00
Onslow Occy's Swimming Club	2,500.00
SUB TOTAL	**4,350.00**
PANNAWONICA	
Pannawonica Playgroup Inc	1,300.00
Panna Be In It	1,700.00
Pannawonica Youth Club	2,500.00
Pannawonica Craft Club Inc.	2,500.00
SUB TOTAL	**8,000.00**

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PARABURDOO	
Paraburdoo Men's Shed	2,000.00
Paraburdoo Amateur Swimming Club	2,000.00
Paraburdoo Bowling Club	2,000.00
Paraburdoo Soccer Club	2,000.00
Karingal Neighbour Centre Inc	0.00
Paraburdoo Basketball Association	2,000.00
SUB TOTAL	**10,000.00**
TOM PRICE	
North Tom Price Primary School P and C Association	2,500.00
Tom Price Primary School	0.00
~~Ashburton Little Athletics Centre Incorporated~~ **Tom Price Netball Association**	0.00
Tom Price Pony and Horse Club	2,250.00
Tom Price Primary School P and C	0.00
Nintirri Centre	0.00
Nameless Playgroup	2,500.00
Tom Price BMX	0.00
Tom Price Drive In Inc	2,500.00
Tom Price Mongrels Softball Inc	0.00
SUB TOTAL	**9,750.00**
TOTAL	**32,100.00**

Funding has been allocated for the annual Community Support Grants to the value of $80,000.00 in the 19/20 budget, account ~~081877~~ GL 111224.

Table 14.1C COMMUNITY SUPPORT GRANTS – BUDGET BREAKDOWN

Budget Total		**80,000.00**
Town	**Round 1**	**Total**
ONSLOW	4,350.00	4,350.00
PANNAWONICA	8,000.00	8,000.00
PARABURDOO	10,000.00	10,000.00
TOM PRICE	9,750.00	9,750.00
Total	**32,100.00**	
Balance Unspent		**47,900.00**

Consultation
Executive Management Team
Shire of Ashburton Councillors
Club Development Officers – Community Services

Statutory Environment
There are no known statutory requirements for this matter.

Financial Implications
The following budget allocations are provided in the 2019/20 budget:

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~~081877~~ GL 111224 Community Support Grants $80,000.00

$5,801.50 has currently been allocated as Small Assistance Donations to clubs and groups across the four towns.

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

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

Risk Management
Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Low" risk and can be managed by routine procedures, and is unlikely to need specific application of resources.

Policy Implications
REC08 Community Donations, Grants and Funding Policy

Voting Requirement
Simple Majority Required

Officers Recommendation and Council Decision

MOVED: Cr R de Pledge **SECONDED: Cr M Gallanagh**

That with respect to the Acceptance of Community Support Grant Allocations, Round 1, 2019/20 Annual Financial Year, Council:

1. **Approve the recommendations for General Community Support Grant Applications being allocated from account GL 081877 (Sponsorships and Grants) as stated in Table 14.1B of this report.**

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

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14.2 COUNCIL INITIATED DONATION TOM PRICE PRIMARY SCHOOL

MINUTE: 681/2019

FILE REFERENCE:	GS01
AUTHOR'S NAME AND POSITION:	Sarah Johnston Acting Director Community Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	27 September 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary
REC08 Community Donations, Sponsorship and Funding Policy (REC08), makes provision for a Council Initiated Donation and after the recent fire at the Tom Price Primary School a donation to the School is recommended for Council's consideration.

Background
In late August a fire broke out at the Tom Price Primary School in the art classroom and spread to nearby classrooms before it was contained. The fire resulted in significant damage to the infrastructure and a loss of both classroom resources and teacher resources occurred.

At the June Ordinary Meeting of Council the signature event applications for funding for the 2019/20 were considered and provision made in the following budget. As part of the Signature Event funding support was provided to the Tom Price Camp Draft, due to drought conditions this year the event was unable to be held.

The Tom Price Camp Draft committee have made contact with Shire Officers and in the spirit of community cooperation, support of redirecting the $10,000 funding to the Tom Price Primary School.

Comment
In addition to the Signature Event funding it is recommended that a further Council initiated donation of $10,000 is made to the School. The combined donation of $20,000 would enable the School to replace damaged teaching resources, equipment and other consumables that were lost as a result of the fire.

Consultation
Executive Management Team
Tom Price Camp Draft Committee

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Statutory Environment
There are no known statutory impediments for this matter.

Financial Implications
The total cost of the donation would be $20,000 being made up of $10,000 diverted of signature event funding for the Tom Price Camp Draft from GL EV203 and $10,000 as a Council Initiated Donation from GL11025170.

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

Goal 01 Vibrant and Active Communities
Objective 3 Quality education, healthcare, childcare, aged care and youth services.

Risk Management
Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Low" risk and can be managed by routine procedures, and is unlikely to need specific application of resources.

Policy Implications
REC08 Community Donations, Grants and Funding Policy

Voting Requirement
Absolute Majority Required

Officers Recommendation and Council Decision

MOVED: Cr P Foster **SECONDED: Cr D Diver**

That with respect to the Council Initiated Donation for the Tom Price Primary School, Council:

1. **Commend the Tom Price Camp Draft for their support and the re-direction of the Signature Event Funding; and**

2. **Approve the Chief Executive Officer to negotiation the terms of the donation to the Tom Price Primary School to the value of $20,000.**

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
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15. INFRASTRUCTURE SERVICES REPORTS

15.1 AWARD OF RFT 07.19 ONSLOW CLASS IV LANDFILL WORK – PILBARA REGIONAL WASTE MANAGEMENT FACILITY

MINUTE: 682/2019

FILE REFERENCE:	WM09
AUTHOR'S NAME AND POSITION:	Les Morgan Asset Management Specialist
AUTHORISING OFFICER AND POSITION:	Alan McColl Acting Director Infrastructure Services
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	13 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in this report.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary
A request for Tender RFT 07.19 Onslow Class IV Landfill Works was issued via the Shire's e-tendering portal known as TenderLink and advertised via state wide public notice in The West Australian Newspaper from 5 June 2019 to 30 July 2019.

Eight (8) conforming tenders were received in response to the RFT 07.19. The evaluation panel has completed its assessment of the submissions and makes its recommendation. Infrastructure Services requests to engage a contractor to construct the Onslow Class IV Landfill Works for the future Pilbara Regional Waste Management Facility (PRWMF).

Background
The Pilbara Region has a lack of adequate waste infrastructure that has led to inefficient waste disposal practices and increased costs for mining, government and other industries. This shortage of infrastructure results in waste removed from the Pilbara region being transported 1400 kilometres to Perth on a daily basis via trucks specifically designed for this purpose. Due to their specialised nature, the trucks making this round trip of 2,800 kilometres have to return empty, thereby, making this a costly, inefficient and unsustainable practice.

The Shire decided to meet this challenge by establishing a Pilbara Regional Waste Management Facility (PRWMF) that will be located approximately 36km south of the town of Onslow and will be able to accept Class III and IV waste, including waste from the mining, industrial, and oil and gas sectors across the wider Pilbara Region. The PRWMF has been designed to meet local needs and resolve wider economic problems plus the costs of transporting waste.

This report focuses on the construction of a Class IV Landfill Cell and other associated waste management infrastructure required for the operation of the PRWMF.

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At the time of preparing this Report, the Shire has received the draft Works Approval from the Department of Water, Environment and Regulation. Staff will update Council at the meeting in relation to the timing of the issue of the Works Approval.

In addition, due to the time delays in receiving the necessary Works Approval and the consequences of delays due to an appeal being lodged to the original EPA Approval, the Shire has sought to seek an extended period of construction and Milestone review in relation to the Building Better Regions Funding (BBRF). These changes are yet to be authorised by the Federal Government,

Scope of Works
The works to be carried out under this tender include the following:

- Earthworks to enable the construction of:
  - Cell 1 of the waste management facility,
  - Leachate evaporation, waste water and surface water management ponds, and
  - Associated drainage infrastructure;
- Construction of an engineered attenuation Layer;
- Construction of internal roadways;
- Sealing of the main access road constructed under RFT 04.19;
- Supply & Installation of the geosynthetic lining systems;
- Placement of a gravel leachate collection layer and associated pipework;
- Construction of leachate extraction/evaporation infrastructure;
- Construction of Waste Water Evaporation Ponds;
- Construction of Surface Water attenuation pond and Management infrastructure; and
- Construction of Levee Embankment.

A detailed Scope of Works is provided in **ATTACHMENT 15.1A.**

Items to be removed from RFT 07.19
It should be noted that a Tyre Baling Shed and a Maintenance Shed were originally included in the scope of works for this tender, however, these items were removed due to fiscal constraints. Both of these items are considered non-essential works and as such were individually costed within the Pricing Schedule.

Assessment of the Variations to the Scope of Works
Clause 20, Division 2, of "Local Government (Functions and General) Regulations 1996 - Provision of Goods and Services, Tenders for Providing Goods or Services" outlines that:

20. Variation of requirements before entry into contract:

(1) If, after it has invited tenders for the supply of goods or services and chosen a successful tenderer but before it has entered into a contract for the supply of the goods or services required, the local government wishes to make a minor variation in the goods or services required, it may, without again inviting tenders, enter into a contract with the chosen tenderer for the supply of the varied requirement subject to such variations in the tender as may be agreed with the tenderer.

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(2) If —

(a) the chosen tenderer is unable or unwilling to enter into a contract to supply the varied requirement; or

(b) the local government and the chosen tenderer cannot agree on any other variation to be included in the contract as a result of the varied requirement, that tenderer ceases to be the chosen tenderer and the local government may, instead of again inviting tenders, choose the tenderer, if any, whose tender the local government considered it would be the next most advantageous to it to accept.

(3) In subregulation (1) — minor variation means a variation that the local government is satisfied is minor having regard to the total goods or services that tenderers were invited to supply.

In addition to the above regulation, there was also a provision in the RFT documentation *"…that the Principal may enter into negotiations with a chosen tenderer and the negotiations are to be carried out in good faith…"*

Assessment of the Significance of the Variations
As required in the regulations, provided that Council considers the variations to be minor with regard to the total goods or services, it is considered that due process will be maintained by selecting a preferred tenderer and entering into negotiations regarding the above adjustments prior to contracts being signed.

The submitted cost of the Tyre Baling Shed was approximately 1.9% of the total cost of the works, and the Maintenance Shed was approximately 5.8% of the total works.

Overall, the scope of works have been reduced by approximately 5.8% (7.7% reduction and 1.9% addition). Hence, the variations outlined are considered to be minor with regard to the total goods or services that tenderers were invited to supply and thus are considered to be in accordance with the legislation.

The above percentages were calculated using the figures submitted by the preferred tenderer. For further clarification on the figures used refer to **CONFIDENTIAL ATTACHMENT 15.1.B.**

Accordingly, it is deemed appropriate that the CEO enter into negotiations with the preferred tenderer prior to signing of contracts.

Commencement of the Contract
Council is awaiting approval from the Department of Water and Environmental Regulation (DWER) for the construction of this facility and as such, negotiations are being held between Council staff and DWER to expedite this essential approval.

Accordingly, works cannot commence until this approval has been obtained. It should be noted that after the issue of a Works Approval, a 21 day appeal period is active, whereby an appeal can be lodged.

This issue is covered in the RFT documents as follows:

"This Contract is conditional upon the satisfaction or waiver of following conditions Precedent as specified below:

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- *The Principal must obtain all relevant planning, environmental and other relevant approvals for the project.*
  If the Principal determines that a Condition Precedent has been satisfied the Principal shall issue a Notice to that effect to the Contractor.

  If the Condition Precedent cannot be satisfied for whatever reason, the Principal will provide written notice to the Contractor on the matter.

  There will be no payment to the Contractor, for any loss or expenses, if the conditions precedent have not be satisfied by the Principal, unless otherwise agreed in writing by the both parties. The Principal may waive a Condition Precedent by issuing a Notice to that effect to the Contractor."

Hence, it is critical that the Contract not be commenced until DWER approval has been obtained and BBRF Millstone changes confirmed. However, due to the Appeal period of 21 days (for the Works Approval) some degree of risk still exists even after an Approval has issued.

Selection Criteria
In line with FIN12 Purchasing Policy, the advertised selection criteria is as follows:

Criteria	Weighting
Relevant Experience	10%
Key Personnel	10%
Past Company Performance	10%
Resources, Plant and Equipment	10%
Methodology/Quality and OHS Systems/Life Cycle/Risk Management	20%
Price	40%

Only tenders that meet the initial compliance criteria are deemed compliant for assessment against the selection criteria and value for money. The evaluation and recommendation report, including the overall evaluation scores and rankings, is provided.

Consultation
Executive Management Team
Manager Waste Services
Manager Governance
Senior Procurement Officer
Financial Support Officer

Statutory Environment
Local Government Act 1995 Section 3.57. Tenders for providing goods or services

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

Local Government Act 1995 Section 5.23. Meetings generally open to public

(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
(c) A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;"

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Local Government (Functions and General) Regulations 1996

(1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $150,000 unless sub-regulation (2) states otherwise.

Financial Implications
There is a budgeted provision for this phase of the construction of the Pilbara Regional Waste Management Facility in the 2019/20 Budget.

A provision to transfer from the Waste Services Reserve will need to be included in the Budget 2020/21 for the final phase of the construction.

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

Goal 04 Quality Services and Infrastructure
Objective 1 Quality public infrastructure

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

Risk Management
This item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be 'High' (consequences 'Major', likelihood 'possible').

This level of risk is being driven by the possibility of severe weather conditions during the works and the impact that this may have on costs.

It is considered that the likelihood of this event occurring is 'possible', however, measures including adjustments to the timeline of the works should minimise the likelihood and impact of such an event occurring at a critical stage in the works. Further to the above, this will be monitored and managed by specific procedures by the Director Infrastructure Services.

Policy Implications
Policy FIN12 Purchasing Policy.
This Policy outlines how the Shire of Ashburton will deliver best practice in the purchasing of goods, services and works that align with the principles of transparency, probity and good governance whereby establishing efficient, effective, economical and sustainable procedures in all purchasing activities.

This Policy was used to undertake the procurement process through a publicly advertised RFT.

UNCONFIRMED MINUTES

Voting Requirement
Absolute Majority Required

Officers Recommendation and Council Decision

MOVED: Cr D Diver **SECONDED: Cr M Lynch**

That with respect to the Award of RFT 07.19 Onslow Class IV Landfill Work– Pilbara Regional Waste Management Facility, Council:

1. **Resolve that Report CONFIDENTIAL ATTACHMENT 15.1B is confidential in accordance with s5.23 (2) of the *Local Government Act 1995* because it deals with matters affecting s5.23 (2) (c);**

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

2. **Note the attachments RFT 07.19 Scope of Works ATTACHMENT 15.1A and Evaluation report CONFIDENTIAL ATTACHMENT 15.1B;**

3. **Pursuant to Clause 20, Division 2, of "Local Government (Functions and General) Regulations 1996, vary the scope of works of RFT 07.19 by removing the Tyre Baling Shed and Maintenance Shed as a minor variation to RFT 07.19.**

4. **Once a Works Approval for the Onslow Class IV Landfill has been issued by the Department of Water, Environment and Regulation, the Conditions Precedent have been satisfied, and the Building Better Regions Funding Milestone changes have been authorised by the Federal Government, award RFT 07.19 Onslow Class IV Landfill Early Works, as varied in recommendation 3 above, to Raubex Construction Pty Ltd, upon the approval of the works by the Department of Water and Environmental Regulations, and authorise the Chief Executive Officer to enter into a contract with the preferred contractor; and**

5. **Authorise the Chief Executive Officer, prior to the signing of contracts, to negotiate the provision of possible variations, providing that the variations are:**

   a) **In accordance with clause 20 of *the "Local Government (Functions and General) Regulations 1996",***
   b) **Necessary in order for the goods or services to be supplied, and**
   c) **Managed within the overall budget for the project.**

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

UNCONFIRMED MINUTES

16. COUNCILLOR AGENDA ITEMS / NOTICES OF MOTIONS

16.1 NOTICE OF MOTION MOSQUITO INFESTATIONS ACROSS ALL SHIRE OF ASHBURTON TOWNS

MINUTE: 683/2019

FILE REFERENCE:	PH06
AUTHOR'S NAME AND POSITION:	John Kelly Acting Manager Development Services
AUTHORISING OFFICER AND POSITION:	Brian Cameron Director Property and Development Services
NAME OF APPLICANT/ RESPONDENT:	Cr Dias
DATE REPORT WRITTEN:	9 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary
Cr Dias has submitted the following Notice of Motion: *"Request the CEO to advise Council on strategies in place to manage mosquito infestations across all Shire of Ashburton towns."*

This report provides clarification in relation to the Shire's current practices for mosquito management within the four town sites of Tom Price, Paraburdoo, Onslow and Pannawonica.

Background
As a result of concerns raised by members of our community together with elected members, and in order to provide clarification and understanding for the Shire's elected members, we have prepared a report, which provides an insight of the Shire's current operational activities for mosquito management.

Comment
Response to the Notice of Motion put forward by Cr Dias:

- There are some fundamental principles that we feel should be presented to Council to explain our mosquito response.
- Firstly, mosquitoes require water to breed, given the lack of rain it limits the breeding areas for mosquitoes. In Paraburdoo apart from daily retic runoff the only real source of water currently is from the Rio Tinto waste water ponds and outfall.
- For example: Just the saucer under a pot plant is sufficient to provide an ideal breeding environment for mosquitoes.
- Staff also place CO2 traps in each of our townships, and from what is caught we are able to identify via the use of microscopes the breed of mosquito

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- Recently we have added to our abatement activity with spraying of residual insecticide in the public Ablutions.
- Councillors may be aware that in all four towns we have a flock of “sentinel” chickens which we bleed every fortnight in order to provide a surveillance program with the Department of Health (DoH) WA.
- In terms of Mosquito Management measures, we routinely larvicide at Wombat Crossing in Tom Price due to the large water body, the abundant vegetation creates an ideal breeding environment.
- Challenges we currently face apart from , areas like Wombat Crossing and the Paraburdoo runoff, is via land ownership (i.e. RTIO) and responsibilities (i.e. community members) assisting in preventing breeding grounds for mosquitoes to breed, and taking on more self-awareness and personal protection to help themselves.

Please note the attachments listed below that provide the information relating to the Shire’s current management and measures taken to reduce the infestation of mosquitoes within the Shires townships.

ATTACHMENT 16.1A

Attached Shire Mosquito Management Plan

ATTACHMENT 16.1B

Attached Department of Health (DoH) WA’s Contingency Plan for the Prevention and Management of Murray Valley Encephalitis (MVE) and West Nile (Kunjin) WNV (KUN) Virus Diseases in Western Australia.

ATTACHMENT 16.1C

Consultation
Executive Management Team

Statutory Environment
There are no known statutory implications for this matter.

Financial Implications
There are no known financial implications for this matter.

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

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

Risk Management
This item has been evaluated against the Shire of Ashburton’s Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be ‘High’ (consequences ‘Major’, likelihood ‘possible’).

Policy Implications
There are no known policy implications for this matter.

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Voting Requirement
Simple Majority Required

Officers Recommendation and Council Decision

MOVED: Cr D Diver **SECONDED: Cr M Lynch**

That with respect to the Notice of Motion – Mosquito Infestations Across all Shire of Ashburton Towns, Council:

1. **Note the response and information provided in the Report relating to mosquito management.**

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Council Decision

MOVED: Cr P Foster **SECONDED: Cr M Lynch**

That Council in accordance with Cl 15.1 of the *Shire of Ashburton Standing Orders Local Law 2012* adjourn the meeting at 4.08 pm.

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Council Decision

MOVED: Cr M Lynch **SECONDED: Cr J Richardson**

That Council in accordance with Cl 15.2(b) of the *Shire of Ashburton Standing Orders Local Law 2012,* the meeting was resumed at 4.21 pm.

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

17. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Council Decision

MOVED: Cr P Foster **SECONDED: Cr R de Pledge**

That Council accept the following as New Business of an Urgent Nature:

17.1 SPEED LIMIT ON ONSLOW RING ROAD; and

17.2 MODIFICATION TO THE 'VISION' ASSOCIATED WITH THE STRATEGIC COMMUNITY PLAN 2017-20127 (2019 DESKTOP REVIEW)

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

17.1 SPEED LIMIT ON ONSLOW RING ROAD

MINUTE: 684/2019

FILE REFERENCE:	RD.0002
AUTHOR'S NAME AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Cr Kerry White
DATE REPORT WRITTEN:	18 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary
Cr White advised Council of an opportunity to review the 60kph speed limit on the Onslow Ring Road.

Comment
On 2 October 2019, the Minister for Transport visited Onslow to view certain construction works.

In conversation, the Minister was advised as to concerns raised by numerous members of the community as to the current 60kph speed limit on the on the Onslow Ring Road.

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Subsequently, Main Roads WA has advised that the current speed limit was sought by the Shire and Chevron Australia (and agreed to by Main Roads WA).
Notwithstanding this, due to the assistance of the Minister, Main Roads WA is prepared to review the speed limit provided, it is formally requested by both Council and Chevron Australia.

Consultation
Chief Executive Officer

Statutory Environment
Road Traffic Act 1974
Road Traffic Code 2000

Financial Implications
There are no known financial implications relative to this Item.

Strategic Implications
Shire of Ashburton 10 Year Community Strategic Plan 2017-2027 (Desktop Review 2019)
Goal 5 – Inspiring Governance
Objective 3 – Council Leadership
Objective 4 – Exemplary Team and Work Environment

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

Policy Implications
There are no known policy implications for this matter

Voting Requirement
Simple Majority Required

Council Decision

MOVED: Cr M Lynch **SECONDED: Cr P Foster**

That with respect to the New Business of an Urgent Nature Introduced by decision of meeting by Cr White, Council;

1. **Request Main Roads WA to review the current 60kph speed limit on the Onslow Ring Road.**

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
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17.2 MODIFICATION TO THE 'VISION' ASSOCIATED WITH THE STRATEGIC COMMUNITY PLAN 2017-2027 (2019 DESKTOP REVIEW)

MINUTE: 685/2019

FILE REFERENCE:	CM03
AUTHOR'S NAME AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Cr Peter Foster Elected Member
DATE REPORT WRITTEN:	18 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Agenda Item 11.3 (Minute No 581/2019) - Ordinary Meeting of Council 18 June 2019

Summary
Cr Foster advised Council of a need to modify the Shire's 'Vision' as provided for the Community Strategic Plan 2017-2027 (Desktop Review 2019) to make reference to an 'inclusive community'.

Comment
The Shire's 'Vision' as provided for in the *Community Strategic Plan 2017-2027 (Desktop Review 2019) (Community Plan)* states:

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

To guide Shire staff who are actively coordinating community end of year events, Council is requested to consider amending the *'Vision'* of the Shire as stated in the *Community Plan* by adding the word 'inclusive' and to read as follows:

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

Consultation
Chief Executive Officer

Statutory Environment
Local Government Act 1995 Section 5.56.
Local Government (Administration) Regulations 1996

Financial Implications
There are no known financial implications for this matter

UNCONFIRMED MINUTES

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

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

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

Policy Implications
There are no known financial implications relative to this review in excess of officer time and minor administrative costs.

Voting Requirement
Absolute Majority Required

Council Decision

MOVED: Cr P Foster **SECONDED: Cr D Diver**

That with respect to the New Business of an Urgent Nature Introduced by decision of meeting by Cr Foster, Council;

1. **Resolve to clarify the 'Vision' of the Shire as stated in the Strategic Community Plan 2017-2027 (2019 Desktop Review) by adding the word 'inclusive' and to read as follows:**

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

2. **Request the Chief Executive Officer to provide local public notice of the revised document as required under the Local Government (Administration) Regulations 1996.**

CARRIED BY ABSOLUTE MAJORITY 8/1
Councillor White, Rumble, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion
Councillor Dias voted against the motion

UNCONFIRMED MINUTES

18. CONFIDENTIAL MATTERS

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

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

(a) a matter affecting an employee or employees;

(b) the personal affairs of any person;

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

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

(I) a matter that if disclosed, would reveal;
(II) a trade secret;
(III) information that has a commercial value to a person; or
(IV) information about the business, professional, commercial or financial affairs of a person,

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

(e) a matter that if disclosed, could be reasonably expected to:

(I) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
(II) endanger the security of the local government's property; or
(III) prejudice the maintenance or enforcement of any lawful measure for protecting public safety.

(f) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1981; and

(g) such other matters as may be prescribed.

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

Council Decision

MOVED: Cr M Lynch **SECONDED: Cr P Foster**

That Council close the meeting to the public at 4.25 pm pursuant to sub section 5.23 (2) (a) and (b) of the *Local Government Act 1995*.

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

18.1 CONFIDENTIAL ITEM – REQUEST FROM ASHBURTON INVESTMENTS PTY LTD (LESSEE) – ONSLOW SUN CHALETS

MINUTE: 686/2019

FILE REFERENCE:	SEC.0588
AUTHOR'S NAME AND POSITION:	Janelle Fell Manager Land and Asset Compliance
AUTHORISING OFFICER AND POSITION:	Brian Cameron Director Property and Development Services
NAME OF APPLICANT/ RESPONDENT:	Ashburton Investments Pty Ltd
DATE REPORT WRITTEN:	2 September 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Agenda Item 18.1 (Minute No. 648/2019) Ordinary Meeting of Council 18 September 2019

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

(b) the personal affairs of any person;
(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

Council Decision

MOVED: Cr M Lynch **SECONDED: Cr D Diver**

That Council suspend Standing Orders at 4.26 pm.

CARRIED 8/1
Councillor White, Rumble, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion
Councillor Dias voted against the motion

Council Decision

MOVED: Cr P Foster **SECONDED: Cr M Lynch**

That Council resume Standing Orders at 4.35 pm.

CARRIED 8/1
Councillor White, Rumble, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion
Councillor Dias voted against the motion

Council Decision

MOVED: Cr P Foster **SECONDED: Cr D Diver**

That with respect to the request from Ashburton Investments Pty Ltd (Lessee) – Onslow Sun Chalets, Council:

1. **Advise Ashburton Investments Pty Ltd that the lease fee will be $100,000 pa (ex GST and subject to CPI increases as per the current lease) for 2 years;**

2. **Ensure a further appraisal is to be undertaken after two years to determine the appropriate market rental value of the property**

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

18.2 CONFIDENTIAL WITTENOOM CLAIM DAMAGES CLAIM

MINUTE: 687/2019

FILE REFERENCE:	LS34
AUTHOR'S NAME AND POSITION:	Keith Pearson Special Projects Advisor
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	11 September 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Confidential Agenda Item 8.1 (Minute No. 631/2019) – Audit and Risk Committee Meeting 18 September 2019

REASON FOR CONFIDENTIALITY
This report is confidential in accordance with *s5.23 (2) the Local Government Act 1995* because it deals with matters affecting s5.23 (2):

(b) the personal affairs of any person;
(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.

Officers Recommendation and Council Decision

MOVED: Cr D Diver **SECONDED: Cr M Gallanagh**

1 That with respect to the matter the subject of this report, Council adopt the officer recommendation contained in the body of the report

CARRIED 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

All staff (except the CEO) left the Chambers at 4.38 pm due to a confidential agenda item. The Minutes were taken by the CEO when the Council Liaison Officer left the room.

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

18.3 CONFIDENTIAL ITEM - ACTING POSITION OF DIRECTOR CORPORATE SERVICES

MINUTE: 688/2019

FILE REFERENCE:	GV05 PE03
AUTHOR'S NAME AND POSITION:	Rob Paull Chief Executive Officer
AUTHORISING OFFICER AND POSITION	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	15 October 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

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

(a) a matter affecting an employee or employees; and
(b) the personal affairs of any person; and
(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

Officers Recommendation and Council Decision

MOVED: Cr P Foster **SECONDED: Cr D Diver**

That with respect to the matter of the position of Director Corporate Services, Council:

1. Appoint Mr Steven Deckert in the role of (Acting) Director Corporate Services, pursuant to s5.37 (2) of the *Local Government Act 1995*, concluding 17 November 2019.

CARRIED BY ABSOLUTE MAJORITY 9/0
Councillor White, Rumble, Dias, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

CEO Mr Rob Paull left the Chambers at 4.44 pm due to confidential agenda item 18.4. The Minutes were taken by Cr Foster when Mr Paull left the room.

UNCONFIRMED MINUTES

AMENDED PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
22 OCTOBER 2019

18.4 CONFIDENTIAL COUNCILLOR AGENDA ITEM – STAFFING MATTER

MINUTE: 689/2019

FILE REFERENCE: GVO5

REASON FOR CONFIDENTIALITY
The Report is confidential in accordance with s5.23 (2) the Local Government Act because it deals with matters affecting s5.23 (2):

(a) a matter affecting an employee or employees;

Council Decision

MOVED: Cr D Diver **SECONDED: Cr R de Pledge**

Cr White tabled a CONFIDENTIAL Shire of Ashburton – Employee Matter

1. That Council receive the CONFIDENTIAL report and endorsed attachment concerning a CONFIDENTIAL matter – Shire of Ashburton – Employee Matter.

CARRIED 8/1
Councillor White, Rumble, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion
Councillor Dias voted against the motion

CEO Mr Rob Paull returned the Chambers at 5.00pm.
Cr Foster left the Chambers at 5.00 pm.

The Presiding Member advised the CEO of the outcome of the vote for this item. Mr Paull resumed the minutes upon return.

~~Cr Foster left the Chambers at 5.00 pm.~~

Council Decision

MOVED: Cr D Diver **SECONDED: Cr M Gallanagh**

That Council re-open the meeting to the public at 5.01 pm pursuant to sub section 5.23 (2) (a) and (b) of the *Local Government Act 1995*.

CARRIED ~~9/0~~ 8/0
Councillor White, Rumble, Dias, ~~Foster~~, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

On re-opening of the meeting, the President noted that there were no members of the public present and therefore did not read aloud the decisions made behind closed doors.

UNCONFIRMED MINUTES

19. NEXT MEETING

The next Ordinary Meeting of Council will be held on 19 November 2019, at the Ashburton Hall, Ashburton Avenue, Paraburdoo commencing at 1.00 pm.

20. CLOSURE OF MEETING

There being no further business to discuss the Presiding Member closed the meeting at 5.02 pm.

UNCONFIRMED MINUTES

SHIRE OF ASHBURTON

SPECIAL MEETING OF COUNCIL
PUBLIC MINUTES

Held in the Meeting Room at Tom Price Administration Office and Via Teleconference

1. **Pannawonica (place of residence)**
2. **Koordarrie Station (place of residence)**

12 November 2019
6.30 pm

UNCONFIRMED MINUTES

SHIRE OF ASHBURTON

SPECIAL MEETING OF COUNCIL 12 NOVEMBER 2019

The Chief Executive Officer recommends the endorsement of these minutes at the next Annual General Meeting of Electors Meeting.

CEO: _____ Date: 12.11.2019

ACTING CEO _____ Date: 12.11 2019

These minutes were confirmed by the Committee as a true and correct record of proceedings of the Special Meeting of Council held on 12 November 2019.

Presiding Member: _____ Date: _____

DISCLAIMER

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

PUBLIC MINUTES SPECIAL MEETING OF COUNCIL
12 NOVEMBER 2019

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UNCONFIRMED MINUTES

PURPOSE OF MEETING

The purpose of the meeting is to consider the following items:

7.1 Confidential Item - Staff Issue
7.2 Confidential Item - Appointment of Acting Chief Executive Officer

1. DECLARATION OF OPENING

The Presiding Member declared the meeting open at 6.32 pm.

1.1 ACKNOWLEDGEMENT OF COUNTRY

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

2. ANNOUNCEMENT OF VISITORS

There were no visitors present for this meeting

3. ATTENDANCE

3.1 PRESENT

Elected Members:	Cr K White	Onslow Ward (Tom Price Administration Centre)
	Cr L Rumble	Paraburdoo Ward (Tom Price Administration Centre)
	Cr P Foster	Tom Price Ward (Tom Price Administration Centre)
	Cr M Lynch	Tom Price Ward (Tom Price Administration Centre
	Cr D Diver	Tom Price Ward (Tom Price Administration Centre)
	Cr J Richardson	Tablelands Ward (Tom Price Administration Centre)
	Cr M Gallanagh	Pannawonica Ward (called in from residence at 6.34 pm)
	Cr R de Pledge	Ashburton Ward (called in from residence at 6.34 pm)
Staff:	Mr R Paull	Chief Executive Officer
	Mr S Deckert	Acting Director Corporate Services (Minute Taker)
Guests:	Nil	
Members of Public:	There were no members of the public in attendance at the commencement of the meeting.	
Members of Media:	There were no members of the media in attendance at the commencement of the meeting.	

3.2 APOLOGIES

Cr D Dias Paraburdoo Ward

UNCONFIRMED MINUTES

3.3 REQUEST TO ATTEND VIA ELECTRONIC MEANS

The CEO has received verbal advice that Councillors de Pledge and Gallanagh to participate in this meeting via telephone. In accordance with section 5.25 (1) (b) (a) of the *Local Government Act 1995* and regulation 14A of the Local Government (Administration) Regulations 1996, Council is required to give due consideration to such written requests and if the proposed arrangements are acceptable to Council, then Council needs to resolve by Absolute Majority, to grant permission to join the meeting.

Mr Paull advised that written requests to participate by telephone has been received by Councillors de Pledge and Gallanagh. Their arrangements were allowed.

Council Decision

MOVED: Cr D Diver **SECONDED: Cr P Foster**

That having given due consideration to the arrangements for Councillors de Pledge and Gallanagh to join the meeting by telephone, Council is satisfied as to the arrangement and approves Councillors de Pledge and Gallanagh to join the meeting.

CARRIED BY ABSOLUTE MAJORITY 6/0
Councillor White, Rumble, Foster, Lynch, Diver, and Richardson voted for the motion

Councillor Gallanagh and de Pledge joined the meeting by telephone at 6.34 pm.
Cr Gallanagh called from her residence in Pannawonica
Cr de Pledge called from his residence – Koordarrie Station.

4. PUBLIC QUESTION TIME

There were no questions from the public.

5. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

There were no announcements without discussion by the presiding person for this meeting.

6. DECLARATION BY MEMBERS

6.1 DUE CONSIDERATION BY COUNCILLORS TO THE AGENDA

That Councillors have given due consideration to all matters contained in the Agenda presently before the meeting.

UNCONFIRMED MINUTES

6.2 DECLARATIONS OF INTEREST

Councillors to Note

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

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

or;

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

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

(c) Preside at the part of the Meeting, relating to the matter or;

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

NOTES ON FINANCIAL INTEREST (FOR YOUR GUIDANCE)

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

I intend to include these notes in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the Local Government Act 1995 but they should not be relied on without advice, unless the situation is very clear.

2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.

3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.

4. If in doubt declare.

5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.

6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:

6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the Local Government Act; or

UNCONFIRMED MINUTES

6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the *Local Government Act*, with or without conditions.

Declarations of Interest provided:

Item Number/ Name	Type of Interest	Nature/Extent of Interest
7.1 - Confidential Item – Staff Issue		
Mr Paull	Financial	The nature of my interest is I am employed as CEO with the Shire of Ashburton and receive remuneration along with accommodation and vehicle. The extent of my interest is Financial interest pursuant to Section 5.60A of the *Local Government Act 1995*.
Mr Deckert	Financial	The nature of my interest is that I may be considered for appointment as the Acting Chief Executive Officer. The extent of my interest is the value of the remuneration package.
Mr Deckert	Impartiality	The nature of my interest is professional acquaintance of Mr Paull for over 15 years.
Item Number/ Name	**Type of Interest**	**Nature/Extent of Interest**
7.2 - Confidential Item – Appointment of Acting Chief Executive Officer		
Mr Deckert	Financial	The nature of my interest is I could be employed as Acting Chief Executive Officer. The extent of my interest is the value of remuneration package.

UNCONFIRMED MINUTES

7. CONFIDENTIAL BUSINESS

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

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

(a) a matter affecting an employee or employees;

(b) the personal affairs of any person;

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

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

(e) a matter that if disclosed, would reveal:
(I) a trade secret;
(II) information that has a commercial value to a person; or
(III) information about the business, professional, commercial or financial affairs of a person,

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

(f) a matter that if disclosed, could be reasonably expected to:
(I) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
(II) endanger the security of the local government's property; or
(III) prejudice the maintenance or enforcement of any lawful measure for protecting public safety;

(g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1981; and

(h) such other matters as may be prescribed.

Under the Local Government (Administration) Regulations 1996, s14A. Attendance by telephone etc. states in part:

(1) A person who is not physically present at a meeting of a council or committee is to be taken to be present at the meeting if —

(a) the person is simultaneously in audio contact, by telephone or other means of instantaneous communication, with each other person present at the meeting; and
(b) the person is in a suitable place; and
(c) the council has approved* of the arrangement.

UNCONFIRMED MINUTES

(2) A council cannot give approval under subregulation (1)(c) if to do so would mean that at more than half of the meetings of the council, or committee, as the case may be, in that financial year, a person (other than a person with a disability) who was not physically present was taken to be present in accordance with this regulation.

(3) A person referred to in this regulation is no longer to be taken to be present at a meeting if the person ceases to be in instantaneous communication with each other person present at the meeting.

(4) In this regulation — disability has the meaning given in the Disability Services Act 1993 section 3; suitable place —

(a) in relation to a person with a disability — means a place that the council has approved* as a suitable place for the purpose of this paragraph; and

(b) in relation to any other person — means a place that the council has approved* as a suitable place for the purpose of this paragraph and that is located —

(i) in a townsite or other residential area; and
(ii) 150 km or further from the place at which the meeting is to be held under regulation 12, measured along the shortest road route ordinarily used for travelling;

townsite has the same meaning given to that term in the Land Administration Act 1997 section 3(1).

**** Absolute majority required.***

Council Decision

MOVED: Cr P Foster **SECONDED: Cr L Rumble**

That Council close the meeting to the public at 6.36 pm pursuant to sub section 5.23 (2) (a) and (b) of the *Local Government Act 1995*.

CARRIED 8/0
Councillor White, Rumble, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Mr Paull left the meeting at 6.36 pm due to a confidential agenda item.

UNCONFIRMED MINUTES

7.1 CONFIDENTIAL REPORT – PROPOSED MUTUAL SEPARATION – MR R PAULL CONTRACT OF EMPLOYMENT

Declaration of Interest
Prior to consideration of this Agenda Item:

Mr Paull declared a financial interest
Mr Deckert declared a financial interest
Mr Deckert declared an impartiality interest

See item 6.2 for details of the interest declared.

RECORDED ON REGISTER GV07

MINUTE: 690/2019

FILE REFERENCE:	PE.1636
AUTHOR'S NAME AND POSITION:	Steven Deckert Acting Director Corporate Services
AUTHORISING OFFICER AND POSITION:	Steven Deckert Acting Director Corporate Services
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	11 November 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have declared a financial interest to the extent that he may be appointed Acting Chief Executive Officer. The author and authorising officer also declares an impartiality interest pursuant to Council's Code of Conduct as he has been a professional acquaintance of Mr Paull for over 15 years.
PREVIOUS MEETING REFERENCE:	Not Applicable

REASON FOR CONFIDENTIALITY
This Report is confidential in accordance with *s5.23 (2) the Local Government Act 1995* because it deals with matters affecting s5.23 (2):

(a) a matter affecting an employee or employees; and
(b) the personal affairs of any person; and
(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;

Officers Confidential Recommendation and Council Decision

UNCONFIRMED MINUTES

MOVED: Cr P Foster **SECONDED: Cr D Diver**

That Council endorses the recommendation as contained within the Confidential Schedule.

CARRIED 8/0
Councillors White, Rumble, Foster, Diver, Gallanagh and Lynch, de Pledge and Richardson voted for the motion

UNCONFIRMED MINUTES

7.2 CONFIDENTIAL ITEM - APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

Declaration of Interest
Prior to consideration of this Agenda Item:

Mr Deckert declared a financial interest

See item 6.2 for details of the interest declared.

RECORDED ON REGISTER GV07

Mr Deckert left the meeting at 6.50 pm due to his financial declaration.

MINUTE: 691/2019

FILE REFERENCE:	PE.1769
AUTHOR'S NAME AND POSITION:	Cr Kerry White President
AUTHORISING PERSON AND POSITION:	Cr Kerry White President
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	8 November 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author/ authorising officer is the person requesting leave and has a financial interest in the Item.
PREVIOUS MEETING REFERENCE:	Not Applicable

REASON FOR CONFIDENTIALITY
The President's Report is confidential in accordance with *s5.23 (2) the Local Government Act* because it deals with matters affecting s5.23 (2):

(a) a matter affecting an employee or employees; and
(b) the personal affairs of any person; and
(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

UNCONFIRMED MINUTES

Officers Confidential Recommendation Council Decision

MOVED: Cr M Lynch **SECONDED: Cr J Richardson**

That with respect to Confidential Item - Appointment of Acting Chief Executive Officer, Council:

1. **Authorise the appointment of Mr Steven Deckert as Acting Chief Executive Officer as from 13 November 2019 until 19 December 2019;**

2. **As per *S5.36 (2) Local Government Act 1995*; believe that Mr Deckert is suitably qualified for the position;**

3. **Is satisfied with the proposed provisions as contained in the Confidential Letter of Engagement, dated 13 November 2019, as tabled at this meeting; and**

4. **Authorise the President to sign the Confidential Letter of Engagement on behalf of the Council.**

CARRIED BY ABSOLUTE MAJORITY 8/0
Councillors White, Rumble, Foster, Diver, Gallanagh and Lynch, de Pledge and Richardson voted for the motion

Council Decision

MOVED: Cr P Foster **SECONDED: Cr M Lynch**

That Council re-open the meeting to the public at 6.53 pm pursuant to sub section 5.23 (2) (a) and (b) of the *Local Government Act 1995*.

CARRIED 8/0
Councillor White, Rumble, Foster, Lynch, de Pledge, Diver, Gallanagh and Richardson voted for the motion

Mr Deckert returned the meeting at 6.54 pm. The Presiding Member advised Mr Deckert of the outcome of the vote for this item.

UNCONFIRMED MINUTES

8. NEXT MEETING

The next Ordinary Meeting of Council will be held on 19 November 2019, at the Ashburton Hall, Ashburton Avenue, Paraburdoo commencing at 1.00 pm.

9. CLOSURE OF MEETING

There being no further business to discuss the Presiding Member closed the meeting at 6.54 pm.

UNCONFIRMED MINUTES

shire of Ashburton
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Pannawonica Local Emergency Managemnt Committee

MINUTES

2 October 2019
1100hrs
Pannawonica IMT Room
Dial In Details
1800 672 949 PIN: 7546 0945 4040#

No	Item	Speaker
1.	**Welcome** **1.1** Meeting opened **1.2** Members and visitors welcomed	Chair
2.	**2.1** Attendance and apologies (please complete attendance register) Morgwn Jones (Chair SoA) Cr Mel Gallanagh (SoA Council) Jourdana Clarke (RTIO EM) Charlene Senior (Ccentral Health) Peter Stevens-Carroll (Sodexo) Bianca Evans (Facilities RTIO) Matt Campbell (ESS RTIO) Phil Avery (SoA) **Apologies** Mitch Osborne (Pannawonica PVFRS) Darren Gill (OIC WAPOL) Brian Cameron (SoA) Pauline Howrie (DoC) Paul Leiper (DFES) Eilish McNulty (RTIO EM) Sharon Attwood (Sodexo)	Chair
4.	**Confirmation of previous minutes (attachment 1)** **4.1** The minutes of the Pannawonica LEMC meeting held on February 6 2019 be moved as true and correct **Moved:** Matt Campbell **Seconded:** Mel Gallanagh	
5.	**Business arising from previous minutes** **5.1** Review action item list (attachment 2) • **Green Waste burning issues still ongoing, see action lists** RTIO still to write the FES Commissioner • Pannawonica Areodrome Exercise Still to be held, no date set at this stage	Chair
6.	**Correspondence** **6.1 Inward** • DEMC Minutes May 2019 • Disaster Recovery Funding Arrangements • State Exercise Management Framework	Chair

	• DEMC Annual Report • Annual Preparedness & Capability Survey **6.2 Outward** • May LEMC Minutes & Contacts	
7.	**General Business & Agency Reports** • **RTIO EM:** As a result of the 'burn over" investigation, a Crew Leader component has been included in the new RTIO Bush Fire Training Program, however this is only applicable to ESO's and not ERT Members • DFES still working on access for RTIO to have access to the WAERN frequencies, a concept of operations has been sent. • RTIO still working on expanding their communication next work capabilities • Jourdana is only into her second day so just getting a grasp on all things • **Panna PVFRS:** 28 active members at present • Cadets are doing well • Lt Mitch Osborne is leaving for Tom Price, Brendon Martin will setup into the Lt role. • FRS are sending their own MERC team to Perth • Brigade members attended the WAFES conference • The Brigade would like the prayer changed to reflect the women now in the service • Station Update: An architect has been engaged to look at station upgrades across the Pilbara and liaise with the Volunteers about what they would like. • 3 new LT for the Panna region, the 1.4 is away having a refurb carried out • Trialing of the new light weight hose is under way across all 3 brigades and the rest of the business. • **Health:** Charlene's firt meeting in Panna • There has been some staff change over however things have now settled • The current Nurses are now permenant in Pannawonica • **Sodexo:** Sharon Attwood is leaving, Dee Clayson will be Sharon's replacement • Security Services ongoing at the Panna tavern • Cyclone preparations are well underway • New residents are given a lot of information in regards to Fire & Cyclone • All DFES Material is available from the DFES website • **SoA:** A few structural changes within the Directorates at the Shire • Local Government elections are coming up. • The Pannawonica LEMA & Risk Analysis is due for review this year so we will need to set some time aside to get this done. Maybe do this prior to the third quarter meeting • Cyclone Information will be in the next Inside Ashburton	
9.	**Next Meeting Date: December 4 2019** **Close: 1155hrs**	Chair

shire of Ashburton
reef to range

BUSH FIRE ADVISORY COMMITTEE

TOM PRICE BUSH FIRE BRIGADE

MINUTES

Monday 12th August 2019

1.0 DECLARATION OF OPENING

Cr Diver declared the meeting opened at 0902hrs

2.0 ANNOUNCEMENT OF VISITORS

No visitors

3.0 ATENDEES

Doug Diver	Council Representative
Morgwn Jones	CBFCO
Wayne Hatton	FCO Capt. Tom Price VBFB
Claire Ridge	Administration Assistant Community Safety
Kyle Cameron	Senior Ranger
Eilish McNulty	RTIO Robe Valley – Pannawonica PVRRS
Pedro Palheiro	DBCA – P & W (Ex Officio)
Craig Goodhill	DFES DO Pilbara Operations (Ex Officio)
Geoff Passmore	DBCA – P & W
Leanne Corker	Red Hill Station

3.1 APOLOGIES

Kim Parsons
Ivan Diaz
CEO Rob Paull
Director PDS Brian Cameron
Jamie Richardson
Superintendent Peter McCarthy
Mark Casotti
Lt Craig Mackeral
Lt Mike Turrill
Lt Kirsty Coleman

4.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING (Attachment 1)

4.1

Decision & Recommendation

Moved: Wayne Hatton **Seconded:** Leanne Corker

That the minutes of the Bushfire Advisory Committee Meeting held on the 24th October 2019 to be confirmed as true and accurate record.

CARRIED: 8

5.0 GENERAL BUSINESS

5.1 BUSH FIRE LOCAL LAW & BUSHFIRE POLICY

With the new MOU now in effect, there is a need to implement a new Bush Fire Local Law and review the current policy ENG008 Bush Fire Policy. The Bush Fire Policy would be the "Brigade Rules" with the Local Law being the overarching document.

The Draft Local Law (attached is based on the Model Local Law, the Shire of Exmouth has a Local Law currently sitting with the Joint Standing Committee for ratification, if this passes it is suggested that the Shire of Ashburton adopt this Local Law as it allows DFES to deal with Volunteer issues, more reflective of the workings MOU.

Leanne Corker questioned the Bush fire Policy was an actual document and was it attached, Morgwn advised not attached to these minutes, it has been sent out before. Some time ago Compliance people revoked the Local Law and gave a Bush Fire Policy ENGOO8, Policy is similar to what is in the Local Law, becomes more about what governs the Brigade, far as day to day operations go.

In the Policy is what the rangers can do, minimum training requirements for the Brigade ect.

The one the Shire of Exmouth are trying to get through details more about repercussion for volunteers, that are being handled by the Department not the CEO for the local government considering we go to the MOU for control of Bushfires.

Decision & Recommendation

Moved: Wayne Hatton **Seconded:** Morgwn Jones

The Bushfire Advisory Committee agrees to adopt the Bush Fire Brigade Local Law 2019 in its current state. Review in the next 12 months if the Shire of Exmouth's one gets through.

Morgwn will sit down with Craig and Superintendent in Karratha to ensure that the Brigade Rules are consistent with what we do.

Ready for September meeting.

CARRIED: 8

5.2 FCO Appointments

The FES Commissioner has appointed the position of DO Pilbara as the CBFCO for the Shire of Ashburton.

All other Appointments need to be revoked to reflect the new structure in accordance with the MOU. This needs to be advertised as to do the new appointments once endorsed by Council.

Congratulations DO Pilbara Craig Goodhill.

Craig Goodhill wanted to confirm, it's currently awaiting to be signed off by the Commissioner. That DO Pilbara will be the Chief. As of this morning still waiting for it to be signed off.

Morgwn advised the Chief's delegation has nothing to do with local government, so all we need to worry about is the structure hereunder so as former Chief, Morgwn's role as Manager Community Safety will become Deputy Chief and then we have the new Lieutenants elected from the Bush Fire Brigade, that are required to have the same authority.

Craig Goodhill advised just where it says the position of DO Pilbara, the reason the position is put in and not a person is because if he goes on holidays someone can fill in his position, so whoever fills in takes on that automatic role as Chief, so you do not have to do a transfer. Morgwn advised saving doing another section 13, good clarification as it was not put down.

Morgwn referred to the previous minutes (Oct 24), there is an amendment regarding Councillor Diaz, Fire Control Officer for authorisation.

As Ivan is no longer an Officer of the Paraburdoo Fire & Rescue Service and we now have Trent Mettam full time in Paraburdoo working with the Local Government, there is no need to be carrying 2 Fire Control Officer in Paraburdoo.

Talk out of session before we go to council on who can issue permits, in the past it has just been the Deputy Chief or Captain of the Bush Fire Captain, which was Chris O'Connell in those days. It is an in house decision but still need to be ratified to what powers Fire Control Offices have.

Leanne Corker just wanted to clarify the Shire boundaries, as to what that means. Morgwn advised in a practical sense if we need to get an officer to a fire on their behalf until Morgwn or Craig can get there. Aimed at operational aspect, if they are closer they are in control until the local brigades can get there.

- Community Safety Manager Morgwn to be Authorised DCBFO for the whole of the Shire of Ashburton
- Tom Price VBFB Captain Wayne Hatton be Authorised as an FCO for the whole of the Shire of Ashburton

- All Tom Price VBFB Lieutenants be Authorised as FCO's for the whole of the Shire of Ashburton
- ALL SOA Rangers be Authorised as FCO's for the whole of the Shire of Ashburton
- Leigh Mulholland from the Shire of East Pilbara be Authorised as an FCO for areas where the SOA & SoESP share a Local Government Boundary
- Keith Squibb from the Town of Pt Hedland be authorised as an FCO for the areas where SoA & ToPH share a local government.
- Darrell Hutchens from the City of Karratha be authorised as an FCO for the areas where the SoA & CofK share a local government.
- Colin Walker from the Shire of Exmouth be authorised as an FCO for the areas where the SoA & SoEx share a local government.
- Current DCBFCO Chris O'Connell has left the Shire and will not be appointed into a new role. The BFAC wished to thank Chris for his outstanding service not only to the BFAC and the Tom Price VBFB but to all the communities within the Shire of Ashburton.

Decision & Recommendation

Moved: Leanne Corker **Seconded:** Wayne Hatton

1. That the Bushfire Advisory Committee recommends to Council, all previous appointments be revoked,

2. That the Bushfire Advisory Committee recommends to Council, that Council Authorises the below as Fire Control Officers for the whole of the Shire of Ashburton.
    - Community Safety Manager Morgwn to be authorised as the DCBFC
    - Tom Price VBFB Captain Wayne Hatton to be authorised as an FCO
    - Tom Price VBFB Lieutenant Craig Mackrell to be authorised as an FCO
    - Tom Price VBFB Lieutenant Kirsty Coleman to be authorised as an FCO
    - Tom Price Lieutenant Mike Turrill to be authorised as an FCO
    - Senior Ranger Kyle Cameron to be authorised as an FCO
    - Ranger Onslow Phillip Avery to be authorised as an FCO
    - Ranger Paraburdoo Trent Mettam to be authorised as an FCO

3. That the Bushfire Advisory Committee recommends to Council, that Council Authorises the below Fire Control Officers for The Shire of Ashburton, where the Shire of Ashburton shares Local Government Boundaries
    - Leigh Mulholland Shire of East Pilbara
    - Keith Squibb Town of Port Hedland
    - Darrell Hutchens City of Karratha
    - Colin Walker Shire of Exmouth

4. The Bushfire Advisory Committee recommends to Council, that Council advertises all relevant changes in regards to Fire Control Officers in the Pilbara News at the earliest opportunity.

5. The Shire of Ashburton issues certificates of authorisation to all Fire Control Officers.

CARRIED: 8

5.4 DFES – Pilbara Shires MOU Update

All Pilbara Local Governments have now signed the MOU. An additional DFES Officer will be employed in the Region to service the Shire of Ashburton in accordance with the Concept of Operations.

Craig advised that now for the whole of the Pilbara, we have taken over the MOU for every Region, so the Shire of East Pilbara will be managed out of Port Hedland office, Town of Port Hedland office out of Port Hedland office. Exmouth, Tom Price & Karratha are all out of the Karratha Regional Office.

Everything is signed off, just waiting for Craig's position to be signed off as Chief, Chief for Port Hedland is in the same boat waiting to be signed off.

As far as the Pastoralists are concerned not much will change, you may get a call from Craig or DFES seeing if any help is needed, we don't envisage coming in and taking over. Will assist in any way they can. Streamline process now have the whole weight of DFES behind you. Streamline process now have the whole weight of DFES behind you.

Morgwn said Shire of Ashburton would not sign the MOU until we had a commitment from the Department about staffing the MOU. Deposition has been granted waiting on that position to be filled, when the restructure happens at DFES, we will have a dedicated officer to the Shire of Ashburton. May be a split between Inland and Coastal but we will have one point of contact in the office to look after all matters pertaining the Shire of Ashburton, which is what Council wanted to see, so won't have one person doing 3 local governments.

In interim it will be Craig, will manage the best we can until that position is filled.

5.5 Seasonal Outlook (DBCA, FRS & BFB)

Pedro Parks and Wildlife, completed the annual prescribed burn program. Good result this year throughout the region and Karijini. Started most of the high risk areas along the roads, roughly 100kms of road, flown over 250,000 hectares of land in the national park, still waiting for the mapping to be completed.

Thank you Morgwn and Tom Price Fire Brigade for your support with our program, which is highly appreciated, currently just preparing for our bush fire season which mandatory pre-season training tomorrow in Exmouth, end of this year in Karratha.

Morgwn from a local point of view, Shire / BFB we are a bit further behind in this point of time then we were last year, as far as mitigation works have gone because it has been so dry. Trying to capitalize on the cooler weather at the moment, Brigades started a couple of weeks ago but have

done approx 200 hectares in town, another 250 hectares to do in the couple of weeks part of this will be done in conjunction with Rio Tinto to do some atmospheric testing.

August / September 23rd / 24th will do a burn on Nameless Valley Road and one East of Tom Price

That will almost complete burns around Tom Price, Paraburdoo not really a risk area considering the vegetation. Some areas in Onslow to be identified but again they have gone from being extremely dry to extremely green so looking at windows with those guys to see what we can accomplish, but they are a bit light on availability, good membership base. Thanks to Pedro and his staff for the work they have done, and I would like to congratulate FMG they are not here today but they have done a lot of work at Solomon and Eliwana, getting ready for the construction face at Eliwana. Doing burn outs and mitigating the high risk areas. Good to see industry being proactive.

5.6 LGGS Current Expenditure 19-20 (MJ SoA)

As per previous meeting the Shire & DFES agreed to an Operational Budget of $37,500 from the Local Government Grants Scheme (LGGS – ESL). The DFES Regional Office will now administer all future LGGS expenditure

Morgwn advised some correspondence has come through for an extra $1300 for extra insurances which the department has given. Insurance this year was $15,546, out of an operational budget of $35,000 for 18/19 half of our budget spent on insurances which makes it hard operationally to balance the books.

Under the MOU now the LGGS expenditure will now be administered by the DFES regional office, so all of the management now is pretty much now done by the Regional office, in addition to that it now includes the Tom Price SES. The Shire handed back financial control of the SES to the Regional office.

Craig questioned what does that mean?, Morgwn replied once everything is sorted with contracts and fleet for the Brigade DFES will pay direct. Locally nothing changes the Brigade can still go to Morgwn to have things done. Emails have been sent out to suppliers, re: invoices from Suppliers to be sent straight to Karratha, with Morgwn CC'd in so we can still keep track. PPC and all those requirements will come from DFES now straight from Stuart Heaton.

Kyle asked with the insurances moving forward is there a chance to bundle those together, Morgwn advised no as still paid by Local Government, we still do the insurance and registration, we will now just get the money back from the Regional office. Insurance for SES Volunteers is always been paid for by the Region. BFB is paid for by the Local Government.

5.7 Tom Price Volunteer Bush Fire Brigade Update

Currently around 24 registered members.

1 or 2 members that need their Introduction to Bush Firefighting training, courses had been cancelled which restricted them to get these courses to be done but working through that.

10 year service medals have been presented to Wayne Hatton, Chris O'Connell, Darryl Hannah and Morgwn Jones, new bush fire DFES medals. First time the medals have been bought out so something new.

Annual General Meeting was held in July **(see attached)** – Couple of changes for officer group, which have been noted need to get those FCO and some extra training, new people putting their hand up to move up the chain and get into the roles as it's not what everyone wants to do, can take a toll a bit.

2 high season appliances which DFES have given us for fire season. Regional appliances can go anywhere as requested. Second year so good for us, came in very handy last year. Have until end of December then they will go to Perth for their fire season**.**

5.8 Shire of Ashburton

Update on land availability for a permanent base - Morgwn advised Shire has been successful with getting approximately $870,000 over the next 2 years to build a facility with the SES & BFB, preliminary talks about being on South St. $870,000, about 1 million short in what we require in total. Complete project wise looking at $2.2 million, bearing in mind LGGS money only builds the building, so not the civil works, car park, fencing or fit out. Hopefully the Shire and Rio can come to some sort of agreement.

Revisited by council, discussion already happening, one of the hold ups was to see what Rio was going to do with their Fire and Emergency service which may have meant we needed a bigger block of land to incorporate that as well, technically cannot all be in the same building because of funding. Once and if it gets build the other costs are met by the LGGS, so not a great impact to Shire funding. Options now are to look at doing a partnership with Rio or self-supporting loan from treasury. $435,000 this year and $435,000 next year roughly one payment to the SES, one payment to the BFB to make this happen, we have a concept drawing that need to be drawn up properly by architects, it was actually a DFES footprint. 5 to 6 base facility with a large administration building with separate offices for SES & BFB, kitchen, toilet facilities, shower, training room, communications room and plenty of storage. Exciting times but early days a lot of work, availability of land has been a huge issue. See some dirt turn in the next 6 – 12 months hopefully / maybe depending on how we go with funding arrangements.

Bush Fire Risk Management Software - Hoping the guys from Bush Fire Risk Mitigation are coming back up to the Pilbara to do a refresher course. When Kyle and Morgwn went and did the course last year, took nearly 8 months to get log ins. 8 months you could not play around with the system. In depth course and not having access, which means they forgot a lot of it could not even access the training module. Have them here for a couple of days to help build the fire risk management program.

Leanne Corker questioned what does the software do, Morgwn advised it is check all your assets, so do an aerial view and identify what is high risk & not, what does requirement treatment and what doesn't, who is responsible etc. We are able to get mapping done to assist Pastoralists with their land management practices. Pedro advised new updated will be done end of September, you can see what prescribed burns have been done, bush fires etc.

Leanne asked when this will be implemented, Morgwn advised when we get started, we are currently 12 months behind, need more exposure to the system, we will then start with communities as higher risk and then start looking at doing a general overview.

BARTCO FDI Signage - They are in the depot, still waiting for the infrastructure services to go through their request for tender and main roads are also part of that. 1 will be going at Karijini Drive

parking information centre and the other one is trying to get put in the road reserve near the Hospital, so we can have 1 in the town. So 2 signs bought for trial to see how the community takes it. Happy with those and viable will start putting those in other towns, the original concept was to get funding to have them at all shire boundaries or close to every town, operate of solar power and satellite signals. Have 1 near the Pannawonica boundary, somewhere near Onslow. North West Costal Highway and Paraburdoo, general education message out there i.e. Total Fire Ban Today.

Section 33 Notice - Morgwn advised has been gazetted, thanks to Rio who have been proactive in developing / helping that new standard and to FMG who have come on board and actually pushed to have a regional notice, so each Local Government has the same notice. This is progressing with Port Hedland and East Pilbara especially, some adjustments need making to protect pastoralists a bit more, as there is no requirement for them to do their boundaries but to have something around the homesteads which will come into force. FMG has really pushed that and has been well received, City of Karratha a little bit different because they have a lot of state based industry where we have a lot of privately owned networks. Moving forward each Local Government will have the same notice by their CEO but format / information will be the same, so we get some consistency across the Pilbara.

Rio has spoken to Morgwn on Friday and they are actually going to start work in Tom Price / Paraburdoo in the couple of weeks. All power lines, water infrastructure will be done. Rio Tinto utilities are really proactive in doing stuff within the town site.

Still internal arguments internally with Rio in regards to who on the mine site. So we are not going to Tom Price / Pannawonica fires trying to save poly pipe and operations, it's now on them to do a lot of it themselves under the environmental act, if they are issued with a section 33 does not go against their land clearing availability, so no excuse your exempt as you have been issued with a notice. So they need to comply.

5.9 Total Fire Ban Changes to regulations

DFES legal are working through simplifying the process with what works need to be done on Total fire ban day. Does not effect a lot of us, prior notification will come in half an hour prior now which is what they are required to give us.

Leanne questioned that greater fluency does that mean greater clarity, Morgwn advised yes it does depend what side of the fence you sit on. Craig said trying to make it standardised across the board. Blanket for every activity you have to give notification. Things like gas flaring, would not have to give notification, as it is a standard procedure they have to do.

5.10 Around the Table

Morgwn advised that the FCO training for all the new guys is being held on the 10th September. Bring everyone up to speed and be requalified. So when it comes to the September Council Meeting everyone should have done their training so there would be no hold ups.

Leanne wanted to bring up, there was a big fire at station in the vicinity of Pannawonica over the summer, if there is a mechanism for the local fire brigade and to whoever is responding that to realize they are on a pastoral and to actually communicate with them, when your find out on Facebook there is someone on your property fighting a fire you wonder why you are not in the loop. Going forward it would be good if there was some communication with the Brigades and Shire,

having a list of people to be notified, contact neighbouring land owners. Morgwn advised Pastoral details are updated every 3 months. Rio has legal responsibility to prevent a risk for the fire spreading.

6.0 NEXT MEETING

Next meeting is be held post season 2019.

7.0 CLOSURE OF MEETING

0950hrs

Shire of Ashburton Council Resolutions - Status

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
1	List the Decision (Resolution) number, which is unique	01/07/00	Select one of OCM or SCM	List the Title of the Item from the Minutes	This record contains all resolutions of Council since 26 April 2017 (and any 'known' outstanding prior to this date), excluding procedural motions, which have no action, other than those that are deferred or laid on the table, which may have subsequent actions.	The responsible officer (or delegate) to ensure that each task is referenced concisely and clearly. Simply adding the word "Complete" is inadequate. Using the term "Ongoing" is also considered insufficient and inaccurate.	Select one of 6 Directorates	The estimated due date should reflect the date that the task is proposed to be completed	Governance to ensure that all rows have at least 0% recorded
7	11859	17/09/14		Proposed Memorandum of Understanding for Pilbara Regional Council to undertake conservation works at Old Onslow.	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.	Cemetery conservation works commenced. Townsite pegged for grading of streets. WAPC conditionally approved DA for streets, parking bays, fencing around gaol and Police grounds, interpretive signage and tourist street signage - pending Heritage Council of WA's approval of the Archaeological Impact Mitigation Strategy. App requires further development prior to being usable and loading content. (September 2019)	Property and Development Services	31/01/20	95%
12	14.2	18/02/15	OCM	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.	Awaiting dedication of access road and name from NT holders. (September 2019)	Property and Development Services	30/06/20	50%
15	11972	17/06/15	OCM	Karratha / Tom Price - Lobbying Proposal for Funding.	That Council: 1.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; 2.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; 3.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 Application for funding for the Karratha-Tom Price Rd was submitted for Rounds 2 (and 3) of the Commonwealth Stronger Regions Fund, but were unsuccessful. A Lobbying Plan has been developed. Copies of the Plan have been provided to PDC who has already indicated support for the project. PDC has allocated $50,000 to expand on the Shire's existing study. Ongoing lobbying will be undertaken in conjunction with PRD and other stakeholders. Plan has been provided to Main Roads WA, who will liaise with PDC. PDC study progressing with the Shire of Ashburton and the City of Karratha also contributing ($25,000 and $10,000 respectively) to provide the necessary funds $85,000 for the study). There is no indication as to when a decision on Stage 4 is to be made by the State and Federal governments MRWA have agreed to construct and seal the $50m+ Stage 3 funded by the State as an election promise.Survey, Design and asbestos removal proceeding. After design finalised MRWA will start transfer process (all to be completed by December 2019).	Infrastructure Services	31/12/19	99%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
27	17.2	19/08/16	OCM	Notice of Motion in regards to a review of the Transient Worker Accommodation Policy	CEO to initiate a review of LPP13 transient worker accommodation policies and any other related planning in light of other related Councillors opposition to double bunking. Councillors have expressed concerns as Chevron's intentions to double bunk at their Wheatstone Project.	Is prepared to suspend Stage 2 development for period of 12 months (to be reviewed in March 2020); and proposed strategy to review and update all LPPs submitted to Director PDS	Property and Development Services	31/03/20	70%
33	28	27/09/16	OCM	Notice of Motion – Proposal for RV Friendly Town Status	That Council continue to pursue the achievable essential criteria of being an RV Friendly district, as budget funding permits.	Funding allocated in 2019/20 FY to undertake works. 1/8/19 Exec meeting - falls under CEO economic and tourism portfolio	Office of the CEO	31/12/19	20%
35	39	27/09/16	OCM	Notice of Motion – Request a report on the formulation of a policy on Greening Ashburton.	That Council: 1.Approve the development of a whole of district integrated Landscaping Plan; and 2.At its 2016/17 Annual Budget Review, consider the potential of providing additional funds to progress district landscaping as outlined in he Plan. 3.Not progress a Local Law to control removal of trees on private property.	As discussed with Councillors on 20th November 2018 at Paraburdoo pertaining to Greening Ashburton. Ian Hamilton confirms the following: * Estimated approximately 200 trees for Onslow and 100 trees between Tom Price and Paraburdoo; * Tree species in question are 90Lts containerised bags and seeking a mixture of the following species: i. Melaleuca leucadendra (Common Name … Fine Leaf Paperbark; Weeping Paperbark); ii. Tipuana tipu (Common… Name Rosewood); iii. Poinciana delonix spp regia (Common Name… Fine Leaf Paperbark; Weeping Paperbark) It is anticipated planting will commence after the summer heat period (March/April 2019). The 90Lt option will give an immediate visual effect and be more likely to survive with a full irrigation system/s installed. Paraburdoo Irrigation system currently being upgraded and Onslow tree planting to commence end June 2019. 1/8/19 - planting commenced in Onslow with installation of irrigation systems and in Paraburdoo are on track for construction and trees will be planted without irrigation systems in place.	Infrastructure Services	21/11/19	65%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
141	230/2017	21/09/17	OCM	Weed Management within the Shire	That with respect to weed management within the Shire, Council: 1. Assist the Department of Primary Industries and Regional Development and the Pilbara Mesquite Management Committee with the development of a management plan and associated on ground activity that will address non-compliances under the Biosecurity and Agriculture Management Act 2007 from the presence of declared weeds on land under the management of the Shire of Ashburton; and 2.Develop in consultation with the CSIRO Land & Water Division, the Department of Biodiversity, Conservation and Attractions and the Department of Primary Industries and Regional Development, a management and community education/engagement plan for addressing control measures around priority and emerging environmental weeds such as Leucaena, Stinking Passion Fruit Bush, Ruby Dock and Kapok Bush; and 3.Ensure that Leucaena in particular and other environmental weeds on Council managed land is removed as part of ongoing awareness and monitoring programs.	1. EH will liaise with relevant stakeholders to develop a management plan for declared weeds on Shire land. Will aim to have in place in first quarter 2018. 2. EH will liaise with relevant stakeholders to develop education plan around environmental weeds. Will aim to have in place in first quarter 2018. 3. EH to work with IS (TMO's) to ensure appropriate knowledge around Leucaena and other environmental weeds and on-going removal from Shire land. (October 2017) Working with Pilbara Mesquite Management Committee to address declared weeds. Draft strategy to be reviewed. May need consideration in 18/19 budget. Continuing to work with Infrastructure Services and other local groups on control of Leucaena in inland towns. (March 2018) Awaiting commencement of new Manager Environmental Health to address. (June 2018) Discussion need to be held with Infrastructure Services to establish a program moving forward.	Property and Development Services	21/11/19	10%
166	255/2017	24/10/17	OCM	Proposed Permanent Closure of Pedestrian Access Way between Carob Street and Poinciana Street, Tom Price	That with respect to the proposed closure of the western PAW in Tom Price, Council: 1.Request the Minister for Planning, Lands, and Heritage to close the PAW located at the western end of Poinciana and Carob Streets, Tom Price as described in the attached plan 170307-CP-01 ATTACHMENT 14.3C; and 2.Advise all parties who have made submissions regarding this matter of the Council's request, noting the ultimate decision and any resultant amalgamations rest with the Minister.	Request sent to Minister. Advice sent to relevant parties. Awaiting response from Minister. (November 2017) Still awaiting Ministerial approval (March 2018) Closure pending final agreement between land owner and Dept Planning, Lands and Heritage. DPLH waiting for comment from Rio regarding underground assets in the PAW	Property and Development Services	21/11/19	90%
176	266/2017	21/11/17	OCM	Adoption of Shire of Ashburton Local Planning Strategy for the purpose of Advertising	That with respect to the Shire of Ashburton Local Planning Strategy, Council: 1.Submit the Strategy to the Western Australian Planning Commission with a request to certify the Strategy with the following modifications: a.Delete the following text from section 3.1.2.3: Due to its location on relatively low-lying land, the recently completed Coastal Hazard Risk Management and Adaptation Plan for the Onslow Coast (CHRMAP) recommends against further intensification of development at Bindi Bindi. The identified flooding and inundation risk is not expected to significantly threaten the community within the time-horizon of this Strategy. Investigations should commence to consider the future relocation Bindi Bindi to a new site, or to gradually integrate residents into town. b.Insert the following text into section 3.4.1 under the 'Accessibility' subheading: Further, the Shire strongly advocates the improvement of the access to Mount Augustus; and 2.Following the Commission's certification, advertise the Strategy in accordance with section 13 of the Planning and Development (Local Planning Schemes) Regulations 2015 for a minimum of 60 days, widely promoting it in accordance with the consultation processes outlined in the officer's report.	1. Request to certify the LPS for advertising sent to WAPC for consideration with relevant modifications made as per Council resolution. 2. Awaiting certification from WAPC prior to advertising. (December 2017) Minor modifications required. Working through these prior to consent to advertise. Likely to go to advertising in May 2018. (April 2018) Advertising expected in July when planning consultants are available. (June 2018) Advertising commenced 18 July 2018, closes 14 September 2018. (August 2018)Advertising complete - assessment of submissions and amendments/updates to be presented at July 2019 OCM	Property and Development Services	21/11/19	70%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
192	285/2017	15/12/17	OCM	Planning Scheme Amendment No. 32 - Conversion of Existing Local Planning Scheme No. 7	PART 1 That with respect to the proposed Planning Scheme Amendment No.32 - conversion of existing Town Planning Scheme No.7 to Model Scheme Text, and associated matters, Council resolve: 1.That the local government, pursuant to section 75 of the Planning and Development Act 2005, amend the above Local Planning Scheme by: a.Converting the Scheme text to the Model Scheme Text Format as established in the Planning and Development (Local Planning Schemes) Regulations 2015, Schedule 1 and making the Scheme text consistent with the Deemed Provisions; b.Introducing the following Supplemental Provisions into the converted Scheme: i.Clause 61(1)(k) Notwithstanding the zoning table or any other Scheme requirements, any proposed development or use located within a Special Control Area shall require submission of a development application to Council for assessment, unless otherwise determined. ii.Clause 61(1)(l) The erection or extension of an outbuilding, external fixture, boundary wall or fence, patio, pergola, veranda, garage, carport or swimming pool on the same lot as a single house if a single house is a permitted ("P") in the zone where the R Codes do not apply and where the development standards set out in the scheme for that particular zone (including boundary setbacks) are satisfied, unless the development is located in a place that is: entered in the Register of Heritage Places under the Heritage of Western Australia Act 1990; or the subject of an order under the Heritage of Western Australia Act 1990 Part 6; or included on a heritage list prepared in accordance with this Scheme; or within an area designated under the Scheme as a heritage area; or the subject of a heritage agreement entered into under the Heritage of Western Australia Act 1990 section 29.	Principal Planner preparing documents for submission to EPA &WAPC (January 2018); Amendment report to be completed following consideration and final adoption of Local Planning Strategy, to be presented at August 2019 OCM as the Strategy is a higher priority document.	Property and Development Services	21/11/19	30%
195	285/2017	15/12/17		Planning Scheme Amendment No.32 - Conversion of Existing Local Planning Scheme No.7	PART 2 iii.Clause 61(1)(m) The advertisements contained in Schedule 2 of this Scheme do not require development approval. iv.Clause 61(1)(n) The erection of a boundary fence in a zone where the R Codes do not apply. v.Clause 61(1)(o) The carrying out of works urgently necessary to ensure public safety, for the safety or security of plant or equipment or for the maintenance of essential services. i.Clause 61(1)(p) The use of land which is a permitted (P) or incidental (I) use in the zone in which that land is situated provided it does not involve the carrying out of any building or other works or requires the provision of additional car parking. vii.Clause 61 (1)(q) The carrying out of works associated with low impact telecommunications facilities as defined by the Telecommunications (Low Impact Facilities) Determination 1997. c.Deleting Appendix 11 – Ashburton North Strategic Industrial Area (SIA). d.Amending the Scheme Maps in accordance with Tables 1, 2, and 3 contained in the Officer's report; 2.That the Amendment is complex under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason(s): a.the amendment is not addressed by any local planning strategy; and b.the amendment relates to development that is of a scale, or will have a significant impact relative to development in the locality; 3.To request the Acting Chief Executive Officer to prepare the necessary documentation accurately describing the proposed Scheme Amendment for submission to the Western Australian Planning Commission, and for the purpose of public advertising and referral to the Environmental Protection Authority for assessment.	Principal Planner preparing documents for submission to EPA &WAPC (August 2019); see part 1	Property and Development Services	21/11/19	30%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
252	357/2018	23/04/18	OCM	Ocean View Caravan Park – Realignment of boundary and excision for dedication as a road	That with respect to the request to realign the boundary and excise portion for dedication as a road at the Ocean View Caravan Park, Council: 1.Endorse the proposed realignment of the boundary between Lot 3001 on Plan 48469, Reserve 24405, Onslow (Ocean View Caravan Park), and Lot 3502 on Plan 48469, Reserve 49320, Onslow (ANZAC Memorial Park) and authorises the necessary application be made to the Minister for Lands (ATTACHMENT 13.5B); 2.Resolve, in accordance with section 51 of the Land Administration Act 1997, to request the Minister for Planning, Lands and Heritage to: a.Excise from Reserve 24405 that land identified on Lot 3001 on Deposited Plan 48469 as 'Road Widening' ; and b.Modify Reserve 24405 to include Lots 300, 3502, and 3508 on Deposited Plan 408851; 3.Resolve to close that portion of First Avenue, Onslow identified as Lot 3508 on Deposited Plan 408851 in accordance with Section 58 of the Land Administration Act 1997; a.Advertise the proposed road closure in accordance with regulation 9 of the Land Administration Regulations 1998; and b.If no objections are received, Request the Minister for Planning, Lands and Heritage to permanently close that portion of First Avenue; 4.In accordance with section 56 of the Land Administration Act 1997, to request the Minister for Planning, Lands and Heritage to dedicate that portion of Lot 3001 on Plan 48469 identified on Deposited plan 408851 as 'Road Widening' as a public road; and 5.In accordance with section 56 (4) of the Land Administration Act 1997, advise the Minister for Planning, Lands and Heritage that the Shire indemnifies the Minister against any claim for compensation in respect of the land.	Public notice of road closure undertaken with no comment received. Formal request forwarded to Department of Planning, Lands and Heritage 14 June 2018. DPLH undertaking NT investigations. Delay due to additional rationalisation. (October 2019)	Property and Development Services	31/12/19	80%
266	371/2018	22/05/18	OCM	Request for Excision and Dedication of Portions of Unallocated Crown Land and Portion of Mine Road as a Road	That with respect to the request to dedicate the subject portions of Unallocated Crown Land and Mine Road, Tom Price, Council: 1.Resolve, in accordance with section 56 of the Land Administration Act 1997, to request the excision and dedication of the portions of Unallocated Crown Land as depicted in the attached plans, being Lots 23, 24 and 26 on Deposited Plan 241873 and Lot 500 on Plan 409463, for the purpose of public roads; 2.Advise the Department of Planning, Lands and Heritage in writing of the Shire of Ashburton's commitment to indemnify the State, the Department and the Minister for Planning, Lands and Heritage; 3.Resolve, in accordance with section 56 of the Land Administration Act 1997, to request the excision and dedication of that portion of Mine Road being Lot 9 on Plan 047815 as depicted in the attached plan, for the purpose of a public road; and 4.Request Main Roads Western Australia of the Recommendations 1 and 3, above for the purposes of updating the Heavy Vehicle Network Road Network database.	DPLH progressing. Street names yet to be supplied by Traditional Owners and endorsed by Council. (October 2019)	Property and Development Services	30/06/20	50%
288	400/2018	18/07/18	OCM	Tom Price Royal Flying Doctor Service (RFDS) Airstrip - Confirmation of Council Position	That with respect to the proposed Tom Price Royal Flying Doctor Airstrip Project, Council: 1.Note Minute No. 269/2017 (from the Ordinary Meeting of Council 21 November 2017) in relation to the establishment of a Royal Flying Doctors Services Air Strip for Tom Price; 2.Request the Chief Executive Officer to make appropriate arrangements to undertake items 2-6 of Minute No. 269/2017; and 3.Request the Chief Executive Officer to report back to Council by no later than February 2019.	Endorsed by Council 18 July 2018. Refer Decision Number for 675/2019 for further updates. (October 2019)	Office of the CEO	31/12/19	99%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
343	456/2018	20/11/18	OCM	Request for Council Direction - Lot 350 Boonderoo Road, Tom Price	That with respect to the Request for Council Direction - Lot 350 Boonderoo Road, Tom Price, that Council: 1.Authorise the Chief Executive Officer to: a)Negotiate the terms of a development lease agreement for Lot 350 on Deposited to Council for final approval prior to execution of the lease; and b)Apply the Common Seal, in the presence of the Shire President, to the approved development lease agreement for execution; 2.Authorise the Chief Executive Officer to continue to carry out deconstraining activities in accordance with the contents of this report and budget allocation; 3.Authorise the Chief Executive Officer to investigate the potential of expansion of the Light Industrial Area on Mine Road; 4.Authorise the Chief Executive Officer, pending viability, to seek opportunities for a joint development venture and report back to Council with any prospective development model; and 5.Request the Chief Executive Officer report to Council for further consideration, when all deconstraining activities and investigations have been completed.	Formal request for new lease sent to DPLH. DPLH progressing. (October 2019)	Property and Development Services	27/12/19	75%
345	458/2018	20/11/18	OCM	Proposed change of Reserve Purpose with Power to Lease - Reserves 39894 and 46292	That with respect to the Proposed Change of Reserve Purpose with Power to Lease – Reserve 39894, that Council: 1.Request the Minister for Lands to change the purpose of Reserve 39894 from “Drainage” to Drainage and Public Purposes’, with Power to Lease.	Formal request sent to Department of Planning, Lands and Heritage. DPLH progressing. (October 2019)	Property and Development Services	30/06/20	80%
354	467/2018	20/11/18	OCM	Objection to Mining Lease 08/521 - North Rossa Pty Ltd	That with respect to the Objection to Mining Lease 08/521 – North Rossa Pty Ltd, that Council endorse the Chief Executive Officer’s actions associated with: 1.Engagement of legal representatives Castledine Gregory Lawyers to commence legal action if required; and 2.Lodgment of the Shire’s objection to the Wardens Court.	Castledine Gregory Lawyers lodged the objection. The Warden’s Court has informed that the matter will be listed for mention only on 18 January 2019. (January 2019) CEO received letter from Castledine Gregory Lawyers 06/02/2019, pending outcome	Infrastructure Services	16/04/20	50%
365	481/2018	18/12/18	OCM	Award of Tender RFT 14/18 Conservation Works - Old Onslow Cemetery	That with respect to Award Tender RFT 14/18 Conservation Works – Old Onslow Cemetery, that Council: 1. Resolve that Report ATTACHMENT 13.1B is confidential in accordance with s5.23 (2) the Local Government Act because it deals with matters affecting s5.23 (2): (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;” 2.Note the attached Evaluation Report, CONFIDENTIAL ATTACHMENT 13.B; 3.Accept the Lump Sum Tender of $138,500.00 (excludes GST) from Hi Constructions Australia Pty Ltd for RFT 14/18 Conservation Works – Old Onslow Cemetery; 4.Authorise the Chief Executive Officer to execute and manage the Contract for Conservation Works - Old Onslow Cemetery, including variations to the scope of works and contract value, providing this does not exceed the project budget or reduce the overall scope; and 5.Accept the Old Onslow Cemetery Conservation Management Plan ATTACHMENT 13.1A.	Cemetery Conservation Works completed. App content completed and to be loaded to Everythere. Clearing permit and further consents required to grade streets to original formation. (October 2019)	Property and Development Services	31/01/20	99%
376	493/2019	12/02/19	AT	Onslow Water Tanks Public Art Project	That with respect to the Onslow Water Tanks Public Art Project and the vision to develop and be part of a regional mural trail, the Tourism Development Committee recommends that Council: 1.Seek quotes from persons listed in ATTACHMENT 7.1B for a mural project which includes site preparation, consultation and community workshops, design drafts and project execution; 2.Request the Chief Executive Officer to pursue grant/commercial funding to support the mural project; 3.Request the President and Chief Executive Officer to approach Rio Tinto to investigate similar mural projects and contributions for their water tanks in Tom Price and Paraburdoo in order to achieve a ‘Water Tank Art Trail’ for the Shire; and 4.Request the Chief Executive Officer to pursue a ‘Water Tank Art Trail’ for relevant Pilbara and Gascoyne towns with similar ‘public art’ trail possibilities.	RFQ for artists has been prepared along with correspondence to Rio Tinto and Pilbara local governments. Ongoing	Office of the CEO	31/12/19	30%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
391	507/2019	12/02/19	OCM	Paraburdoo Shops Rear Carpark Crossover	That with respect to MINUTE: 374/2018 Paraburdoo Shops Rear Carpark Crossover that Council in accordance with Regulation 10(1a) of the Local Government (Administration) Regulations 1996, Council Resolution dated 22 May 2018, Item 15.1, being: "That with respect to the vehicular crossover in the northern car park of the Paraburdoo Shopping Centre referred to in the report, Council: 1.Notes this report; 2.Supports the closing of the vehicular crossover in the northern car park of the Paraburdoo Shopping Centre; and 3.Instructs the Chief Executive Officer to make a budget provision of $11,000 in the 2018/19 Budget to decommission the vehicle crossover in the northern car park of the Paraburdoo Shopping Centre." be REVOKED. Officers Recommendation 2 That the Chief Executive Officer undertake to have an engineering control in place to ensure we reduce the speed to 20 kms per hour while using the crossover. 2.Take necessary steps to monitor this arrangement over the next twelve months and submit a further report to Council with the findings in first quarter of 2020. 1.That the Chief Executive Officer undertake to have an engineering control in place to ensure we reduce the speed to 20 kms per hour while using the crossover. 2.Take necessary steps to monitor this arrangement over the next twelve months and submit a further report to Council with the findings in first quarter of 2020.	A new RFQ will be developed to deliver traffic control devices as per council resolution. Original SOW completed in May 2019, additional work is now required as per cr Diaz requested received June 2019. 25.6.19 1/8/19 additional drawing requested by Cr Dias	Infrastructure Services	21/11/19	90%
422	533/2019	12/03/19	OCM	Smoke Free Signage Project	That with respect to the Smoke Free Signage Project, that Council: 1. Support the design of smoke free signage age by school children and for the designs then to be printed on to signs and placed in designated areas throughout the Shire; and 2.Consider a submission to the 2019/20 Annual Budget that provides for $8000 towards the implementation of the Smoke Free Signage Project.	To be progressed in 3rd Term School Year in collaboration with WACHS.	Community Services	21/11/19	50%
436	548/2019	23/04/19	OCM	Outcome of Public Advertising of Proposed Permanent Closure of 6,689M2 Unconstructed Section of First Avenue Onslow	That with respect to Outcome of Public Advertising of Proposed Permanent Closure of 6,689m2 Unconstructed Section of First Avenue Onslow, that Council: 1.Authorise the Chief Executive Officer to formally request the Minister for Lands permanently close the 6,689m2 unconstructed section of First Avenue, Onslow formally described as Public Road Land ID Number 3488919 and shown as hatched on the plan provided in the report and ATTACHMENT 13.1 and for the closed road to be reserved for the purpose of Coastal Foreshore (or similar) with a power to lease; and 2.Should the Minister for Land close Public Road Land ID Number 3488919 and reserve for the purpose of Coastal Foreshore (or similar) with a power to lease, the Chief Executive Officer be requested to determine any interest in leasing the reserve and to provide Council with a further report in relation to leasing arrangements.	Formal request being processed by Department of Planning, Lands and Heritage. DPLH have advised that they will not create that portion of land proposed to be leased to the Beach Club as a Crown reserve, but would consider leasing it to the Shire with the ability to sub-lease. Balance of the closed road may be reserved. (October 2019)	Property and Development Services	31/12/19	95%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
438	550/2019	23/04/19	OCM	Authorisation of Public Open Space 'Cash-in-lieu' Funds and Proposed Mountain Bike Pump Track on Reserve 40195, Tom Price	That with respect to the Proposed Mountain Bike Pump Track on Reserve 40195, Tom Price, that Council: 1.Endorse in principle based on ATTACHMENT 13.3B, the use and development of a Mountain Bike Pump Track on Lot 291 on Deposited Plan 14829 (Reserve 40195); 2.Authorise the Chief Executive Officer to progress the planning and implementation of the Pump Track including requesting the Minister for Planning for permission to use available Cash in Lieu funds of $256,655. 3.Prior to finalising the location of a mountain bike pump track on Lot 291 on Deposited Plan 14829 (Reserve 40195), the Chief Executive Officer be requested to carry out a public consultation program that specifically seeks the views of the owners/residents of the Coolibah Street neighborhood for the proposed track on Reserve 40195 and report back to Council for consideration; and 4.Consider for the 2019/20 budget an allocation to the establishment of the Tom Price Mountain Bike Pump Track as follows: a.expenditure of $236,655 from the money held in trust fund T8000 – Public Open Spaces Bonds; and bexpenditure of $105,341 from the Rio Tinto Partnership Reserve Fund.	Reconsideration of selected site to be considered at October Council meeting	Property and Development Services	01/05/20	80%
442	554/2019	21/05/19	AT	Reef to Range Photo Competition 2019/20	That with respect to the Reef to Range Photo Competition 2019/20, the Ashburton Tourism Development Committee recommend Council: 1.Endorse the concept and actions associated with undertaking the Reef to Range Photo Competition 2019/20; 2.Endorse the categories, judging processes and Terms and Conditions of the Reef to Range Photo Competition 2019/20 (ATTACHMENT 7.1); 3.Allocate $6,000 for prizes associated with the Reef to Range Photo Competition 2019/20 from existing funds from the 2018/19 Budget; and 4.Nominate the following members of the Ashburton Tourism Development Committee participate in the Reef to Range Photo Competition 2019/20 judging panel: *Cr D Diver *Cr M Gallanagh *Cr L Rumble *Cr M Lynch	Competition commenced	Office of the CEO	29/02/20	50%
454	568/2019	21/05/19	OCM	Award of RFT 04.19 Onslow Class IV Landfill Project - Early Works for Pilbara Regional Waste Management Facility	That with respect to Item 15.2 Award of RFT 04.19 Onslow Class IV Landfill Project - Early Works for Pilbara Regional Waste Management Facility that Council convenes on Wednesday 29 May 2019 at 7.00 pm for the purpose of determining RFT 04.19 Onslow Class IV Landfill Project - Early Works for Pilbara Regional Waste Management Facility and also, approves the use of instantaneous communications for the Special Meeting in the following locations: Location Councillors Council Chambers, Onslow Shire Complex, Second Avenue, Onslow Cr K White Tom Price Council Chambers, Central Road, Tom PriceCr D Diver Cr M Lynch Cr P Foster Cr L Thomas Paraburdoo Library, Ashburton Avenue, ParaburdooCr L Rumble Cr I Dias Pannawonica Library, PannawonicaCr M Gallanagh Koordarrie StationCr R de Pledge	Waiting on NTC insurance and work statement for BHP approval to commence works. Anticipate works commencing mid June 2019. NTC have provided a certificate of currency for insurance and subsequently contracts have been finalised and issued to NTC. NTC and BHP are working on finalising plan of works related to BHP Gas Main. 4.7.19 1/8/19 - NTC commenced contract today, works to be complete in 6-8 weeks. Progressing	Infrastructure Services	21/11/19	99%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
457	572/2019	29/05/19	SCM	Award of RFT 04.19 Onslow Class IV Landfill Project - Early Works for Pilbara Regional Waste Management Facility	That with respect to RFT 04.19 Onslow Class IV Landfill Project - Early Works, that Council: 1.Resolve that Report CONFIDENTIAL ATTACHMENT 7.1 is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c): “a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;” 2.Note the attached Evaluation report CONFIDENTIAL ATTACHMENT 7.1. 3.Award RFT 04.19 Onslow Class IV Landfill Project - Early Works to NTC Contracting and authorise the Chief Executive Officer to enter into a contract with the preferred contractor; 4.Authorise the Chief Executive Officer to manage the contract, including the provision of possible variations, providing the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract and managed within the overall budget for the project; and 5.Authorise the Chief Executive Officer to progress to the next preferred contractor if issues arise relating to gaining Certificates of Currency for the relevant insurances prior to entering into a Contract for the project.	Waiting on NTC insurance and work statement for BHP approval to commence works. Anticipate works commencing mid June 2019. Change variation agreement complete, contract updated, works commenced Resheeting (SLK 0-5) 4.7.19. Progressing	Infrastructure Services	21/11/19	99%
472	587/2019	18/06/19	OCM	Request for Excision of Portion of Reserve 39923 for Amalgamation with Lot 1193 Pindari Place, Tom Price	That with respect to Request for Excision of Portion of Reserve 39923 for Amalgamation with Lot 1193 Pindari Place, Tom Price, Council: 1.Resolve in accordance with s51 of the Land Administration Act 1997, to request the Minister for Planning, Lands and Heritage to: a.Excise approximately 207m2 from Reserve 39923 generally in accordance with the attached plan, dated 7 May 2019 to enable its purchase and amalgamation with Lot 1193 on Deposited Plan 15095, ATTACHMENT 13.1A; and b.Request a new Management Order for the balance of Reserve 39923.	Request for excision sent to DPLH. (October 2019)	Property and Development Services	30/06/20	50%
475	590/2019	18/06/19	OCM	Request for Partial Road Closure, Stadium Road, Tom Price	That with respect to the Proposed Partial Road Closure, Stadium Road, Tom Price, Council: 1.Advertise the proposed closure of the portion 56.2m2 of Stadium Road, Tom Price and shown as identified as ‘Area to be acquired’ on Plan 10370-003 dated 02/2011 (ATTACHMENT 13.4A) in accordance with Section 58 of the Land Administration Act 1997; 2.Should no objections be received, the Minister for Planning, Lands and Heritage be asked to permanently close the subject portion of Stadium Road; 3.Should objections be received, the matter will come back to Council; and 4.Advise the Applicant accordingly and further advise that the Council does not wish to purchase the ‘Area to be relinquished’ as identified on Plan 10370-003 dated 02/2011 (ATTACHMENT 13.4A).	Advertising complete 4 October	Property and Development Services	21/11/19	20%
476	591/2019	18/06/19	OCM	Application for Development Approval 19-13 for a Shop (Onslow Hardware Store) at Lot 1000 on Deposited Plan 32782, Second Avenue, Onslow	That with respect to the Application for Development Approval 19-13 for a Shop (Onslow Hardware Store) at Lot 1000 on Deposited Plan 32782, Second Avenue, Onslow, Council Resolve to approve the application for development approval subject to conditions ATTACHMENT 13.5B along with the inclusion of an additional standard condition: “Construction Management Plan”.	approval issued	Property and Development Services	21/11/19	99%
477	592/2019	18/06/19	OCM	Application for Development Approval 19-14 for a Shop (Bulk Store) at Lot 1000 on Deposited Plan 32782, Second Avenue, Onslow	That with respect to the Application for Development Approval 19-14 for a Shop (Bulk Store) at Lot 1000 on Deposited plan 32782, Second Avenue, Onslow, Council resolves to approve the application for development approval subject to conditions ATTACHMENT 13.6B along with the inclusion of an additional standard condition: “Construction Management Plan”.	approval issued	Property and Development Services	21/11/19	99%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
483	598/2019	16/07/19	PRWMC	Confidential - Legal Matters Associated with the Shire's Objection 542702 Lodged with the Wardens Court to MLA 08/521 by North Rossa Pty Ltd	That with respect to the legal matters associated with the Shire's Objection 542702 lodged with the Wardens Court to MLA 08/521 by North Rossa Pty Ltd, the Pilbara Regional Waste Management Committee recommend Council to: Receive and note the termination of mediation undertaken in relation to Objection 542702; Authorise the Chief Executive Officer to take all necessary actions to ensure that any proposed mining activity does not impact the establishment and the long term operations of the Pilbara Regional Waste Management Facility; and Request the Chief Executive Officer to continue to keep the Pilbara Regional Waste Management Committee informed on the Wardens Court action and any other relevant matters.	1/8/2019 - To be updated at next Waste committee meeting in September.	Infrastructure Services	01/02/20	75%
484	599/2019	16/07/19	PRWMC	Confidential Item - Pilbara Regional Class IV Waste Management Facility, Onslow - Key Project Milestones and Associated Risks	That with respect to the Confidential Item – Pilbara Regional Class IV Waste Management Facility, Onslow – Key Project Milestones and Associated Risks, Committee recommend Council: 1.Resolve that Report ATTACHMENT 8.2 is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c): "a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;" 2.Note the identified key issues / potential risks for the Pilbara Regional Class IV Waste Management Facility ('PRWMF') project; 3.Note the risks identified in the Report that could impact the development of the PRWMF and impacting on the estimated project time frame; and 4.Note CONFIDENTIAL ATTACHMENT 8.2.	Completed.	Infrastructure Services	21/11/19	99%
490	604/2019	16/07/19	OCM	Outcome of Public Notice of Proposed Permanent Closure of Portion of Pedestrian Access Way between Acalypha and Hibiscus Streets, Tom Price	That with respect to the Outcome of Public Notice of Proposed Permanent Closure of Portion of Pedestrian Access Way between Acalypha and Hibiscus Streets, Tom Price, Council 1.Resolve in accordance with section 58 of the Land Administration Act 1997, to request the Minister for Lands to permanently close the 270m2 portion of the Public Access Way linking Acalypha Street to Hibiscus Street as shown as addressed in the Shire report.	Department of Planning, Lands and Heritage progressing request. (October 2019)	Property and Development Services	31/12/19	50%
491	605/2019	16/07/19	OCM	Required Remediation Works on Reserve 39327 for the Purpose of Recreation (Speedway) comprising Lot 53 on Deposited Plan 186853 Nameless Valley Drive, Tom Price	That with respect to required remediation works on Reserve 39327 for the purpose of Recreation (Speedway) comprising Lot 53 on Deposited Plan 186853 Nameless Valley Drive, Tom Price, Council: 1.Authorise expenditure up to $200,000 for remediation of Reserve 39327 from GL 111223; and 2.Authorise the Chief Executive Officer to undertake the remediation works as generally outlined with this Report.	Salvage and Disposal works completed. Ablution and electrical compliance ongoing. (October 2019)	Property and Development Services	31/11/19	99%
494	608/2019	16/07/19	OCM	Award of Request for Tender (RFT) 06.19 Design and Construction of Onslow Depot Site Office and Staff Facilities	That with respect to RFT 06.19 Design and Construction of the Onslow Depot Site Office and Staff Facilities, Council: 1.Resolve that CONFIDENTIAL ATTACHMENT 15.1 is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c):"a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;" 2.Note the attached Evaluation report CONFIDENTIAL ATTACHMENT 15.1; 3.Award RFT 06.19 Design and Construction of the Onslow Depot Site Office and Staff Facilities to Modular WA for $353,831.20 excluding GST; with an allowance for cost variation of up to but not exceeding $25,000.00. Variation may be required to modify some of the accessories fitted to the facility; 4.Authorise the Chief Executive Officer to enter into a contract with the preferred contractor; and 5.Authorise the Chief Executive Officer to manage the contract, including the provision of possible variations, providing the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract and managed within the overall budget for the project.	1/8/2019 - Contract signed with works yet to be undertaken.	Infrastructure Services	21/11/19	50%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
495	609/2019	16/07/19	OCM	Response to Notice of Motion of 12 February 2019 in regard to 'Request for Pedestrian Crossing"	That with respect to response to Notice of Motion of 12 February 2019 in regard to 'Request for Pedestrian Crossing', Council: 1.Note the Report in response the Notice of Motion; 2.Approve the design and installation of 'Raised Plateau Speed Humps' in accordance with Main Roads Western Australia (MRWA) Standards at the crossing point from the shopping area to the library and immediately south of Stadium Road in principal; 3.Approve the installation of warning signs and road markings in accordance with the MRWA standards for 'Pedestrian Refuges' at the crossing points from the shopping area to the library and immediately south of Stadium Road; 4. Authorise the Chief Executive Officer to refer all works to MRWA for approval and undertake negotiations as required; and 5.Approve commissioning of a Traffic Impact Study's for Shared Traffic Zones in Onslow, Paraburdoo and Tom Price as determined necessary by the Chief Executive Officer.	Approved.	Infrastructure Services	21/11/19	99%
496	610/2019	16/07/19	OCM	ABC Online Article (14 July 2019)" Wheatstone Gas Emissions 'Excessive' say Residents in North-West WA Town of Onslow"	That with respect to the ABC Online Article (14 July 2019) "Wheatstone Gas Emissions 'Excessive', Say Residents in North-West WA Town of Onslow", Council: 1.Note the ABC Online article addressed in the Report. 2.Request the Chief Executive Officer to write to the following: i.Chairman of the Environmental Protection Authority WA; ii.Mr Al Williams, Managing Director of Chevron Australia; and iii.Hon. Stephen Dawson MLC; Minister for Environment; Disability Services; Electoral Affairs; Deputy Leader of the Government in the Legislative Council drawing their attention to the ABC Online article and seeking their respective assurances that: a)the concerns of the Onslow residents referred in the article will be fully addressed; and b)all necessary measures are in place to ensure that emissions from the Wheatstone LNG plant has no harmful effect on Onslow residents and/or visitors.	1/8/2019 - CEO to provide update at next opportunity. Update; Only Chevron has provide a response which has been emailed to Councillors for information.	Office of the CEO	21/11/19	75%
497	611/2019	16/07/19	OCM	Confidential Item - Wittenoom Litigation Update	That with respect to the Confidential Item – Wittenoom Litigation Update, Council: 1.Support the following approach: •The Chief Executive Officer to review "Wittenoom related" records and progress to obtaining a legal opinion as to the Shire's legal obligations in relation to "Wittenoom Asbestos Claims"; and •The Chief Executive Officer continue to negotiate Shire contributions to individual claim settlements in accordance with current Policy.	1/8/2019 - Progressing.	Office of the CEO	21/11/19	50%
507	620/2019	13/08/19	OCM	Revised Council Policy FIN05 - Trading in Public Places - Fees and Charges	That with respect to Revised Council Policy FIN05 – Trading in Public Places – Fees and Charges', Council: 1.Adopt the reviewed FIN05 – 'Trading in Public Places – Fees and Charges' as per ATTACHMENT 13.1.	Item will be going back to council in October for review for Tom Price Town Mall.	Property and Development Services	21/11/19	50%
510	623/2019	13/08/19	OCM	Commercial Vehicle Parking Station - Reserve 52322, Nameless Valley Drive	That with respect to the Commercial Vehicle Parking Station – Reserve 52322, Nameless Valley Drive, Council: 1. Allow the Shire to regulate the 'Class of Vehicle' permitted to enter and restrict allowable time (48 Hours) vehicles can park within the Parking Station (ATTACHMENT 13.4A); 2.Approve Two (2) signs to be installed providing clear instructions on the conditions of entry. In accordance with Parts 1.2 and 2.1 of the Local Law (ATTACHMENT 13.4B); and 3.Recognise Reserve 52322 on Nameless Valley Drive Tom Price as a Parking Station. ATTACHMENT 13.4C.	Department of Transport advised of decision	Property and Development Services	01/12/19	50%
515	628/2019	18/09/19	AC	Auditor General Report, Verifying Employee Identity and Credentials	That with respect to the Auditor General Report, Verifying Employee Identity and Credentials, the Audit and Risk Committee recommend Council: 1.Note the matters addressed in the Report.	Progressing	Office of the CEO	21/11/19	50%

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517	630/2019	18/09/19	AC	Local Government Insurance Scheme Occupational Health and Safety Audit	That with respect to the Local Government Insurance Scheme Occupational Health and Safety Audit, the Audit and Risk Committee recommend Council: 1.Receive the Confidential Item – Local Government Insurance Scheme Occupational Health and Safety Audit (CONFIDENTIAL ATTACHMENT 7.3) and remain confidential in accordance s5.23 (2)(b) & (d) of the Local Government Act 1995; and 2.Note the matters addressed in the Report.	Ongoing	Office of the CEO	21/11/19	50%
518	631/2019	18/09/19	AC	Confidential Item - Update on Wittenoom Litigation, Wittenoom Steering Committee, Senior Counsel Legal Advice and Roebourne - Wittnoom Road	That with respect to the Confidential Item – Update on Wittenoom Litigation, Wittenoom Steering Committee, Senior Counsel Legal Advice and Roebourne - Wittenoom Road, the Audit and Risk Committee recommend Council: 1.Receive the Confidential Item – Update on Wittenoom Litigation, Roebourne - Wittenoom Road and Wittenoom Steering Committee Report (CONFIDENTIAL ATTACHMENT 8.1) and remain confidential in accordance s5.23 (2)(b) & (d) of the Local Government Act 1995; and 2.Ensure that the Shire management continue to provide Wittenoom related reports to the Audit and Risk Committee.	Progressing	Office of the CEO	21/11/19	99%
521	634/2019	18/09/19	OCM	Small Business Friendly Local Government Program	That with respect to the Small Business Friendly Local Government Program and the vision to facilitate economic prosperity and business development in our Shire, Council: 1.Seek membership to become a Small Business Friendly Local Government through the Small Business Development Corporation.	Progressing	Office of the CEO	21/11/19	50%
522	635/2019	18/09/19	OCM	Request for Input - Naming of Warlu Road, Portion of Roebourne - Wittenoom Road and the Future Road to Tom Price (known as 'Karratha - Tom Price Road') to ' Red Dog Highway'	That with respect to Request For Input - Renaming The Karratha - Tom Price Road To “Red Dog Highway”, Council: 1.Request the Chief Executive Officer to undertake community consultation in the form of an online community survey to be open for at least 3 weeks, to gauge whether there is support for naming ‘Karratha -Tom Price Road’ To ‘Red Dog Highway’; and 2.Request the Chief Executive Officer to report the finding of the consultation back to Council.	Community Survey has been arranged, will close 21 October 2019, reponses will be collated and return to Council Meeting in November.	Office of the CEO	21/11/19	50%
524	637/2019	18/09/19	OCM	2020/21 Pre Budget Submission	That with respect to a 2020/21 Pre Budget Submission to the State Government of Western Australia, Council: 1.Request the Chief Executive Officer to prepare and submit a pre-budget submission to the WA Treasurer in relation to the State's 2020/21 Budget requesting the Treasurer to allocate funds to identified projects that will assist the community of the Shire of Ashburton.	Final draft to be completed now that comments / feedback received from Councillors.	Corporate Services	21/11/19	90%

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525	638/2019	18/09/19	OCM	Commercial Vehicle Parking Station - Reserve 52322, Nameless Valley Drive	That with respect to Minute: 623/2019 Commercial Vehicle Parking Station – Reserve 52322, Nameless Valley Drive, that Council in accordance with Regulation 10(1a) of the Local Government (Administration) Regulations 1996, Council Resolution dated 13 August 2019, Item 13.4, being: "That with respect to the Commercial Vehicle Parking Station – Reserve 52322, Nameless Valley Drive, Council:.Allow the Shire to regulate the 'Class of Vehicle' permitted to enter and restrict allowable time (48 Hours) vehicles can park within the Parking Station (ATTACHMENT 13.4A); 2.Approve Two (2) signs to be installed providing clear instructions on the conditions of entry. In accordance with Parts 1.2 and 2.1 of the Local Law (ATTACHMENT 13.4B); and 3.Recognise Reserve 52322 on Nameless Valley Drive Tom Price as a Parking Station. ATTACHMENT 13.4C." be REVOKED. That with respect to Commercial Vehicle Parking Station – Reserve 52322, Nameless Valley Drive, Council: 1.Allow the Shire to regulate the 'Class of Vehicle' permitted to enter and restrict allowable time (48 Hours) vehicles can park within the Parking Station; and approve the two (2) signs to be installed providing clear instructions on the conditions of entry as follows: "In accordance with Parts 1.2 and 2.1 of the Local Law: •As a professional driver you need to be aware that if you intend to use the Truck Laydown area (TLA) you must abide by the rules and do not negatively impact on other operators and the amenities of the TLA are maintained. •All vehicles are to be driven in a slow and safe manner adhering to signs (if applicable). •When exiting your vehicle in the TLA, it is recommended that all necessary safety precautions are taken at all times. •Operators are responsible for their own vehicle loads and vehicles while in the TLA. •The TLA is not to be used by drivers to load or unload goods unless in an emergency situation. Should this occur the Shire of Ashburton is to be notified at the first opportunity to investigate the emergency. •The TLA is not to be used to perform maintenance on vehicles, unless the situation is an emergency or genuine breakdown." 2.Recognise Reserve 52322 on Nameless Valley Drive Tom Price as a Parking Station. ATTACHMENT 13.2B.	Signs being produced for onsite	Property and Development Services	21/11/19	99%
526	639/2019	18/09/19	OCM	Proposal to Lease Tom Price Tourist Park - Summerstar Pty Ltd	That with respect to Proposal to Lease Tom Price Tourist Park – Summerstar Pty Ltd, Council: 1.Receive the offer from Summerstar Pty Ltd to Lease and Operate the Tom Price Tourist Park; 2.Authorise the Chief Executive Officer to prepare and advertise a Major Land Transaction, with the contents being in accordance with the proposal from Summerstar Pty Ltd and this report; pursuant to s 3.59 Local Government Act; 3.Should no submissions be received at closure of the advertising period of the Major Land Transaction, authorise the Chief Executive Officer to negotiate and finalise the terms and conditions of a lease agreement with Summerstar Pty Ltd; 4.Authorise the Chief Executive Officer to request the Minister for Lands to: a.Amend the Management Order 'Power to Lease' to 21 years plus 21 years; and b.Approve the finalised Lease agreement in accordance with section 18 of the Land Administration Act 1997; 5.Authorise the Shire President and Chief Executive Officer, upon approval from the Minister for Lands, to execute and apply the common seal to the Lease agreement; 6.Terminate the existing lease (expiring in 2032) upon execution of the new lease agreement; and 7.Invite consecutive applications from Summerstar for development approval in accordance with the stages defined in the business case to allow for market forces, economic circumstances and experiences within the park.	Major Land Transaction Plan being advertised, closing 11 November 2019. (September 2019)	Property and Development Services	31/12/19	25%

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529	642/2019	18/09/19	OCM	Paraburdoo Dog Exercise Area, Final Location and Design	That with respect to the proposed Paraburdoo Dog Exercise Area, and Final Design, Council: 1.Note the consultation undertaken in relation to the location of the Paraburdoo Dog Exercise Area; and 2.Endorse the location and final design for the Paraburdoo Dog Exercise Area (ATTACHMENT 13.6A) clarifying that the fence will be in alignment with the 2nd external wall expansion joint.	Council Endorsed Location & design 18th September 2019	Property and Development Services	21/11/19	99%
530	643/2019	18/09/19	OCM	RFT 10.19 Design & Construct Softball, Soccer and Rugby Facilities	That with respect to RFT 10/19 Design and Construct Paraburdoo Softball Diamond, Soccer and Rugby Facility, Council: 1.Resolve that Report CONFIDENTIAL ATTACHMENT 13.7B is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c): "a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting", 2.Note the attached Evaluation report CONFIDENTIAL ATTACHMENT 13.7B. 3.Approve budget variation of $80,000 to Capital Income account no. 113280, Loan Borrowings from $726,000 to $806,000 and to Capital Expenditure Job no. BN386 – CHUB External Works from $150,000 to $230,000; 4.Authorise the Chief Executive Officer to enter into negotiations with the successful tenderer prior to contracts being awarded; and 5.Authorise the Chief Executive Officer to approve any budget variations in line with our legislative requirements.	Endorsed by Council 18th September 2019	Property and Development Services	21/11/19	99%
531	644/2019	18/09/19	OCM	Adoption of the Minutes of the Bushfire Advisory Committee Held on 12 August 2019 and Request by Cr Dias to be Appointed a Fire Control Officer	That Council request agenda item 13.8 'ADOPTION OF THE MINUTES OF THE BUSHFIRE ADVISORY COMMITTEE HELD ON 12 AUGUST 2019 AND REQUEST BY CR DIAS TO BE APPOINTED A FIRE CONTROL OFFICER' lay on the table until the next Council Meeting to be held 22 October 2019.	Carried over to 22 October 2019 OMC	Property and Development Services	21/11/19	95%
532	645/2019	18/09/19	OCM	Provision of In-Kind Support to the Department of Transport to Provide Licencing Services in Pannawonica and Paraburdoo	That with respect to the Provision of In-Kind Support to the Department of Transport to provide Licencing Services in Pannawonica and Paraburdoo, Council 1.Approve the in-kind donation of Lesser Hall in Paraburdoo; 2.Approve the in-kind donation of the office at the Mayu Maya Centre in Pannawonica at no cost; and 3.Request the Chief Executive Officer to review the arrangements in place after April 2020.	Dept of Transport representative notified of the outcome, awaiting confirmation of dates for the first visit.	Community Services	29/11/19	40%
533	646/2019	18/09/19	OCM	Emergency Services Grants	That with respect to the Emergency Services Grants, donation to emergency services brigades, Council: 1.Endorse the following emergency services donations to be paid: Bush Fire Brigade Tom Price $1000 Volunteer Fire and Rescue Services Onslow $1000 Volunteer Fire and Rescue Services Tom Price $1000 Volunteer Fire and Rescue Services Paraburdoo $1000 Volunteer Fire and Rescue Services Pannawonica $1000 Volunteer Marine Rescue Onslow $1000 State Emergency Services Tom Price $1000 Volunteer Emergency Services Unit Onslow $1000 2.Acknowledge the above decision to inform future emergency services donations.	Internal working documents updated, payment to be made in May of 2020	Community Services	29/05/20	10%
534	647/2019	18/09/19	OCM	Amend the Sign Erected at Ashburton River Associated with Camping and Caravanning	That with respect to amend the sign erected at Ashburton River associated with camping and caravanning, Council: 1.Note the advice from Cr White. 2.Request the Chief Executive Officer to remove reference on the sign to the period of stay and the payment of a 'donation' to the Onslow Visitor Centre.	Progessing	Office of the CEO	21/11/19	50%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
536	649/2019	18/09/19	OCM	Confidential Item - Interface Agreements for Roebourne - Wittenoom Road	That with respect to Interface Agreements for Roebourne-Wittenoom Road, Council: 1.Endorse the Chief Executive Officer request the Minister for Roads accept the control and management of Roebourne-Wittenoom Road; 2.Should the Minister for Roads not accept responsibility for the road, advise WALGA that: a.due to potential asbestos related diseases as a result of road maintenance the Shire is not in a position to access the Roebourne-Wittenoom Road; and b.should a Rail Infrastructure Manager wish to progress operations, an asbestos risk management plan is required. 3.Endorse the Chief Executive Officer to request WALGA to remove crossings related to Roebourne-Wittenoom Road from the Interface Agreements; and 4.Require Rail Infrastructure Managers to indemnify the Shire of Ashburton in writing against any claim associated with asbestos related material.	Correspondence to be compiled to Minister for Roads. (October 2019)	Property and Development Services	30/11/19	75%
537	650/2019	18/09/19	OCM	Confidential Item - Status of Native Title Claims within the Shire of Ashburton	That with respect to the current Federal Court litigation in relation to the Palyku/Njamal Native Title Claim, Council:1. Request the Chief Executive Officer to instruct the Shire Solicitor to take all necessary steps for the Shire to withdraw from the claim.	Progressing	Office of the CEO	21/11/19	50%
540	653/2019	18/09/19	OCM	Confidential Item - Position of Director Infrastructure Services	That with respect to the matter of the position of Director Infrastructure Services, Council: 1.Note the report with respect to interim and permanent arrangements for the appointment of a Director Infrastructure Services; 2.Mr Alan McColl be appointed in the role of (acting) Director Infrastructure Services, pursuant to s5.37 (2) of the Local Government Act 1995, until a suitable permanent Director Infrastructure Services is recommend by the Chief Executive Officer. 3.Accept the Chief Executive Officer's invitation to have two (2) Councillors participate in the selection of candidate/s for the permanent appointment of a Director Infrastructure Services position; and 4.In relation to 4. above, Council nominates: Councillor: Cr White.; and Councillor: Cr Rumble (Cr Foster his proxy). to participate in the selection of candidate/s for the permanent appointment of a Director Infrastructure Services position.	Closed, interviews to be confirmed, progressing.	Office of the CEO	21/11/19	50%
542	655/2019	22/10/19	OCM	Election of President	That Council by Simple Majority, in relation to the Ordinary election, as carried out under Schedule 2.3 (When and How mayors, presidents, deputy mayors and deputy presidents are elected by the council) of the Local Government Act 1995, Council resolve to: 1Affirm that Cr Kerry White has been elected President.	Completed and finalised	Office of the CEO	21/11/19	99%
543	656/2019	22/10/19	OCM	Election of Deputy President	That Council by Simple Majority, in relation to the Ordinary election, as carried out under Schedule 2.3 (When and How mayors, presidents, deputy mayors and deputy presidents are elected by the council) Local Government Act 1995 resolve to: 1Affirm that Cr Douglas Diver has been elected Deputy President.	Completed and finalised	Office of the CEO	21/11/19	99%
544	657/2019	22/10/19	OCM	Providing Local Government Act 1995 and Local Laws to Councillors	That with respect to Providing Local Government Act 1995 and Local Laws to Councillors, Council note the Report.	Completed and finalised	Office of the CEO	21/11/19	99%
547	660/2019	22/10/19	OCM	Review of Council Delegations and Authorisations Registers	That with respect to the Review of Council Delegation and Authorisation Registers, Council: 1.Adopts Delegation and Authorisation Registers as per ATTACHMENT 11.3A and ATTACHMENT 11.3B.	Completed and finalised	Office of the CEO	21/11/19	99%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
548	661/2019	22/10/19	OCM	Appointment of Members to Committees of Council PART 1	PART 1 That with respect to the appointment of Councillors and Staff to committees, Council, confirms that all previous appointments of Councillors to Shire of Ashburton Committees, and the Committees themselves, have expired. That Council, in accordance with the Instrument of Appointment and Delegation of the Audit and Risk Management Committee (ATTACHMENT 11.4A) and s 5.10 & 5.11A Local Government Act 1995 all Councillors to be members of the Audit and Risk Management Committee. That Council, in accordance with the Instrument of Appointment and Delegation of the Chief Executive Officer's Performance Review Occasional Committee (ATTACHMENT 11.4B) and s 5.10 & 5.11A Local Government Act 1995 all Councillors to be members of the Chief Executive Officer's Performance Review Occasional Committee. That Council, in accordance with the Instrument of Appointment and Delegation of the Reconciliation Action Plan Committee (ATTACHMENT 11.4C) and s5.10 & 5.11A Local Government Act 1995 the following Councillors to be members of the Reconciliation Action Plan Committee: •Councillor P Foster as a member of the Reconciliation Action Plan Committee; •Councillor M Gallanagh as a member of the Reconciliation Action Plan Committee; •Councillor M Lynch as a member of the Reconciliation Action Plan Committee; •Councillor D Diver as a member of the Reconciliation Action Plan Committee; •Councillor K White as a member of the Reconciliation Action Plan Committee; and •Deputies:All other Councillors. That Council, in accordance with the Instrument of Appointment and Delegation of the Ashburton Economic and Tourism Development Committee (ATTACHMENT 11.4D) and s5.10 & 5.11A Local Government Act 1995 the following Councillors to be members of the Ashburton Economic and Tourism Development Committee: •Councillor D Diver as a member of the Ashburton Economic and Tourism Development Committee; •Councillor M Lynch as a member of the Ashburton Economic and Tourism Development Committee; •Councillor P Foster as a member of the Ashburton Economic and Tourism Development Committee; •Councillor M Gallanagh as a member of the Ashburton Economic and Tourism Development Committee; ••Deputies: All other Councillors. That Council, in accordance with the Instrument of Appointment and Delegation of the Paraburdoo Community Hub (CHUB) Committee (ATTACHMENT 11.4E) and s5.10 & 5.11A Local Government Act 1995 the following Councillors to be members of the Paraburdoo Community Hub (CHUB) Committee: •Councillor L Rumble as a Paraburdoo Community Hub (CHUB) Committee; •Councillor M Lynch as a Paraburdoo Community Hub (CHUB) Committee; •Councillor K White as a Paraburdoo Community Hub (CHUB) Committee; and •Deputies: All other Councillors. That Council, in accordance with the Instrument of Appointment and Delegation of the Bush Fire Advisory Committee (ATTACHMENT 11.4F) and s5.10 & 5.11A Local Government Act 1995 the following Councillors to be members of the Bush Fire Advisory Committee: •Councillor D Diver as Bush Fire Advisory Committee; •Councillor D Dias as Bush Fire Advisory Committee; Councillor M Gallanagh as Bush Fire Advisory Committee; and •Deputies: All other Councillors. That Council, in accordance with the Instrument of Appointment and Delegation of the Onslow Local Emergency Management Committee (Attachment 11.4G) and s5.10 & 5.11A Local Government Act 1995 the following Councillors to be members of the Onslow Local Emergency Management Committee: •Councillor R de Pledge as Onslow Local Emergency Management Committee;	Completed and finalized, Councillors notified of their Committee positions	Office of the CEO	21/11/19	99%

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
549			Appointment of Members to Committees of Council PART 2	PART 2 That Council, in accordance with the Instrument of Appointment and Delegation of the Shire of Ashburton Inland Local Emergency Management Committee (Attachment 11.4H) and s5.10 & 5.11A Local Government Act 1995 the following Councillors to be members of the Shire of Ashburton Inland Local Emergency Management Committee: •Councillor D Dias as Shire of Ashburton Inland Local Emergency Management Committee; •Councillor D Diver as Shire of Ashburton Inland Local Emergency Management Committee; and •Councillor P Foster as Shire of Ashburton Inland Local Emergency Management That Council, in accordance with the Instrument of Appointment and Delegation of the Pannawonica Local Emergency Management Committee (Attachment 11.4I) and s5.10 & 5.11A Local Government Act 1995 the following Councillors to be members of the Pannawonica Local Emergency Management Committee: •Councillor M Gallanagh as Pannawonica Local Emergency Management Committee; and •Councillor M Lynch as Pannawonica Local Emergency Management Committee; •Deputies: All other Councillors. That Council, in accordance with the Instrument of Appointment and Delegation of the Shire of Ashburton Inland Local Recovery Management Coordination Group (Attachment 11.4J) and s5.10 & 5.11A Local Government Act 1995 the following Councillors to be members of the Shire of Ashburton Inland Local Recovery Management Coordination Group: •Councillor D Dias as Shire of Ashburton Inland Local Recovery Management Coordination Group; •Councillor P Foster as Shire of Ashburton Inland Local Recovery Management Coordination Group; and •Councillor D Diver as Shire of Ashburton Inland Local Recovery Management Coordination Group; •Deputies: All other Councillors. That Council, in accordance with the Instrument of Appointment and Delegation of the Pannawonica Local Recovery Coordination Group (Attachment 11.4K) and s 5.10 & 5.11A Local Government Act 1995 the following Councillors to be members of the Pannawonica Local Recovery Coordination Group: •Councillor M Gallanagh as Pannawonica Local Recovery Coordination Group; •Councillor M Lynch as Pannawonica Local Recovery Coordination Group; and •Deputies: All other Councillors. That Council, in accordance with the Instrument of Appointment and Delegation of the Onslow Local Recovery Coordination Group (Attachment 11.4L) and s 5.10 & 5.11A Local Government Act 1995 the following Councillors to be members of the Pannawonica Local Recovery Coordination Group: •Councillor R de Pledge as Onslow Local Recovery Coordination Group; •Councillor K White as Onslow Local Recovery Coordination Group; and •Deputies: All other Councillors. That Council, in accordance with the Instrument of Appointment and Delegation of the Pilbara Regional Waste Management Facility (PRWMF) Committee (Attachment 11.4M) and s 5.10 & 5.11A Local Government Act 1995 the following Councillors to be members of the Pilbara Regional Waste Management Facility (PRWMF) Committee: •Councillor K White as Pilbara Regional Waste Management Facility (PRWMF) Committee; •Councillor M Lynch as Pilbara Regional Waste Management Facility (PRWMF) Committee; •Councillor D Diver as Pilbara Regional Waste Management Facility PRWMF) Committee; and •Councillor R de Pledge as Pilbara Regional Waste Management Facility PRWMF) Committee; and •Deputies: All other Councillors.	Completed and finalised	Office of the CEO	21/11/19	99%

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
662/2019	22/10/19	OCM	Appointment of Members to Working Groups and External Groups of Council PART 1	PART 1 That with respect to the Appointment of Members to Working Groups and External Groups of Council, Council: 1.Confirm that all previous appointments of Councillors and Staff to Shire of Ashburton Committees, and the Committees themselves, have expired. 2.Establish the following Working Groups of Council and make the following appointments to those Working Groups: 2.1Partnership Governing Committee (Rio Tinto) Delegates:Shire President (Presiding Person); Cr L Rumble (Paraburdoo Ward Councillor), Cr P Foster (Tom Price Ward Councillor), Chief Executive Officer, Director Community Services and Strategic Partnership Manager. Secretariat:Director Community Services or the nominee. Membership:Rio Tinto Iron Ore representatives / Shire of Ashburton Representatives. Purpose: A Partnership, through a Memorandum of Understanding, between Rio Tinto and the Shire of Ashburton that sets out a shared vision with supporting strategies and defines specific roles and responsibilities in the delivery of community infrastructure and related services for the towns of Tom Price, Paraburdoo and Pannawonica. Meeting Cycle: Two per year, or more if required. 2.2Working Together Onslow (Chevron) Delegates:Shire President (Presiding Person); Cr R de Pledge Director Community Services Secretariat:Director Community Services or the nominee. Membership:Three Chevron representatives / Three Shire of Ashburton Representatives. Purpose: Working Together Onslow (WTO) is a partnership between the Shire of Ashburton and Chevron for the town of Onslow. Meeting Cycle: Every 3 months. 2.3Australia Day WA – Community Citizen of the Year Award Working Group Delegates:Shire President (Presiding Person); Cr M Gallanagh (Pannawonica Ward Councillor), Cr D Dias (Paraburdoo Ward Councillor), Cr P Foster (Tom Price Ward Councillor), Director Community Services or the nominee Secretariat:Director Community Services or the nominee. Purpose: To select recipients of the Community Citizen of the Year, Community Citizen of the Year (Senior), Community Citizen of the Year (Youth), and Active Citizenship (Group/Event) for each town. Meeting Cycle: As required. NOTE: Pursuant to policy REC09 Australia Day WA Community Citizen of the Year. 2.4Onslow Senior Citizens Units Working Group Members:Delegates Cr K White (Shire President) Director Community Services and Director Property and Development Services or the nominee, Community Representative, Tenant from Carinya Units Representative, Tenant from Senior Citizen Units, and Department of Community – Housing Representative. Deputies:All other Councillors. Secretariat:Director Community Services or the nominee. Purpose: •To form the function of a Management Committee to oversee the Carinya Senior Units pursuant to the Joint Venture Agreement. •To establish a sub-committee comprising a representative of the Department of Housing and the Committee (Cr representative) to oversee allocation of tenants to the Carinya Senior Units. •To establish a sub-committee to oversee allocation of tenants to the Senior Citizens Units. •To appoint tenant or community representatives (Cr representative in conjunction with the Director). •To recommend to Council rents and future major maintenance. Meeting Cycle: As required. 3.Nominate or appoint (as applicable) the following appointments to External Groups: 3.1Pilbara Regional Council (PRC) Delegates: Shire President (Presiding Person); Cr P Foster (Councillor),	Completed and finalised	Office of the CEO	21/11/19	99%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
551				Appointment of Members to Working Groups and External Groups of Council PART 2	PART 2 3.3Regional Road Group Delegates:Shire President (Presiding Person); Cr J Richardson (Councillor), Deputies: Cr R de Pledge (Councillor), Cr P Foster (Councillor), In the absence of the above Councillors all other Councillors Meeting Cycle: As required. 3.4Regional Road Group - Technical Working Group Delegates:Director, Infrastructure Services or nominee/s. Meeting Cycle: As required. 3.5Onslow Community Garden Management Committee Delegate: Cr K White (Shire President), Delegate:Director Community Services or the Officer's Delegate. NOTE:The Council is entitled to nominate two delegates which may include an officer(s). Meeting Cycle: To meet at least every three months (or more frequently if required). 3.6Pilbara District Emergency Management Committee Delegates: Cr D Diver (Councillor) Deputy:Director Property and Development Services or nominee; and Deputy:Manager Community Safety or nominee Meeting Cycle: As required. 3.7Western Australian Local Government Association Pilbara Country Zone Delegates:Shire President (Presiding Person); Cr P Foster (Councillor), Deputies: Cr L Rumble (Councillor), Cr D Diver (Councillor), In the absence of the above Councillors all other Councillors Meeting Cycle: As required. NOTE: As this meeting occurs with the Pilbara Regional Council meeting its preferable the Delegates and Deputies are the same. 3.8Development Assessment Panels Delegates:Cr Dias Cr White Deputies: Cr Foster Cr Rumble Meeting Cycle: As required. 3.9Onslow Tourism and Progress Association Delegate:Cr K White (Shire President), Delegate:Chief Executive officer or the CEOs Delegate. Deputy: Director Strategic and Community Development or nominee. Meeting Cycle: As required. 3.10Ashburton Land Conservation District Committees (LCDC) Delegate:Cr R de Pledge (Councillor). Meeting Cycle: As required.3.11Roebourne/Port Hedland Land Conservation District Committee (LCDC) Delegate:Cr J Richardson (Councillor). Meeting Cycle: As required. 3.12 Lyndon Land Conservation District Committee (LCDC) Delegate:Cr R de Pledge (Councillor). Meeting Cycle: As required. 3.13 Onslow Chamber of Commerce & Industry Delegate:Cr R de Pledge (Councillor Meeting Cycle: As required. NOTE: Voting rights as Council has taken up membership of the Association. 3.14 Pilbara Inland Chamber of Commerce & Industry Delegate: Cr P Foster, Cr M Lynch and Cr D Diver (Tom Price or Paraburdoo Ward Councillor). Meeting Cycle: As required. NOTE: Voting rights as Council has taken up membership of the Association.	Completed and finalised	Office of the CEO	21/11/19	99%
552	663/2019	22/10/19	OCM	Remote Area Tax Concessions and Payments	That with respect to the Remote Area Tax Concessions and Payments, Productivity Commission Draft Report, Council: 1.Acknowledge the Productivity Commissions Draft Report August 2019, and support the findings and recommendations as stated in the submission made on 11 October 2019 (ATTACHMENT 12.2A).	Progressing	Corporate Services	21/11/19	50%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
553	664/2019	22/10/19	OCM	2020/21 Pre Budget Submission	That with respect to a 2020/21 Pre Budget Submission to the Government of Australia, Council: 1.Request the Chief Executive Officer to prepare and submit a pre-budget submission to the Federal Government in relation to the State of Western Australia's 2020/21 Budget requesting the Treasurer to allocate funds to identified projects that will assist the community of the Shire of Ashburton.	Progressing	Corporate Services	21/11/19	50%
554	665/2019	22/10/19	OCM	Application for Miscellaneous Licence 47/909 Encroaching Pannawonica Townsite	That with respect to the Application for Miscellaneous Licence 47/909 Encroaching Pannawonica Townsite, Council offer no objection to Miscellaneous Licence 47/909.	DMIRS advised of Council's resolution. (October 2019)	Property and Development Services	30/11/19	99%
555	666/2019	22/10/19	OCM	Tom Price Childcare Centre	That with respect to Tom Price Childcare Centre, Council: 1.Resolve that CONFIDENTIAL ATTACHMENT 13.2A and CONFIDENTIAL ATTACHMENT 13.2B are confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c); "A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting." 2.Approve the facility capacity of 96 places in line with the demand assessment and feedback obtained from potential funding bodies; 3.Approve the proposed Childcare Centre and the Co-location Emergency Services Facility locations within Lots 400 on Deposited Plan 409078 and 46 on Deposited Plan 413028 as shown on attached Plan 635486-1; 4.Pending community support for the location, request the Chief Executive Officer to make an application to Western Australia Planning Commission to subdivide a dedicated lot for the Childcare Centre; 5.Authorise the Shire President and Chief Executive Officer to execute and/or apply the Common Seal to any land title forms; 6.Acknowledge the list of six businesses that submitted an expression of interest and approve shortlisting of the candidates to be invited to tender upon securing funding for the project; and 7.Authorise the Chief Executive Officer to prepare supporting documents and lodge an application to potential funding agencies including Lotterywest for $1,750,000.	Subdivision and funding applications progressing. EOI businesses informed of Council resolution. (October 2019)	Property and Development Services	30/06/20	60%
556	667/2019	22/10/19	OCM	Proposed Location for the Development of the New Shire of Ashburton Administration Centre	That with respect to the Proposed Location for the Development of the New Shire of Ashburton Administration Centre, Council: 1.In Principle Support, Lot 246 Poinciana Street, Tom Price (Current location of the Shire of Ashburton Administration Centre) with consideration for Lot 247 as part of the re-development; and 2.Request the Chief Executive Officer to prepare a Community Consultation Strategy and Business Plan to progress the development of a new Tom Price Administration Centre.	Progressing	Property and Development Services	21/11/19	50%
557	668/2019	22/10/19	OCM	Proposed Lease between Shire of Ashburton and Paraburdoo Saints Football and Sporting Club Inc of Peter Sutherland Storerooms and Amenities (Reserve 39572)	That with respect to the Proposed Lease Between Shire of Ashburton and Paraburdoo Saints Football and Sporting Club Inc of Peter Sutherland Storerooms and Amenities (Reserve 39572), Council: 1.Authorise the Chief Executive Officer to finalise the terms of a Lease Agreement between the Shire of Ashburton and Paraburdoo Saints Football and Sporting Club Inc (Association No. A0820812N); 2.Authorise the Chief Executive Officer to seek formal approval from the Minister for Planning, Lands and Heritage of the Lease Agreement; and 3.Subject to approval from the Minister for Lands, authorise the Shire President and the Chief Executive Officer to affix the Common Seal to, and execute the Lease Agreement between the Shire of Ashburton and Paraburdoo Saints Football and Sporting Club Inc.	Mister for Lands approval received. Saints executing lease. (October 2019)	Property and Development Services	30/11/19	80%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
558	669/2019	22/10/19	OCM	Department of Biodiversity, Conservation and Attractions Proposed Annual Partial Closure of Karijini National Park	That with respect to the Department of Biodiversity, Conservation and Attraction's proposed annual partial closure of Karijini National Park, Council: 1.Thank the Department of Biodiversity, Conservation and Attraction's (DBCA) for correspondence seeking Council's views on the annual closure of Karijini National Park (KNP). 2.Advise DBCA that whilst preferring that the KNP not be closed for any period (partial or otherwise) that the selected months of December, January and February is considered to be the most reasonable period of closure and any partial closure of the KNP be subject to the following: a)Partial closure only for the months as outlined in the proposal being December, January and February 2019/20; b)Subject to annual reviews; and c)The DBCA monitor and advise the Shire of any negative reactions from the tourist industry and tourists in relation to the partial closure.	Progressing	Property and Development Services	21/11/19	50%
559	670/2019	22/10/19	OCM	Revised Council Policy FIN05 Trading in Public Places Fees and Charges	That the matter of trading places be referred back to Council at the earliest possible convenience to address the location of certain trading zones.	Agenda item to go the November OCM	Property and Development Services	21/11/19	50%
560	671/2019	22/10/19	OCM	Receipt of the Minutes of the Bushfire Advisory Committee Held on 12 August 2019 and Request by Cr Dias to be Appointed a Fire Control Officer	That with respect to the Receipt of the Minutes of the Bushfire Advisory Committee Held on 12 August 2019 and Request by Cr Dias to be Appointed a Fire Control Officer, Council: 1.Receive the Minutes of the Bushfire Advisory Committee ('Committee') held on 12 August 2019 (ATTACHMENT 13.7); 2.Council authorises Doughlas Ivan Dias as Fire Control Officer for the whole of the Shire of Ashburton; and 3.Council authorises the Captain position for Pannawonica, Paraburdoo and Onslow Brigades, to be offered positions as Fire Control Officer for the whole of the Shire of Ashburton on condition that they had done the Fire Control Officers course or agree to do so. LOST 4/5	No action required from October OCM Minutes to be received at the November OCM	Property and Development Services	21/11/19	90%
561	672/2019	22/10/19	OCM	Proposed Purchase / Lease Additional Office Space for Tom Price Administration	That with respect to the Proposed Purchase / Leasing of Additional Office Space for the Shire of Ashburton Tom Price Administration Centre, Council; 1.Authorise the transfer of funds from Staff Housing – New Purchases GL code 097800 to "New Account" as illustrated within the Table of Agenda Item 12.1 Monthly Financials and schedule of accounts Paid); and 2.Authorise the Chief Executive Officer to purchase and installation from Instant Transportable Offices to the value of $61,600.00 (inc GST) of an additional 9m x 6m open office space plus allowance of installation costs of approximately $20,000.00 (plus GST) to be erected at Lot 246 Poinciana Street, Tom Price. MOTION LAPSED	No action required from October OCM. Presentation to go to the November EMIF.	Property and Development Services	21/11/19	50%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
562	673/2019	22/10/19	OCM	Monthly Financials and Schedule of Accounts Paid	That with respect to the Monthly Financials and Schedule of Accounts Paid, Council: 1.Receive the Financial Report for September 2019 ATTACHMENT 12.1A; and 2.Approve budget variations for the 2019/20 Budget as outlined below; a.Increase Expenditure Account GL 041095 Service Fee Accommodation by $20,000 from $2,122 to $22,122; b.Decrease Expenditure Account GL 041093 Consultant Project Costs, by $20,000, from $296,945 to $276,945; c.Increase Expenditure Account GL AP2009 Paraburdoo Softball Diamond by $80,000 from $450,000 to $530,000; d.Decrease Expenditure Job No. 17030 Onslow MPC (Emergency Evacuation Centre), by $80,000 from $80,000 to $0; e.Decrease Expenditure Job 19025 Tom Price ICT Software – Training and Safety Management System by $55,371 to $0; f.Decrease Expenditure GL AP2001 Paraburdoo Score Board by $10,000 to $0; g.Decrease Expenditure Job O335 Vic Hayton Memorial Pool by $17,000 to $123,701; h.Decrease Expenditure Job O345 Paraburdoo Swimming Pool by $17,629 to $68,893; i.Increase Expenditure GL 100079 Building Asbestos Containing Materials Audit by $100,000 to $150,000; j.Note that the Budgeted Surplus position carried forward (Net Current Assets position) forecast as at 30 June 2020 is $1,500,000. 3.Receive the Capital Expenditures Progress Tracker for September 2019 ATTACHMENT 12.1B; 4.Receive the Budget Amendment Register as at 30 September 2019 ATTACHMENT 12.1C; and 5.Receive the Schedule of Accounts and Credit Card payments made in September 2019 (approved by the Chief Executive Officer in accordance with delegation DA03-1 Payments from Municipal Fund and Trust Funds) ATTACHMENT 12.1D.	Completed and finalised	Corporate Services	21/11/19	99%
563	674/2019	22/10/19	OCM	Tom Price Co-Located Emergency Services Facility	That with respect to the Tom Price Co-located Emergency Services Facility, Council: 1.Note the business case prepared for the Co-located Emergency Services Facility; 2.Authorise the Chief Executive Officer to execute the funding instrument with DFES for the funding support for the Co-located Emergency Services Facility; 3.Authorise the Chief Executive Officer to seek an extension on the funding with DFES for the funding support for the Co-located Emergency Services Facility; 4.Authorise the Chief Executive Officer to determine a suitable site within Lot 400 on Deposited Plan 409078 and Lot 46 on Deposited Plan 413028 for a Co-located Emergency Services Facility; 5.Request the Chief Executive Officer undertake public consultation in regards to a new a Co-located Emergency Services facility being located within Lots 400 and 46; and 6.At the conclusion of the public consultation, the matter be referred back to Council for consideration and determination as to whether the site is appropriate.	Presentation to go to the November OCM	Property and Development Services	21/11/19	99%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
564	675/2019	22/10/19	OCM	Tom Price Flying Doctor Service (RFDS) Airstrip	That with respect to Tom Price Royal Flying Doctor Service (RFDS) Airstrip, Council: 1.Request the Chief Executive Officer to make further investigations into Lot 111 to determine if additional land is required outside the boundary; 2.Request the Chief Executive Officer to make enquiries to the Department of Planning, Lands and Heritage to: a.Obtain in-principle support for the creation of a Reserve over Lot 111 on Deposited Plan 19411900; and b.If required, request the boundary of Lot 111 be extended to meet the Royal Flying Doctor Service Airstrip Physical Characteristics; and 3.Request the Chief Executive Officer to provide a further report to Council: a.To formally request creation and management of a Reserve upon receipt of in- principle support from the Department of Planning, Lands and Heritage; and b.For consideration of compensation costs and indemnification of the Minister for Lands in relation to the native title future act process.	Investigations into Lot 111 (Cnr Karijini Drive and TP-Para Road) ongoing. (October 2019)	Property and Development Services	31/12/19	2,500%
565	676/2019	22/10/19	OCM	Proposed Adoption of the Shire of Ashburton's Local Government Heritage Inventory (Formerly Known as the Municipal Heritage Inventory)	That with respect to the Proposed Adoption of the Shire of Ashburton's Local Government Heritage Inventory (formerly known as the Municipal Heritage Inventory), Council:1. Adopt the Local Government Heritage Inventory dated June 2019 (ATTACHMENT 13.11); and 2.Request the Chief Executive Officer to commence the process to adopt a Heritage List pursuant to Clause 8 of the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015.	Progressing	Property and Development Services	21/11/19	50%
566	677/2019	22/10/19	OCM	Reconsideration of Preferred Location for Tom Price Pump Track	That with respect to the Reconsideration of Preferred Location for Tom Price Pump Track, Council: 1Endorse to undertake community consultation in relation to Reserve 44839 – Corner of Central Road and North Road (adjacent to Lions Park) for planning proposals; and 2.At the conclusion of the public consultation, the matter be referred back to Council for consideration and determination as to whether the site is appropriate; and 3Authorise the Chief Executive Officer or his nominated Officers to progress the planning, detailed design, and construction of the Pump Track (ATTACHMENT 13.12).	Progressing	Property and Development Services	21/11/19	50%
567	678/2019	22/10/19	OCM	Tom Price Health Service	That with respect to the Tom Price Health Service, Council: 1.Authorise the Chief Executive Officer to advise WA Health Country Service (WACHS) that Council support: a.in-principle, a new Health Service being located on portion of Lot 400 on Deposited Plan 409078 and Lot 46 on Deposited Plan 413028 (ATTACHMENT 13.13); and b.investigations by WACHS to determine the suitability and viability of a site; 2.Authorise the Chief Executive Officer to determine a suitable site within Lot 400 on Deposited Plan 409078 and Lot 46 on Deposited Plan 413028 for a new Health Service; 3.Request the Chief Executive Officer undertake public consultation in regards to a new Health Service being located within Lots 400 and 46; and 4.Request the Chief Executive Officer to prepare a further report for Council's consideration after determining the above.	WACHS advised of Council resolution. (October 2019)	Property and Development Services	31/12/19	50%
568	679/2019	22/10/19	OCM	Proposed Realignment of Onslow Townsite Boundary	That with respect to the Proposed Realignment of the Onslow Townsite Boundary, Council: 1.Request the Minister for Lands to amend the Onslow Townsite Boundary in accordance with the plan enclosed as ATTACHMENT 13.14A.	Progressing	Property and Development Services	21/11/19	50%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
569	680/2019	22/10/19	OCM	Application Acceptance of Community Support Grant Allocations Round 1, 2019/20 Annual Financial Year	That with respect to the Acceptance of Community Support Grant Allocations, Round 1, 2019/20 Annual Financial Year, Council: 1.Approve the recommendations for General Community Support Grant Applications being allocated from account GL 081877 (Sponsorships and Grants) as stated in Table 14.1B of this report.	Progressing	Community Services	21/11/19	50%
570	681/2019	22/10/19	OCM	Council initiated Donation Tom Price Primary School	That with respect to the Council Initiated Donation for the Tom Price Primary School, Council: 1.Commend the Tom Price Camp Draft for their support and the re-direction of the Signature Event Funding; and 2. Approve the Chief Executive Officer to negotiation the terms of the donation to the Tom Price Primary School to the value of $20,000.	Progressing	Community Services	21/11/19	50%
571	682/2019	22/10/19	OCM	Award of RFT 07.19 Onslow Class IV Landfill Work - Pilbara Regional Waste Management Facility	That with respect to the Award of RFT 07.19 Onslow Class IV Landfill Work– Pilbara Regional Waste Management Facility, Council: 1.Resolve that Report CONFIDENTIAL ATTACHMENT 15.1B is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c); “A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.” 2.Note the attachments RFT 07.19 Scope of Works ATTACHMENT 15.1A and Evaluation report CONFIDENTIAL ATTACHMENT 15.1B; 3.Pursuant to Clause 20, Division 2, of “Local Government (Functions and General) Regulations 1996, vary the scope of works of RFT 07.19 by removing the Tyre Baling Shed and Maintenance Shed as a minor variation to RFT 07.19. 4.Once a Works Approval for the Onslow Class IV Landfill has been issued by the Department of Water, Environment and Regulation, the Conditions Precedent have been satisfied, and the Building Better Regions Funding Milestone changes have been authorised by the Federal Government, award RFT 07.19 Onslow Class IV Landfill Early Works, as varied in recommendation 3 above, to Raubex Construction Pty Ltd, upon the approval of the works by the Department of Water and Environmental Regulations, and authorise the Chief Executive Officer to enter into a contract with the preferred contractor; and 5.Authorise the Chief Executive Officer, prior to the signing of contracts, to negotiate the provision of possible variations, providing that the variations are: a)In accordance with clause 20 of the “Local Government (Functions and General) Regulations 1996”, b)Necessary in order for the goods or services to be supplied, and c)Managed within the overall budget for the project.	Progressing	Infrastructure Services	21/11/19	50%
572	683/2019	22/10/19	OCM	Notice of Motion Mosquito Infestations across all Shire of Ashburton Towns	That with respect to the Notice of Motion – Mosquito Infestations Across all Shire of Ashburton Towns, Council: 1.Note the response and information provided in the Report relating to mosquito management.	Progressing	Property and Development Services	21/11/19	50%
573	684/2019	22/10/19	OCM	Speed Limit on Onslow Ring Road	That with respect to the New Business of an Urgent Nature Introduced by decision of meeting by Cr White, Council; 1.Request Main Roads WA to review the current 60kph speed limit on the Onslow Ring Road.	Progressing	Office of the CEO	21/11/19	50%
574	685/2019	22/10/19	OCM	Modification to the 'Vision' Associated with the Strategic Community Plan 207-2017 (2019 Desktop Review)	That with respect to the New Business of an Urgent Nature Introduced by decision of meeting by Cr Foster, Council; 1.Resolve to clarify the ‘Vision’ of the Shire as stated in the Strategic Community Plan 2017-2027 (2019 Desktop Review) by adding the word ‘inclusive’ and to read as follows: “We will embrace our unique Pilbara environment and lifestyle through the development of vibrant, connected, inclusive and active communities that have access to quality services, exceptional amenities and economic vitality.” 2. Request the Chief Executive Officer to provide local public notice of the revised document as required under the Local Government (Administration) Regulations 1996.	Progressing	Office of the CEO	21/11/19	50%

	Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
575	686/2019	22/10/19	OCM	Confidential Item - Request from Ashburton Investments Pty Ltd (Lessee) - Onslow Sun Chalets	That with respect to the request from Ashburton Investments Pty Ltd (Lessee) – Onslow Sun Chalets, Council: 1.Advise Ashburton Investments Pty Ltd that the lease fee will be $100,000 pa (ex GST and subject to CPI increases as per the current lease) for 2 years 2.Ensure a further appraisal is to be undertaken after two years to determine the appropriate market rental value of the property	Lessee advised of outcome. Deed of Variation drafted for Lessees review. (October 2019)	Property and Development Services	31/12/19	75%
576	687/2019	22/10/19	OCM	Confidential - Wittenoom Claim Damages Claim	1That with respect to the matter the subject of this report, Council adopt the officer recommendation contained in the body of the report	Progressing	Office of the CEO	21/11/19	50%
577	688/2019	22/10/19	OCM	Confidential Item - Acting position of Director Corporate Services	That with respect to the matter of the position of Director Corporate Services, Council: 1.Appoint Mr Steven Deckert in the role of (Acting) Director Corporate Services, pursuant to s5.37 (2) of the Local Government Act 1995, concluding 17 November 2019.	Completed and finalised	Office of the CEO	21/11/19	99%
578	689/2019	22/10/19	OCM	Confidential Councillor Agenda Item - Staffing Matter	1.That Council receive the CONFIDENTIAL report and endorsed attachment concerning a CONFIDENTIAL matter – Shire of Ashburton – Employee Matter.	Completed and finalised	Office of the CEO	21/11/19	99%
579	690/2019	12/11/19	SCM	Confidential Item - Staff Issue	That with respect to Confidential Item - Staff Issue, Council resolve to consider the matter and resolve accordingly.	Completed and finalised	Office of the CEO	21/11/19	99%
580	691/2019	12/11/19	SCM	Confidential Item - Appointment of Acting Chief Executive Officer	That with respect to Confidential Item - Appointment of Acting Chief Executive Officer, Council: 1.Authorise the appointment of Mr Steven Deckert as Acting Chief Executive Officer as from 13 November 2019 until 19 December 2019; 2. As per S5.36 (2) Local Government Act; believe that Mr Deckert is suitably qualified for the position; 3.Is satisfied with the proposed provisions as contained in the Confidential Letter of Engagement, dated 13 November 2019, as tabled at this meeting; and 4.Authorise the President to sign the Confidential Letter of Engagement on behalf of the Council.	Completed and finalised	Office of the CEO	21/11/19	99%

Monthly Report of Use of the Common Seal and Actions Performed under Delegated Authority as required by Council Policy ELM13 (Affixing of the Common Seal) and Delegations DA08-1 and DA02-4.

Date Seal Applied / Approval Date	Delegation Number	Common Seal No.	Parties Involved / Applicant	Document Details / Description / Decision	Directorate Responsibility
02/10/19	DA08-1		Helen Russell	Single House (Additions to existing for Patio) - Lot 688 Yaruga Street, Tom Price WA 6751	Property & Development Services
02/10/19	DA08-1		CONDOR ENTERPRISES WA PTY LTD	Hotel (Additions for modular accommodation units - 80 single bedrooms) - Lot 622 McRae Ave, Paraburdoo WA 6754	Property & Development Services
25/10/19	DA08-1		Amber Baines	Home Occupation (Cake Baking) - Lot 587 King Avenue, Paraburdoo WA 6754	Property & Development Services
25/10/19	DA08-1		Lisa Markich	Equestrian Purposes (Additions for a Sea Container) Tom Price Pony Club - Lot 54 Nameless Valley Road, Tom Price	Property & Development Services

RFT #	RFT Title	Opening	Closing	Awarded To	Method of Award	Council Meeting Date	Consideration
01.19	Provision of Business Software	26/01/2019	14/02/2019	Vault IQ AU Pty Ltd	OCM	23/04/2019	$40,396.80 ex GST
02.19	Passion of the Pilbara 2019 Event Management	9/02/2019	26/02/2019	Wrapped Creations	OCM	12/03/2019	$300,000 ex GST
03.19	Storm Water Network Cleaning WALGA	1/04/2019	16/04/2019	Cleanflow Environmental Solutions	OCM	21/05/2019	Schedule of Rates
04.19	Onslow Class IV Landfill Project - Early Works	5/04/2019	30/04/2019	NTC Contracting	OCM	29/05/2019	$1,343,353.63 ex GST
05.19	Housing Works - Tom Price	15/05/2019	4/06/2019	CANCELLED	OCM		
06.19	Design and Construction of Onslow Depot	25/05/2019	18/06/2019	Modular WA	OCM	16/07/2019	$378,831.20 Ex GST
07.19	Onslow Class IV Landfill Project - Main Works	6/06/2019	16/07/2019	Raubex Construction Pty Ltd	OCM	22/10/2019	Subject to contract negotiations
08.19	House Refurbishment 1143 Yanagin St Tom Price	27/07/2019	15/08/2019	Byblos Constructions	CEO Delegation		$212,604.00

09.19	Design and Construction of New (Staff) Houses in Tom Price	26/10/2019	28/11/2019	OPEN			
10.19	D&C of Paraburdoo Softball and Soccer facilities	31/07/2019	28/08/2019	Byblos Constructions	OCM	18/09/2019	$552,269.77 ex GST
11.19	Asphalt Resealing Onslow Paraburdoo and Tom Price	24/08/2019	19/09/2019	CANCELLED			
13.19	Pannawonica Millstream Road - Sealing of Unsealed Road	26/09/2019	15/10/2019	Under Evaluation			
14.19	Urban Stormwater Drainage Renewals	2/10/2019	17/10/2019	Egan Civil Pty Ltd	CEO Delegation		$180,298.00 ex GST
15.19	Urban Roads Asphalt Resealing Program	26/10/2019	12/11/2019	OPEN			
16.19	Paraburdoo Crib Room Refurbishment	30/10/2019	20/11/2019	OPEN			
17.19	Plants, Trees & Landscaping Contract	6/11/2019	21/11/2019	OPEN			

18.19	Culvert Installation Pannawonica Millstream Road	18/10/2019	5/11/2019	OPEN			
19.19	ICT Strategic Review and Service Delivery	13/11/2019	11/12/2019	Draft			
20.19	Design and Construction of Two Operations Buildings	9/11/2019	10/12/2019	OPEN			
21.19	Rural Unsealed Roads Renewal Program	2/11/2019	21/11/2019	OPEN			
EOI 12.19	Expression of Interest Tom Price Child Care Centre	29/08/2019	19/09/2019	Under Evaluation			

Department of
Local Government, Sport
and Cultural Industries

GOVERNMENT OF WESTERN AUSTRALIA

Local Government Act 1995 Review
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LOCAL GOVERNMENT ACT REVIEW ▶▶▶ DELIVERING FOR THE COMMUNITY

Mandatory Code of Conduct for Council Members, Committee Members and Candidates

Draft for Consultation

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Preface

As part of the McGowan Government's commitment to transforming local government in WA, the *Local Government Legislation Amendment Act 2019* introduces a mandatory code of conduct for council members, committee members and candidates. These reforms are intended to ensure that standards of behaviour are consistent between local governments and address community expectations.

This document outlines the proposed Code which will inform the drafting of regulations. This is contained in the grey boxes. The accompanying guidelines provide clarification and guidance in relation to compliance and enforcement of the Code and would be available on the Department's website.

The proposed Code and guidelines have been developed by the Department of Local Government, Sport and Cultural Industries in consultation with representatives from the Public Sector Commission, the Ombudsman, the Western Australian Local Government Association (WALGA) and Local Government Professionals WA (LG Pro). The Department gratefully acknowledges the participation of these representatives.

The Department notes that the content of the Code does not necessarily reflect the views or policies of the organisations or individuals that have been consulted.

Feedback is sought on the proposed Code and guidelines and associated matters.

A survey is available at www.dlgsc.wa.gov.au/lgareview or you can provide your feedback to actreview@dlgsc.wa.gov.au by **22 November 2019**.

Mandatory Code of Conduct

Preamble

The purpose of this Code of Conduct (Code) is to guide the decisions, actions and behaviours of council members, committee members and candidates running for election.

As an elected representative, council members govern the affairs and are responsible for the performance of their local government. To do this, council members must demonstrate professional and ethical behaviour to build and strengthen trust in their communities.

A person who has nominated to be a council member is also required to demonstrate professional and ethical behaviour during the election campaign.

In addition to carrying out the duties outlined in the *Local Government Act 1995*, council members and committee members must comply with the provisions in this Code of Conduct in carrying out their functions as public officials. It is the responsibility of council members, committee members and candidates to ensure that they are familiar with, and comply with, this Code at all times.

Guidelines

The Local Government Act requires that local governments adopt the Code within three months of the amendments taking effect. Until the Code is adopted, the model Code applies.

While local governments are not able to amend Part A or Part C, additional behaviours can be included in Part B that are not inconsistent with the Code.

In considering additional behaviours, the council may give consideration to behaviours that are not currently represented in the Code that it considers are important. This may include introducing a dress standard for members or use of technology, for example.

To adopt the Code, a resolution passed by an absolute majority is required. Once the Code is adopted, it must be published on the local government's official website.

Part A – Principles

Council members and candidates are expected to adhere to and promote and support the following principles by example. Adhering to these principles will ensure that council members and candidates can comply with the behaviours outlined in Part B or conduct as outlined in Part C. All behaviour should be considered against these principles, whether or not it is covered specifically in Part B or Part C.

Personal integrity

1.1 Act with care and diligence and participate in decision making in an honest, fair, impartial and timely manner, considering all relevant information.

1.2 Act with honesty, integrity and uphold the concept of natural justice.

1.3 Identify, declare and appropriately manage any conflicts of interest in the public interest and the interests of the Council including not accepting gifts that may give the appearance of a conflict of interest or an attempt to corruptly influence behaviour.

1.4 Uphold the law, and, on all occasions, act in accordance with the trust placed in council members.

1.5 Avoid damage to the reputation of the local government.

1.6 Not be impaired by mind affecting substances while performing official duties.

Relationships with others

1.7 Treat others with respect, courtesy and fairness.

1.8 Maintain and contribute to a harmonious, safe and productive work environment for all.

1.9 Respect and value diversity in the workplace and in the community.

Accountability

1.10 Base decisions on relevant and factually correct information and make decisions on merit and in accordance with statutory obligations and good governance.

1.11 Be open and accountable to the public, represent all constituents and make decisions in the public interest.

Guidelines

The principles outlined in Part A are overarching behaviours that council members, committee members and candidates must take into consideration in their role as public representatives, or potential public representatives.

All council members, committee members and candidates must familiarise themselves with the Code and Guidelines and any relevant policies the local governments have in place.

Council members are generally very active in their communities which may lead to conflicts of interests. To comply with this Code, those conflicts, or perceived conflicts, need to be managed appropriately. While a member may be confident of the integrity of their actions, how the relationship and actions may appear to others must be thought through.

There are many situations that council members, committee members and candidates might find themselves in that could lead to a breach of the Code. Members should seek further guidance and advice on specific situations whenever necessary.

Part B – Behaviour

Part B sets out the standards of behaviour which enable and empower council members to meet the principles outlined in Part A. Behaviour is expected to be managed at the local level by the local government, so Part B also deals with how complaints are to be managed.

Failure to comply with this Part may give rise to a complaint against a council member's conduct, followed by a subsequent investigation and possible corrective action by the local government. The emphasis should be on an educative role to establish sound working relationships and avoid repeated breaches, rather than punishment.

Personal integrity

2.1 Act in line with the principles outlined in this Code when performing official duties.

2.2 Attend and participate constructively in council meetings, briefings, relevant workshops and training opportunities.

2.3 Respect and comply with all council policies, procedures and resolutions.

2.4 Ensure professional behaviour is not compromised by the use of alcohol or drugs.

2.5 Use all forms of media, including social media, in a way that complies with this Code.

Relationships with others

2.6 Treat other council members, council employees and members of the public with courtesy, respect, honesty and fairness.

2.7 Do not bully or harass council staff, other council members or members of the public in any form, including social media.

2.8 Deal with the media in a positive, informative and appropriate manner in accordance with the Local Government Act 1995 and relevant local government policies.

2.9 While acting as a council member, do not:

i. use offensive or pejorative language in reference to another council member, council employee or member of the public; or

ii. disparage the character of any council member or employee, or impute dishonest or unethical motives to them in the performance of their duties.

2.10 When attending a council or committee meeting, do not:

i. behave in an abusive or threatening manner towards another council member or other person attending the meeting;

ii. make statements that the person knows, or could be reasonably expected to know, that are false or misleading; or

iii. repeatedly disrupt the meeting.

2.11 When attending a council or committee meeting:

i. comply with the local law that relates to conduct of people at council or committee meetings;

ii. promptly comply with any direction given by the presiding member at that meeting; and
iii. immediately cease any conduct that has been ruled out of order by the presiding member in accordance with the local government's local law.

2.12 Direct all requests for work or actions by council staff to the CEO or the CEO's nominated delegate.

Accountability

2.13 Make decisions honestly and impartially, considering all available information, legislation, policies and procedures.

2.14 Take responsibility for decisions and actions.

2.15 Abide by the decisions of council and publicly support the decisions even if of an alternative view.

2.16 Adhere to the principles in the:

i. Occupational Safety and Health Act 1984 (WA);
ii. Equal Opportunity Act 1984 (WA);
iii. Racial Discrimination Act 1975 (Cth); and
iv. Sex Discrimination Act 1984 (Cth).

Complaint management

2.17 Any person may make a complaint about a council member under this Part within three months of the alleged breach occurring.

2.18 A breach of this part does not include a matter:

i. that is resolved by the Presiding Member during a meeting, or
ii. where a council member complies with a request for remedial action in accordance with the relevant local law.

2.19 Complaints about an alleged breach should be made to the Mayor or President or the CEO of the local government or nominated delegate.

2.20 Complaints about an alleged breach by the Mayor or President should be made to the Deputy Mayor or President or a nominated delegate.

2.21 A complaint may be handled or managed in any manner that council deems appropriate for handling an alleged breach of this section. This includes investigation or dismissal of the complaint. This must be laid out in a council endorsed policy.

2.22 A complaint may be dismissed as trivial, vexatious or frivolous and accordingly not investigated.

Findings

2.23 Following an investigation in accordance with rule 2.21, the Council may, by resolution, make a finding of breach or no breach.

2.24 In accordance with rule 2.23, if a breach is found, the Council may, by resolution:

i. take no action, or
ii. prepare an action plan, developed in conjunction with the council member, to address future behaviour.

2.25	An action plan may include the requirement for the council member to undertake training, mediation or counselling or any other actions deemed appropriate by the Council.
2.26	The Council to which the member is elected, may decide, via resolution, to make an allegation of a rule of conduct breach under Part C: i. after the third finding of a breach of this Part by the same council member, or ii. where the council member fails to comply with the action plan in accordance with sub-rule 2.24(ii).
2.27	A matter under sub-rule 2.26(i) cannot be alleged as a Part C breach unless an action plan has been developed in accordance with sub-rule 2.24(ii) for the previous two breaches.
2.28	Written notification of the outcome of an alleged breach under this section must be given to the council member and complainant.
2.29	A written record must be kept of all complaints made under this Part and how they were dealt with.

Guidelines

Local governments are responsible for taking action against alleged breaches under Part B.

Local governments are to have a policy on how complaints are going to be handled or managed.

Australian/New Zealand Standards for complaints resolution AS/NZs 10002:2018 provides a tool and framework to assist local governments with developing a policy.

Whether or not local governments choose to adopt the Standard is optional, however, the policy must provide a clear outline of the steps that will be taken once a complaint is submitted. The complaint process must also uphold the principles of natural justice.

There are a number of resources for effective complaints handling available on the Ombudsman WA's website www.ombudsman.wa.gov.au

In developing a policy, the following key matters should be considered.

The complaints process

- The role of the council in the process.
- The extent to which independent persons are involved and their role in the process (complaint lodgement, investigation, findings). Local governments may decide to establish a regional or shared committee to deal with these complaints, for example.
- What types of remedial action are appropriate.
- The form of the action plan.

Process for making a complaint

- The process for a person to make a complaint needs to be clearly outlined in the policy, including whether complaints are required to be in a specific form.
- Complaints should be submitted in writing, with consideration given to a variety of methods, including email, letter or fax.
- The policy should also outline how the complaint is lodged, whether this is via a specific code of conduct complaint email address or a letter addressed to the Mayor or President (or alternative).
- The process should be simple and not act as a barrier to the raising of concerns about elected member behaviour.

Acknowledgement of the complaint

- The policy should include that complaints will be acknowledged and the timeframe for this.
- Complaints should be acknowledged in a timely manner. As part of the acknowledgement process, consideration may be given to providing information on how the complaint will be progressed. This may include providing the complainant with a copy of the complaint handling policy.

Responsiveness

- The policy should outline whether complaints are going to be addressed based on seriousness or impact of the allegation or on order of submission.
- Inclusion of an expected timeframe for the matter to be reviewed is also encouraged.

Action

- Complaints must be dealt with in an equitable, objective, timely and unbiased manner. The principle of natural justice should be applied.
- The policy needs to outline who will make the initial assessment of the complaint. This includes who will make the determination that the complaint is trivial, vexatious or frivolous or worthy of further investigation.
- The policy also needs to address the process for the investigation including:
    - giving adequate opportunity for a right of reply from both parties
    - if a breach is found, what are the actions that could be imposed by council.
- Attachment 1 provides further guidance on possible actions for breaches found against Part B.

Action plans

- Action plans are designed to provide council members with the opportunity to remedy their behaviour.
- The measures to stop the behaviour from continuing are not intended to be a punishment, rather a mechanism to prevent the behaviour from reoccurring.
- The Code requires that the action plan is prepared in conjunction with the relevant council member. This is designed to provide the council member with

the opportunity to be involved in matters such as the timing of meetings or training.

- While Council is required to give the council members the opportunity, not all council members will actively participate in the process.

What happens if agreement cannot be reached

- Circumstances may arise when a Council cannot agree on the outcome of an investigation, or whether an investigation is required to an alleged breach.
- In these situations, Council may decide to engage an independent person to:
    - review the complaint
    - investigate the complaint, or
    - make recommendations on appropriate actions
- The policy should address who will be engaged as an independent person. Local governments may consider sharing the services of an independent person.

Attachment 1 – possible actions for Part B breaches

Personal integrity		Possible actions
2.1	Act in line with the principles outlined in this Code when performing official duties.	Training
2.2	Attend and participate constructively in council meetings, briefings, relevant workshops and training opportunities.	Training Mediation
2.3	Respect and comply with all council policies, procedures and resolutions.	Training
2.4	Ensure professional behaviour is not compromised by the use of alcohol or drugs.	Counselling
2.5	Use all forms of media, including social media, in a way that complies with this Code.	Training
Relationships with others		
2.6	Treat other council members, council employees and members of the public with courtesy, respect, honesty and fairness.	Training Mediation Apology
2.7	Do not bully or harass council staff, other council members or members of the public in any form, including social media	Training Mediation Apology
2.8	Deal with the media in a positive, informative and appropriate manner in accordance with the *Local Government Act 1995* and relevant local government policies.	Training
2.9	While acting as a council member, do not: i. use offensive or pejorative language in reference to another council member, council employee or member of the public; or ii. disparage the character of any council member or impute dishonest or unethical motives to them in the performance of their duties.	Training Mediation Counselling Apology
2.10	When attending a council or committee meeting, do not: i. behave in an abusive or threatening manner towards another council member or other person attending the meeting; ii. make statements that the person knows, or could be reasonably expected to know, that are false or misleading; or	Training Mediation Counselling Apology

	iii. repeatedly disrupt the meeting.	
2.11	When attending a council or committee meeting: i. comply with the local law that relates to conduct of people at council or committee meetings; ii. promptly comply with any direction given by the presiding member at that meeting; and iii. immediately cease any conduct that has been ruled out of order by the presiding member in accordance with the local government's local law.	Training Mediation Counselling
2.12	Direct all requests for work or actions by council staff to the CEO or the CEO's nominated delegate.	Training
Accountability		
2.13	Make decisions honestly and impartially, considering all available information, legislation, policies and procedures.	Training
2.14	Take responsibility for decisions and actions.	Training Counselling
2.15	Abide by the decisions of council and publicly support the decisions even if of an alternative view.	Training
2.16	Adhere to the principles in the: i. *Occupational Safety and Health Act 1984 (WA);* ii. *Equal Opportunity Act 1984 (WA);* iii. *Racial Discrimination Act 1975 (Cth);* and iv. *Sex Discrimination Act 1984 (Cth)*.	Training Mediation

Part C – Rules of Conduct

Rules of conduct breaches are matters that:

- negatively affect the honest or impartial performance of a council member;
- involve a breach of trust placed in the council member; or
- involve the misuse of information or material.

Alleged breaches of this part can be referred to the Local Government Standards Panel (Standards Panel) in accordance with the *Local Government Act 1995* (the Act). A breach of this Part is a "minor breach". In the event the Standards Panel makes a finding of breach against a council member, sanctions will be imposed in accordance with the Part 5 Division 9 of the Act.

Nothing in this part removes the obligations placed upon council members and employees (including the CEO) of the local government under the *Corruption, Crime and Misconduct Act 2003*.

Guidelines

A breach of Part C is considered by the Standards Panel in accordance with the Act. The Standards Panel, which was established in 2007, has the authority to make binding decisions to resolve allegations of minor misconduct. The Standards Panel is independent of the Minister for Local Government and the department.

The process for complaints under Part C is outlined in the Act. Complaints in the first instance are directed to the complaints officer at the local government. The Act provides that the complaints officer is the CEO or another officer with delegated responsibility.

As the Panel does not have investigative powers, findings and decisions are made on the basis of the information it receives. To assist with understanding each Part C rule of conduct, the elements are outlined alongside each. For a finding of breach, the Standards Panel needs to be satisfied that it is more likely than not, (on the balance of probabilities) that a breach of each element has occurred.

Personal Integrity

Misuse of local government resources	Elements of Rule of Conduct
a. ***resource*** is defined to mean tangible and intangible assets, services or other means of supporting the functions of local government, which are owned or paid for by the local government from public money. b. A person who is a council member must not either directly or indirectly use the resources of a local government — i. for the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*; or ii. for any purpose other than fulfilling the legal obligations and duties of the council member's office, unless authorised under the Act, by the council or the CEO to use the resources for that purpose.	(a) the person the subject of the complaint was a council member both at the time of the conduct and the time when the Panel makes its determination; (b) the council member directly or indirectly used; (c) resources that belonged to the local government; (d) for the identified electoral purpose or any other purpose other than in their legal role as a council member; (e) without such purpose being authorised under the Act, by the council or the local government's CEO.

Securing personal advantage or disadvantaging others	Elements of Rule of Conduct
c. A person who is a council member must not make improper use of the person's office as a council member — i. to gain directly or indirectly an advantage for the person or any other person; or	(a) the person the subject of the complaint was a council member both at the time of the conduct and the time when the Panel makes its determination; (b) by engaging in the conduct, the person the subject of the complaint made use of the office of a council member (in

ii. to cause detriment to the local government or any other person. d. Rule 3.3 does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.	the sense that he or she acted in their capacity as a council member, rather than in some other capacity); (c) when viewed objectively, such use was an improper use of the person's office as council member in that it: i. involved a breach of the standards of conduct that would be expected of a person in the position of a council member by reasonable persons with knowledge of the duties, powers and authority of the councillor and the circumstances of the case (by for example, an abuse of power or the doing of an act which the councillor knows or ought to have known that he or she had no authority to do); and ii. was so wrongful and inappropriate in the circumstances that it calls for the imposition of a penalty; and (d) the person engaged in the conduct in the belief that: i. [*in the case of rule 3.3(i)*] an advantage (pecuniary or otherwise) would be gained directly or indirectly for the person or any other person; or ii. [*in the case of rule 3.3(ii)*] detriment (pecuniary or otherwise) would be suffered by the local government or another person; (e) It is irrelevant whether advantage was actually gained or detriment suffered; (f) The conduct does not fall under section 5.93 of the Act: improper use of information (which would be a serious breach), or section 83 of the Criminal Code (which would be a crime).

Repeated breaches of Part B	Elements of Rule of Conduct
e. A breach of Part B of the Code of Conduct is a minor breach if: i. it occurs after the council member has been found to have committed 3 or more other breaches of Part B; or ii. the council member fails to comply with the action plan developed after a finding of inappropriate behaviour under Part B; and iii. the Council to which the member is elected, decides, via resolution, to make an allegation of a rule of conduct breach under this Part.	(a) the person the subject of the complaint was a council member or candidate both at the time of the conduct and the time when the Standards Panel makes its determination; (b) the council has passed a resolution referring the matter to the Standards Panel; (c) in the case of (i) – i. the person has been found to have breached Part B of the code of conduct on at least three occasions; ii. the behaviour the subject of this complaint occurred after a finding of inappropriate behaviour; iii. the person has engaged in behaviour that is a breach of Part B of the code of conduct; iv. an action plan is in place; or (d) In the case of (ii) – i. there was an action plan in place; ii. the action plan resulted from a previous finding of a breach of Part B; iii. the person has not complied with the action plan.

Relationships with employees

Prohibition against involvement in administration	Elements of Rule of Conduct
3.7 A person who is a council member must not undertake a task that contributes to the administration of the local government unless authorised by the CEO to undertake that task.	(a) the person the subject of the complaint was a council member both at the time of the conduct and the time when the Panel makes its determination; (b) the council member took on or was involved or participated in the performance, attempted performance, or part-performance, of a function or responsibility which under the

3.8 Rule 3.7 does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.	Act or by delegation it is for the local government's CEO to perform or direct; and (c) such taking on, involvement or participation: i. contributed (for example, played a part in achieving) something; and ii. did not occur as anything the council member did as part of the deliberations at a council or committee meeting (which may include something the member did as part of their preparation for any such deliberation); and (d) the local government's CEO did not authorise such taking on, involvement or participation.

Relations with local government employees	**Elements of Rule of Conduct**
3.9 In this rule — ***employee*** means a person as defined in section 5.36 of the Act and any person contracted to provide a service to the local government. 3.10 A person who is a council member or candidate must not — i. direct or attempt to direct a person who is a local government employee to do or not to do anything in the person's capacity as a local government employee; or ii. attempt to influence, by means of a threat or the promise of a reward, the conduct of a person who is a local government employee in the person's capacity as a local government employee; or	**Rule 3.10(i)** (a) the person the subject of the complaint was a council member or candidate both at the time of the conduct and the time when the Panel makes its determination; (b) the council member or candidate gave or tried or made an effort to give a direction or an order or command; (c) to another person, who is an employee of the relevant local government; (d) to do or not to do something in the other person's capacity as a local government employee; and (e) the direction or attempted direction was not part of anything that the person did as part of the deliberations at a council or committee meeting (which may include something he or she did as part of their preparation for any such deliberation).

iii. behave in an abusive or threatening manner towards any local government employee. 3.11 Rule 3.10(i) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting. 3.12 If a person, in their capacity as a council member, is attending a council meeting, committee meeting or other organised event, other than at a meeting or part of a meeting that is closed to the public, the person must not, either orally, in writing or by any other means — i. make a statement that a local government employee is incompetent or dishonest; or ii. use offensive or objectionable expressions in reference to a local government employee. 3.13 Rule 3.12(i) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.	**Rule 3.10(ii)** (a) the person the subject of the complaint was a council member or candidate both at the time of the conduct and the time when the Panel makes its determination; (b) a council member or candidate tried or made an effort to affect, sway or produce an effect on; (c) the conduct of another person, who is an employee of the relevant local government, in that person's capacity as a local government employee; and (d) the council member or candidate's effort to affect, sway or produce an effect was carried out by means of – (i) a threat by the person (for example, the council member's declaration of an intention to inflict punishment, pain or loss on, or to take any action detrimental or unpleasant to, the employee — or on someone, or to something, that the employee cares about — in retaliation for, or conditionally upon, some action or course), or (ii) a promise or undertaking by the person to give the employee something having a value, or to do or not do something where the act or omission concerned has some value or advantage for or to the employee. **Rule 3.10(iii)** (a) the person the subject of the complaint was a council member or candidate both at the time of the conduct and the time when the Panel makes its determination; (b) the person behaved in a manner which was: (i) abusive (for example, the council member uses insulting, disparaging belittling or derogatory language about or to the employee); or

	(ii) threatening (for example, the council member's declaration of an intention to inflict punishment, pain or loss on, or to take any action detrimental or unpleasant to, the employee — or on someone, or to something, that the employee cares about — in retaliation for, or conditionally upon, some action or course); (c) the behaviour is directed towards a local government employee. **Rule 3.12(i)** (a) the person the subject of the complaint was a council member both at the time of the conduct and the time when the Panel makes its determination; (b) the council member attended a council meeting, committee meeting or other organised event in their capacity as a council member; (c) the council member either verbally, in writing or by some other means, made a statement (for example, a communication or declaration in speech or writing setting forth facts, particulars; etc.); and (d) viewed objectively, the council member's statement (or a sufficiently clear inference from the words used) was that an employee of the council member's local government was incompetent or dishonest. (e) Chapter XXXV of *The Criminal Code* does not apply. **Rule 3.12(ii)** (a) the person the subject of the complaint was a council member both at the time of the conduct and the time when the Panel makes its determination;

	(b) the council member attended a council meeting, committee meeting or other organised event in their capacity as a council member; (b) the council member either verbally, in writing or by some other means, used an expression (for example, any word, phrase or form of speech) which it is more likely than not that a member or members of the public present heard or otherwise became aware of; (c) the expression was an offensive or objectionable expression (for example, an expression that is likely to cause offence or displeasure and is insulting); and (d) the expression was an offensive or objectionable expression in reference to an identified employee of the council member's local government.

Accountability

Unauthorised disclosure of information	**Elements of Rule of Conduct**
3.14 In this rule — ***closed meeting*** means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act; ***confidential document*** means a document, or that part of a document, marked by the CEO or a nominated delegate to clearly show that the information is not to be disclosed;	**Rule 3.15(i)** (a) the person the subject of the complaint was a council member both at the time of the conduct and the time when the Panel makes its determination; (b) the council member disclosed information to someone who at the time was not also a council member of the same local government; and (c) the disclosed information was information the disclosing council member derived from a document that was marked by the relevant local government's CEO, or at the CEO's direction, to clearly show that the information in the document was not to be disclosed; and

non-confidential document means a document that is not a confidential document or is not marked confidential. 3.15 A person who is a council member must not disclose — i. information that the council member derived from a confidential document; or ii. information that the council member acquired at a closed meeting other than information derived from a non-confidential document; or iii. personal information as defined in the *Freedom of Information Act 1992.* 3.16 Sub-rule (3.15) does not prevent a person who is a council member from disclosing information — i. at a closed meeting; or ii. to the extent specified by the council and subject to such other conditions as the council determines; or iii. that is already in the public domain; or iv. to an officer of the Department; or v. to the Minister; or vi. to a legal practitioner for the purpose of obtaining legal advice; or vii. if the disclosure is required or permitted by law.	(d) the disclosed information was not information already in the public domain (for example, it was not generally available to all persons) at the time of the disclosure by the disclosing council member, and the disclosure did not occur in any of the ways identified in rule 3.16. **Rule 3.15(ii)** (a) the person the subject of the complaint was a council member both at the time of the conduct and the time when the Panel makes its determination; (b) a council member disclosed information to someone who at the time was not also a council member of the same local government; and (c) the disclosed information was information the disclosing council member acquired at a council or committee meeting, or a part of a council or committee meeting, that was closed to members of the public under section 5.23(2) of the Act; and (d) the disclosing council member did not derive the disclosed information from a non-confidential document (that is, a document that was *not* marked by the local government's CEO, or at the CEO's direction, to clearly show that the information in it was not to be disclosed); and (e) the disclosed information was not information already in the public domain (for example, it was not generally available to all persons) at the time of the disclosure by the disclosing council member, and the disclosure did not occur in any of the ways identified in rule 3.16.

	Rule 3.15(iii) (a) the person the subject of the complaint was a council member both at the time of the conduct and the time when the Panel makes its determination; (b) the council member disclosed information to someone who at the time was not also a council member of the same local government; and (c) the disclosed information was personal information as defined in the *Freedom of Information Act 1992* (for example, name, date of birth, address, or a reference to an identification number or other identifying particular such as a fingerprint or body sample). (d) the disclosed information was not information already in the public domain (for example, it was not generally available to all persons) at the time of the disclosure by the disclosing council member, and the disclosure did not occur in any of the ways identified in rule 3.16. *Freedom of Information Act 1992* defines personal information as: information or an opinion, whether true or not, and whether recorded in a material form or not, about an individual, whether living or dead — (a) whose identity is apparent or can reasonably be ascertained from the information or opinion; or (b) who can be identified by reference to an identification number or other identifying particular such as a fingerprint, retina print or body sample.

Disclosure of interest	**Elements of Rule of Conduct**
3.17 In this rule — ***interest*** means a material interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest. 3.18 A person who is a council member and who has an interest in any matter to be discussed at a council or committee meeting attended by the member must disclose the nature of the interest — i. in a written notice given to the CEO before the meeting; or ii. at the meeting immediately before the matter is discussed. 3.19 Rule 3.18 does not apply to an interest referred to in section 5.60 of the Act. 3.20 Rule 3.18 does not apply if — i. a person who is a council member fails to disclose an interest because the person did not know he or she had an interest in the matter; or ii. a person who is a council member fails to disclose an interest because the person did not know the matter in which he or she had an interest would be discussed at the meeting and the person disclosed the interest as soon as possible after the discussion began. 3.21 If, under sub-rule (3.18)(i), a person who is a council member discloses an interest in a written notice given to the CEO before a meeting then —	(a) the person the subject of the complaint was a council member both at the time of the conduct and the time when the Panel makes its determination; (b) subject to rule 3.19, the person had a private or personal interest in a matter that is more likely than not a conflict of interest or a bias (apparent or real) that does adversely affect, or might adversely affect the council member's impartiality in considering the matter, and includes an interest arising from kinship, friendship, membership of an association, or another circumstance; (c) the member attended the council or committee meeting concerned and was present when the matter under consideration came before the meeting and was discussed; (d) the member did not disclose the nature of the relevant interest in the matter in either of the two ways required by Rule 3.18(i) or 3.18(ii); (e) Rule 3.20 does not apply.

i. before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and ii. at the meeting the person presiding is to bring the notice and its contents to the attention of the persons present immediately before a matter to which the disclosure relates is discussed. 3.22 If — i. under sub-rule (3.18)(ii) or (3.20)(ii) a person's interest in a matter is disclosed at a meeting; or ii. under sub-rule (3.21)(ii) notice of a person's interest in a matter is brought to the attention of the persons present at a meeting, the nature of the interest is to be recorded in the minutes of the meeting.	

ELM01 Council and Other Meetings

Aim	To outline the rights and responsibilities of Council and Councillors in terms of convening Council meetings, overnight accommodation, and to ensure that Councillors are appropriately reimbursed for representing the Council at meetings and functions.
Application	All Elected Members
Statutory Environment	*Local Government Act 1995* Section 5 Division 2
Principles	Strategic Community Plan 2017 ~~–~~ 2027 (2019 Desktop Review) Goal 05 – Inspiring Governance Objective – 03 Council Leadership
Approval Date	OMC ~~21~~ 19 November 201~~9~~7
Monitor and Review	Office of the CEO
Last Review	201~~9~~7
Next Review	2021~~19~~
Review Period	Every 2 years

Policy Statement

All accommodation associated with attendance by Councillors at Council meetings will be arranged by the Chief Executive Officer and expenses thereof paid by Council as per policy ELM06 *Councillor Accommodation, Travel and Incidental Expenses Whilst on Council Business.*

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Councillors are authorised to attend meetings and functions appropriate to their appointments to committees and external organisations and other functions approved by the Council in advance.

Consideration will be given to all invitations to Council to submit nominations for representation on regional or State committees/organisations. Reimbursements of expenses shall be in accordance with any other relevant policy of the Council as determined from time to time.

ELM09 Elected Member Information Forums

Aim	Elected Member Information Forums (EMIFs) are intended to provide a forum at which Elected Members can become fully informed on matters that will be considered by Council; and can raise and discuss a broad range of matters of strategic and operational significance.
Application	All Elected Members
Statutory Environment	*Local Government Act 1995* Shire of Ashburton Standing Orders Local Law 2012
Principles	Community Strategic Plan 2017 – 2027 (2019 Desktop Review) Goal 05 – Inspiring Governance Objective 03 – Council leadership
Approval Date	OMC ~~09 December 2015~~19 November 2019
Monitor and Review	Office of the CEO
Last Review	201~~5~~
Next Review	2021~~9~~
Review Period	Every 2~~4~~ years

POLICY STATEMENT:

This Policy has been prepared to provide guidelines governing the conduct of the EMIFs to ensure compliance with the intent of the *Local Government Act 1995* including the principles of open and accountable decision making.

EMIFs shall be conducted on the basis that EMIF items of business will be divided into three distinct sections:

1. **EN BLOC DISCUSSION**
   a. Elected members to review Agenda Items and identify items that they wish to discuss or have questions.
   b. Councillor Agenda Sheets will be provided at the time of Agenda publication. Elected Members to indicate which items they want to discuss or have further questions. Where possible, questions should be sent to EMACCESS before the meeting.
   c. The Shire President and CEO will receive a summary of the collated Councillor Agenda Sheets to assist with identifying En Bloc Agenda Items prior to Council Meeting.

2. **EMIF Compliance Items**

   Elected Members are to review the Compulsory Annual Compliance Items as listed on a monthly basis. This process gives the Council the necessary tools to meet the compliance objectives set out by the *Local Government Act 1995.*

3. EMIF Workshop/Presentation

a. Workshops and Presentations allow for the opportunity for the Elected Members to be informed and have input into strategic and corporate direction and related issues of importance to the Shire.
b. General discussion opportunity, to update Councillors and staff on contemporary Ashburton issues (time permitting).

3. COUNCILLOR REPORTS, NOTICES OF MOTION, CONTEMPORARY ISSUES AND RELEVANT MEETING ATTENDED

a. Time is allocated for Councillors to provide a verbal report on any contemporary issues and relevant meetings attended
b. Any proposed Notices of Motion (Standing Orders clause 5.3) are also to be discussed here, with the view that all Notices of Motion will benefit from a general discussion, but also to deal with proposals that do not require a formal Council decision in a more timely and cost efficient manner (for example, dealt with by consensus and at organisational level).

4. EMIF "Carried Over" Compliance Items

To be held as needed to deal with compulsory compliance and workshop/presentation items (i.e. 1a and 2a above) not completed at the previous Ordinary Council Meeting day.

FORMAT:

A. EMIF dates are to be scheduled by the Elected Members at the same time as the yearly Council Meeting Schedule.
B. EMIFs will not facilitate a public gallery.
C. Forums are to be attended by all Councillors and relevant officers.
D. Decisions or agreement cannot be reached in respect to any matter raised during the EMIF that requires a Council resolution.
E. All principles of the Local Government Act 1995 and Council's Code of Conduct apply to these EMIFs. Subject to complying with Council's Code of Conduct, discussion during the Forums should be open, honest and frank in order to engender a team approach to problem solving and to enable Elected Members to become fully informed on matters which may come before them.

REFERENCES:

- EMACCESS PROTOCOL
- DISCUSSION BOARD PROTOCOL
- DEPARTMENT OF LOCAL GOVERNMENT "COUNCIL FORUMS" GUIDELINES

EMP17 Occupational Health & Safety

Aim	To provide guidance on Council's expectations of employees in relation to Health and Safety
Application	All workers performing work (paid and unpaid) for the Shire, including but not limited to direct hire, contractors, labour hire, project workers, volunteers and those performing work through a third party.
Statutory Environment	*Occupational Safety and Health Act 1984,* *Occupational Safety and Health Regulations 1996* Health and Safety Codes of Practice, Guidance Notes and Australian Standards.
Principles	Community Strategic Plan 2017 - 2027 (2019 Desktop Review) Goal 05 – Inspiring Governance Objective 04 – Exemplary team and work environment
Approval Date	OMC ~~20 November 2018~~19 November 2019
Monitor and Review	Office of the CEO
Last Review	201~~8~~
Next Review	202~~0~~19
Review Period	Annually

OBJECTIVE

We at the Shire of Ashburton believe that the health, safety and wellbeing of our people employed at work, or people affected by our work, is a priority and must be considered during all work performed by us or on our behalf in accordance with the *Occupational Safety and Health Act 1984*, *Occupational Safety and Health Regulations 1996* and relevant Codes of Practice, Guidance Notes and Australian Standards.

POLICY STATEMENT

In line with our 5 year Health and Safety Plan 2018-2023, the Shire applies the following principles in all we do:

- **Management commitment** supporting high standards of safety and health, performance and the continual improvement of behaviours and processes.
- Sustaining effective mechanisms for **consultation** between management and employees.
- **Hazard and risk management** ensuring safe work methods and a safe work environment through the reporting, identification, assessment and control of hazards and their associated risks.
- Appropriate **training** and development for managers, employees and contractors, ensuring they are equipped with the knowledge and skills to carry out their duties in a safe manner.

- **Planning** for the establishment and maintenance of essential safety management systems to continuously improve workplace health and safety.
- Clear **accountability** of health and safety responsibilities at all levels that cannot be delegated.
- Delivering **wellbeing** initiatives which empower employees to positively influence their health and wellbeing.

The Shire of Ashburton is committed to:

- Creating a positive health and safety culture.
- Consulting and co-operating with employees on health, safety and wellbeing issues directly as well as through their Health and Safety Representatives.
- Providing the necessary human, physical and financial resources to achieve safety outcomes.
- Developing key performance indicators that demonstrate we perform above and beyond minimum health and safety legislative requirements.
- Achieving continuous improvement through the monitoring and review of measurable targets and objectives and improvement of Health and Safety management systems and initiatives.
- Building an enduring reporting culture where hazards and risks are consistently reported, so that:
    - risks are actively identified, assessed and effectively controlled using the highest level of controls; and
    - Investigations can identify root causes and appropriate action taken to prevent recurrences.
- Recognising excellence in safety and health performance.
- Providing support and time to undertake health and safety related tasks.
- Supporting and encouraging employees to participate in a range of health and wellbeing initiatives and activities.

ASSOCIATED DOCUMENTS

Internal:

- *Shire of Ashburton Health and Safety Procedures*
- *Shire of Ashburton Health and Safety Plan 2018-2023*

External:

- Worksafe Plan WA

ENG13 Road Management Policy

Aim	The purpose of this policy is to demonstrate the Shire of Ashburton's commitment to the responsible management of its roads and to establish a policy relating to the management of roads within the Shire's boundaries.
Application	All Staff
Statutory Environment	*Local Government Act 1995* *Main Roads Act 1930* *Land Administration Act 1997*
Principles	Strategic Community Plan 2017 – 2027 (2019 Desktop Review) Goal 04 – Quality Services and Infrastructure Objective 01 – Quality public Infrastructure
Approval Date	OMC ~~26 April 2017~~19 November 2019
Monitor and Review	Infrastructure Services
Last Review	2019~~7~~
Next Review	2021~~9~~
Review Period	Every 2 years

1. BACKGROUND

The Shire of Ashburton (the "Shire") is committed to the provision and maintenance of roads within its boundaries and has an obligation to ensure that the road network provides an appropriate level of service and functionality for the road user.

A Road Management Policy is required to set out a framework for making consistent, structured and justifiable decisions as to whether a gazetted road or area of land used as a road is reasonably required for general public use and is therefore considered to be a "Public Road". Once identified as a Public Road and the responsibility of the Shire it is considered a "Shire road" and must be included in the Shire's Road Register.

Inclusion in the Road Register is an acknowledgement by the Shire that it is the responsible road authority in respect of the Public Road, and therefore has the responsibility for its on-going maintenance, repair, inspection and the risks associated with this function. The level of service is dependent on the classification of the road in the road hierarchy, the standard to which the road has been constructed, the funds available for the maintenance and the level of risk deemed applicable to that road.

If the Shire decides that an area of land used as a road is not the Shire's responsibility, and therefore not a Shire Road then the Shire does not have any statutory or common law duty to inspect, repair or maintain the area of land.

In this case, the Shire has the discretion, not duty, to inspect, maintain and repair areas of land used as a road that are not on the Road Register. Due to the finding of asbestos in the road base, the Shire will request the State of Western Australia to take responsibility for the maintenance of the Roebourne-Wittenoom Road.

The Shire will be able to decide whether a road is a Shire Road based on criteria that are set out in this Policy.

2. SCOPE

~~2.~~

This Policy is intended to apply only to those roads and road reserves for which the Shire of Ashburton is the responsible authority.

There are numerous roads and tracks within the Shire that Council is not responsible for, but are managed by other authorities such as Main Roads Western Australia, the Department of Parks and Wildlife and other State authorities. In particular, the majority of roads and tracks through National Parks are not the responsibility of the Shire of Ashburton. A small number of private roads are the responsibility of their respective owners.

Roads and road reserves that are the responsibility of other authorities (e.g. State roads, National Park roads, private roads etc.) are not included in this Policy.
This Policy is intended to apply consistently throughout the Shire.

3. STRATEGIC IMPLICATIONS

~~3.~~

This Road Management Policy has been developed to support the vision, goals and objectives in the Shire of Ashburton's Strategic Community Plan.

This Policy is also designed to complement the Asset Management Policy. Both policies are supported by the Strategic Asset Management Plan and Road Asset Management Plan.

4. OBJECTIVES

~~4.~~

To provide a framework for making consistent and structured decisions as to whether a road or area of land used as a road should be included on the Shire's Road Register.

Specifically, the aim of this Policy is to establish:

- The circumstances under which the Shire will accept responsibility for a road, sections of road or area of land used as a road; and

- The process required for the Shire to accept responsibility for a road, sections of road or area of land that is not currently listed in the Road Register.

5. ROAD REGISTER

The Shire maintains a Road Register. Roads that are not included in this register are currently not recognised by the Shire as assets, nor does the Shire accept any maintenance responsibility for such roads.

The existing extent of the Shire's road network has been determined from historical records of the extent to which the Shire has established and maintained the road network, with some additional roads that Council has formally accepted responsibility for, generally through land development.

Council may determine that additional roads, sections of roads or areas of land used as roads be included in the Road Register in accordance with this Policy.

6. POLICY

This Policy sets out the guidelines for staff and elected members in relation to the management of roads within the Shire boundaries.

1. The Shire is responsible for the management of Shire Roads within its boundaries.

2. The Shire shall maintain a Road Register detailing the roads for which it is the responsible road authority. The Road Register is a living document that is to be updated as required by resolution of Council.

3. The criteria for determining consideration for inclusion on from the Road Register are as follows. The road should satisfy at least one of the following criteria:
    a. is gazetted;
    b. provides primary access to at least one full-time occupied property (i.e. the property is otherwise land-locked and without any road frontage);
    c. has previously been constructed by, or regularly maintained by the Shire;
    d. provides clear benefit to several property owners (not just one);
    e. connects into and forms part of the wider network of Public Roads;
    f. serves a defined purpose or function for the public (i.e. there would be consequences if public access was removed and / or the needs for public use cannot be readily accommodated with alternatives); and
    g. Provides for a social or economic benefit such as tourism

4. The Shire shall maintain a Road Asset Management Plan that, as a minimum, outlines the following:
    a. The Road Hierarchy System;
    b. Levels of Service;
    c. Inspection Programs;
    d. Construction Standards;
    e. Maintenance Standards; and
    f. Road Condition Reporting

7. OTHER CONSIDERATIONS

1. Request for Road Registration or Improvement:
~~1.~~

In circumstances where property owners or ratepayers wish to have a presently unregistered road included in the Shire's Road Register and for it then to be maintained by the Shire, the ratepayer/s or property owner/s may make application in writing to the Shire to have the road included.

The road will be inspected and a report prepared for Council's consideration of the matter at an Ordinary Council Meeting. Council will not accept responsibility for roads which do not meet the minimum criteria specified in this Policy. The road will also be assessed against, and must reach at least the minimum standards that are described in the Road Asset Management Plan.

Where work is required to bring the proposed road up to a standard that is acceptable by Council, the costs of performing such work shall be borne by the proponent or proponents that have made the application to have the road included in the Road Register.
In considering such a proposal, Council will have due regard for the criteria for determining inclusion on the Road Register and the ongoing maintenance costs generated by the improved road.

2. New Developments
~~2.~~

Where a new development on rural land requires a higher standard of road than has been provided, the costs associated with upgrading of the road will be the full responsibility of the developer. Every effort should be made to address this issue as part of the planning for the development.

8. DEFINITIONS

~~**Shire** means the Shire of Ashburton.~~

Shire Road means any public road that is on the Road Register of the Shire of Ashburton.

Road Register is a register of all public roads for which the Shire is the responsible road authority.

9. SUPPORTING DOCUMENTS

This Road Management Policy is a key component of the Shire's planning and asset management process. The Policy sits alongside the Asset Management Policy and both are supported by the Strategic Asset Management Plan, Road Asset Management Plan and Road Register.

All these documents form part of the formal records of the Shire of Ashburton.

REC06 Vandalism - Reward for Conviction

Aim	To reduce that amount of vandalism and wilful damage to Council property through the introduction of a reward system
Application	General Public
Statutory Environment	*Local Government Act 1995* *Criminal Investigations Act 2006* *Surveillance Devices Act 1998 (Western Australia) Section 3*
Principles	Strategic Community Plan 2017 – 2027 (2019 Desktop Review) Goal 04 – Quality Services and Infrastructure Objective 01 – Quality Public Infrastructure
Approval Date	OMC ~~09 December 2015~~ 19 November 2019
Monitor and Review	Property & Development Services
Last Review	2019~~5~~
Next Review	2020~~19~~
Review Period	~~4 years~~Annually

OBJECTIVE

Council ~~is to~~may pay a reward to any person or persons giving information which leads to the successful conviction of vandals who have wilfully damaged Council property. This includes, but not limited to: damage to buildings, sporting facilities, equipment, ~~and~~ plant, and trees.

OUTCOME

The amount of the reward is to be set by Council and reviewed annually. This reward is currently set at $500.00. The onus will be on the person seeking to claim the reward to prove to the Chief Executive Officer that they provided information which leads to the successful conviction of the vandal/s. Council Staff, Councillors and members of the Police Force are not eligible for the reward.

ADM09 Complaints Management Policy

Aim	To develop a structured and systematic approach for complaints received by the Shire of Ashburton from external persons
Application	Elected Members Employees
Statutory Environment	Nil
Principles	Strategic Community Plan 2017 ~~–~~ 2027 (2019 Desktop Review) Goal 01 – Vibrant and Active Communities Objective 01 – Connected, caring and engaged communities
Approval Date	OMC ~~21 September 2017~~19 November 2019
Monitor and Review	Corporate Services
Last Review	2019~~7~~
Next Review	2021~~19~~
Review Period	Every 2 years

Objectives

The objectives of this policy are:

1. To develop a structured and systematic approach to dealing with complaints received by the Shire of Ashburton from external persons.
2. To assure the community that complaints may be made without fear of recrimination and that all complaints will be promptly dealt with and a ~~(~~written (if required) response will be given setting out the answer to the complaint providing reasons, where appropriate.
3. ~~To have complaints dealt with efficiently by an appropriate employee with minimal referral~~.
4. To use complaints statistics to improve the effectiveness and efficiency of Council's operations.

Policy

5. The Shire of Ashburton encourages and recognises the right of its customers to make complaints about services or service delivery, and will make it a priority to address those complaints and rectify unsatisfactory consequences.
6. The Council and its staff will be open and honest in its dealings with customers, and, where no action is proposed in response to the complaint, will explain in "plain English" why, for legislative/legal reasons, cost constraints or some other matter beyond its control, it is unable to act in accordance with a complainant's request.

7. The Council recognises that good complaints handling is an integral part of customer service and provides an effective way of reviewing performance and monitoring standards.

Guidelines

8. Any person or their representative can lodge a complaint.

9. Complaints will be accepted in writing, in person, by facsimile transmission, by email or by telephone. If a verbally received complaint alleges a criminal offence, corruption or other serious matter, the receiving officer is to advise the complainant that the matter must be submitted in writing.

10. Complai~~na~~nts ~~are to be advised that~~ considered to be anonymous ~~complaints may not be processed as it is possible that they may be mischievous or vexatious~~ will be addressed under *ELM17 Anonymous Communications Policy*

~~10.~~11. Complaints that are to be dealt with under this policy include, but are not necessarily limited to, expressions of dissatisfaction regarding;
   a) decisions made by Council or staff;
   b) inappropriate behaviour of staff or elected members such as rudeness, discrimination or harassment;
   c) the standard of works or services provided by Council
   d) failure of Council to comply with the Local Government Act, Council policies, Council's local laws and other laws administered by Council.

~~11.~~12. The following issues shall not be regarded as complaints and shall not be dealt with under this policy:
   a) requests for services;
   b) requests for information or explanations of policies and/or procedures;
   c) the lodging of a formal objection or appeal in accordance with the Local Government Act and other Acts or in accordance with Council policies or standard procedures;
   d) the lodging of a submission in response to an invitation for comment;
   e) asset maintenance related complaints/works requests – which are to be processed via the existing Customer Action/Works Requests CAR form (both paper and electronic).
   f) matters relating to Rules of Conduct of elected members.

~~12.~~13. Complaints regarding elected members are to be directed to the CEO. The CEO is responsible for the initial investigation and administrative responses. Matters that may require disciplinary action are to be referred to the Shire President and dealt with under the Council's Code of Conduct or Rules of Conduct if relevant.

~~13.~~14. Complaints from Councillors, the Ombudsman, and the Local Government Department or from Members of Parliament shall be referred to, and dealt with by the CEO, unless the complaints relates to the CEO, whereupon the complaint will be dealt with by the Shire President.

~~14.~~15. When any complaint is made, other than a complaint referred to in clauses 6 and 7, the designated receiving officer shall, within the limit of their authority, attempt to satisfy the complainant as soon as possible. If a complainant cannot be satisfied immediately, or on the same day, the designated receiving officer shall immediately ~~issue to the complainant a written acknowledgement of the complaint and if need be,~~

refer to the complaint ~~and a copy of the acknowledgement~~ to ~~a~~ their immediate Supervisor, Director or the CEO, as is appropriate, for investigation and determination of the complaint.

~~15.~~16. The following standard response times shall, ideally, be adhered to by all staff when dealing with complaints:

a) Acknowledging in writing within 72 hours that the complaint has been received and a response will be given within 7 days.
b) Issue an acknowledgement and explanation for any delay before the initial 7 days is up.

Where a complainant is advised of a likely delay to the handling of the complaint and the complaint is not finalised within a 7 day period, the complainant is to be provided with status reports from time to time until the complaint is satisfied.

~~16.~~17. Where a complaint has been investigated and found to be justified, the relevant officer who dealt with the complaint will ensure that the remedy is carried out, will advise the complainant that the Shire does acknowledge substance in the complaint and the specific action that will be taken by the Shire to respond to the circumstances of the complaint. The officer will, if appropriate, make follow-up contact with the complainant to ensure that the complaint has been resolved satisfactorily.

~~17.~~18. Where a complaint may identify the need for a review of procedures to prevent re-occurrences, relevant staff are to implement any required changes which they feel appropriate. If the matter cannot be easily remedied by the officer, they must liaise with their Supervisor, Director or the CEO to agree on a course of action.

Where the complaint identifies a need for a change of Council policy in a particular area or a need for additional resources, the matter shall be referred to Council as early as practicable.

~~18.~~19. The CEO shall establish and maintain an appropriate record of all complaints. The record will provide the following:

a) nature of each complaint
b) services or facilities about which the complaints are made
c) time taken to conclude complaint investigations
d) outcomes
e) trends
f) other relevant information.

~~19.~~20. The designated receiving officer of any complaint shall be responsible for ensuring that all details pertaining to the complaint are recorded in an appropriate manner.

~~20.~~21. The CEO may cease review of a complaint if it:

- Has previously been dealt with by the Shire;
- Was lodged more than twelve months after the alleged action took place, except where a complaint alleges that an action more than 12 months previously may have caused the issue of current concern; or
- If another statutory authority could more effectively deal with the complaint, in which case an explanation will be provided along with the contact details of the appropriate organisation.

Associated Documents:

- ELM17 Anonymous Communications Policy
- Complaints Handling Procedure (Internal)
- General Complaints Form (SOA CS 002)

ELM02 Official Photographs

Aim	To ensure that there is a historical photographic record, and official listing kept of serving Councillors and Senior Management of the Shire.
Application	~~All~~ Elected Members and Senior Management
Statutory Environment	Nil
Principles	Strategic Community Plan 2017 - 2027 (2019 Desktop Review) Goal 05 – Inspiring Governance Objective – 03 Council Leadership
Approval Date	OMC 1921~~21~~ November 20197~~7~~
Monitor and Review	Office of the CEO
Last Review	20197~~7~~
Next Review	202119~~19~~
Review Period	Every 2 years

Policy ~~Statement~~

An official ~~group~~ photograph of Councillors, including group and individual and the executive management including~~,~~ group and individual, will be taken following each ordinary election.

The Official Honour ~~Board~~ Boards (one for each Shire Administration Centre) will be updated following the Ordinary Election.

ELM14 Governance and Policy Manual

Aim	To assist the Council to achieve its commitment to excellence in Governance
Application	Elected Members & Staff
Statutory Environment	*Local Government Act 1995*
Principles	Community Strategic Plan 2017 – 2027 (2019 Desktop Review) Goal 05 – Inspiring Governance Objective 03 – Council Leadership
Approval Date	OMC ~~08 May 2013~~19 November 2019
Monitor and Review	Office of the CEO
Last Review	2019~~7~~
Next Review	2021~~19~~
Review Period	Every 2 years

Preface

Corporate governance is a system of processes through which an organisation makes decisions and how it directs, controls and monitors its operations. The systems are complex and are required by legislation. The Governance Manual will assist the Council to achieve its commitment to excellence in governance.

The Manual links the respective roles under the Local Government Act and other relevant legislation with the suite of available governance documents. It is designed to provide guidance and information to the major participants in all functions and governance processes of the Council.

It will act as:

- an introduction for new Councillors and staff members to the governance framework and processes for the Council;
- a guide and reference for Councillors in performing their duties as elected representatives;
- a document that establishes clear guidelines for the day-to-day governance of the Council.
- a basis to monitor the performance of the Council and administration in working towards excellence in governance.

The manual has been based on a number of existing governance frameworks, but in particular "Excellence in Governance for Local Government" produced by the Local Government Managers Australia and CPA Australia.

***The Manual is divided into five parts*:**

Part One: Principles, values and vision

- The principles, values and vision establish the underlying aspects that should govern every aspect of Council corporate operations.

Part Two: Overview of corporate governance

- This section introduces the need for a governance manual. It explains the importance of good governance and the critical factors to be considered for all stakeholders in governance processes.

Part Three: Council governance statement and framework

- This part outlines the conceptual governance framework for the Council. It provides a statement of commitment to good governance principles within which all Elected Members and staff should operate. The framework highlights the inter-relationship between different aspects of good governance and illustrates how the Councillors and staff must work in a collegiate way to ensure strength and success in the Council's governance practices.

Part Four: Detailed Guidelines for good governance practice

- Provides more detailed guidelines on how good governance is carried out. The section covers roles and responsibilities, decision-making, accountability and sustainability.
-

Part Five: Appendix - Policies

- Policies provided reference essential documents that support the governance processes and procedures of the Council.

Summary

The Governance Manual will form the basis for a biennial corporate governance review by Council which will assess the effectiveness of the Elected Members and administration in achieving good governance.

Part 1: Principles~~,~~ and Vision ~~and Mission~~

1.1 Principles

Clear principles govern how decisions are made by the whole organisation. All decisions should be measured against the principles to ensure that the governance processes and practices adhere to the overarching principles of operation. Individual elected members and staff take specific responsibility for governance in their own activities. Individual actions in governance must demonstrate values that reflect best practice in governance and alignment with the agreed principles. The vision and values of the Council demonstrate how the five principles above are incorporated in a Vision that provides the long term goals for the Council. Five key principles have been identified to assist Council achieve excellence in governance.

These are:

Principle 1. - **Clear Vision And Culture.**

- Uniting in a clear vision and positive culture that respects the natural and built heritage of the Council as well as community needs and aspirations.

Principle 2. – **Productive Roles and Relationships.**

- Valuing the different roles of the various elements of a local government and the need for positive working relationships between these elements.

Principle 3. – **Good leadership.**

- Demonstrating exemplary leadership qualities through effective decision-making and related management processes that reflect transparency, integrity and sustainability.

Principle 4. - **Accountability.**

- Accounting for all local government activities and installing and maintaining systems which reinforce accountability and which communicate outcomes achieved to the community.

Principle 5. – **Commitment to Sustainability**

- Making the right decisions for both now and for future generations, in careful monitoring of progress to avoid negative impact, and, in ensuring a positive change for improved results and outcomes.

1.2 Shire of Ashburton Vision

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

1.3 Shire of Ashburton Focus

In the context of the Shire of Ashburton's objectives to strengthen and diversify opportunities and experiences for people living, visiting, working and learning in the Shire, strategies will address the following six key areas:

Diversify and Strengthen the Economy

- Focuses on ensuring that the Shire's economic base is robust, broad and able to service future growth

Include and Engage Our Community

- Ensures lifestyle is enhanced by providing access to satisfactory health and educational services, as well as quality recreational, community and social services.

A Connected and Accessible Region

- Addresses the need for people to have a high standard of access to their neighbourhood community, region and world by means of high quality transport and communication systems.

Conserve and Enhance the Environmental and Cultural Heritage

- Ensures that the Shire's diverse natural, cultural and built environment is conserved

Community Safety and Security

- Promotes an environment which is safe and secure from both natural and societal risks

A Well Managed and Contemporary Corporation

Delivers effective and accountable governance and administration within the Shire organisation, achieved by demonstrating:

- Economic growth and diversity
- Quality lifestyle and social wellbeing
- Ecological sustainability and environmental management
- Improved services and infrastructure
- Best practice local government management

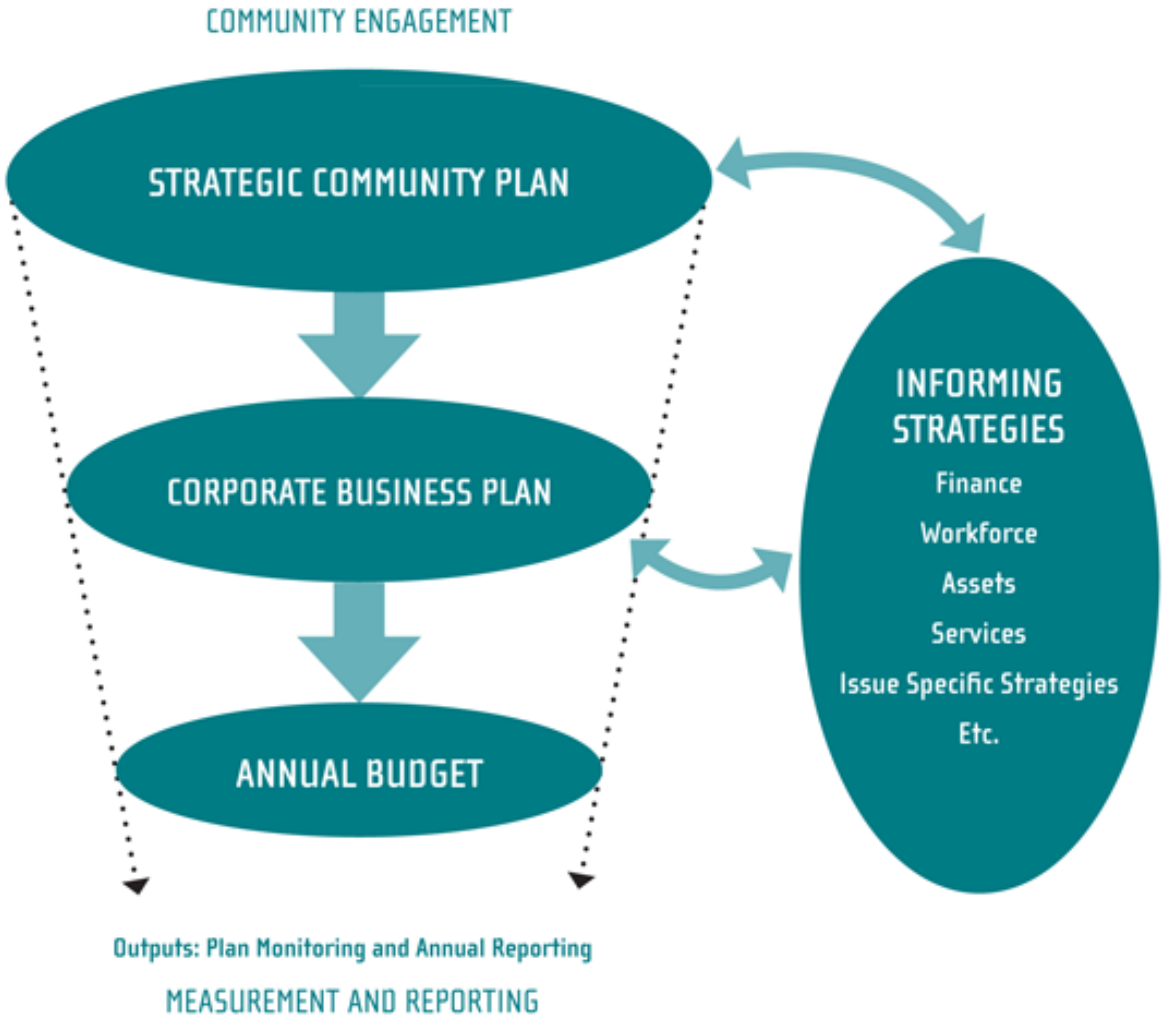
1.4 Strategic Planning Context

Integrated planning and reporting, gives local governments a framework for establishing local priorities and to link this information to operational functions.

Legislation changes gazetted in August 2011 require compliance to this approach that can be tabled to the size and structure of each local government as long as the principles and practices of the framework are upheld.

Ref: A "plan for the future" - S5.56 (1) of the Local Government Act (1995)

Elements of the Integrated Planning Framework



The **Strategic Community Plan** responds to three questions put to the community and the local government:

• Where are we now?
• Where do we want to be?
• How do we get there?

The plan prioritises community aspirations giving consideration to:
• Social objectives.
• Economic objectives.
• Environmental objectives.
• Factors such as changing demographics and land use.

It is at least a 10 year Plan

The **Corporate Business Plan** activates the Strategic Community Plan by responding to:
• Council's distillation and prioritisation of the community's short, medium and long term aspirations.
• Existing operational plans, priorities and external factors impacting on resourcing.
• The assessment and integration of services and business area plans.

The process through which the Corporate Business Plan is developed incorporates:
• Activating the Strategic Community Plan.
• Operations Planning - including:
− Asset Management.
− Financial Management.
− Workforce Management.

It is for at least 4 years

~~Ref: https://integratedplanning.dlg.wa.gov.au~~

Part 2 Overview of Corporate Governance

2.1 Governance in the Legislative Environment.
Local Governments in Western Australia are required to make decisions, report them and implement them according to the provisions of the *Local Government Act 1995* (the Act). Other legislation regulates the way in which a local government exercises its authority in areas such as Town Planning, Environmental Health and Dog Control.

The Act defines the roles and responsibilities of Elected Members and the Chief Executive Officer to ensure that a local government fulfils its obligations and exercises its powers and functions appropriately. Section 3.1 (1) of the act prescribes that the general function of a local government is to provide for the good government of persons in its district.

To facilitate good government, local governments develop strategies and policies and provide mechanisms and processes for their implementation as provided for in the Act and its regulations The Governance Manual establishes the policies and processes by which the Elected Members and the Chief Executive Officer undertake their respective roles.

2.2 Definition of 'Good Governance'.

Just as the companies operating in the private sector has a requirement to adhere to legislation and regulations governing compliance and behaviour, so do local governments in the public sector.

The private sector has had a long standing involvement with governance issues, as reflected in adoption of mechanisms such as the Australian Institute of Company Directors corporate governance charter, which:
"…defines the roles and responsibilities of the ultimate decision makers in the organisation and establishes a framework for strategic planning. It also defines expectations of the board and delineates critical policies, such as strategies for risk management and the delegation of responsibility."

2.3 Excellence in Governance.
Governance is the process by which decisions are taken and implemented; the process by which organisations go about achieving their goals; producing their outputs; and, the process by which organisations are directed, controlled and held to account. It encompasses authority, accountability, stewardship, leadership, values and culture within the organisation.

Excellence in governance occurs when it is underpinned by accountability, integrity, openness and commitment to sustainability. It involves a focus on clarity of roles and responsibilities, robust systems which support both internal and external accountability and public access to decision making and information.

From a Local Government perspective, the establishment of a governance framework reinforces the statutory authority and responsibilities of Council as a corporate body and assists Elected Members and professional officers in the delivery of quality services. Central to the achievement of these outcomes is the engagement of key stakeholders and intended beneficiaries in the development and implementation of initiatives for the betterment of local communities.

Effective outcomes are best achieved where the role and focus of Elected Members as a collective corporate body, is directed to policy formulation and strategic development. The role of the officers is to implement the policies and strategies of the corporate body through an accountable, effective and efficient application of resources and assets.

Governance is based on the understanding that the Council and its Chief Executive Officer and staff have different roles and responsibilities which, when combined, create the environment for effective management and operation of the Council. It recognises that good governance does not only apply to internal procedures but ultimately reflects in the satisfaction of the residents and other stakeholders of the Shire both now and into the future.

Accountability is unachievable without effective stewardship of the Shire's financial, physical, intellectual and natural heritage assets. Stewardship refers to the planning and management required ensuring optimum use of assets to serve existing community needs and provide a lasting legacy for future generations. It requires innovation, reflected in strategies designed to encourage sustainable growth and prosperity, which are compatible with the unique character and focus of the Shire.

Part Three: Governance Statement and Framework

3.1 Council Governance Statement.

Council considers that integrity, role delineation, accountability, a systems approach and strategic management are applicable to local government. To ensure effective, transparent and sustainable administration of the Council's affairs, a governance framework has been designed. The governance statement, key principles, values and framework aim to create a strategic and accountable approach to management of the

Council as "pillars" of good governance. Collectively, appropriate policies, strategies and procedures constitute the Council's governance "foundations".

Governance is based on the understanding that the Council and its Chief Executive Officer and staff have different roles and responsibilities which, when combined, create the environment for effective management and operation of the Council. It recognises that good governance does not only apply to internal procedures but ultimately reflects in the satisfaction of the residents and other stakeholders of the Shire both now and into the future.

3.2 Council Governance Framework

The governance framework serves to bring together in a coordinated manner, legislative issues and requirements affecting the Council, the governance statement and its underlying strategies, policies and procedures. It depicts the values, legislation of strategic directions as the pillars which support the activities of Councillors, staff and stakeholders. The foundation stones of the framework are the good principles and practices that are required for building good governance throughout the organisation.

The fundamental objective of a corporate governance framework is to promote stability, confidence and consistency of process by providing role clarity and certainty of direction for the Elected Members and administrative office holders of the Council.

The basis for this governance framework can be found in strategic documents and associated operational mechanisms which have been developed and implemented pursuant to roles and functions prescribed by the *Local Government Act 1995* (The Act) and arising from the vision, values and goals enunciated in the Strategic Community Plan.

3.3 Good Governance Practice

The increasing level of scrutiny now being directed to the operations and activities of public bodies has created a need for full and open disclosure of the governance systems which exist within these organisations.

Accountability is an essential element of good governance and applies to Elected Members and Chief Executive Officer alike. From a political perspective, accountability requires that the Shire President and Councillors of the Council are accessible to residents and ratepayers so they may be responsive to community issues and needs.

As the governing body of the Shire, the Council has the ultimate responsibility for ensuring compliance with legislation and regulations. It is the Chief Executive Officer's responsibility to ensure that Council is provided with unbiased and relevant, professional advice and information on which decisions are made.

The Chief Executive Officer is also responsible for the management of officers, financial resources and the maintenance of effective and efficient systems, procedures and processes which are necessary to meet the accountability requirements of the Council.

Accountability is unachievable without effective stewardship of the Shire's financial, physical, intellectual and natural heritage assets. Stewardship refers to the planning and management required ensuring optimum use of assets to serve existing community needs and provide a lasting legacy for future generations. It requires innovation, reflected in strategies designed to encourage sustainable growth and prosperity, which are compatible with the unique character and focus of the Shire.

3.4 Good Governance Principles

The following practices, as they relate to the five principles of operation apply to the achievement of good governance at the Council. A summary of the key practices that will govern actions for each principle is provided below then further detail on each aspect is provided in the following sections.

Principle 1 - Vision and Organisational Culture

- There is a clear vision and Strategic Community Plan that is produced through a comprehensive and inclusive process which is owned by all sectors of the local government.
- There is a positive culture that promotes openness and honesty, in which questioning is encouraged and accountability is clear.

Principle 2 - Roles, responsibilities and relationships

- There is clarity about the roles of local government and there exists a sophisticated approach to defining and implementing these.
- There are effective working relationships that are promoted and supported within and between the Shire President, Councillors, CEO and administration.

Principle 3 - Decision-making and management

- There are effective decision-making processes in place that reflect the transparency and accountability which underpin excellence in governance.
- There should be robust and transparent financial management established and maintained to meet local government's accountability to its stakeholders, particularly in terms of stewardship of community assets, both now and into the future.
- An effective approach to the identification, assessment, monitoring and management of risks should be established and maintained.
- Effective delegations should be implemented and maintained
- There should be an active performance management system in place that enables Elected Members and officers to be openly accountable for their performance.

Principle 4 - Accountability

- Consultation should be undertaken that is appropriate to the scope and potential impact of the matter. It should respect the position and opinion of all stakeholders. The outcomes of the consultation should be taken into account when the decision is made and feedback should be provided to those who participated.
- The Council must account for its activities and have systems that support this accountability
- The Council should establish internal structures that provide for independent review of processes and decision-making to assist the Council to meet its accountability to stakeholders.

Principle 5 Commitment to Sustainability

- The Council will endeavour to keep up-to-date with all processes, methodologies and technologies which are capable of achieving improved outcomes for the Shire.
- Awareness of practices that will lead to improved resource management, environmental protection and rehabilitation, stronger communities and added economic value will be raised within the Council and staff and across the community.
- Potential environmental, social and economic impact of any project or decision will be considered.

Part 4 Detailed Guidelines for Governance Practice

4.1 Vision and Organisational Culture

Vision

There is a clear vision and Strategic Community Plan that is produced through a comprehensive and inclusive process which is owned by all sectors of the Local Government.

The Council vision as stated in Part 1 is the driver that governs the culture of the organisation. The vision has been generated as a united focus for the Shire.

Governance decisions and practice must at all times contribute towards achievement of the vision.

Organisational Culture

There is a positive culture that promotes openness and honesty, in which questioning is encouraged and accountability is clear.

The principles introduced in Part 1 will be demonstrated as an integral part of the organisational culture. If all individuals involved in Shire governance apply the values, the culture of the organisation will be one that has the greatest opportunity of achieving excellence in governance.

In addition, the Elected Members and staff will strive to achieve the following eight elements within its organisational culture:

- Effectiveness in management structures and practices
- Good communication including feedback
- Learning
- Ethical behaviour and codes of conduct
- No conflict of interest
- Support for frankness and openness
- Confidentiality
- Innovation

Effectiveness in management structures and practices

- A good management structure will be maintained based on the organisation's vision, with clear roles and responsibilities.
- Responsibility and accountability will be delegated appropriately down the organisation.
- Management will support clarity in responsibility and accountability and focus on outcomes.

- There will be effective and efficient processes and systems in place.

Good communication including feedback

- Good relationships will be developed between the various parts of the Shire.

Learning

- Decision making processes will incorporate appropriate consultation, knowledge management and involvement.
- There will be learning programs for Elected Members and officers designed to meet their skills and knowledge requirements.

Ethical behaviour and code of conduct

- The Code of Conduct and ethics will be owned and lived, particularly by leaders throughout the organisation.
- The Council, Shire President, CEO and senior management will be models of appropriate behaviour.

No conflict of interest

- An effective induction program will reinforce the organisation's culture so that all people associated with the organisation recognise where conflict of interest may arise and how relevant action can be taken.
- There will be agreement about different, but complementary roles of Councillors and officers.

Support for frankness and openness

- Opportunities will be provided for open and frank exchange between Elected Members, management and staff.
- Effective feedback mechanisms from the community will be established and maintained.

Confidentiality

- Where issues of confidentiality arise, the Shire will be transparent about instances where confidentiality will be protected.

Innovation

- The Shire will recognise that it operates in a changing environment and so must be aware of opportunities in those changes to improve the way the Shire operates.
- The Shire staff will be encouraged to take reasonable efforts to keep abreast of current best practice and up to date technologies.

4.2. Roles, Responsibilities and Relationships

There is clarity about the roles of local government and there exists a sophisticated approach to defining and implementing these.

4.2.1 Working Relationships

There are effective working relationships that are promoted and supported within and between the Shire President, Councillors, CEO and administration.

Effective working relationships are promoted and/or supported by and between the Shire President, Councillors, Chief Executive Officer and administration. It is a requirement that initial officer contact by Elected Members is made through the Chief Executive Officer in accordance with Council policy. Should an elected member wish to contact any other officer directly, a request shall first be made to the Chief Executive Officer, who will assess the request and advise the elected member of their decision.

Good corporate governance requires clear identification and definitions of responsibility and a clear understanding of relationships between the organisation's stakeholders and those responsible for managing its resources. Very important relationships are those between:

- The Shire President and the Councillors;
- Elected Members and Elected Members;
- The Shire President and the Chief Executive Officer;
- Elected Members and the Chief Executive Officer; and
- Elected Members and the administration.

Effective relationships are achieved and maintained at the Shire through:

- Parties agreeing on and respecting the differences in their roles.
- Protocols being established based on the agreements about roles and responsibilities being followed.
- Information and discussion about the various roles being included in Councillors' induction processes.
- Goodwill on the part of all parties to make governance work.
- The administration accepting that local government is a level of government and that political activities of Council are legitimate. Councillors are accountable to their constituents as well as to the "corporate whole" and they have to be able to address these accountability requirements in a constructive manner.
- There being a preparedness to tackle problems when they arise.

4.2.2 Council - Roles and Responsibilities

Under the Act the Council is a body corporate with perpetual succession, a common seal, and is charged with responsibilities. The Shire has interpreted these responsibilities as they are contained in the Act in conjunction with the Shire's governance framework and this governance framework and statement document provides the following guidance on the range and scope of these following roles:

(a) Directs and controls the Shire affairs.

This role encompasses strategic planning mechanisms to ensure the continued viability and performance of the organisation, the setting of strategic goals for the organisation and the monitoring of the Shire's performance against these strategic goals.

(b) Is responsible for the performance of the Shire functions.

This role provides that the Council bears the ultimate responsibility for the performance of the Shire's functions. It can exercise this responsibility through the development of appropriate governance frameworks including delegations of authority and the determination of an appropriate organisational structure.

(c) Oversees the allocation of the Shire finances and resources.

The Council exercises this role by adopting the Shire's budget and long term financial plans. It is advised by officers of the Shire who are responsible for the development of appropriate financial controls and strategic documents.

(d) Determines the Shire policies.

The role of Council in setting policy is most effective when it is linked with a professional organisation that implements these policies through the development of appropriate management practices and work processes. Council policy should set the standards for the administration to achieve and make strategic policy decisions that guide officers in their decision making processes. Under the Act, a local government is a body corporate with perpetual succession and a common seal.

4.2.3 Role of Elected Representation

The Council consists of nine members including the Shire President.
Councillors are elected from each of the Shire's six wards. The Shire President is elected by the Councillors.

Local Government elections are conducted biennially on a fixed date prescribed by the Act, with candidates elected to the office of Councillor or Shire President as applicable, attaining terms of four (4) years.

Statutory Role of Councillors

Section 2.10 of *the Act* describes that the role of a Councillor is to:

- represent the interests of electors, ratepayers and residents of the Shire;
- provide leadership and guidance to the Shire community;
- facilitate communication between the community and the Council;
- participate in the Shire decision making processes at Council and Committee meetings; and
- perform such other functions as are given to a Councillor by this Act or any other written law.

Each individual Councillor has a legislative requirement to fulfil this role. This governance framework provides guidance to Councillors on how they perform this role at the Shire.

Individually Councillors have a responsibility to act as a conduit between the community and the Shire. Not only must they represent the interest of the broader community on the Council, but also as community leaders they must represent the interests of the Shire within the broader community.

Whilst Councillors may be elected from an individual ward, their primary obligation is to represent the interests of the broader community within the Shire. It is not appropriate for individual Councillor's constituent concerns to interfere with their decision making processes in providing good governance of the Shire as a whole.

Elected Members sitting as Councillors are responsible and ultimately accountable for long term financial planning, the annual budget and monitoring financial performance. In doing so, each individual elected member thus accepts a joint and individual responsibility for the financial outcomes.

Accountability and transparency is also facilitated through the standards and behaviour maintained by members – most notably, through their adherence to legislation governing declarations of financial and other interest where these arise, together with associated implications for participation in any debate.

Elected Members rely on:

- Financial advice and information from administration;
- Input from internal and external auditors and the Audit and Risk Committee;

Elected Members must also seek whatever additional information they need to make informed decisions.

Responsibilities of Council

The responsibilities of Council can be categorised into the following three key areas:

Legislative

- The Council is responsible for adopting a set of local laws that reflect current community standards and provide for the good governance of the Shire. Council when making local laws must be aware of their legislative effect.

Executive

- The Council is responsible for overseeing the executive functions of the Shire and determines appropriate policies, strategies and functions for the administration to implement.

Quasi - judicial

- The Council is responsible for applying factual situations to the legislative regime in a quasi-judicial manner under the *Local Government Act 1995*, Town Planning and Development Act and other relevant legislation. This is explained in more detail at Part 4 “Councils Governance Tools” – Planning and Development Functions of the Council.

Accountability, stewardship, sustainability and innovation focus.

Accountability, stewardship, sustainability and innovation objectives are most effectively pursued where the focus of Elected Members of Council centres upon:

- Strategic planning, policy development and defining scope for delegation of powers and functions;
- Allocating the Shire’s resources;
- Monitoring performance of the Shire against adopted strategies and objectives;
- Representing the interests of the community;
- Appointing the Chief Executive Officer and participating in the performance review process of that officer.

Accordingly, the Council is required to be accountable and transparent by undertaking deliberations and making resolutions within a framework which is factually based, non-prejudicial and relevant to issues at hand.

4.2.4 Limitation of Member Liability

The Shire has the legal capacity of a natural person. As such, the Shire may instigate legal proceedings in its corporate name and have proceedings taken against it. Section 9.56 of the Act, summarised in Attachment 2 specifies the limitation that Councillors must be aware of when taking office.

It is largely due to such legislative-based requirements, that local governments have embraced strategies designed to mitigate the liability of members and officers, with liability insurance protection and risk management now serving as a significant element of corporate governance frameworks.

It is for these reasons that many organisations have developed and implemented processes for identifying, analysing and mitigating risks which could prevent the achievement of business objectives. These organisations have put control activities in place to manage risk throughout the organisation by developing risk management plans that cover activities as diverse as reviews of operating performance, information technology and management information systems.

4.2.5 The Shire President Role

The role of the Shire President as provided under Section 2.8 of the Act is to:

a) preside at meetings in accordance with the Act;
b) provide leadership and guidance to the community;
c) carry out civic and ceremonial duties on behalf of the Shire;
d) speak on behalf of the Shire;
e) perform such other functions as are given to the Shire President by the Act or any other written law;
f) liaise with the Chief Executive Officer on the Shire affairs and the performance of its functions; and
g) otherwise fulfil the role of Councillor.

4.2.6 The Deputy Shire President Role

Section 2.9 of the Act enables the Deputy Shire President to perform the functions of the Shire President, if:

a) the office of Shire President is vacant; or
b) if the Shire President is not available, or is unable or unwilling to perform the functions of Shire President.

4.2.7 Chief Executive Officer Role

The Chief Executive Officer's functions as described under Section 5.41 of the Act are to:

a) advise the Council in relation to the functions of the Shire under the Act and other written laws;
b) ensure that advice and information is available to the Council so that informed decisions can be made;
c) cause Council decisions to be implemented;
d) manage the day to day operations of the Shire;
e) liaise with the Shire President on the Shire affairs and the performance of the Shire's functions;
f) speak on behalf of the Shire if the Shire President agrees;
g) be responsible for the employment, management, supervision, direction and dismissal of other employees (subject to Section 5.37 (2) in relation to senior employees);
h) ensure that records and documents of the Shire are properly kept for the purposes of the Act, or any other written law; and

i) perform any other function specified or delegated by the Shire or imposed under the Act or any other written law as a function to be performed by the Chief Executive Officer.

Section 5.42 of the Act enables the Shire to delegate in writing to the Chief Executive Officer, the capacity to exercise any of its powers or duties, with the exception of those relating to:

a) actions in which a decision of an absolute majority or a 75% majority of the Council is required;
b) acceptance of a tender which exceeds an amount as determined by the Council;
c) appointment of an auditor;
d) acquisition or disposal of any property valued at an amount exceeding an amount determined by the Council for the purposes of this paragraph;
e) any of the Council's powers under Sections 5.98A, 5.99A or 5.100 (*determining fees, allowances and expenses of members and Committee members)*;
f) borrowing money on behalf of the Shire;
g) hearing or determining an objection of a kind referred to in Section 9.5;
h) carrying out any power or duty that requires the approval of the Minister or the Governor; or
i) such other powers or duties as may be prescribed.

This clear separation of elected member and Chief Executive Officer roles and responsibilities as identified within the Act reinforces good governance principles. It also ensures that the Shire adheres to all statutory requirements whilst meeting the expectations of its community.

4.2.8 Executive Management Role

In undertaking its functions and responsibilities, Council is supported by the Chief Executive Officer and an Executive Management Group comprising the heads of the ~~five~~ four Divisions, namely:

- Corporate Services
- ~~Development & Regulatory~~Property & ~~Services~~Development Services
- Infrastructure Services
- ~~Strategic and~~ Community ~~Development~~ Services

The Executive Management Group meets regularly as a basis for ensuring effective coordination of the Shire's operations and implementation of Council resolutions.

These meetings are complemented by operational meetings. Such forums are considered important, both in enabling management information dissemination and also feedback by officers. This promotes a whole of organisation approach for the Shire in the fulfilment of its functions and responsibilities.

4.3. Decision Making and Management

4.3.1 Decision-Making

There are effective decision-making processes in place that reflect the transparency and accountability which underpin excellence in governance.

The five stages in decision making which will be followed at the Shire are:

4.3.1.1 Agenda Setting –

This will be achieved through:

- an effective and efficient strategic planning process which produces owned strategic goals; and
- processes being in place which ensures Council plans are properly implemented.

4.3.1.2 Information Gathering –
This will be achieved through:

- ensuring the information gathered is sufficient to allow a decision to be made;
- ensuring an effective process within the administration to convert information into advice;
- providing good quality and timely Council reports which provide the necessary information, options and clear recommendations. The reports will always incorporate the corporate view of the issue in question, the financial impacts and any risks;
- having workable and productive consultation processes in place that ensure that decision-makers are aware of the views of those whom the decision affects;
- a sound process for identifying and distilling data into appropriate information;
- agendas being structured so as to facilitate good decision-making processes.

4.3.1.3 Opinion Formation –
This will be achieved through ensuring that Elected Members understand the issues and have enough information provided to make a decision.

4.3.1.4 Decision-making –
This will be achieved through:

- Council and Committee meetings being well chaired and conducted in accordance with Council Standing Orders;
- facilitating participation and involvement while ensuring debate is relevant and succinct;
- robust debate which ensures that all issues are aired. Although it is robust, the debate is conducted with courtesy and respect;
- the Chair attempting to find common ground amongst Elected Members; opportunities being available for the community to participate appropriately;
- Delegations where appropriate.

4.3.1.5 Implementation –
This will be achieved through:

- decisions being implemented in a timely manner;
- solidarity among the Councillors once a decision has been made;
- confidentiality being maintained wherever necessary.

4.3.2 Financial Management
There should be robust and transparent financial management established and maintained to meet local government's accountability to its stakeholders, particularly in terms of stewardship of community assets, both now and into the future.

The Council will achieve this by:

- Approving management's Service Delivery Plans that reflect the services and projects identified for the relevant financial year as shown in the Corporate Plan.
- Approve each year's Annual Budget in accordance with the adopted Service Delivery Plans and the Long Term Financial Modelling.

- Council through policy will determine the appropriate mix between borrowing for capital works and funding them from revenue. Council will consider the implications of its decisions on the level of capital works and infrastructure maintenance.

4.3.2.1 Funding Strategic Objectives

Section 5.56 of the Act requires that a local government prepare a plan for the future.

The Council must know the direction it is it is going long-term. Its vision and goals must be properly reflected in the Strategic Community Plan. Council will take its final decisions about the content of the Strategic Community Plan based on an understanding of the long-term financial consequences of their decisions. To enable this to successfully occur, the following steps will be implemented by Council:

Longer-term financial planning

Elected Members, sitting as Council, will determine the long term financial plan, and be *accountable* for the process of developing it.

The delivery of the services identified in the Long Term Financial Plan will be in accordance with the Shire's strategic direction.

The financial strategy should be consistent with the Council's strategic plan. That is, it must be able to fund its projects, functions and service improvements.

As part of responsible business planning, the Shire's Long Term Financial Plan will detail the significant programs and activities to be undertaken by the Shire over the next five years and roll on each year with amendments and additions.

The Plan will provide a broad overview of where the financial resources of the Shire are planned to be directed over this period and the manner in which these activities will be funded.

The implementation of a Long-Term Financial Model that can be used to align capital and operating expenditure requirements with income streams complies with Council's rating strategy and policy.

The rating system

The rating system at the Shire will reflect the Council's strategy and vision for the future of the Shire. The rating levels and mix will represent a fair distribution of the rate burden across the community and Council's policies on appropriate taxation contributions from different sectors of the Shire.

Council's approach to rating will incorporate the concept of intergenerational equity; that is; the way the rating burden is spread between current and future generations of ratepayers of the Shire.

Council will be informed whether the rates outcome, which was envisaged in the Long Term Financial Plan, is still appropriate and consistent with all objectives of the Community Strategic plan.

Mindful of the role outlined under Section 2.10 of the Act, Councillors must assess if the budget delivers what the Council wishes to achieve.

4.3.3 Annual Budget

Developed as part of sound business management, the annual budget provides a framework for allocation of financial, physical and administrative resources required in pursuing the Shire's objectives for the proceeding twelve month period. The annual budget will be developed within the following framework:

4.3.3.1 Process

The Executive Group will annually develop a budget preparation timetable and process which meets Councils statutory requirements and gives enough time to resolve major issues. The Director Corporate Services will ensure that Council is given adequate time to have the opportunity to work through key issues.

4.3.3.2 Consistency with Financial Plan

Council's Long Term Financial Plan will provide broad guidance for the budget. The Long Term Financial Plan will be reviewed at least annually to incorporate the long term impact of any significant current decisions which are not consistent with the plan.

4.3.3.3 Information

Information will be presented to Council by officers through reports that enable Council to make informed decisions.

4.3.3.4 Community input

Opportunities will be provided to enable the Community to have input into the plan for the future through an advertising process.

4.3.4 Financial Reporting – Performance against Budget

4.3.4.1 Statutory Compliance

The Shire recognises that when decisions are made by Council, when resolutions are acted upon and when performance outcomes are reported, it is important that the requirements of any legislation and/or regulations are complied with, especially because of the reporting requirements of the Statutory Compliance Return.

Compliance will be pursued through ensuring the integrity of the key financial planning and reporting mechanisms which underpin the Shire's operations – especially the Annual Budget and Annual Report, and supplemented by internally based performance measurement instruments such as Reports from each division.

Compliance with key financial and statutory requirements is assessed through the audit schedule conducted in accordance with *the Act* by professionally qualified internal and external parties as appointed by the Shire. Financial reporting to Council will as a minimum be in accordance with its statutory requirements.

4.3.4.2. Content
The focus of financial reports to Council is to provide accurate information about the Shire's overall financial position.

Councillors, when considering the financial reports, will satisfy themselves that the information they are given reflects the actual situation of the Shire. Councillors will ensure that they understand sufficiently about the financial indicators for them to ask appropriate questions and interpret the responses.

4.3.5 Annual Report
The Annual Report has its basis in *the Act*, but also serves as the vehicle by which the Shire can evaluate, monitor, control, improve and report on the outcome of its activities over a particular financial year.

The Annual Budget should reflect the priorities expressed in the Strategic Community Plan and the Annual Report should indicate the extent to which those priorities have been achieved.

4.3.7 Services and funds
Council will:

- monitor on a regular basis (every 2 years) community satisfaction with the levels of service it provides
- have appropriate user charges for its services and facilities.
- be mindful of the proportion of rate revenue required to meet operational and capital costs for the Shire.
- comply with government policy
- where appropriate, seek to obtain other avenues of financial assistance such as grants, being mindful of the implications of accepting any grant including financial and management obligations
- Ensure costs can be recognised and recovered appropriately.

4.3.8 Capital works and debt servicing

- Key assets will be maintained.
- Any borrowing must be sustainable and not impose an unacceptable level of debt servicing.
- Council will be informed on the proportion of rate revenue required to service debt and decide whether it is appropriate for the Shire.

4.3.9 Accountability and policy

- Council will meet its legislative and financial reporting requirements.
- Council will meet its accountability requirements to the community in terms of stewardship of assets.
- Council will strive to achieve best practice in financial policies and practices.
- Council will leave an appropriate legacy for future Councils.

4.3.10 Audit
An Audit and Risk Management Committee will be appointed by Council. Council has professional external auditors appointed by ~~itself or post 2017/18 financial year,~~ the Auditor General of WA.

4.3.11 Risk Management - An effective approach to the identification, assessment, monitoring and management of risks should be established and maintained.

The Shire's performance in implementing effective risk management strategies and adherence to sound business practice is reinforced through access to independent legal advice, the completion of the annual statutory compliance audit, and the annual financial audit undertaken by professional external auditors as required by the Act.

The Shire maintains a wide range of assets including:

- Infrastructure assets;
- Real property;
- Financial assets;
- Information assets and intellectual property and
- Natural and heritage assets.

The Shire takes an active approach to risk management in the conduct of its business through the implementation of a number of specific and organisation wide initiatives.

This risk management strategy involves the Shire identifying, collating and treating all the identified risk (internal and external) to ensure a coordinated approach that effectively minimises business, financial and physical liability to the Shire's operations.

The Council will ensure the risk management program is of the standard required to meet its fiduciary obligations to:

- safeguard assets
- ensure there are sufficient monies to meet its financial obligations when due
- prevent and detect fraud
- ensure accuracy and completeness of accounting records.

Controls and risk minimisation processes have been implemented in the form of:

- An Audit & Risk Management Committee
- Formal processes whereby strategic and operational business risks and activities are considered by the Council.
- Review processes and reporting requirements that monitor compliance of service providers with their contracts.
- Formal procedures for the safeguarding of assets. The procedures include accounting, financial reporting and internal control policies.
- Regular reporting to the Council on financial and non - financial areas of Council operations.
- Process mapping of procedures

Internal control and risk management procedures are set out in the following documents:

- Procedures and Controls
- ~~CORP2 Misconduct Prevention Management Directive~~
- CORP5 Risk Management Policy
- ~~Risk Management Statements~~
- Liability Insurance
- Asset Insurance
- Financial Controls
- Delegations Register
- Auditor review~~s in place for quality Assurance~~

4.3.12 Delegations

Effective delegations should be implemented and maintained. Delegations of authority are required in order to provide officers of the Shire with the power to exercise duties and make determinations. It is essential that the Council's delegations are performed in accordance with the adopted governance framework and are compliant with relevant legislation. The Shire is required to keep records on the exercise of its delegations.

Council may delegate authority to the Chief Executive Officer and other nominated officers under the provisions of the *Local Government Act 1995, Health Act 1911, Strata Titles Act 1985, Caravan Parks and Camping Grounds Regulations 1987* and the Shire's Town Planning Scheme to perform some of its functions and duties.

The Act and associated regulations allow the Chief Executive Officer to delegate to any other officer the authority to perform functions and duties that are exercisable by the Chief Executive Officer under the Act or that have been delegated to the Chief Executive Officer by the Council.

This is in accord with a governance framework whereby officers are responsible to the Chief Executive Officer and the Chief Executive Officer is responsible to Council. Similarly the Chief Executive Officer is responsible for the implementation of Council decisions and may delegate some of this responsibility to other officers of the Shire.

All delegations are to be recorded in a register established for the purpose (as required by the Act) and reviewed annually. The Chief Executive Officer will advise Council of any decisions that have been made under delegated authority.

Under the provisions of Town Planning Scheme Council may delegate authority to certain officers other than the Chief Executive Officer. If such a delegation is exercised Council shall be advised.

4.4. Accountability

Local government must account for its activities and have systems that support this accountability.

Excellence in governance is based on the premise that those who are involved in governance are held accountable for what they do. Accountability at the Shire means the Elected Members and management taking responsibility for their performance.

Elected Members and management at the Shire accept they are accountable under legislation in terms of how the Council operates and reports. This also extends to other measures such as:

- Risk management systems implemented and maintained to ensure that community assets are protected.
- ~~Internal~~ Audit and Risk Management Committee focused toward providing assurances to all stakeholders that processes and procedures are being adhered to and that financial reports are accurate.
- A consultation policy to support good decision making by ensuring Elected Members are aware of the views of those who will be affected by any decision.

4.4.1 Performance Management

There should be an active performance management system in place that enables Elected Members and officers to be openly accountable for their performance.

The Shire will put in place a range of mechanisms to ensure that performance is measured, reviewed and improved and thereby enable remedial action to be taken, where necessary. The Shire is committed to the development of appropriate performance measures in financial policies and strategic plans to ensure long term viability.

Ongoing financial performance will be monitored through internally and externally based systems and processes, with associated reporting at the Executive Management Group and Council.

Effective coordination between the strategic and operational elements will be maintained through a regular report to Council which is based on the Strategic Plan, Long Term Financial Plan and agreed service levels.

4.4.2 Chief Executive Officer Performance Management

The Chief Executive Officer is appointed by the Council and is directly accountable to it. The Council is accountable for setting the Chief Executive Officer's performance plan and subsequent monitoring of his or her performance. This responsibility belongs to Council sitting as the Council and is not the responsibility of individual Elected Members.

Council has established a Chief Executive Officer's Performance Review Panel which is responsible for;

- Undertaking a performance appraisal of the Chief Executive Officer in accordance with the provisions of Section 5.38 of the *Local Government Act 1995* and in accordance with the terms and conditions of the employment contract of the Chief Executive Officer.
- Managing and conducting the performance appraisal of the Chief Executive Officer in order to meet both Council's statutory obligations in accordance with the requirements of Section 5.38 of the *Local Government Act 1995* and any terms and conditions of the employment contract of the Chief Executive Officer.
- Determining and setting in place an appropriate review process;
- Consulting prior to determining and setting in place an appropriate review process, with each of the Elected Members at the time and taking account of their respective views;
- Using the resources and professional advice of a mutually agreed and independent consultant to determine the process and plan and conduct the review;
- Negotiating and setting goals, objectives, key performance indicators and changes to the remuneration package within the terms of the Chief Executive Officers contract. Any goals, objectives, key performance indicators or remuneration package changes so negotiated and set must be acknowledged in writing by both the Shire President and the Chief Executive Officer; and outlined
- Briefing all Elected Members on the outcomes of the review.

4.4.3 Independent Review

Local governments should establish internal structures that provide for independent review of processes and decision-making to assist the Council to meet its accountability to stakeholders. Independent Review will be sought as appropriate through the following ways:

- Audit & Risk Management Committee
- Internal auditors
- External auditors
- 3rd party certifications

4.4.4 Customer Consultation

Consultation should be undertaken that is appropriate to the scope and potential impact of the matter. It should respect the position and opinion of all stakeholders. The outcomes of the consultation should be taken into account when the decision is made and feedback should be provided to those who participated.

The Shire will maintain and regularly review a Customer Service Charter which details the levels of service a customer can expect from the Shire, concentrating on the areas of service that our residents have indicated are the most important.

The Shire is prepared to explore new and innovative methods of service delivery in order to provide improved access to information and enhance customer interaction.

The Shire is committed to fostering high levels of public awareness of its activities, by providing its residents and ratepayers with access to a wide range of information. Any policy or planning developments will be fully inclusive of the affected Ward's representatives.

In addition to meeting the state wide and local public notice requirements prescribed by the Act in respect to particular proposals and activities, the Shire will also ensure that information is available by electronic means. The Shire will utilise the local press for notifying residents about important issues Information will also be posted on its official notice board located at the Administration Centre. The Shire Newsletter will continue in its role as a mechanism for disseminating information and encouraging feedback on key strategies, projects and significant Shire events.

Increasingly, the Shire's website at: www.ashburton.wa.gov.au will serve as the focal point for providing up to date information and service delivery information to ratepayers and residents.

Public consultation involving residents and ratepayers is facilitated by the Shire through a range of mechanisms which includes; information provision, consultation, public comment, Special Meetings and Annual General Meetings.

4.5. Commitment to Sustainability

4.5.1 Sustainability Principles

The Shire will meet its commitment by ensuring that planning, reporting and decision making are conducted using contemporary sustainability principles.

4.5.2 Sustainability Outcomes

The Shire will endeavour to keep up-to-date with processes, methodologies and technologies which are capable of achieving improved outcomes.
The Shire will:

- Identify, assess and manage risks to employees, contractors, the environment and communities
- Strive to achieve industry best practice
- Meet and where appropriate, exceed the minimum performance standards required by legislation.
- Set and achieve targets that include reducing and preventing pollution
- Develop our people and provide the resources to meet our targets
- Support the fundamental human rights of employees, contractors and the communities in which we operate
- Care for the environment and value cultural heritage.
- Communicate with, and engage employees, contractors, business partners, suppliers, customers, visitors and communities to build relationships based on honesty, openness, mutual trust and involvement

4.5.3 Sustainability Practices

Awareness of practices that will lead to improved resource management, environmental protection and rehabilitation, stronger communities and added economic value will be raised within the Council and staff and across the community.
Organisational Teams will support sustainability by:

- Integrating service delivery across departments.
- Minimising the consumption of energy, water and other resources, by reducing waste and maximising recycling.
- Reducing vehicle use, maximising fuel efficiency, promoting alternative fuels and modes of travel to offset greenhouse gas emissions.
- Incorporating sustainability considerations into the design, procurement, leasing, construction, maintenance and management of Council assets and to the management or development of Council owned land.
- Continually improving their knowledge about sustainability through education and training.
- Implementing occupational health and safety measures in the workplace to improve environmental, economic and social outcomes.

4.5.4 Sustainability Monitoring

Potential environmental, social and economic impacts of any project or decision will be considered.

Sustainability is not an outcome in itself, but is a process towards improved outcomes in social, economic and environmental terms.

Reviewing progress in that process is important for the Shire to assess its level of success and learn from its own processes.

4.6 Support for Elected Members in the Governance Process

As directed by the Department of Local Government, Sport and Cultural Industries (DLGSC), Elected Members are ~~encouraged~~ required to attend training ~~offered by the Local Government Department or the~~by authorised organisations as approved by DLGSC ~~WA Local Government Association~~ to better enable them to carry out their Civic Duties.

~~Training needs, advice or resource needs can be facilitated by the CEO or relevant delegated officers.~~

~~***The Department of Local Government and Communities offers advisory and support services for Elected Members. Guidelines are available through their Website www.dlg.wa.gov.au, or by contacting the Department on 08 92171500, or Free call 1800 620 511***~~

~~Corporate Governance Standards AS 8001 – 8004 can be purchased by Staff (subject to Budget) from Standards Australia – www.standards.com.au~~

ELM17 Anonymous Communications Policy

Aim	This policy outlines how the Shire of Ashburton will act upon information contained in anonymous letters and other anonymous communications.
Application	All Staff
Statutory Environment	*Local Government Act 1995 ~~Section 3.58(3)(b)~~*
Principles	Community Strategic Plan 2017 – 2027 (2019 Desktop Review) Goal 05 – Inspiring Governance Objective 04 – Exemplary Work & Team Environment
Approval Date	OMC ~~9 December 2015~~19 November 2019
Monitor and Review	Office of the CEO
Last Review	201~~9~~5
Next Review	2021~~19~~
Review Period	Every 2 ~~4~~ years

AIM

To provide a consistent approach to dealing with anonymous letters and communications.

POLICY STATEMENT

Background and existing communication pathways

Shire of Ashburton (the Shire) take~~s~~ allegations of irregularities very seriously and welcomes comments and suggestions about how our services could be improved. The Shire ~~of Ashburton~~ has developed Policies and internal Procedures to provide individuals and groups with the opportunity and channels to voice concerns in a safe manner. The Shire ~~of Ashburton~~ strongly encourages that such policies and procedures are followed as appropriate to the circumstances.

These existing policies are:

~~CORP2 – Misconduct Prevention Pack~~
ADM09 Complaints Management Policy
EMP01 – E~~quity of Opportunity~~qual Employment; and
EMP16 – Grievance Investigation and Resolution~~s~~

These policies provide confidential pathways in recognition of the potentially sensitive nature of the concerns being raised and allow for the withholding of identities within legal constraints. These do ask that individuals or groups identify themselves and put their names to allegations to senior or independent persons at the levels in the organisational structures chain where they feel safe and secure in doing so.

Anonymous communications
On occasions however, individuals and groups choose not to disclose their identity and submit anonymous letters. The purpose of this policy is to explain how the Shire ~~of Ashburton~~ will act on information contained in anonymous letters and other anonymous communications.

Definition ~~O~~of anonymous letter o~~O~~r other anonymous communication
A letter or communication giving no name, identity, address or identifying factors of the sender.

Initial Considerations
Any member of staff receiving an anonymous letter or communication should without delay refer the matter to their line manager or to an appropriate senior manager. The manager will without delay refer the matter to the Chief Executive Officer.

Shire o~~O~~f Ashburton discretion

~~Section 3.58(3) (b) of the Act states:~~

> ~~*It considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*~~

~~It is noted that the above provision makes reference to the consideration of any submissions.~~
It is considered that all submissions made to ~~council~~the Shire, including anonymous submissions, should be considered by council. However, the Shire ~~of Ashburton~~ reserves the right to edit from the letter those parts it deems to be offensive, an attack on a person's character or inappropriate and have no direct relevance to the proposal.

- The Shire ~~of Ashburton~~ reserves the right to exercise its discretion whether to investigate anonymous disclosures.
- The Shire ~~of Ashburton~~ reserves the right to take each allegation on its own merits and invoke procedures as necessary.
- The Shire ~~of Ashburton~~ reserves the right to take no action.

The exceptions to these approaches will be any anonymous letters which allege criminal offence, fraud or irregularity, abuse of an elected or staff member or, are accompanied by, or there exists supporting information which suggests the allegation can be substantiated.

When deciding what action to take, the following will be considered
- Seriousness of the issues raised criminal and legal implications.
- Credibility of the concern
- Whether sufficient information is provided to corroborate the allegation(s) and enable an investigation to be carried out
- Fraud and any other irregularities detrimental to the Shire of Ashburton

Vexatious a~~A~~nd malicious anonymous letters
Letters, or any form of communication considered to be vexatious and malicious will be forwarded to the appropriate authorities and the Shire ~~of Ashburton~~ will provide full support for those authorities to carry out their investigation. Should members of the Shire of Ashburton

be found to have written vexatious and malicious anonymous letters, disciplinary action will be taken up to and including dismissal.

Anonymous communications - implication of the President or Chief Executive Officer (CEO)

Should anonymous communications be received against the President or the CEO, the

- President will consider any such communications against the CEO and report the matter to the Public Sector Commission or the Crime and Corruption Commission; and
- CEO will consider any such communications against the President and report the matter to the Crime and Corruption Commission.

Referral to the Public Sector Commission or the Crime and Corruption Commission is not an accusation of guilt or innocence but rather referral is a matter of appropriate investigation.

ELM18 Community Projects Letters of Support

Aim	To provide clear guidelines to the Elected Members and Shire Staff regarding community projects where letters of support from the Shire of Ashburton are requested.
Application	All Elected Members & Staff
Statutory Environment	N/A
Principles	Community Strategic Plan 2017 – 2027 (2019 Desktop Review) Goal 05 – Inspiring Governance Objective 04 – Exemplary Work & Team Environment
Approval Date	OMC ~~9 December 2015~~19 November 2019
Monitor and Review	Community Services
Last Review	2019~~5~~
Next Review	2023~~19~~
Review Period	Every 2~~4~~ years

AIM

To acknowledge and support the Shire of Ashburton community projects where letters of support are requested. The Shire of Ashburton recognises that it has a major role in creating and developing a strong, cohesive community where people support each other and work together to achieve their desired quality of community life.

OBJECTIVE

Council will support projects, services, programs and facilities for the community which are:

- Planned and Coordinated – Council recognises services to the community are best delivered in a holistic, coordinated manner and that any council planning processes such as recreation planning must consider the needs of the community and must be considered before a letter of support is written.
- Efficient and Accountable – Council will support services for the community that are delivered in an effective, competitive and accountable way.
- Participative – Council recognises the importance of the community being involved in the design, development and management of services and facilities that will be utilised by them.
- Accessible – Council wishes to ensure that the community have access to the range of services and facilities offered in the community.
- Collaborative Partnerships – Council recognises and encourages the collaborative efforts of individuals and agencies working in partnership with the Shire.

METHOD

1. Requests should be received by the Director of Community Services ~~Shire~~ with a minimum of five working days' notice prior to the required date.

2. A request for a letter of support (or a *Referee* request, where specific funding bodies do not accept letters of support) is to include::

    a. An overview of the application organisation;
    b. Full contact details of the organisation including name and contact details of the relevant person in relation to the proposed project.
    c. Details of the proposed project (including how the project meets the objectives of the Policy);
    d. Details of the application for the grant/subsidy;
    e. Details of the organisations relationship the Shire including any Lease or License conditions in place, plus any other relevant information that might affect the Shire as a result of the application.

3. A summary of the application, any officer comments and a draft letter of support to be prepared by the Director of Community Services~~officers~~ ~~(~~for the President's consideration~~)~~.

4. All letters of support are to be signed by the Shire President.

ELM24 Appointment of an Acting Chief Executive Officer

Aim	To provide for the appointment of ~~one of the Shire's Directors~~ an~~s~~ Acting Chief Executive Officer during limited absences of the Chief Executive Officer
Application	Directors and CEO
Statutory Environment	*Local Government Act 1995 Section 5.36*
Principles	Community Strategic Plan 2017 – 2027 (2019 Desktop Review) Goal 05 – Inspiring Governance Objective 03 – Council Leadership
Approval Date	OMC ~~26 April 2017~~19 November 2019
Monitor and Review	Office of the CEO
Last Review	2019~~7~~
Next Review	2021~~19~~
Review Period	Every 2 years

POLICY STATEMENT

1. In accordance with the requirements of the *Local Government Act 1995*, section 5.36(2)(a), ~~the~~ Council has determined that the persons appointed as the permanent incumbent to the position of a Director (as defined in Council Policy EMP11 Senior Employees) are suitably qualified to perform the role of Acting Chief Executive Officer (CEO).
~~1.~~
2. In the event of an unforeseen absence of the CEO, then the default Acting CEO will be the permanent incumbent of the position with the title "Director, Corporate Services" or equivalent position, for a period not exceeding ten (10) working days.

~~2.~~3. Within 24 hours of the appointment of the Acting CEO under 2. above, using EMACCESS, the President will advise Councillors and Executive Staff of the appointment.

ELM25 Use of the EMACCESS email portal and Councillor Discussion Board

Aim	To establish ~~the~~ guidelines for Elected Members when using EMACCESS and the Discussion Board
Application	All Elected Members
Statutory Environment	*Local Government Act 1995* *State Records Act 2000*
Principles	Community Strategic Plan 2017 – 2027 (2019 Desktop Review) Goal 05 – Inspiring Governance Objective 03 – Council Leadership
Approval Date	OMC ~~20 November 2018~~19 November 2019
Monitor and Review	Office of the CEO
Last Review	2019~~8~~
Next Review	2020~~19~~
Review Period	Annually

1. ELECTED MEMBER ACCESS (EMACCES) EMAIL PROTOCOLS

a) This policy applies to communications generated via the EMACCESS portal. The key stakeholders are ~~the~~ Councillors, the Chief Executive Officer (CEO), Directors and the Executive ~~Officer~~Coordinator. The Code of Conduct (ELM04) shall apply to the usage of the EMACCESS portal.

b) The Council's EMACCESS portal is intended to ensure that important information is promptly received, considered, and communicated to the Councillors by the CEO and that councillors are provided the same when communicating with the CEO.

c) Only questions are to be asked in this forum and no debate is to take place via EMACCESS. All debate shall be reserved for topics initiated on the Discussion Board. *The Local Government Act 1995* does not allow "Council decisions" to be made via this medium.

d) All EMACCESS details and correspondence will be recorded in accordance with the *State Records Act 2000.*

Examples of items to be considered in the EMACCESS email portal are:

2. COMMUNICATION WHICH IS POLICY OR STRATEGIC IN NATURE, OR AS REQUIRED BY DELEGATION.

a) EMACCESS@ashburton.wa.gov.au email should be used by Councillors for all policy or strategic items to be addressed.
b) All EMACCESS correspondence will be acknowledged and a response will be provided via the CEO, or relevant Director.

3. COMMUNICATION WHICH IS AGENDA BASED IN NATURE

3. .

a) Any questions regarding content of Council Agenda (e.g., clarification of issues or request for further information) items should be referred to the CEO using EMACCESS. All emails shall be recorded.

4. COMMUNICATION BETWEEN THE SHIRE PRESIDENT AND COMMUNITY SERVICES MANAGER (OR APPOINTED STAFF MEMBER).

4.

a) Events where Councillors are invited to attend and/or participate shall be communicated directly to the Shire President from the Community Services Manager (or appointed staff member) and not via EMACCESS.

a)

For example:

- Welcome Events, Anzac Day, Australia Day Opening attendances by Councillors;
- Councillors to present a speech at events; and
- Other requirements of Councillor specific to an event.

5. EMAILS NOT APPROPRIATE TO THE EMACCESS PORTAL

5. I:

a) Communication of normal and routine issues. If Councillors wish to report damage to property, repairs required, requests for service and all matters that are operational in nature then the Customer Action Request (CAR) system should be used. These requests can be made by email using soa@ashburton.wa.gov.au or by telephone to reception.

a)

b) Travel arrangements - Councillors to directly contact the Councillor Support Officer~~Office of the CEO Staff~~.

b)

c) Citizenship Ceremonies - Councillors to directly contact the Councillor Support Officer~~Office of the CEO Staff~~.

c)

d) Council issues communications / iPad / Computers - Councillors to directly contact ~~Information Services Staff~~Councillor Support Officer.

6. DISCUSSION BOARD PROTOCOLS

a) This policy applies to communications (topic needing discussion) generated via the web based Discussion Board. The key stakeholders are the Councillors. The Code of Conduct (ELM04) shall apply to the usage of the web based Discussion Board.

~~a)~~

b) The Discussion is designed:

~~b)~~

- To ensure Councillors have a communication channel to which they have easy and timely access. The Discussion Board is designed to allow Councillors the opportunity to discuss amongst themselves, issues of relevance to their role as Councillors. It is not for questions (which should be forwarded by EMACCESS Email) but to provide a web based capacity to communicate with each other across a remote and distant Ashburton environment.
-
- To encourage the timely and effective communication of relevant and useful information amongst Councillors on relevant Councillor related issues.
-
- Where appropriate, to see action taken by the Council as a result of the feedback.
-
- Distribution of agenda and minutes.

FIN20 Related Party Disclosures

Aim	The purpose of this policy is to ensure that the Shire of Ashburton's financial statements contain the disclosures necessary to draw attention to the possibility that its financial position may have been affected by the existence of related parties and by transactions and outstanding balances, including commitments, with such parties in line with the requirements of AASB 124 – Related Party Disclosures.
Application	Elected Members, Chief Executive Officer and Designated Senior Employees
Statutory Environment	*Local Government Act 1995* *Local Government (Financial Management) Regulations 1996* *Australian Accounting Standard – AASB 124 Related Party Disclosure*
Principles	Strategic Community Plan 2017 – 2027 (2019 Desktop Review) Goal 05 – Inspiring Governance Objective 03 – Council Leadership
Approval Date	OMC ~~24 October 2017~~ 19 November 2019
Monitor and Review	Corporate Services
Last Review	2019~~7~~
Next Review	2021~~19~~
Review Period	Every 2 years

Identification of Related Parties

AASB 124 provides that the Shire of Ashburton will be required to disclose in its Annual Financial reports, related party relationships, transactions and outstanding balances.

Related parties includes a person who has significant influence over the reporting entity, a member of the key management personnel (KMP) of the entity, or a close family member of that person who may be expected to influence that person.

KMP are defined as persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly.

For the purposes of determining the application of the standard, the Shire of Ashburton has identified the following persons as meeting the definition of *Related Party*:

- An Elected Member
- Key management personnel being a person employed under section 5.36 of the *Local Government Act 1995* in the capacity of Chief Executive Officer or a designated senior employee appointed under section 5.37 of that Act as a Director;
- Close members of the family of any person listed above, including that person's child, spouse or domestic partner, children of a spouse or domestic partner, dependents of that person or person's spouse or domestic partner; and/or

- Entities that are controlled or jointly controlled by an Elected Member, KMP or their close family members. Entities include companies, trusts, joint ventures, partnerships and non-profit associations such as sporting clubs.

The Shire of Ashburton will therefore be required to assess all transactions made with these persons or entities.

Identification of related party transactions

A related party transaction is a transfer of resources, services or obligations between the Shire of Ashburton (reporting entity) and the related party, regardless of whether a price is charged.

For the purposes of determining whether a related party transaction has occurred, the following transactions or provision of services have been identified as meeting this criteria:

- Paying rates
- Fines
- Use of Shire of Ashburton owned facilities such as [Recreation Centre, Civic Centre, library, parks, ovals and other public open spaces (whether charged a fee or not)]
- Attending council functions that are open to the public
- Employee compensation whether it is for KMP or close family members of KMP
- Application fees paid to the Shire of Ashburton for licences, approvals or permits
- Lease agreements for housing rental (whether for a Shire of Ashburton owned property or property sub-leased by the Shire of Ashburton through a Real Estate Agent)
- Lease agreements for commercial properties
- Monetary and non-monetary transactions between the Shire of Ashburton and any business or associated entity owned or controlled by the related party (including family) in exchange for goods and/or services provided by/to the Shire of Ashburton (trading arrangement)
- Sale or purchase of any motor vehicles, buildings or land owned by the Shire of Ashburton, to a person identified above
- Sale or purchase of any motor vehicles, buildings or land owned by a person identified above, to the Shire of Ashburton
- Loan Arrangements
- Contracts and agreements for construction, consultancy or services

Some of the transactions listed above, occur on terms and conditions no different to those applying to the general public and have been provided in the course of delivering public service objectives. These transactions are those that an ordinary citizen would undertake with Council and are referred to as an Ordinary Citizen Transaction (OCT). Where the Shire of Ashburton can determine that an OCT was provided at arm's length, and in similar terms and conditions to other members of the public and, that the nature of the transaction is immaterial, no disclosure in the annual financial report will be required.

Disclosure Requirements

For the purposes of determining relevant transactions, Elected Members and key management personnel as identified above, will be required to complete a Related Party Disclosures -

Declaration form for submission to financial services.

Ordinary Citizen Transactions (OCTs)

This Policy serves to confirm that in the opinion of Management and the Council, based on the facts and circumstances, the following OCT's that are provided on terms and conditions no different to those applying to the general public and which have been provided in the course of delivering public service objectives, are unlikely to influence the decisions that users of the Council's financial statements make. As such no disclosure in the Related Party Disclosures - Declaration form will be required.

- Paying rates
- Fines
- Use of Shire of Ashburton owned facilities such as Recreation Centre, Civic Centre, library, parks, ovals and other public open spaces
- Attending council functions that are open to the public
- Application fees paid to the Shire of Ashburton for licences, approvals or permits

Where these services were not provided at arm's length and under the same terms and conditions applying to the general public, Elected Members and KMP will be required to make a declaration in the Related Party Disclosures - Declaration form SOA CEO 015 about the nature of any discount or special terms received.

All other transactions

For all other transactions, Elected Members and KMP will be required to make a declaration in the Related Party Disclosures - Declaration form SOA CEO 015.

Frequency of disclosures

Elected Council members and KMP will be required to complete a Related Party Disclosures - Declaration form annually or ~~when they leave the Shire of Ashburton as an elected member or~~ on cessation of office or employment, whichever comes earlier.

Confidentiality

All information contained in a disclosure return, will be treated in confidence. Generally, related party disclosures in the annual financial reports are reported in aggregate and as such, individuals are not specifically identified. Notwithstanding, management is required to exercise judgement in determining the level of detail to be disclosed based on the nature of a transaction or collective transactions and the materiality. Individuals may be specifically identified, if the disclosure requirements of AASB 124 so demands.

Materiality

Management will apply professional judgement to assess the materiality of transactions disclosed by related parties and their subsequent inclusion in the financial statements.

In assessing materiality, management will consider both the size and nature of the transaction, individually and collectively.

Related documents:

- *Related Party Disclosures – Declaration form SOA CEO 015*

CORP5 Risk Management Policy

Aim	The Shire of Ashburton is committed to organisation wide risk management principles, systems and processes that ensure consistent, efficient, and effective assessment of risk in all planning, decision making and operational processes.
Application	Elected Members and Staff
Statutory Environment	*Local Government Act (1995) 5.56(2)*
Principles	Strategic Community Plan – 2017 – 2027 (2019 Desktop Review) Goal 05 – Inspiring Governance Objective 03 – Council Leadership
Approval Date	OMC 19 November 2019
Monitor and Review	Office of the CEO
Last Review	2019
Next Review	2021
Review Period	Every 2 years

1. Objective

The objective of this Policy is to state the Shire of Ashburton's (the 'Shire's') intention to identify potential risks so that impacts can be minimised or opportunities realised; ensuring that the Shire achieves its strategic and corporate objectives efficiently, effectively and within good corporate governance principles.

2. Policy

It is the Shire's Policy to achieve best practice (aligned with AS/NZS ISO 31000:2018 Risk management – Guidelines), in the management of all risks that may affect the Shire to meet its objectives.

Risk management functions will be resourced appropriately to meet the size and scale of the Shire's operations and will form part of the Strategic, Operational, and Project responsibilities and be incorporated within the Shire's Integrated Planning Framework.

This policy applies to Council Members, all employees, volunteers and contractors involved in any Shire operations.

3. Risk Management Objectives:

The following points provide detail on the objective specifics:

1. Aligns with and assist the implementation of all Shire policies.
2. Optimises the achievement of the Shire's vision, strategies, goals and objectives.

3. Provides transparent and formal oversight of the risk and control environment enabling effective decision making.
4. Embeds appropriate and effective controls to mitigate risk.
5. Achieves effective corporate governance and adherence to relevant statutory, regulatory and compliance obligations.
6. Enhances organisational resilience.
7. Identifies and provides for the continuity of critical operations.

4. Policy Definitions (from AS/NZS ISO 31000:2018)

Risk: Effect of uncertainty on objectives.

> Note 1: An effect is a deviation from the expected – positive 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, organisation-wide, project, product or process).

Risk Management: Coordinated activities to direct and control an organisation with regard to risk.

Risk Management Process: Systematic application of management policies, procedures and practices to the activities of communicating, consulting, establishing the context, and identifying, analysing, evaluating, treating, monitoring and reviewing risk.

5. Roles & Responsibilities

Council's role is to;

- Review and approve the Shire's Risk Management Policy and Risk Assessment & Acceptance Criteria;
- Finance the Auditor Generals appointment of external Auditors; and
- Establish and maintain an Audit & Risk Management Committee in terms of the *Local Government Act.*

The CEO is responsible for:

- the implementation of this policy;
- measurement and reporting on the performance of risk management;
- review and improvement of this Policy and the Shire's Risk Management Framework/Procedures at least biennially or in response to a material event or change in circumstances; and
- The allocation of roles, responsibilities and accountabilities.

6. Risk Assessment and Acceptance Criteria (Appendix 1)

All identified risks are to be assessed according to the Shire's Risk Assessment and Acceptance Criteria to allow consistency and informed decision making. For operational requirements such as projects or to satisfy external stakeholder requirements, alternative risk assessment criteria may be utilised, however these cannot exceed the organisations risk appetite and are to be noted within the individual risk assessment.

7. Monitor & Review

The Shire will implement and integrate a monitor and review process to report on the achievement of the Risk Management Objectives, the management of individual risks and the ongoing identification of issues and trends.

This policy will be kept under review by the Shire's Executive Management Team and will be formally reviewed by Council biennially.

8. Related Documents

- CORP5 Risk Management Framework (Internal)
- CORP5 Strategic and Operational Risk Register (Internal)
- ELM14 Governance Policy

Appendix 1 - Risk Assessment and Acceptance Criteria

Measures of Consequence									
RATING	**PEOPLE**	**INTERRUPTION TO SERVICE**	**REPUTATION** (Social / Community)	**COMPLIANCE**	**PROPERTY** (Plant, Equipment, Buildings)	**NATURAL ENVIRONMENT**	**FINANCIAL IMPACT**	**Project TIME**	**Project COST**
Insignificant (1)	Near-Miss	No material service interruption Less than 1 hour	Unsubstantiated, localised low impact on community trust, low profile or no media item.	No noticeable regulatory or statutory impact	Inconsequential damage.	Contained, reversible impact managed by on site response	Less than $10,000	Exceeds deadline by 5% of project timeline	Exceeds project budget by 5%
Minor (2)	First Aid Treatment	Short term temporary interruption – backlog cleared < 1 day	Substantiated, localised impact on community trust or low media item	Some temporary non compliances	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response	$10,000 - $100,000	Exceeds deadline by 10% of project timeline	Exceeds project budget by 15%
Moderate (3)	Medical treatment / Lost time injury >10 Days	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Substantiated, public embarrassment, moderate impact on community trust or moderate media profile	Short term non-compliance but with significant regulatory requirements imposed	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies	$100,001 to $1,000,000	Exceeds deadline by 15% of project timeline	Exceeds project budget by 25%
Major (4)	Lost time injury >30 Days / temporary disability	Prolonged interruption of services – additional resources; performance affected < 1 month	Substantiated, public embarrassment, widespread high impact on community trust, high media profile, third party actions	Non-compliance results in termination of services or imposed penalties to Shire/Officers	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies	$1,000,000 to $5,000,000	Exceeds deadline by 20% of project timeline	Exceeds project budget by 35%
Extreme (5)	Fatality, permanent disability	Indeterminate prolonged interruption of services non- performance > 1 month	Substantiated, public embarrassment, widespread loss of community trust, high widespread multiple media profile, third party actions	Non-compliance results in litigation, criminal charges or significant damages or penalties to Shire/Officers	Extensive damage requiring prolonged period of restitution. Complete loss of plant, equipment & building	Uncontained, irreversible impact	>$5,000,000	Exceeds deadline by 25% of project timeline	Exceeds project budget by 45%

Measures of Likelihood			
Level	**Rating**	**Description**	**Frequency**
5	**Almost Certain**	The event is expected to occur in most circumstances	More than once per year
4	**Likely**	The event will probably occur in most circumstances	At least once per year
3	**Possible**	The event should occur at some time	At least once in 3 years
2	**Unlikely**	The event could occur at some time	At least once in 10 years
1	**Rare**	The event may only occur in exceptional circumstances	Less than once in 15 years

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

Risk Acceptance Criteria			
Risk Rank	**Description**	**Criteria**	**Responsibility**
LOW	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager
MODERATE	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
HIGH	Urgent Attention Required	Risk acceptable with effective controls, managed by senior management / executive and subject to monthly monitoring	Director / CEO
EXTREME	Unacceptable	Risk only acceptable with effective controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring	CEO / Council

Existing Controls Ratings		
Rating	**Foreseeable**	**Description**
Effective	There is little scope for improvement.	1. Processes (Controls) operating as intended and aligned to Policies / Procedures. 2. Subject to ongoing monitoring. 3. Reviewed and tested regularly.
Adequate	There is some scope for improvement.	1. Processes (Controls) generally operating as intended, however inadequacies exist. 2. Nil or limited monitoring. 3. Reviewed and tested, but not regularly.
Inadequate	There is a need for improvement or action.	1. Processes (Controls) not operating as intended. 2. Processes (Controls) do not exist, or are not being complied with. 3. Have not been reviewed or tested for some time.

ENG08 Bush Fire Policy

Aim	To establish and maintain a Bush Fire Brigade in accordance with Part V of the Bush Fires Acts 1954, as amended, in order to provide adequate fire protection for those areas within the municipality and to carry out any identified hazard reduction having due regard at all times for the preservation of the natural environment.
Application	All Staff
Statutory Environment	*Local Government Act 1995 - 2.7 (2) (b)* *Bush Fires Act 1954*
Principles	Community Strategic Plan 2017 – 2027 (2019 Desktop Review) Goal 04 – Quality Services and Infrastructure Objective 02 – Accessible and Safe Towns
Approval Date	OMC ~~24 October 2017~~19 November 2019
Monitor and Review	Property & Development Services
Last Review	2019~~7~~
Next Review	202~~018~~
Review Period	Annually

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1. BUSH FIRE ADVISORY COMMITTEE MEETINGS

1.1 INTRODUCTION

The Shire of Ashburton Bush Fire Service comprises one Brigade whose members are all trained volunteers. Council seeks input from these members and other key stakeholders on matters relating to relating to bush fire prevention and control through the Shire of Ashburton Bush Fire Advisory Committee (BFAC).
This Policy specifies when Bush Fire Advisory Committee Meetings are to be held, and the minimum issues Council seeks the Advisory committee to address.

1.2 OBJECTIVE

1. To specify a minimum number of Bush Fire Advisory Committee Meetings to be held in any year;
2. To specify what items are required to be considered at these meetings, except general agenda items;
3. To specify the membership of the Bushfire Advisory Committee and the numbers of members required to constitute a quorum.

1.3 POLICY STATEMENT

The Bush Fire Advisory Committee shall meet a minimum of two times per year with the meetings being held prior to and after the fire (April & September) season. The Chairperson shall be the Shire of Ashburton President or their nominated delegate. In their absence the Deputy Chief Bushfire Control Officer will act as the Chairperson.

The following items shall be considered at the post fire (April) season meeting of the Bush Fire Advisory Committee each year:

1. The report from the Brigade Captain on the fire season activities and other Brigade related issues;
2. Bush Fire Brigade budget requests for items that fall outside of the Local Government Grants Scheme (ESL) eligibility;
3. Nominations for the National Medal.

The following items shall be considered at the pre fire (September) season meeting of the Bush Fire Advisory Committee each year:

a) Appointment of Fire Control Officers;
b) the draft Section 33 Notice in regards to Fire Breaks;

c) Capital items for the forthcoming Local Government Grants Scheme (ESL) due in January each year.

Membership of the Bush Fire Advisory Committee shall comprise of:

~~Shire of Ashburton President~~
Two Shire of Ashburton Council Representatives
Chief Bush Fire Control Officer (DFES Appointed)
Deputy Chief Bush Fire Control Officers
Bush Fire Control Officers (BFCO)
Chief Executive Officer (CEO)
Pastoralists Representative or Delegate
Director ~~Development & Regulatory Services~~Property and Development Services
Shire of Ashburton Senior Ranger
Captain or Delegate Tom Price Volunteer Bushfire Brigade
Captain of the Tom Price PVFRS or Delegate
Captain of the Paraburdoo PVFRS or Delegate
Captain of the Pannawonica PVFRS or Delegate
Rio Tinto Representatives
(ESS~~EMA~~ Tom Price, Greater Paraburdoo, Greater Brockman)
FMG Solomon Emergency Management Supervisor

Ex Officio
DC~~C~~BFCO City of Karratha (FCO)
~~CB~~DCBFCO ~~Shire~~ Town of Port He~~a~~dland (FCO)
CBFCO Shire of Exmouth (FCO)
DCBFCO Town of Port Hedland
DFES Representatives other than CBCFO
~~DPaW~~ DBCA Representatives

All of whom (except Ex Officio representatives) shall have equal voting rights except in the case of a tied vote; here the Chairperson shall also exercise a casting vote in addition to a deliberative vote.
Minutes and recommendations from the Advisory Committee will be presented to for discussion and referral to Council as soon as practicable after each meeting.
Quorum shall be ~~eight~~six presiding members.

Terms of Office
a) Each committee member will be nominated annually at the post fire (April) season meeting by the committee for Council's ratification;
b) The Council may accept the resignation in writing of, or remove any member of the committee.

Appointment of Committee Members
The Council shall endorse the appointment of new Committee members or when a vacancy occurs in the office of a member of the Committee.

District Committees
The Deputy Chief Bush Fire Control Officer ~~his/her~~or their delegate is to represent Council, in relation to their Bush Fire obligations, at Local Emergency Management Committee

(LEMC) meetings and District Operations Advisory Committee (DOAC) meetings or other district meetings as required

1. ~~2.~~ MEETINGS OF THE BUSH FIRE BRIGADE

2.1 INTRODUCTION

Bush Fire Brigades are established by the Shire of Ashburton under powers conferred upon the Council by the *Bush Fires Act 1954*. The Shire of Ashburton Bush Fire Service comprises of one Bush Fire Brigade whose members are all trained volunteers. The Bush Fire Brigade may hold meetings on such days and at such times the Bush Fire Brigade thinks fit.
This Policy specifies when and what type of meetings the Bush Fire Brigade are to be held, the quorum required and voting rights of Brigade members

2.2 OBJECTIVE

1. To specify a minimum number of Ordinary Meetings the Bush Fire Brigade is to conduct in any year;
2. To specify what items are required to be considered at these meetings, except general agenda items;
3. To specify what type of meetings the Bush Fire Brigade can conduct.

2.3 POLICY STATEMENT

ORDINARY MEETINGS

The Bush Fire Brigade shall conduct a minimum of four Ordinary Meetings per year with at least one meeting being held prior to and one meeting after the fire (April & September) season. The Chairperson shall be the Captain or their nominated delegate. The Deputy Chief Bushfire Control Officer will act as the Secretary and minute the meeting. A copy of the meeting minutes is to be forwarded to the BFAC.
The following items shall be considered at the post fire (April) season meeting of the Bush Fire Brigade each year:

1. The report from the Brigade Captain on the fire season activities and other Brigade related issues;
2. Bush Fire Brigade budget requests for items that fall outside of the Local Government Grants Scheme (ESL) eligibility;
3. Nominations for Service Medals Medal.

The following items shall be considered at the pre fire (September) season meeting of the Bush Fire Advisory Committee each year:
Capital items for the forthcoming Local Government Grants Scheme (ESL) due in January each year.

ANNUAL GENERAL MEETINGS

The Bush Fire Brigade shall hold an Annual General Meeting (AGM) prior to the end of August each year.
At the AGM the Brigade is to:
Elect the Bush Fire Brigade Officers from amongst the Brigade members.
Voting will occur for positions in the following order:
Brigade Captain; Term ~~2~~1 year.
Brigade Lieutenants; Term ~~2~~1 year (up to 4 Lieutenants).

Brigade Equipment Officer; Term ~~2~~1 year.
Secretary; By Brigade Resolution, the Shire of Ashburton DCBFCO.
Elections will be conducted by secret ballot.
Deal with any general business that is outstanding.

SPECIAL MEETING
The CBFCO, DCBFCO or the Bush Fire Brigade Captain may convene a special meeting of the Bush Fire Brigade if requested by an Active Brigade Member or when required due to a vacancy in the Officer Group.

OFFICERS GROUP MEETING
The Bush Fire Brigade Officers Group may hold meetings on such days and at such times it thinks fit to streamline line Brigade management and facilitate Brigade communication with key stakeholders. A report in the form of an email or discussion at the next Ordinary Meeting must be provided to all Bush Fire Brigade members.

2.6 QUORUM
The quorum for a meeting of a Brigade is at least ~~20%~~ 6 of the number of voting members of that Brigade. No business is to be transacted at a meeting of the Bush Fire Brigade unless a quorum of Brigade members is present in person or by authorised proxy.

2.7 VOTING
Each member is allowed one vote at a meeting of the Bush Fire Brigade. If a voting member is unable to attend a meeting they may lodge an absentee vote or nominate another member as their proxy.
If the meeting Chair is willing to accept electronic lodgement, an absentee vote may be emailed to the meeting Chair. The absentee voter must be aware of the reduced confidentiality of this method.

2. ~~3.~~ STANDARD OPERATING PROCEDURES

3.1 INTRODUCTION
DFES has a set of Standard Operating Procedures relevant to the everyday operation of Bush Fire Brigades. The Standard Operating Procedures have been widely accepted and adopted by most local governments in Western Australia.

3.2 OBJECTIVE
The objective of this Policy is to adopt DFES Standard Operating Procedures as Council's Bush Fire Brigades Standard Operating Procedures.

3.3 POLICY STATEMENT
That the Shire of Ashburton adopts the Standard Operating Procedures relating to Brigades and Local Authorities as outlined in the DFES Standard Operating Procedures applicable to Bush Fire Fighting and Incident Control as Council's Bush Fire Brigades Standard Operating Procedures.

3. ~~4.~~ BUSH FIRE CONTROL OFFICER APPOINTMENTS

4.1 INTRODUCTION
Within the Bushfire Brigades, there are various officers appointed by Council to undertake various roles and responsibilities. The persons occupying these positions, although

volunteers, are nonetheless officers of the Council and are appointed by the Council (under section 38 of the *Bush Fires Act 1954*) upon their nomination by the Brigade and endorsement by the Bush Fire Advisory Committee.
This policy provides the eligibility criteria for a person to be appointed as a Bush Fire Control Officer.

4.2 OBJECTIVE

1. All Officers of the Bush Fire Brigade will be Authorised as Fire Control Officers for the Shire of Ashburton
~~1.~~2. To ensure that a person has the relevant qualifications necessary to hold the position of Fire Control Officer;
~~2.~~3. To ensure that these qualifications are maintained by the appointed Bush Fire Control Officer.

4. 3 POLICY STATEMENT

1. To be eligible for appointment as a Bush Fire Control Officer a person must have completed the Bush Fire Control Officer Training Program;
2. Notwithstanding Item 1 above, a person will be eligible for appointment as a Bush Fire Control Officer if they complete the Bush Fire Control Officer Training Program within 12 months of appointment;
3. For a person to continue as a Bush Fire Control Officer they must complete the Bush Fire Control Officers Course or a Refresher Course at intervals of no more than every 2 years;
4. Yearly notification is made to Council of Brigade Officers to be appointed as Fire Control Officers;
5. A Fire Control Officer shall not issue a Permit to Burn without consultation from the Chief or Deputy Chief Bush Fire Control Officer.

5. AUTHORITY OF CHIEF & DEPUTY BUSH FIRE CONTROL OFFICERS

5.1 INTRODUCTION

Within the Shire of Ashburton Fire Services, a formal hierarchy exists in accordance with the *Bush Fires Act 1954* to provide a chain of command at multi brigade incidents. The two most senior positions are those of Chief and Deputy Chief Bush Fire Control Officer. In accordance with the Pilbara MOU Management and Control of Bush Fire Brigades and Emergency Services in the Pilbara Region of Western Australia, the FES Commissioner will delegate the role of CBFCO to a DFES Officer within the Pilbara Region.
This Policy recognises the need for the Chief and Deputy Chief Bush Fire Control Officer to act quickly in an emergency wild fire situation where that wild fire is beyond the resources of the Shire of Ashburton Fire Services.

5.2 OBJECTIVE

1. To specify which persons may incur expenses on behalf of Council;
2. To specify the extent of the authority to expend Council funds.

5.3 POLICY STATEMENT

1. The ~~Chief Bush Fire Control Officer,~~ Deputy Chief Bush Fire Control Officer and Captain plus First, Second, Third and Fourth Lieutenants of the Tom Price Volunteer Bush Fire

Brigade are authorised to engage contractors or incur expenses of up to ~~$5,000~~ $2,499 on behalf of Council;

~~2. Item 1 of the Policy above only applies to incidents where the Shire of Ashburton is the Controlling agency and the incident is beyond the resources of the Shire of Ashburton; and~~

~~3. Expenditure of an amount likely to exceed $5,000 requires the approval of one of the following Council Employees:~~

~~a. Chief Executive Officer;~~

~~b. Director Development & Regulatory Services.~~

6. FIREBREAK ORDER – EXEMPTIONS

6.1 INTRODUCTION

In accordance with the provisions of Section 33 of the *Bush Fires Act 1954*, the Shire of Ashburton adopts an annual Firebreak Notice specifying the minimum standards of fire prevention measures to be undertaken by land owners.

For varying reasons of terrain, natural water courses, stands of significant vegetation or other reasons, it may not be possible or desirable for the land owner to meet Councils requirements.

In order to avoid receiving an infringement notice for failing to comply with the requirements of the Firebreak Order, the land owner, in accordance with the Order, needs to obtain the approval of the Shire for an exemption from, the requirements of the Order.

This Policy is intended to provide a procedure to deal with applications for firebreak exemptions to the annual Firebreak Order.

6.2 OBJECTIVE

To specify which persons are authorised to approve applications for firebreak exemptions and variations to the annual Firebreak Order.

6.3 POLICY STATEMENT

1. The Chief Executive Officer or Deputy Chief Bush Fire Control Officer are authorised to approve or refuse applications made for Firebreak Order exemptions;
2. Exemptions so granted shall be issued in writing by the Shire of Ashburton for a period of no more than 3 years.

7. PERSONAL PROTECTIVE EQUIPMENT

7.1 INTRODUCTION

Bush Fire brigades are created by Council pursuant to Section 41 of the Bush Fires Act 1954. In accordance with the MOU with DFES ~~As~~ Brigades ~~are under the control of the~~ in the Shire of Ashburton are under the control of DFES, ~~Shire~~ DFES has a duty of care to Brigade members to ensure that they are suitably equipped and protected to carry out their roles as fire fighters.

This Policy provides for the issue of personal protective equipment to brigade members.

7.2 OBJECTIVE

1. To specify what personal protective equipment will be supplied by ~~Shire of Ashburton~~DFES;
2. ~~To specify~~ DFES will specify when brigade members can wear the personal protective equipment in accordance with DFES SOP's;

~~3. To specify that a register of personal protective equipment issued to brigade members must be kept by the relevant Chief Bush Fires Control Officer.~~

7.3 POLICY STATEMENT

1. ~~The Shire of Ashburton~~ DFES shall issue all volunteers with DFES approved Level 1 Personal Protective Equipment consisting of:
   a. Level 1 Tunic;
   b. Level 1 Trousers;
   c. Level 1 Helmet;
   d. Level 1 Gloves;
   e. Bush Fire Boots;
   f. Level 1 Tee Shirt 100% Cotton;
   g. Baseball Style Cap
   ~~e.~~h. Wide Brim Sun Hat
   ~~f.~~i. Goggles;
   ~~g.~~j. ~~P2~~ Appropriate facemasks for the undertaking of Bush Fire Suppression.

The PPE kit remains the property of the Shire of Ashburton at all times. Upon termination or resignation from the Brigade, all kit must be returned to the Brigade for re-issue to other active members. Failure to return the kit to the Brigade will result in the issue of an invoice for the replacement cost of a new ~~PPE~~ kit.

Failure to pay for or return the issued PPC ~~gear~~ will result in legal action being undertaken by the Shire of Ashburton to recover the items or replacement costs. All members are responsible for the care and maintenance of all PPE issued to them.

2. Deputy Chief Bush Fire Control Officer or Captain shall require that a brigade member completes the attached form acknowledging that they have received the personal protective equipment and that they undertake to return the equipment if they cease to be an active member of the Brigade. ~~Allocation of PPE is also to be entered on to the Station Software Program that the Brigade use.~~ Personal Protective Equipment shall only be worn at fire incidents and bona fide Brigade activities

8. FIRE APPLIANCES – REPAIRS ~~,~~and SERVICING ~~& MODIFICATIONS~~

8.1 INTRODUCTION

Bush Fire brigades are created by Council pursuant to Section 41 of the Bush Fires Act 1954. In accordance with the MOU with DFES, Brigades in the Shire of Ashburton are under the control of DFES, DFES ~~As Brigades are under the control of the Shire of Ashburton, the Shire has~~ a duty of care to Brigade members to ensure that all equipment provided for Brigade use is maintained to the correct standard and that any modifications do not compromise the operational safety of the equipment.
~~This policy seeks to specify the procedures to be followed when Council owned fire appliance require repairs, servicing or modifications.~~

8.2 ~~OBJECTIVE~~ VEHICLE MAINTENANCE

In line with the MOU and Concept of Operations for the MOU, if the Shire elects to transfer responsilibity to DFES for vehicle maintenance and repair, the approved vehicles will be incorporated in the DFES's fleet and maintenance schedule and services via DFES Service providers.

8.3 VEHICLE REGISTRATION

As per item 5.5 of the MOU, all appliances, equipment and apparatus of the bush fire brigade will remain the property of the Shire of Ashburton. As such, vehicles will continue to

be registered by the Shire of Ashburton with costs reimbursed from the Local Government Grants Scheme (LGGS) funds on DFES' receipt of an invoice from the Shire of Ashburton.

~~1. To provide an interpretation for the following terms:~~
~~a. minor repair;~~
~~b. minor modification;~~
~~c. major modification.~~
~~2. To specify the procedure to be followed when fire appliances require repairs or modifications;~~
~~3. To specify the frequency of routine scheduled servicing of fire appliances.~~

~~**8.3 POLICY STATEMENT**~~

~~In this policy:~~
~~**"Repairs"** means to restore to good condition, renovate, mend, remedy or set right again any part of a fire appliance as approved.~~
~~**"Minor modification"** means to change or alter a component of a fire appliance where the modification will not affect the specifications of the fire appliance and where the modification work as approved.~~
~~**"Major modification"** means to change or alter a component of a fire appliance where the modification will affect the specifications of the fire appliance and the modification work as approved.~~

~~1. A Purchase Order for all repairs and modification shall be obtained from the Chief Executive Officer or Chief Bush Fire Control Officer prior to the work being undertaken;~~
~~2. Minor and major modifications shall be authorised by the Chief Executive Officer and/or Chief Bush Fire Control Officer after consultation with DFES Operations Command Pilbara;~~
~~3. All Council owned fire appliances are to be serviced by an appropriately qualified company as required.~~

9. DUTIES OF RANGERS AT FIRES

9.1 INTRODUCTION

Pursuant to Section 38(1) of the *Bush Fires Act 1954* Shire of Ashburton Rangers may be appointed as authorised Fire Control Officers.
It is the function of Volunteer Bush Fire brigades to suppress wild fires within the Shire of Ashburton. However, in performing this function, the Officer in control of the fire may enlist other services or agencies as required.
This policy seeks *t*o specify when the Shire Rangers are requested by the Incident Controller or Chief Executive Officer or delegate to attend fire emergencies and the role of that officer at same.

9.2 OBJECTIVE

1. To specify when the Shire Ranger ~~is~~ are to attend fire services incidents;
2. To specify the Shire Ranger's role at fire services incidents.

9.3 POLICY STATEMENT

1. The Shire Rangers shall attend fire emergencies only at the request of the Incident Controller or Chief Executive Officer or delegate;
2. At fire emergencies the role of the Shire Ranger is to:
   a) assist the Incident Controller in establishing a forward control point;
   b) provide essential communications assistance;
   c) provide forward reconnaissance;
   d) provide the Incident Controller with logistical support.

10. HAZARD REDUCTION WITHIN THE GAZETTED TOWNSITES

10.1 INTRODUCTION

The Shire of Ashburton is responsible for the reduction of fire hazards on land under its control. This land includes road and drainage reserves as well as public open space. This Policy provides for the burning of road and drainage reserves within the Shire of Ashburton for fire hazard reduction and maintenance purposes.

10.2 OBJECTIVE

1. To specify who can conduct burning on road and drainage reserves under the care, control and maintenance of the Shire of Ashburton;
2. To ensure that persons involved in burning are trained to do so, in a safe manner;
3. To ensure that adequate appliances and/or machinery are available to facilitate the safe burning of road and drainage reserves.

10.3 POLICY STATEMENT

1. All hazard reduction burns identified within the Shire of Ashburton Townsites are to be carried out in consultation with the Deputy Chief Bush Fire Control Officer and the Captain of the Private Fire and Rescue Service Brigades in Tom Price, Paraburdoo and Pannawonica and the Manager of the Onslow Volunteer Fire & Emergency Services Unit;
2. Officers so authorised by Council shall issue permits to burn verge/drainage reserves to the following organisations only:
   a. Private Fire and Rescue Service Brigades in Tom Price, Paraburdoo and Pannawonica and the Onslow Volunteer Emergency Services Unit.
   b. Council's Bush Fire Brigades;
3. A Fire Control Officer shall not issue a Permit to Burn without consultation from the ~~Chief or~~ Deputy Chief Bush Fire Control Officer; and
4. The Deputy Chief Bush Fire Control Officer shall be notified of a burn under this Policy.

11. FIRES OUTSIDE THE SHIRE OF ASHBURTON

11.1 INTRODUCTION

Bush Fire brigades across the region operate in an environment of "mutual support", where Brigades in areas not under immediate threat from wild fire will assist at incidents which are beyond the capacity of the controlling agency.
This Policy recognises the need for the Shire of Ashburton to be able to assist other local authorities and emergency services where they request our assistance with an incident that is outside of the local government area of the Shire of Ashburton.

11.2 OBJECTIVE

1. To specify that the Shire of Ashburton is available to assist at incidents outside of the Shire of Ashburton;

2. To specify which officers are delegated to approve the response of Shire of Ashburton to incidents outside of the Shire of Ashburton.

11.3 ~~11.3~~ POLICY STATEMENT

~~1. The Shire of Ashburton shall be available to attend incidents outside the Shire of Ashburton where their assistance is requested by the controlling agency for that incident;~~

~~2.~~1. A Bush Fire Brigade shall not attend an incident outside of the Shire of Ashburton unless their response is authorised by the Chief or Deputy Chief Bush Fire Control Officer ~~and Chief Executive Officer;~~

~~3.~~2. The Chief Bush Fire Control Officer or the Deputy Bush Fore Control Officer shall be notified as soon as a fire appliance is dispatched to an out of district fire.

12. USE OF COUNCIL PLANT – FIRE EMERGENCIES

12.1 INTRODUCTION

It is the function of Volunteer Bush Fire brigades to suppress wild fires within the Shire of Ashburton. However, in performing this function, the Officer in control of the fire may enlist other services or agencies as required

This Policy provides that Council plant may be used to assist at an incident and specifies which officers can approve the use of the plant.

12.2 OBJECTIVE

1. To specify when plant may be used at a fire emergency;
2. To specify which employees can authorize the use of Council Plant at fire emergencies;
3. To specify that plant operators have a minimum level of training before attending fire service incidents/civil emergencies; and
4. To specify who will be responsible for costs associated with the use of Council plant at fire emergencies.

12.3 POLICY STATEMENT

The Shire of Ashburton, where practicable, shall make its plant available for use at fire emergencies.

Council Employees authorised to permit the use of Council plant at fire services incidents/civil emergencies are:

1. Chief Executive Officer;
2. Chief/Deputy Chief Bush Fire Officer;
3. Director Infrastructure Services;
4. Director ~~Development & Regulatory Services~~Property and Development Services;
5. Brigade Officers.

Council employees operating the plant shall have completed introduction to Bush Fire Fighting.

Where Council plant is utilised in accordance with Part 1 above, expenses are to be met by Council unless the expenses can be recovered by insurance procedures or Bush Fire Financial Assistance (DFES SAP 3.1.A) as approved by DFES Operations Command Pilbara

13. TRAINING ARRANGEMENTS

13.1 INTRODUCTION

Bush Fire brigades are created by Council pursuant to Section 41 of the *Bush Fires Act 1954*. As Brigades are under the control of the Shire of Ashburton, the Shire has a duty of care to Brigade members to ensure that they are suitably equipped and trained for their task. This Policy is to ensure that volunteer fire fighters are properly trained by making available suitable venues, catering and by encouraging fire fighters to attend courses.

13.2 OBJECTIVE

1. Chief Bush Fire Control Officer coordinates all training requirements;
2. To make available suitable venues for training; and
3. To specify when catering will be organised for course participants.

13.3 POLICY STATEMENT

1. The Shire of Ashburton shall make available, any suitable venue for the training of fire fighters;
2. It shall be the responsibility of the Deputy Chief Bush Fire Control to arrange for the booking of such venues;
3. ~~The Shire of Ashburton~~ DFES shall pay via Emergency Services Levy and or annual budget allocation for catering at courses that are organized ~~by the Chief Bush Fire Control;~~
4. The Chief Bush Fire Control shall make available to all Brigades within the Shire of Ashburton notices of upcoming training courses and encourage suitable candidates to attend these courses.

14. FIRE FIGHTERS MEALS – FIRE SERVICES INCIDENTS

14.1 INTRODUCTION

At incidents of major fires, the welfare, including sustenance, of fire fighters must be considered and planned for.
This policy seeks to specify where and when meals will be provided to personnel present at fire services incidents.

14.2 OBJECTIVE

1. To make available suitable meals and catering for persons attending fire services incidents;
2. To provide guidelines as to when meals will be made available; and
3. To specify who is authorised to incur expenditure in this regard.

~~**14.3 POLICY STATEMENT**~~

~~Implementation of meals and refreshments will be done in consultation between the Chief Bush Fire Control and the Incident Controller.~~

~~The Shire of Ashburton will supply meals to personnel attending fire services incidents if:~~

~~a. The personnel are attending a fire a fire emergency within the local government area of the Shire of Ashburton;~~

~~b. The Shire of Ashburton is the controlling agency for that particular incident.~~

~~Where personnel have been called to an incident at least two hours prior to a meal period (i.e. breakfast, lunch or tea) and it has been established that they will be required at the incident for at least two hours after that meal period, Council will supply the required meal and drinks not including alcoholic beverages. For continuation of firefighting duties after this~~

~~period, refreshments will be supplied at the various meal periods (with hydration being available at all times).~~

15. USE OF FUEL CARDS BY BUSH FIRE BRIGADES

15.1 INTRODUCTION

Bush Fire Brigade appliances are provided ~~and maintained~~ by the Shire of Ashburton and maintained by DFES. As part of the maintenance of these appliances, Fuel Cards are issued to bush fire brigades for:

1. Purchase of fuel and oil appropriate to the fire appliance

15.2 OBJECTIVE

To ensure the secure and proper use of fuel cards by bush fire brigade personnel.

15.3 POLICY STATEMENT

~~The Shire of Ashburton~~ DFES shall issue a fuel card for each Bush Fire Brigade appliance provided by the Shire of Ashburton, for use in the following manner:

1. Fuel cards are specific to each fire appliance and as such are to be kept on the relevant fire appliance in a secure place at all times;
2. The fuel card must be presented to the cashier when a purchase is made. It is incumbent on the person signing the receipt to ensure that details of the purchase are correct;

~~3. Volunteer Fire Services personal must sign the receipt;~~

~~4.~~3. If at any time a fuel card is found to be missing or stolen, it must immediately be reported to the Chief Bush Fire Control Officer or ~~Captain~~ Deputy Chief Bush Fire Control Officer so that the fuel card can be cancelled. In this instance it would be helpful if an approximate date of the loss/theft of the fuel card could be reported;

~~5.~~4. If a purchase is attempted that is not a valid type of expenditure for that card the purchase will be rejected. Misuse of the fuel cards will render the offender liable to disciplinary and/or legal action.

16. MINIMUM DRIVER TRAINING - SHIRE FIRE APPLIANCES

16.1 INTRODUCTION

Bush Fire brigades are created by Council pursuant to Section 41 of the Bush Fires Act 1954. In accordance with the MOU with DFES Brigades in the Shire of Ashburton are under the control of DFES, DFES ~~As Brigades are under the control of the Shire of Ashburton, the Shire~~ has a duty of care to Brigade members to ensure that they are suitably trained to carry out their roles as fire fighters.

This Policy has been developed to recognise potential duty of care issues in relation to the training standards of persons who are required to operate Shire of Ashburton Fire Appliances

16.2 OBJECTIVE

The driver of any Council fire Fighting appliances will hold a current driver's license appropriate for the appliance being driven and be either:

1. A Shire employee;
2. A registered member of a Volunteer Fire Brigade;

~~3.~~ Any person instructed by the Chief Bush Fire ~~Brigade Captain~~Control Officer, Deputy Bush Fire Control Officer or the Captain of the Bush Fire Brigade ~~or Chief Bush Fire Control Officer or any other authorized person.~~

3. The objective of this Policy is to specify a minimum training standard for all drivers of Shire of Ashburton Fire Appliances.

16.3 DEFINITIONS

In this Policy, unless the contrary appears:
"approved driving course" means Drive Vehicles Under Operational Conditions DFES Introduction to Driving or equivalent.
"authorised training" means driver training on appliances that is conducted and supervised by a brigade officer or training officer, who has completed an approved driving course.
"learner driver" means a driver who is issued with a learners permit under Section 48C of the *Road Traffic Act 1974*.
"probationary driver" means a diver who is issued with a probationary license under Section 45 of the *Road Traffic Act 1974.*
"volunteer firefighter" means a registered member of a bush fire brigade formed under the *Bush Fires Act 1954* and includes any bush fire control officer, officer, office bearer, firefighter, probationary firefighter, probationary firefighter and auxiliary member of a brigade.

16.4 POLICY STATEMENT

1. A volunteer firefighter shall not drive any fire appliance owned by the Shire of Ashburton in an emergency situation unless they have completed an approved driving course;
2. Other Brigade members may drive appliances in non–emergency situations subject to their holding the necessary motor vehicle driver's license

17. USE OF BRIGADE APPLIANCES

17.1 INTRODUCTION

Council provides appliances to Volunteer Bush Fire Brigades for the protection of property and the community in the event of fire. The immediate availability of these appliances, subject to maintenance down time, for the purpose for which they are provided, is essential for Brigades to carry out their commitment to the community

17.2 OBJECTIVE

To stipulate the use which may be made of Council owned fire appliances thus ensuring the appliance is available for the purpose for which it was provided.

17.3 POLICY STATEMENT

1. To ensure that Bush Fire Brigade appliances provided by Council are readily available, the following uses only will be permitted:
    a. Attending call outs to wild fires;
    b. Carrying out hazard reduction burning;
    c. Brigade training activities;
    d. Travel associated with approved training outside the Shire of Ashburton
    e. Travel associated directly with refuelling or vehicle maintenance;
    f. A 30 minute maintenance run, twice a month, during the off fire season.

2. Any use of a Brigade Appliance for a purpose other than that described in Part 1 above shall only occur if approved by the Brigade Captain or Deputy Chief Bush Fire Control Officer or any other authorised persons.

18. PURCHASE OF EQUIPMENT FOR BUSH FIRE BRIGADES

18.1 INTRODUCTION

Bush Fire Brigades are established by the Shire of Ashburton under powers conferred upon the Council by the *Bush Fires Act 1954*. In accordance with the MOU with DFES Brigades in the Shire of Ashburton are under the control of DFES., DFES IAs the Brigades are creatures of the Council, it is the responsibility of the Shire to it is the responsibility of DFES to ensure the Brigades are provided with the level of equipment necessary to, and suitable for, the performance of their roles.

18.2 OBJECTIVE

To ensure that any equipment/appliances purchased:

1. Is suited to the task for which it is intended;
2. Has the endorsement of the Shire of Ashburton Bush Fire Advisory Committee; and
3. Is in the best interests of the Shire of Ashburton Emergency Services as a whole.

18.3 POLICY STATEMENT

For the purposes of this policy, grant funds also includes corporate sponsorship.

1. Individual Brigades, or members thereof, shall not apply for funding or purchase firefighting equipment or appliances;
2. In order that grant funds may be pursued for the best overall strategic benefit of the Shire of Ashburton Bush Fire Brigades and grant funds will only be applied for by the Shire;
3. Any equipment/appliances required by Bush Fire brigades will only be purchased on behalf of the Brigade by the Shire of AshburtonDFES;
4. Equipment will not be purchased, other than to replace an existing item, unless the Bush Fire Advisory Committee has determined:
   a. the need to purchase the item
   b. the item meets all current DFES and Shire of Ashburton standards
   c. provision for the insurance/maintenance of the item can be made within the existing operating budgets.

19 MEMBERSHIP

19.1 INTRODUCTION

Bush Fire brigades are created by Council pursuant to Section 41 of the Bush Fires Act 1954. In accordance with the MOU with DFES Brigades in the Shire of Ashburton are under the control of DFES, DFES As Brigades are under the control of the Shire of Ashburton, the Shire and the Bush Fire Brigade has a duty of care to Brigade members and prospective members to ensure that they are suitable to the for role of a Volunteer Bush Fire Fighter

19.2 OBJECTIVE

The intent of this policy is to mutually determine the prospective volunteers or the Bush Fire Brigades suitability for an ongoing relationship and define the minimum requirements for members to retain their membership with the Bush Fire Brigade

19.3 APPLICATIONS FOR MEMBERSHIP

A person applying to join a Bush Fire Brigade must attend a minimum of 3 meetings of that Bush Fire Brigade. The applicant must then obtain a Criminal History Check in accordance with Policy 20. The applicant will then be eligible for basic training
The Officer Group may vary the required number of meetings a prospective member is required to attend at their discretion

19.4 CONDITIONS OF MEMBERSHIP

1. The requirement to serve a probationary period and determine its length, being not more than 12 months;
2. Any additional procedures that may be employed by the Brigade prior to approval of an application for membership. Such procedures will include, but are not limited to, a Criminal History Check;
3. The Brigade is to act within the parameters of this policy in determining applications for membership.

19.5 AGE LIMITS

The minimum age for any member, is 16 years. There is no maximum age limit, however the Chief Bush Fire Control Officer may require any member to obtain a medical clearance if he or she has genuine concerns about the member's general fitness for duty.

19.6 MEMBERSHIP REGISTRATION

A registration form must be completed for every new member, change of member information or termination of member, with a copy provided to DFES ~~and the Shire of Ashburton~~ within 14 days of a decision.

19.7 SUSPENSION OF MEMBERSHIP

Membership of a Brigade may be suspended at any time if, in the opinion of the Brigade Officers, the CBFCO or the Shire of Ashburton CEO~~,~~ circumstances warrant suspending the member.
The period of suspension shall be at the discretion of the Brigade Officers, the CBFCO or the Shire of Ashburton
. The suspension may be from all or part of the member's responsibilities.

Upon expiry of the period of suspension the Brigade Officers, the CBFCO or the Shire of Ashburton CEO may:

1. Extend the period of suspension;
2. Terminate the membership; or
3. Reinstate the member.

19.8 TERMINATION OF MEMBERSHIP

Membership of a Brigade terminates if the member:

1. Gives written notice of resignation to the Brigade;
2. Is, on medical advice, permanently incapacitated by mental or physical ill health, to such a degree that they cannot perform their duties;
3. Is dismissed by the Brigade;
4. Fails to meet commitments subject to this Policy;
5. Is deceased.

All Brigade property is to be returned to the Brigade within two weeks of termination or an invoice may be sent to the terminated member to recover cost for all equipment issued.
The Brigade Officers, the CBFCO or the Shire of Ashburton CEO may terminate a person's membership if that member has been found to have committed:

1. A serious breach of Brigade discipline or policy;
2. Theft of Brigade materials or equipment;
3. Any action with intent to harm the Brigade; or
4. Any action that has harmed the public standing and good name of the Brigade or the Shire of Ashburton

19.9 MEMBER HAS RIGHT OF DEFENCE

A Brigade member is not to be dismissed without being given the opportunity to meet with the Brigade Officers, the CBCFCO or the Shire of Ashburton and answer any allegations which might give grounds for dismissal.
The member has the right to be accompanied or represented by a support person of their choice

19.10 OBJECTION RIGHTS

A person whose application for membership is refused, membership is terminated or membership is suspended has the right of objection to the Council, which may dispose of the objection by:

1. Dismissing the objection;
2. Varying the decision objected to;
3. Revoking the decision objected to, with or without substituting for it another decision; or
4. Referring the matter, with or without directions, for another decision by the Brigade.

19.11 GRIEVANCE PROCESS

Brigades should refer to the local government's current grievance procedure to ensure fairness and equity in any grievance, dispute, or discrimination resolution process. Any Brigade member who has a grievance will have recourse to this process

20 BRIGADE MEMBERS – TRAINING & COMMITMENT

20.1 INTRODUCTION

Bush Fire brigades are created by Council pursuant to Section 41 of the Bush Fires Act 1954. In accordance with the MOU with DFES Brigades in the Shire of Ashburton are under the control of DFES, DFES~~As Brigades are under the control of the Shire of Ashburton, the Shire~~ has a duty of care to Brigade members to ensure that they are suitably equipped and trained for their task.
This Policy seeks to ensure that volunteer fire fighters have attained the necessary level of competence prior to their attendance on the fire ground in a wildfire situation and maintain those competencies by attending Brigade Training.

20.2 OBJECTIVE

The intent of this policy is to stipulate the level of training required to be undertaken by volunteer Bush Fire Brigade members before they can be considered by the Council to be competent to be present on the fire ground and to maintain and improve on competencies.

20.3 POLICY STATEMENT

1. A volunteer member of a Shire of Ashburton Bush Fire brigade shall not be permitted on to the fire ground until they have demonstrated their competence in this regard; and
2. The minimum attainment of competence shall be demonstrated by the member having completed the following modules of the DFES Bush Fire Fighters Course:
   a. Volunteer Fire Fighter Pathway 1
   ~~a. Induction to Fire Fighting~~
   ~~b. Introduction to Fire Fighting~~
   ~~c. Bush Fire Fighting~~

Skills Maintenance
To remain an active member, Brigade members must maintain proficiency and currency of skills relevant to their role
Brigade Training
Brigade members shall participate in ongoing training as specified by the Bush Fire Brigade Officer Group
Brigade Commitments
Brigade members are required to maintain currency in brigade activities and training these include but are not limited

- Emergency Response
- Hazard Reduction
- Public Education & School Visits
- Brigade Maintenance
- Public Service

All of these activities are important parts of the functioning of the Brigade, as such all Brigade members are expected to participate.

20.4 FAILURE TO MEET COMMITMENTS

Should an Active Member of a Brigade fail to comply with this policy, correspondence will be forwarded to the Active Member requesting contact be made with the Brigade to indicate the intentions of the Active Member's status.
The Brigade member may:

1. Respond to the correspondence providing a reasonable explanation and request for alternative arrangements to be made for training or meeting obligations;
2. Request leave of absence from Brigade commitments due to personal circumstances; or
3. Terminate their membership.

If a Brigade member fails to respond to the correspondence within 14 days a subsequent letter will be forwarded from the Brigade putting the Brigade member on final notice. Should a Brigade member fail to acknowledge the final notice within 14 days, the membership shall be terminated, to take effect from the date of the final notice.

20.5 LEAVE OF ABSENCE

A Brigade member may apply in writing to their Brigade for a leave of absence for a maximum period of 12 months.

21 CRIMINAL HISTORY CHECKS (CHC)

21.1 INTRODUCTION

~~The Shire of Ashburton~~ DFES on behalf of the Tom Price Volunteer Bush Fire Brigade (TPVBFB) will undertake Criminal History Checks (CHC) of all Tom Price Volunteer Bush Fire Brigade personnel to ensure their identity and integrity.

21.2 OBJECTIVE

Tom Price Volunteer Bush Fire Brigade personnel regularly engage with the community through the services they provide and may have unsupervised access to private property. They are trusted with the care and use of valuable community assets and work with the public, often during times when individuals are most vulnerable. Additionally, TPVBFB personnel are entitled to expect that their colleagues are of good character and do not pose a risk to their safety.

CHC are a contemporary workplace practice which improve both the Shire's and the TPVBFB's commitment to the wellbeing and safety of its personnel and the community. This policy outlines the process for undertaking CHC for existing and prospective TPVBFB personnel.

This policy aims to:

1. Comply with the Shire's and the TPVBFB's legal and moral responsibility to create a safe and protective workplace and community environment;
2. Minimise any risk to the community by ensuring the good character of TPVBFB personnel;
3. Ensure the rules of procedural fairness are applied to TPVBFB personnel who commit a criminal offence(s).

The policy includes a number of mandatory requirements to ensure CHC are properly conducted and applied. An adverse criminal record will not necessarily preclude employment or being a volunteer with the VBFB

Note: The CHC referred to in this document is separate to the Working with Children Check, which relates specifically to people who carry out "child related work".

21.3 MANDATORY REQUIREMENTS

APPLICATION

All prospective TPVBFB personnel are required to undertake a CHC and provide a satisfactory National Police Certificate (NPC) prior to commencing as a volunteer with the TPVBFB.

PERSONS UNDER 18 YEARS OF AGE

Prospective members under 18 years of age applying to be a senior or active BGU member are required to undertake a CHC. A parent or guardian must consent to a CHC for a person under 18 years. Convictions for any of the offences set out in Schedules 1 and 2 of the *Young Offenders Act 1994* will appear on a NPC for an applicant under 18 years of age.

21.4 EXISTING TPVBFB VOLUNTEERS

Existing TPVBFB volunteers who have not previously provided a satisfactory NPC must undertake a CHC on transfer from the TPVBFB to another Brigade or Unit.

21.5 PROSPECTIVE PERSONNEL WITH AN EXISTING NPC

~~The Shire~~ DFES will accept an existing satisfactory NPC from prospective personnel providing it is not more than 3 months old. The person must provide a statutory declaration to certify the NPC is true and correct and they have not been charged with or convicted of an offence (excluding minor traffic offences such as speeding) since the NPC was issued.

21.6 TPVBFB PERSONNEL CHARGED WITH AND/OR CONVICTED OF AN OFFENCE

TPVBFB personnel must report if they are charged and subsequently convicted of an offence. They must report to the ~~TPVBFB Captain~~ Deputy Chief Bush Fire Control Officer or direct to the CBFCO ~~at the Shire~~ DFES within 14 days of being charged or convicted of an offence.

21.7 SPENT CONVICTIONS ACT 1988

Under the provisions of the *Spent Convictions Act 1988*, a person can apply to have certain convictions removed from their criminal record after 10 years plus any term of imprisonment. ~~The Shire~~DFES or the TPVBFB must not ask personnel or an applicant to disclose any spent convictions. ~~The Shire~~ DFES or the TPVBFB cannot discriminate against persons with spent convictions.

21.8 SOA & DFES WELFARE SUPPORT

The CHC process may cause distress to some persons. Both the Shire and DFES offers welfare support to TPVBFB personnel through its employee assistance program, peer support program and the DFES chaplaincy.

21.9 EXEMPTIONS FROM CHC

A prospective TPVBFB volunteer or short term contactor appointed or engaged for less than 20 working days may be exempt from providing a NPC.

21.10 ACCURACY OF CRIMINAL HISTORY INFORMATION

Current or prospective TPVBFB personnel must dispute any inaccurate information in a NPC with the service provider, and not with the Shire or the TPVBFB.

21.11 CONFIDENTIALITY

Strict confidentiality must be maintained regarding any CHC and related documentation. Information on a person CHC must only be accessed and distributed as required for decision making purposes.

21.12 RECORD RETENTION

Documentation relating to the CHC process will be retained in the region or business area according to Shire's Record Keeping Directive ADM04 (Internal) and the *State Records Act 2000* (WA). The NPC must not be kept on file after a decision is made, only the supporting documentation.

21.13 COSTS

A prospective volunteer must pay to obtain their NPC. Upon clearance and acceptance into TPVBFB, the cost can be reimbursed from ~~the Shire~~DFES.
~~The Shire~~DFES will cover the costs of a NPC, where an existing volunteer is required to produce a NPC.

22. USE OF WARNING LAMPS AND AUDIBLE WARNING SYSTEMS

22.1 INTRODUCTION

The Road Traffic Code 2000 permits the use of Warning Lamps and Electric Siren Warning Systems for vehicles providing active response to an emergency.

To guard against incorrect use and to avoid possible detraction from the significance of flashing warning lamps and sirens, their use is limited to particular vehicles and particular circumstances.

~~The following extracts are taken from the publication "**Warning Lamps – A guide for installation and operation"** issued by the Western Australian Department of Planning and Infrastructure.~~

~~**Definitions:**~~

~~**Priority Degree of Urgency Level of Risk**~~

1. ~~Most urgent Life and/or Serious Property threat;~~
2. ~~Urgent - High Risk Personal or Property Risk.~~

~~**Priority One**~~

~~Emergency Service role is of the highest priority usually involving life threat, serious injury or significant property damage. Also the service is in constant alert and may be required at any time with minimal notice.~~

~~Vehicles used in this category will usually provide active response that may involve high speed and continual contravention of the normal road rules (at times at increased risk) under special emergency exemption provisions during the period of operation.~~

~~**Priority Two**~~

~~Usually attends dangerous situations, which are generally not first response or do not require a very high level of urgency. Public are not exposed to the same danger as for Priority One although there may on occasions be the risk of life and serious property damage.~~

~~Vehicles used in this category will usually provide active response that may involve some speed and regular contravention of the normal road rules under special emergency exemption provisions during the period of operation.~~

~~All Priority 1 and 2 operators require fully accredited training. Correct legal use and Duty of Care issues must be addressed before operators are permitted to operate the relevant vehicle.~~

~~**Responsibilities of Service Providers**~~

~~The organisation owning or operating the vehicle shall keep a register of all vehicles fitted with flashing warning lamps. They shall also maintain details of each training course, those operators that are accredited and any other information that is necessary to support use of a certain priority lamp on a vehicle. All of this information shall be readily available for inspection, by a third party, in particular for instances such as crash investigation or law enforcement.~~

~~**Training**~~

~~Operators of vehicles fitted with flashing warning lamps must be trained in the correct usage of these lamps. Any organisation operating the vehicle shall be responsible for ensuring that all operators have been provided with the appropriate training. As mentioned previously details of all operators should be readily available for inspection.~~

~~**Priority one and two categories**~~

~~As vehicles in these categories are normally rapid response emergency vehicles their drivers are generally exempt from the normal requirements of the Road Traffic Code provided that it is safe and reasonable in the circumstances to proceed contrary to the regulations.~~

~~Organisations operating these vehicles must ensure that their personnel have passed an appropriate driving course that is relevant to the operation of the particularly vehicle in emergency situations.~~

22.2 OBJECTIVE

~~1. To specify the circumstances, and by whom flashing warning lamps and sirens may be activated.~~

~~2.~~1. To guard against incorrect use and to avoid possible detraction from the significance of flashing warning lamps.

~~1.~~

22.3 POLICY STATEMENT

~~2.~~ All Shire of Ashburton Bush Fire Service Vehicles responding to wildfire emergencies will respond in accordance with Driving Under Emergency Conditions as set out in the.~~use their emergency beacons when:~~

~~a) Responding to incident~~
~~b) During incident~~
~~c) Whilst obeying all road rules at all times~~
~~3. Sirens shall only be used when responding to a Priority 1 emergency or if prevailing traffic conditions warrant their use;~~
~~4. Lights and sirens shall not be used when the vehicle is operating under normal road conditions;~~
~~5. Only persons who are trained in accordance with Council Policy 15 Minimum Driver Training – Shire of Ashburton Fire Appliances are permitted to operate a vehicle using warning devices;~~
~~6. Notwithstanding Policy statement 2 above, the use of lights for reasons of Occupational Health and Safety, if appliances are being refilled on the side of the road or that mopping up/blackout operations are also being conducted from the roadside, is permitted.~~

23. BRIGADE OFFICER QUALIFICATIONS

23.1 INTRODUCTION

Bush Fire brigades are created by Council pursuant to Section 41 of the *Bush Fires Act 1954*. In accordance with the MOU with DFES Brigades in the Shire of Ashburton are under the control of DFES, DFES ~~As Brigades are under the control of the Shire of Ashburton, the Shire~~ has a duty of care to Brigade members to ensure that they are suitably equipped and trained for their task.

This duty of care extends to the qualifications of Brigade Officers to ensure they have the necessary combination of formal qualification and experience to perform their roles and provide for the safety of those whose activities they direct.

The Policy also seeks to provide a pathway for members to follow should they aspire to fill more senior roles within the Brigade and Ashburton Shire Bush Fire Services.

23.2 OBJECTIVE

The intent of this policy is to stipulate the level of training and experience to be attained by persons seeking to become officers within volunteer bush fire brigades within the Shire of Ashburton.

23.3 POLICY

In addition to the qualifications required under Policy 19.24 - Brigade Members – Competence at Fire Grounds, Council requires that all persons seeking to hold the position of officer of a brigade within the Shire of Ashburton Bush Fire service shall attain, as a minimum, the following combination of qualifications and experience:

Captain

1. Be a competent fire fighter with operational experience at this level and,
2. Have completed the following courses as a minimum standard:
3. Volunteer Fire Fighter Path Way 1
    - a. Fire and Incident Operations
    - b. Sector Commander
    - c. Machine Supervision.
    - d. Australasian Inter-Service Incident Management System (AIIMS) Awareness

Lieutenant

1. Be a competent fire fighter with operational experience; and
2. Have completed the following courses as a minimum standard:
    - a. Volunteer Fire Fighter Path Way 1
    - b. ~~a. AIIMS Awareness~~
    - ~~b. Crew Leader~~

Brigade Equipment Officer

The Brigade Equipment Officer is elected by the Brigade and is responsible to the Brigade Captain for the proper management and maintenance of all Brigade property and equipment. The Brigade Equipment Officer has the following specific functions:

1. Arrange and carry out monthly checks and maintenance on all Council's firefighting equipment vested in their respective Brigade;
2. Report any missing or faulty equipment as required by Brigade policy;
3. Maintain and keep the equipment storage area neat and tidy;
4. Undertake any other function assigned by the Brigade Captain or Chief Bush Fire Control Officer.

Fire Control Officer

1. Completed the Fire Control Officer Pathway
2. Be a competent Fire Fighter with operational experience at this level;
3. To be eligible for appointment as a Bush Fire Control Officer a person must have completed the Bush Fire Control Officer Training;
4. Notwithstanding Item 2 above, a person will be eligible for appointment as a Bush Fire Control Officer if they complete the Bush Fire Control Officer Training Program when next available.
5. For a person to continue as a Bush Fire Control Officer they must complete the Bush Fire Control Officers Course or a Refresher Course at intervals of no more than every two years.

~~Chief/~~Deputy Chief Bush Fire Control Officer

1. Demonstrated competence as a Fire Control Officer; ~~and~~
2. Completed the Fire Control Officer Pathway
3. Completed Level 1 Incident Control Pathway
4. Experience as a Fire Control Officer and maintain competencies in;
    a. Sector Commander

b. Machine Supervisor
c. Level 1 Incident Controller
~~a.~~d. Australasian Inter-Service Incident Management System (AIIMS) Awareness ~~Experience as a Fire Control Officer.~~

FIN21 Rating

Aim	The purpose of this policy is to ensure that the Shire of Ashburton applies the rating principles under the Act to any separately identifiable rateable portion of land within the district and to establish guidelines for the Gross Rental Valuation (GRV) rating of property whose predominant use is non-rural including but not limited to Transient Workers Accommodation (TWA) and other selected capital improvements on mining tenements and petroleum licences.
Application	Elected Members, Chief Executive and Designated Senior Employees
Statutory Environment	*Local Government Act 1995* *Local Government (Financial Management) Regulations 1996* Australian Accounting Standard – AASB 124 Related Party Disclosure
Principles	Strategic Community Plan 2017 – 2027 (2019 Desktop Review) Goal 05 – Inspiring Governance Objective 03 – Council Leadership
Approval Date	OMC ~~21 November 2017~~19 November 2019
Monitor and Review	Corporate Services
Last Review	2019~~7~~
Next Review	2021~~19~~
Review Period	Every 2 years

Statutory Requirement
The Minister for Local Government, Sport and Cultural Issues has the responsibility for determining the method of valuation of land to be used by the Valuer General.

Section 6.28 (1) & (2) of the *Local Government Act 1995* ("the Act") reads:
(1) The Minister (for Local Government and Communities) is to –
(a) determine the method of valuation of land to be used by a local government as the basis for a rate; and
(b) publish a notice of the determination in the Government Gazette.

(2) In determining the method of valuation of land to be used by a local government the Minister is to have regard to the general principle that the basis for a rate on any land is to be –
(a) where the land is used predominantly for rural purposes, the unimproved value of the land; and
(b) where the land is used predominantly for non-rural purposes, the gross rental value of the land.

Local Government is required to make up any budget deficiency by applying a general rate set as a rate in the dollar of Unimproved Value (UV), or a rate in the dollar of the Gross Rental Value (GRV) of the land.

Section 6.32 (1) & (2) of the Act reads:
(1) When adopting the annual budget, a local government –
(a) in order to make up the budget deficiency, is to impose a general rate on rateable land within its district, which rate may be imposed either –
(i) uniformly; or
(ii) differentially.
(2) Where a local government resolves to impose a rate it is required to:
(a) set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value; and
(b) set a rate which is expressed as a rate in the dollar of the unimproved value of rateable land within its district to be rated on unimproved value.

When resolving to impose a rate, a local government may impose a uniform rate for each method of valuation or a differential general rates for each method of valuation.
Section 6.33 (1), (2), (3) & (4) of the Act reads:
(1) A local government may impose differential general rates according to any, or a combination, of the following characteristics:
(a)the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or
(b) a purpose for which the land is held or used as determined by the local government; or
(c) whether or not the land is vacant land; or
(d) any other characteristic or combination of characteristics prescribed.

(2) Regulations may:
(a) specify the characteristics under subsection (1) which a local government is to use; or
(b) limit the characteristics under subsection (1) which a local government is permitted to use.

(3) In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.

(4) If during a financial year, the characteristics of any land which form the basis for the imposition of a differential general rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1) (a) applies.

Where the Minister changes the basis of valuation from UV to GRV, Council may resolve to apply the change of valuation immediately / or phase in any changes in valuation in accordance with Schedule 6.1 of the Act.

The Act enables local governments to apply gross rental value as the basis for rating on a portion of land, which has a "relevant interest" (mining and petroleum). The Shire notes that the Minister for Local Government has implemented a Rating Policy – Valuation of Land - Mining (March 2016) to standardise the application of gross rental value to resource projects throughout the State.

The Minister's decision provides Council with the opportunity to GRV rate selected capital improvements, particularly TWAs, on resource tenements, to the benefit of the wider community, in general.

The Shire recognises that there may exist limitations placed on the Shire's ability to achieve its stated objective due to existing "State Agreement" legislation negotiated between the State Government and individual resource companies prohibiting the GRV rating of improvements on a number of specific sites although recent investigation proves that all existing agreements are without such restriction.

Principles

In applying the rating principles set out within the Act and in making the decisions on the purpose for which the land is held or used or identifying any other characteristics of the land, the following principles will be observed:

- Objectivity – the use of land should be reviewed and determined on the basis of an objective assessment of relevant criteria. External parties should be able to understand how and why a particular determination was made.
- Fairness and Equity – each property should make a fair contribution to rates based on a method of valuation that appropriately reflects its use.
- Consistency – Rating principles should be applied and determinations should be made in a consistent manner. Like properties should be treated in a like manner.
- Transparency – Systems and procedures for determining the method of valuation should be clearly documented.
- Administrative Efficiency – rating principles and procedures should be applied and implemented in an efficient and cost-effective manner.

GRV Transient Workers Accommodation

The following actions shall be taken in order to ensure that this Council Policy is applied in a fair and equitable manner.

- Council shall adopt a GRV Differential Rate in the dollar for resource based TWAs, which reflects the demands these facilities place on Shire goods and services, relative to other GRV rated land uses within the Shire.

- All TWAs constructed within the Shire of Ashburton shall be subjected to an assessment, in accordance with this policy, at the time an "Occupancy Permit", is issued for the facility, pursuant to the Western Australia Building Act 2011.

- All TWAs existing within the Shire on the date Council adopted this policy, shall be subjected to an assessment, in accordance with this policy, at the earliest practical date.

- The following TWAs shall be exempt from GRV rating
    1. Facilities which have a life of less than 12 months; and
    2. Facilities which may be exempted by the provisions of "State Agreement" Legislation.

- A GRV valuation estimate shall be obtained from Landgates Valuation and Property Section and an initial assessment made of the rate liability of the facility.

- If it is deemed appropriate, Council will follow the procedures outlined in Rating Policy – Valuation of Land - Mining (March 2016) to obtain Ministerial permission to undertake the GRV Rating of Improvements on Mining Tenements and Petroleum Licence Sites.

- A register listing the facilities rated pursuant to this policy, shall be maintained. Each facility shall be categorised as Short, Medium or Long Term, based on the following Criteria:
  O Short Term Life expectancy of 12 months to 5 years
  O Medium Term Life expectancy of more than 5 and up to 15 years
  O Long Term Life expectancy of more than 15 years

- In April each year, each TWA will be contacted to determine their anticipated life expectancy and the register reviewed accordingly. Prior to the adoption of the annual budget, Council shall give consideration to the total rates collected under this policy and shall have regard to whether these funds are short, medium and long term funding, when making budgetary commitments.

Systems and Procedures
In order for the Minister to ensure the rating principles under the Act are applied to any separately identifiable rateable portion of land within the district, the Shire is to have systems and procedures to:

- identify and record any changes in land use;
- review the predominant use of land affected by significant land use changes;
- consult with affected parties;
- obtain Council approval to apply to the Minister for a change in method of valuation; and
- ensure timely application to the Minister
- maintain a register of planning and/or building and/or health and food inspection approvals outside of town-sites, such as mining camps

The purpose for which the land is zoned shall form the initial guide to the predominant use of any land within the district.

A guide to the predominant use of land within the district based on the zoning under Local Planning Scheme 7 is detailed on the following page. Where the current predominant use of the land is different to the initial guide the basis for this determination should be clearly documented.

Guide to predominant use of land

Method of Valuation	Zone Grouping	Zones
Gross Rental Value (GRV) (Non-Rural Land Use)	Residential Zones	Residential
	Commercial Zones	Commercial and civic
		Tourism
	Industrial Zones	Mixed Business
		Industry
		Industrial and Mixed Business Development
		Strategic Industry
	Community Zones	Education
		Airport
Unimproved value (UV) (Rural Land Use)	Rural Zones	Rural
No guide	Residential Zones	Urban Development
	Rural Zones	Rural Living
	Community Zones	Community
	Other Zones	Settlement
		Special Use
		Development

Where the predominant current land use for land does not align to the Rural or Non-Rural land use indicated by the guide above determination of whether a different method of valuation should be used is required. The table below provides an indication of the basis of valuation based on allowable land uses which may require a different method of valuation to the one indicated by the guide above. Non-conforming land use and land where the zoning does not provide a guide will require examination on a case by case basis.

Possible alternative method of valuation

ZONING TABLE	Residential	Commercial and Civic	Tourism	Mixed Business	Industry	Industrial & Mixed Business Development	Strategic Industry	Rural	Rural Living	Community	Education	Airport
Residential												
1 Aged or Dependent Persons Dwelling	GRV	GRV	GRV					GRV	GRV	GRV		
2 Caretaker's Dwelling	GRV	GRV	GRV	GRV	GRV			GRV	GRV	GRV	GRV	GRV
3 Grouped Dwelling	GRV	GRV	GRV					GRV	GRV	GRV		
4 Holiday Accommodation		GRV	GRV					GRV	GRV			
5 Hotel		GRV	GRV					GRV				GRV
6 Motel		GRV	GRV					GRV	GRV			GRV
7 Movable Dwelling	GRV		GRV	GRV				GRV				
8 Multiple Dwelling	GRV	GRV	GRV							GRV	GRV	
9 Residential Building	GRV	GRV						GRV	GRV	GRV	GRV	
10 Rural Settlement								GRV	GRV			

ZONING TABLE	Residential	Commercial and Civic	Tourism	Mixed Business	Industry	Industrial & Mixed Business Development	Strategic Industry	Rural	Rural Living	Community	Education	Airport
11 Single House	GRV							GRV	GRV			
12 Transient Workforce Accommodation	GRV		GRV	GRV		GRV		GRV	GRV	GRV	GRV	GRV
Industry												
13 Abattoir					GRV	GRV		GRV				
14 Agriculture								UV	UV	UV		
15 Arts and Crafts Centre	GRV	GRV	GRV	GRV				GRV	GRV	GRV	GRV	GRV
16 Harbour and Marina Facilities					GRV	GRV	GRV					
17 Hire Service (Industrial)				GRV	GRV	GRV						
18 Home Business	GRV	GRV	GRV					GRV	GRV			
19 Home Occupation	GRV	GRV	GRV					GRV	GRV			
20 Industry - Extractive					UV	UV	UV	UV	UV			
20 Industry - General					GRV	GRV	GRV					
22 Industry - Light				GRV	GRV	GRV						
23 Industry - Noxious					GRV	GRV	GRV					
24 Industry - Resource Processing					UV	UV	UV	UV	UV			
25 Industry - Rural					UV	UV		UV	UV			
26 Industry - Service				GRV	GRV	GRV						
27 Infrastructure	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV
28 Intensive Agriculture				UV	UV	UV		UV	UV	UV	UV	
29 Research Laboratory		GRV		GRV	GRV	GRV	GRV	GRV		GRV	GRV	
30 Stockyard					UV	UV		UV				
31 Storage facility/depot/laydown area				GRV	GRV	GRV	GRV	GRV				GRV
Commerce												
32 Aerodrome								GRV		GRV		GRV
33 Display Home Centre	GRV							GRV	GRV			
34 Exhibition, Display and Outdoor Sales Facilities		GRV	GRV	GRV	GRV	GRV		GRV	GRV	GRV	GRV	GRV
35 Market		GRV	GRV	GRV	GRV	GRV		GRV		GRV	GRV	
36 Motor Vehicle and/or Marine Repair		GRV		GRV	GRV	GRV	GRV	GRV			GRV	GRV
37 Motor Vehicle and/or Marine Sales & Hire		GRV	GRV	GRV	GRV	GRV		GRV				GRV
38 Motor Vehicle and/or Marine Service Station		GRV	GRV	GRV	GRV	GRV	GRV	GRV				
39 Motor Vehicle and/or Marine Wrecking					GRV	GRV						

ZONING TABLE	Residential	Commercial and Civic	Tourism	Mixed Business	Industry	Industrial & Mixed Business Development	Strategic Industry	Rural	Rural Living	Community	Education	Airport
40 Motor Vehicle Wash		GRV	GRV	GRV	GRV	GRV	GRV					
41 Office	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV
42 Outdoor Display		GRV	GRV	GRV	GRV	GRV		GRV				
43 Restaurant		GRV	GRV					GRV		GRV	GRV	GRV
44 Shop	GRV	GRV	GRV	GRV	GRV	GRV		GRV		GRV	GRV	GRV
45 Showroom		GRV		GRV	GRV	GRV						GRV
46 Take-away Food Outlet		GRV	GRV	GRV	GRV	GRV		GRV		GRV	GRV	GRV
47 Warehouse				GRV	GRV	GRV	GRV					GRV
Health, Welfare and Community Services												
48 Carpark		GRV	GRV	GRV	GRV	GRV	GRV			GRV	GRV	GRV
49 Childcare Service	GRV	GRV	GRV					GRV	GRV	GRV	GRV	
50 Community Use	GRV	GRV	GRV						GRV	GRV	GRV	
51 Consulting Rooms	GRV	GRV	GRV					GRV	GRV	GRV	GRV	
52 Education Establishment	GRV	GRV						GRV		GRV	GRV	
53 Emergency Services		GRV		GRV	GRV	GRV	GRV	GRV		GRV		GRV
54 Funeral Parlour		GRV		GRV	GRV	GRV		GRV		GRV		
55 Hospital		GRV										
56 Detention Centre`								GRV		GRV		
57 Medical Centre		GRV								GRV		
58 Nursing Home	GRV	GRV						GRV	GRV	GRV		
59 Place of Animal Care		UV		UV	UV			UV	UV		UV	UV
60 Place of Public Meeting, Assembly or Worship	GRV	GRV	GRV					GRV	GRV	GRV	GRV	
61 Public Utility	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV
Entertainment, Recreation and Culture												
62 Clubrooms		GRV		GRV				GRV		GRV	GRV	
63 Equestrian Centre			UV					UV				
64 Entertainment Venue		GRV	GRV	GRV				GRV		GRV	GRV	GRV
65 Private Recreation		GRV	GRV	GRV				GRV		GRV	GRV	
66 Public Recreation	GRV	GRV	GRV					GRV	UV	UV	UV	UV
67 Reception Centre		GRV	GRV					GRV		GRV		

Notwithstanding the above table, where land is within a gazetted townsite, the default basis of valuation will be that of GRV, consistent with clause 27 of Schedule 9.3, Division 1 of the *Local Government Act 1995.*

Determination of the appropriate method of valuation requires examination of the extent to which the separately identifiable portion of land is being used for the alternative land use. This

should be documented and considered using the principles detailed in this policy before making application to the Minister for a change in method of valuation.

A uniform general rate in the dollar is to be applied for all GRV and UV valued properties within the district. Council may in certain circumstances deem a differential general rate to be necessary. Imposition of differential general rate represents a conscious decision by Council to redistribute the rate burden in the district by imposing a higher contribution on some ratepayers and a lower contribution on others.

Imposition of a differential general must follow the Benefit Principle – the concept that there should be some relationship between the rates paid and the benefits received. The Benefit Principle does not mean rates should equal benefits, but it is expected that those bearing the higher rate burden through the imposition of differential rating are receiving greater benefits from Shire activities. When imposing a differential general rate the characteristics of the land to which the rate is to be applied along with the objects and reasons for the differential rate should be clearly defined.

The purpose for which the land is zoned is considered the most appropriate basis for determining the characteristics of the land to which the differential general rate applies. Where the Benefit Principle is considered by Council not to apply within a particular land zoning, the purpose for which the land is held or used as determined by the local government and/or whether or not the land is vacant land shall be used as the basis for determining the characteristics of the land to which the differential general rate applies.

Concessions and waivers
Circumstances may arise where Council resolves by absolute majority to grant a waiver or concession which has the effect of altering the general rating principles and safeguards under the Act and the principles outlined in this Policy.

~~*Rating Policy – Valuation of Land - Mining (March 2016)*~~
~~*Local Government Operational Guidelines – Changing Methods of Valuation of Land – (Number 02- March 2012)*~~

Rating of Council Facility Leases
All Council lease agreements shall be subject to the application of municipal rates as per the conditions included within the lease agreement.

Rates Exemption (Non Rateable Land)
An exemption under this policy will be assessed in accordance with section 6.26 of the Local Government Act 1995.

As per the Local Government Act 1995 (as amended), charitable status of any organisation, must be applied for by an organisation prior to the status being evaluated.
To qualify for recognition as charitable organisation, an organisation must meet general guidelines for recognition as identified by the Department of Local Government and Regional Development and/or the West Australian Local Government Association.

All applications for exemption under s6.26 of the *Local Government Act 1995* must be in writing on the prescribed form and contain a declaration as to the accuracy of the information contained therein.

An application will be required to be lodged every year prior to March 31 and is to be assessed in accordance with this policy.

The Shire of Ashburton may request additional information from an organisation making an application if it considers it necessary to do so. Information requested is not limited to, but typically include copies of the Constitution of the organisation, recent financial statements of the organisation and information demonstrating precisely how any land the subject of the application is used, The Shire of Ashburton is only able to grant an exemption from rates under section 6.26.

Non Rated Land

Non Rated land will be determined based on law, by way of Act or Agreement, during the budget process, or by the Chief Executive Officer (by way of application). Council is to be advised of any change in the status of Non Rated Land, with two (2) months of the change occurring.

Interim Rates

Interim valuations shall only be applied where additional levies of at least $10.00 result in the year in which the new valuation takes effect. Where additional levies of less than $10.00 would otherwise result, the interim valuation is to be applied from 1 July in the next financial year.

When a subdivision or strata title has occurred resulting in the creation of new assessments receipt credits resulting from a valuation adjustment will be transferred to the new assessments.

Rates Concession (Rateable Land)

All rate concessions will be considered by Council during the budget process. Rate concessions will not be proposed to Council outside of the budget process, unless due to extraordinary circumstances and authorised by the Chief Executive Officer.
A concession under this policy will be assessed in accordance with section 6.47 of the Local Government Act 1995.

All applications for concession under s6.47 of the Local Government Act 1995 must be in writing on the prescribed form and contain a declaration as to the accuracy of the information contained therein.
An application will be required to be lodged every year prior to 31 March and is to be assessed in accordance with this policy.

Rates concessions will only be provided to community groups or associations that operate as a body corporate or an Incorporated Association or at the discretion of Council in extraordinary circumstances. Concessions will not be provided to an individual. The Shire of Ashburton will determine what is of benefit to the community for the purpose of this policy.

Rates concessions for residential properties not used in the primary service delivery of the community group or association's activities or services will not be eligible for a concession.
Council may request additional information from an organisation making an application if it considers it necessary to do so. Information requested is not limited to, but typically include copies of the Constitution of the organisation, recent financial statements of the organisation and information demonstrating precisely how any land the subject of the application is used, Council is only able to grant a concession from rates under section 6.47.

The percentage ranges from 50% to 100% of the rates that are payable. Whether a concession is granted in response to an application or, if a concession is granted, the percentage of the rates that may be waived, is entirely at the discretion of Council and the granting of a concession in any year, will not guarantee that any future concessions will be granted.

Related Documents

Department of Local Government, Communities and Cultural Industries Rating Policy – Valuation of Land - Mining (March 2016)

Local Government Operational Guidelines – Changing Methods of Valuation of Land – (Number 02- March 2012)

REC07 ~~Tourism policy for the~~ Shire of Ashburton - Tourism

Aim	In recognition that tourism is a major ~~employer and~~ contributor to the local economy, the Shire will ~~identify~~ support the development of ~~for~~ tourism ~~industry~~
Application	Shire of Ashburton and tourism stakeholders
Statutory Environment	*Economic and Tourism Development Strategy 2019*~~*Nil*~~
Principles	Strategic Community Plan 2017 – 2027 (2019 Desktop Review) Goal 02 – Economic Prosperity Objective 03 – Well Managed Tourism
Approval Date	OMC ~~16 December 2016~~19 November 2019
Monitor and Review	~~Manager, Communications & Tourism~~Office of the CEO
Last Review	2019~~6~~
Next Review	2021~~18~~
Review Period	Every 2 years

The Shire recognises that tourism will continue to be a major employer and contributor to the economy within the Shire of Ashburton, and ~~also~~ that it needs to play an active role to facilitate the growth and development of tourism in the Shire.

Tourism has been identified as an area with great potential to diversify the Shire's economy from the dominating mining and energy sectors. In 2019 the Shire developed the Economic & Tourism Development Strategy which has three main goals:

- ~~–~~Encourage Infrastructure Development and Investment;
- ~~–~~Promote the District; and
- ~~–~~Promote Business Development.

The Shire will continue to work with State, regional and tourism industry stakeholders to promote local tourism opportunities and facilitate economic growth.

Framework

The Shire of Ashburton will in particular:

Promote the Shire by:

- Supporting targeted destination marketing for increased tourism
- Supporting capacity building
- Maximising regional itineraries promotion

Encourage infrastructure development & investment by:

- Encouraging development of tourism and transport infrastructure
- Lobbying on behalf of the Shire and industry to promote funding investment

Promote business development by:

- Encouraging investment in local businesses
- Facilitating networks for growth and support

Alongside the actions contained within the adopted *Economic and Tourism Development Strategy (2019)* the Shire will also facilitate tourism growth in the following ways:

- In the formulation of its planning regulations and preparation of local laws and other regulations, will have regard to the requirements of tourism development, and the impacts these rules will have on tourism.
- When reviewing Strategic Plans, Town Plans and Development Control Plans, take into consideration policies on tourism and other related issues.
- Encourage tourism product development and investment throughout the area and where possible will facilitate the development application process.
- Endeavour to assist community groups or tourist organisations conduct events which have the potential to develop tourism in the ~~area.~~

~~• In the formulation of its planning regulations and preparation of local laws and other regulations, will have regard to the requirements of tourism development, and the impacts these rules will have on tourism.~~

~~• When reviewing Strategic Plans, Town Plans and Development Control Plans, take into consideration policies on tourism and other related issues.~~

~~• Encourage tourism product development and investment throughout the area and where possible will facilitate the development application process.~~

- Facilitate the development of scenic routes, walk-trails and lookouts and review signage needs in strategically important tourist areas.
- Encourage a high standard of relevant design and aesthetics in all forms of tourist development.
- Where possible, support tourism operators to enhance and promote their product.
- Consider the welfare of the whole community, and examine the social, cultural, economic and environmental impact when supporting tourism development and any associated facilities.
- Promote landscaping of residential and commercial centres to make the Shire a unique and attractive visitor destination.
- Where practicable, support the enhancement of natural features, conservation areas of outstanding scenic beauty and recognise items of heritage significance.
- Promote the Shire as an attractive place to live, work and play.

- ~~• Facilitate the development of scenic routes, walk trails and lookouts and review signage needs in strategically important tourist areas.~~

Financial

Council will consider an appropriate budget allocation each year to provide for the following:

- A contribution to the Onslow Visitor Centre providing it is satisfied that the Committee is providing a worthwhile tourist service (as outlined in an annual agreement);
- Fund the Tom Price Visitor Centre directly as a Council activity;
- Contribute an amount towards implementing the Shire's *Economic and* ~~*of Ashburton*~~ *Tourism* ~~*Destination*~~ *Development Strategy (2019)*~~,~~
- Support tourism initiatives which build the Pilbara tourism potential.

shire of Ashburton
reef to range

EMP01 Equal Employment Opportunity

Aim	This policy recognises the Shire's legal obligations under anti-discrimination legislation and ensures employment practices follow the criteria for providing employment opportunities will be based solely on the principle of merit and equity.
Application	All staff, contractors and volunteers
Statutory Environment	Nil
Principles	Strategic Community Plan 2017 – 2027 (2019 Desktop Review) Goal 05 – Inspiring Governance Objective 01 – Connected, caring and engaged communities
Approval Date	OMC 19 November 2019
Monitor and Review	Office of the CEO
Last Review	2019
Next Review	2021
Review Period	Every 2 years

Objectives
This policy applies to all employees at the Shire and where relevant those performing work (paid and unpaid) for the Shire, including but not limited to direct employees, contractors, labour hire, volunteers and those performing work through a third party.

Commitment
The Shire is committed to the principles of equal employment opportunity. This involves the improvement in the skill and competency levels of all employees to provide equal access to further employment or career path progression. The Shire acknowledges and celebrates diversity and commits to continuing to actively and flexibly seek to appoint and accommodate the unique needs of many different employees.

The Shire is committed to providing an environment free from all forms of discrimination, harassment and bullying and all employees will be treated in a fair and equitable manner in all decisions and processes.

Environment
The Shire recognises that when conflict, discrimination and harassment occurs in the workplace, job satisfaction, morale and productivity suffers. A healthy and safe work environment free from discrimination, harassment and bullying is the a primary objective of the Shire.

shire of Ashburton
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Diversity

The Shire appreciates the inherent value in a diverse workforce.
Diversity may result from a range of factors; origin, age, gender, race, cultural heritage, lifestyle, education, physical ability, appearance, language or other factors.

Awareness

Upon appointment, all employees are to be given a copy of this policy and ensure it is easily accessible electronically on the Shire's website and intranet (AIMS).

Monitoring

Emloyment related practices are to be periodically reviewed in accordance with this policy, with particular consideration of practices and directives covering:

- Recruitment;
- Conditions of service;
- Appointment, promotion and transfer; and
- Training and development.

Associated Documents

In the interest of creating a diverse workplace which promotes fair and equitable treatment, the Shire has developed a set of Policies and Directives that apply to employees at the Shire.

These documents include but are not limited to:

- ELM04 Code of Conduct Policy
- EMP10 Training and Development Directive
- EMP16 Grievance Investigation and Resolution Policy
- EMP17 Occupational Health & Safety Policy
- EMP22 Discrimination, Harassment and Bullying Directive
- EMP27 Employee Recruitment, Selection and Promotion Directive
- EMP30 Working from Home Directive
- Shire of Ashburton Disability Access and Inclusion Plan
- Equal Employment Opportunity Management Plan

EMP41 CEO Leave Authorisations and other Approvals

Aim	To provide guidance on Council's expectations of the CEO in relation to leave applications and other approvals
Application	Chief Executive Officer
Statutory Environment	*Local Government Act 1995*
Principles	Strategic Community Plan 2017 - 2027 (2019 Desktop Review) Goal 05 – Inspiring Governance Objective 03 –Council Leadership
Approval Date	OMC 19 November 2019
Monitor and Review	Office of the CEO
Last Review	2019
Next Review	2023
Review Period	Every 4 Years

OBJECTIVE
To define the Council's expectations for the CEO to report and inform Council of proposed leave or leave taken, with or without payment, and to provide information in to reasonable additional hours under the Contract of Employment.

POLICY
The Shire applies the following detail of any leave taken, with or without pay, including the detail of any claims for additional work over and above of the reasonable additional hours under the CEO employment contract. The CEO shall also provide details of all corporate credit card purchases issued to him/her and any reimbursements the CEO has claimed.

The reporting to Council is to be prepared by the Manager of Finance by way of a standing agenda item to every Ordinary Meeting of Council (OMC) and will contain sufficient relevant details to enable Council to substantiate that:

- the CEO was entitled to and had sufficient credits for the leave taken;
- that the leave taken was an entitlement under the CEO's employment contract;
- that any claim for additional hours worked beyond reasonable additional hours under the Contract of Employment are justified and acceptable;
- expenditure on the CEO's corporate credit card has been incurred in accordance with the Shire's FIN12 Procurement policy and EMP24 Corporate Credit Card Agreement; and
- the CEO had incurred legitimate work-related expenses to be reimbursed.

PROCESS:
The OMC agenda item is to be prepared by Finance staff based on the relevant forms completed and certified by the CEO (Timesheets) providing details of leave, additional hours, credit card transactions and reimbursements that have occurred during the period. The relevant forms, are:

1. CEO's Leave Application Form
2. SOA CS 009 Credit Card Purchases Form
3. SOA CS 010 Pro Forma Invoice
4. SOA CS 015 Invoice Requisition

Items 1 and 2 are to be presented to Council for information purposes. Items 3 and 4 are to be presented to Council for confirmation and authorisation for the transaction to occur.

In the case of the CEO taking extended annual (more than 10 business days) Council policy ELM24 relating to the appointment of an Acting CEO will apply.

ASSOCIATED DOCUMENTS

- ELM24 Appointment of Acting CEO Policy
- CEO's Leave Application Form
- SOA CS 009 Credit Card Purchases Form
- SOA CS 010 Pro Forma Invoice
- SOA CS 015 Invoice Requisition

SHIRE OF ASHBURTON
2019/20 CAPITAL EXPENDITURE PROGRAM
As at 31 October 2019

	Project Progress
●	Complete - 4.00
●	On Track - 3.00
●	Off Track - 2.00
●	In Trouble - 1.00

Project Planning Stages

- Planning Stage
- Both
- Implementation Stage
- At Reporting Date

GL Code	Job Code	Project Title	Current Budget	YTD Actual	Code	Comments	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
092271	N/A	Projects to be Identified (Not fixed infrastructure)	25,000	0	●	Projects not yet identified.												
		TOTAL COMMUNITY DEVELOPMENT COSTS	**25,000**	**0**														
040466	20007	ICT Hardware - Laptops	40,000	0	●	Project at Planning Stage with purchases earmarked for the 2nd Quarter.												
040466	17029	ICT Software - AIMS SharePoint	28,842	0	●	Currently embarking on a review of all event management processes ande the software will be the end component of the project.												
042464	18054	ICT Software - Com. Dev. Events Mgmt.	15,000	0	●	This Project needs scoping to determine it will proceed.												
042464	19025	ICT Software Safety Management System	0	0	●	This Project is combined with the Training Management System (19080) for a combined underspend. Funds re-positioned to the Building Asbestos Containing Materials Audit Project.												
042464	19080	ICT Software Training Management System	55,955	40,396	●	System bought and being setup to go live in the next few weeks.												
139997	N/A	TP Visitors Centre Touch Screen	12,900	0	●	The Touch Screen was procured, however expenditure was initially posted to an Operational Account. This transaction is subject to capitalisation threshold analysis before repositioning the expenditure against the budget.												
134851	N/A	TP Visitors Centre Furniture Upgrade	10,000	0	●	Quotes for the procurement of Furniture to be sourced.												
		TOTAL CORPORATE SERVICES COSTS	**162,697**	**40,396**														
100102	DA000	DAIP Infrastructure Remediation	250,000	0	●	Planning underway for the remediation of Disability Access in various Shire of Ashburton buildings.												
AB2007	N/A	Ashburton Hall Structural Rectification	100,000	0	●	Structural Engineer attended; report to follow for council consideration.												
AB2008	N/A	Ashburton Hall - Install New Air Conditioner	100,000	0	●	RFQ closing on 15/11/2019.												
AB2011	N/A	Community Hall - Renewal of 2 x Air Conditioners	35,000	0	●	RFQ to be prepared.												
AB2002	N/A	Business House - Structural and remedial works	65,000	0	●	Contractor procurement & construction projected within Quarter 2. Construction targeted for Q3.												
AB2009	N/A	Admin Building - Concept Planning for New Facility	100,000	0	●	Agenda Item presented at October 2019 OCM, without a resolution.												
AB2010	N/A	Admin Building - Install New Courtyard Shade Cover	15,000	0	●	Quotes being requested from 01/11/2019.												
040369	N/A	Admin Building - Balustrade and Hand rail	10,000	0	●	Design and Certification completed, RFQ preparation in December 2019 & installation projected for the end of January 2020.												
AB2014	N/A	V Swans Office Building - Upgrade	150,000	8,195	●	RFQ closed on 07/10/2019 but came in over budget. The Project needs to be re-scoped and re-advertised via Tender Link.												
092268	BC299	Aged Persons Units - Refurbishment (Senior Units)	50,000	0	●	1st & 2nd Quarter will focus on Concept Design & Costing as well as Development Design.												
092268	BC289	Aged Persons Units - Refurbishment (Carinya Units)	50,000	0	●	1st & 2nd Quarter will focus on Concept Design & Costing as well as Development Design.												
097800	Various	Staff Housing - New Purchases	2,050,000	799,613	●	On-going with the purchase of 8 Anketell Onslow now complete.												
097803	Various	Staff Housing - Refurbishment	1,370,000	7,895	●	Various Shire Houses refurbishments lined up for the year.												
AB2005	N/A	Goods Shed - Renewal of Building Structure for Compliance	160,000	0	●	Sourcing quotes for internal works. The planning period has been extended to January 2020.												

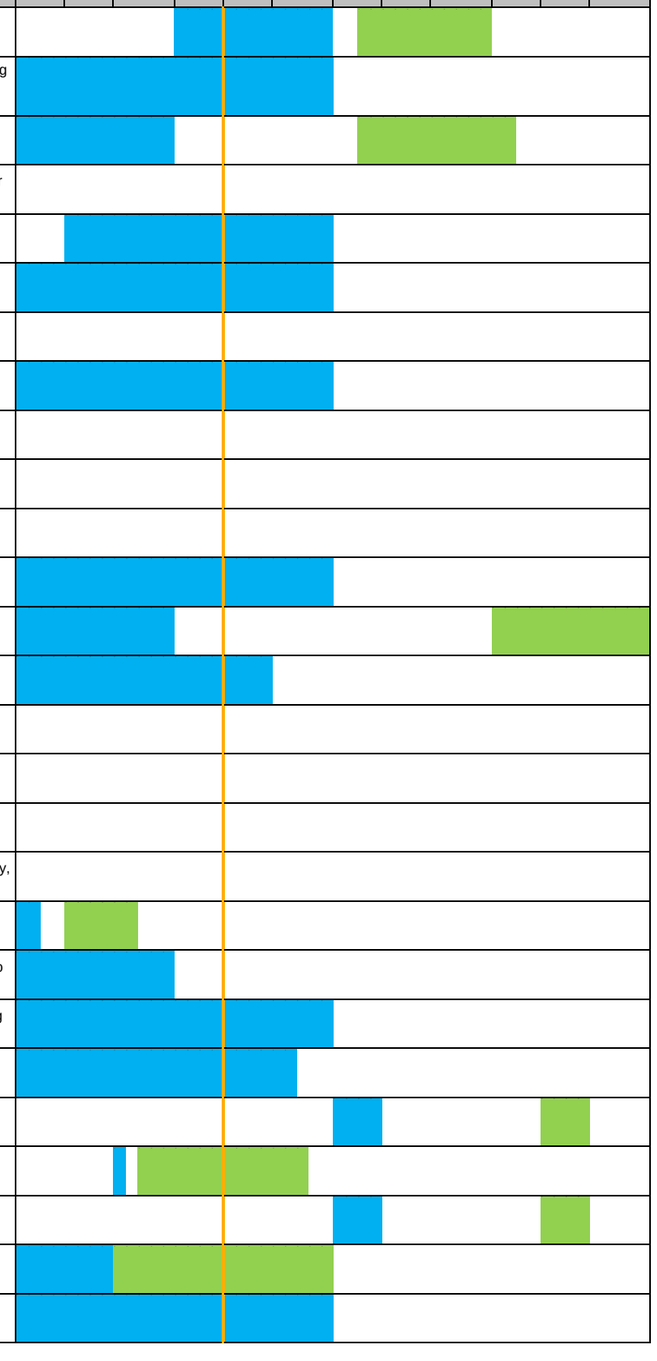
SHIRE OF ASHBURTON
2019/20 CAPITAL EXPENDITURE PROGRAM
As at 31 October 2019

	Project Progress
●	Complete - 4.00
●	On Track - 3.00
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Project Planning Stages

- Planning Stage
- Both
- Implementation Stage
- At Reporting Date

GL Code	Job Code	Project Title	Current Budget	YTD Actual	Code	Comments
114619	BC410	Goods Shed Upgrade - Scope & Design	104,527	8,510	●	Currently being referred to building compliance provided by Hedray Group. Planning Q2. Works slated in Q3.
080301	18069	Child Care Centre	5,100,000	0	●	1st & 2nd Qtr. is about Planning. Assessments of Expression of Interests received following Concept Planning. Note that the $3.0 Million conditional commitment from RTIO not yet secured.
AB2001	N/A	CCTV Program - Extend and Upgrade Shire wide	90,000	0	●	An Auditor for CCTV requirement has been secured. Q3 completion.
110364	17030	MPC - Emergency Evacuation Centre - Upgrade	0	0	●	Project not proceeding, funding re-allocated to AP2009 (New Softball Field Lighting) as per October 2019 OCM.
110365	19019	MPC - Water Tank installation	80,000	1,800	●	RFQ will be ready to go on Tenderlink at the end of November 2019.
AB2004	N/A	MPC - Install New Storage Shed	50,000	0	●	1st Qtr. will be about developing the Project Design, planning extended.
113230	20002	Bowling Club - Upgrade Bowling Green and Patio Area	500,000	0	●	Funding not secured from RTIO.
AB2013	NA	Tennis Club - Refurbishment of Playing Surface and Facilities	800,000	8,804	●	Waiting on reports following completion of Geotechnical survey.
AP2013	NA	Diamond Club Softball - Renewal of Oval Lighting	200,000	0	●	Funding not secured from RTIO.
AP2015	NA	Diamond Club Softball - Upgrade of Playground lighting	10,000	0	●	Funding not secured from RTIO.
AP2014	NA	Diamond Club Softball - Install of Softball Storage Facility	50,000	0	●	Funding not secured from RTIO.
100094	NA	Golf Club - Indoor Cricket Nets Repairs	100,000	0	●	RFQ closing on 18/11/2019.
AB2006	N/A	Gym / Childcare Facilities - Renewal	2,500,000	0	●	1st Qtr. is about the development of the Project Design. Works projected for the Q4.
AB2012	N/A	Community Hub - combine Bowling Club, Jnr Football, Squash Courts and Gym.	100,000	0	●	Concept completed. This will go to Nov'19 OCM.
AP2003	NA	Anzac Memorial - Renewal of Flag Pole	20,000	0	●	Funding not secured from RTIO.
AP2008	NA	Anzac Memorial - Re-design and Renewal	100,000	0	●	Funding not secured from RTIO.
AP2002	NA	Anzac Memorial - Install New Drink Fountain	11,340	0	●	Funding not secured from RTIO.
112749	20009	Red Dog Sculpture & Kangaroo designs	90,000	0	●	There is a proposal to erect the Red Dog Sculpture behind the Paraburdoo Information Bay, with scoping underway.
113236	BN386	Chub Project Completion Projects	150,000	104,454	●	Complete.
AP2009	NA	New Softball Field - Upgrade Lighting	610,000	0	●	Preferred Tenderer selected, two budget variation approved at the Sept & October OCM to increase the budget by $160,000.
AP2018	NA	Skate Park - Install New Shade Structures	250,000	0	●	Construction of the new shade structures at the Tom Price Skate Park. Currently preparing Tender Documents.
051735	19075	Dog Exercise Yard - Install New	100,000	3,650	●	Location endorsed at September OCM, currently preparing Quotations.
112968	20005	Quentin Broad Swimming Pool - Renewal of Tiles	156,406	0	●	Planning and works slated for 3rd & 4th Qtr.
113236	BN385	Swimming Pool Amenities	126,000	0	●	Awarded to Byblos works commenced on 14/09/2019.
113308	20006	Vic Hayton Pool - Refurbishments	180,000	0	●	Planning and works to occur in 2nd and 3rd Qtr.
AP2005	NA	Back Beach - Renewal of Shade Structure	50,000	0	●	Installation of 2 custom curved roof steel shelters within-ground post to be done by Landmark.
AP2007	NA	Marina - Upgrade	7,500,000	0	●	1st & 2nd Qtr. is about Planning. This Project is in collaboration with the Ministry of Transport.



ATTACHMENT 12.1B

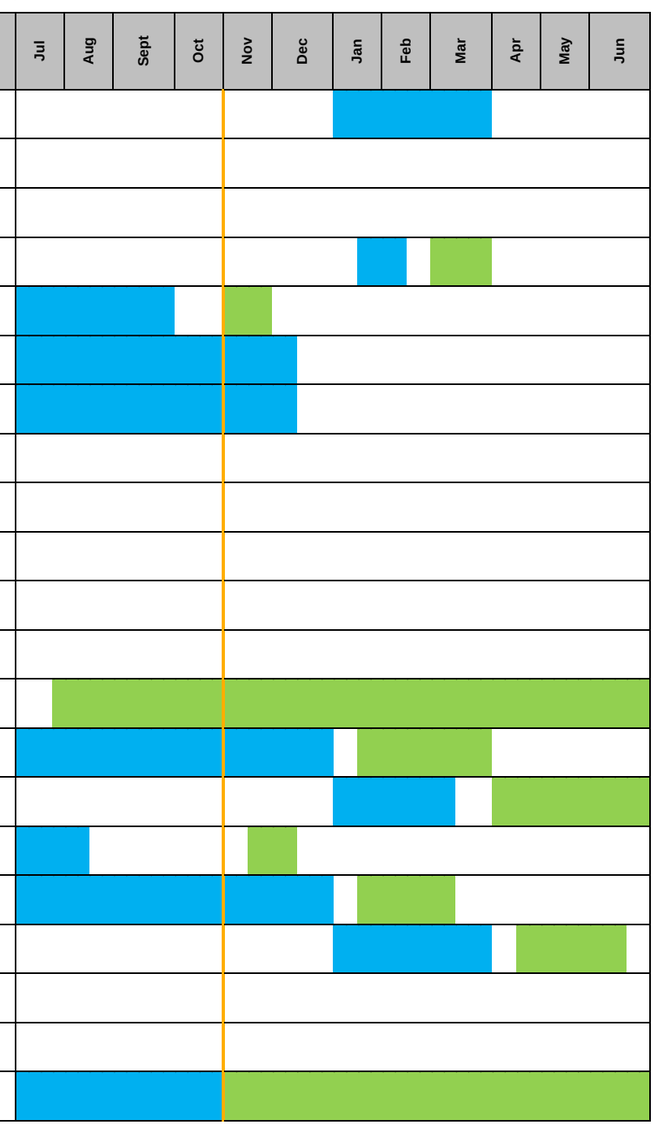
SHIRE OF ASHBURTON
2019/20 CAPITAL EXPENDITURE PROGRAM
As at 31 October 2019

	Project Progress
●	Complete - 4.00
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Project Planning Stages

- Planning Stage
- Both
- Implementation Stage
- At Reporting Date

GL Code	Job Code	Project Title	Current Budget	YTD Actual	Code	Comments
AP2012	NA	Clem Thompson Pavilion - Upgrade of BBQ Facilities and Playground	25,000	0	●	Project to design and Install new BBQ and playground Facilities. Planning is projected for 3rd Quarter.
AP2016	NA	Minha Oval - Install New Shed and Bollards	300,000	0	●	Plans are underway to book a Consultant to scope the works. Further information to be available in due course.
AP2017	NA	Minha Oval - New Oval Lighting	250,000	4,200	●	Plans are underway to book a Consultant to scope the works. Further information to be available in due course.
113263	19056	Cricket Nets - Install New Bench Seating	13,000	0	●	Planning and works is projected to occur in the 3rd Qtr.
113236	BN391	Cricket Nets - Renewal	105,000	0	●	Site works commence on 04/11/2019.
AP2010	NA	Peter Sutherland Oval - Install New Bollards and Rope Rails	10,000	0	●	Adjustment to budget required as the scope of works will cost higher than the budget provided. Budget Variation requested.
AP2011	NA	Clem Thompson Oval - Install New Rebound Nets for AFL	30,000	0	●	There are plans for a 'Site Meeting with Sporting Club to discuss various project options.
AP2001	NA	Scoreboard - Upgrade	0	0	●	Project completed in 18/19. Funds re-deployed to the Building Asbestos Containing Materials Unit Project, as per October 2019 OCM.
112746	19035	Mountain Bike Track - Undertake Scope of Works	105,000	0	●	Planning in coordination with Town Planning Manager. Location under deliberation.
112746	20000	Pump Track	950,000	339	●	Planning in coordination with Town Planning Manager. Location under deliberation.
100067	C501	Town Centre - Refurbishment	128,000	0	●	Awaiting for more information from PDS.
134854	15151	Town Tourist Bay - Upgrade	468,361	0	●	Awaiting for more information from PDS.
114631	Various	Old Onslow Conservation & Tourism Activation	347,826	129,212	●	This is a continuation from 18/19 with Project Implementation Plan 2 (Cemetery Conservation Works progressing).
100100	NA	Cemetery - Upgrade	22,296	0	●	Q1 & Q2 are about planning, followed by works in 'Q3.
139996	NA	TP Visitors Centre Wash Down Bay	15,000	0	●	Project to install outside kitchen sink for washing of dishes etc. for Tourists. RFQ under preparation.
134855	19049	Information Bay - Install New Toilet Block	260,000	12,825	●	Awarded to Byblos works to commence in November 2019.
AB2003	NA	Community Gardens - Install Toilet Amenities	80,000	0	●	D & C Toilet Block amenities plumbed into sewer and water . Works are projected for Q3.
112746	20004	Picnic Setting - Install New	15,000	0	●	This Project intends to ensure the supply and installation of picnic setting at the corner of Simpson and Back Beach Road in Onslow. Works projected for Q4.
AR2001	NA	Cyclone Warning Signs - Install New	50,000	0	●	Awaiting for more information from PDS.
051685	19027	Electronic Fire Danger Index Signs	36,553	0	●	Awaiting for more information from PDS.
AE2002	NA	Horizon Power Solar Program	1,500,000	28,008	●	Stage 1 focuses on Shire housing in Q2. Contracts have been executed and building permits applied for. Stage 2 will focus on Shire facilities in Q3 &4.



ATTACHMENT 12.1B

SHIRE OF ASHBURTON
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As at 31 October 2019

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Project Planning Stages

- Planning Stage
- Both
- Implementation Stage
- At Reporting Date

GL Code	Job Code	Project Title	Current Budget	YTD Actual	Code	Comments	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
140054	18022	Residential Land Development Subdivision and Survey	14,343	0	●	Conditional subdivision approval received from WAPC. Council consideration of Lots 400 and 46 requested at October'19 OCM.												
140154	15190	Industrial Land Development Subdivision and Planning	135,000	0	●	Landgate to issue Survey Instructions- proposed excision of portion of Lot 524 on Deposited Plan 69942 for amalgamation into adjoining Lot 350 in Tom Price.												
140741	NA	Emergency Services Land Lot 400 - FESA design	20,000	3,281	●	Preparation of Concept Drawings for Business Case etc. Consultant engaged.												
147318	NA	Mixed Business Dev. Services Installation	200,000	0	●	Lot 9500 open for EOI. Until interest received as to land parcel required, Project on hold.												
		TOTAL PROPERTY & DEVELOPMENT SERVICES COST	**28,613,652**	**1,120,785**														
AA2003	NA	Airport - Taxiway Renewal for Bravo & Charlie	1,488,306	4,920	●	RFT specifications to be reviewed and amended to suit new changes to Airport regulations and requirements. Potential of significant financial savings. Physical works on hold util April 2020 to coincide with proposed new changes (including design standards) and release of Airport Regulation - MOS 139. If designing/renewing to new standards significant saving can be made. Reviewing and amending existing scopes and documentation to reflect new standards.												
120058	19003	Airport - Taxiway Delta Reseal	260,000	0	●	RFT scope and specification completed - temporary on hold to attempt to combine with other sealing programs at the Airport. Physical works on hold till April 2020 to coincide with proposed new changes (including design standards) and release of airport regulation - MOS 139; if designing/renewing to new standards significant saving can be made.												
AA2002	NA	Airport - Runway Enrichment Seal	200,000	0	●	Physical works on hold till April 2020 to coincide with proposed new changes (including design standards) and release of airport regulation - MOS 139; if designing/renewing to new standards significant saving can be made. Reviewing and amending existing scopes and documentation to reflect new standards.												
120055	NA	Airport- Runway Line Marking	20,000	0	●	Physical works on hold till April 2020 to coincide with proposed new changes (including design standards) and release of airport regulation - MOS 139; if designing/renewing to new standards significant saving can be made. Reviewing and amending existing scopes and documentation to reflect new standards.												
120058	19006	Airport - Emergency Access Road Sealed next to Rotary Wing Hangar	35,000	0	●	Works on hold pending outcome of Hangar Proposal.												
120058	19000	Airport - Remediation Works for Wind Direction Indicator and Precision approach Indicator	250,000	4,725	●	RFQ for Civil Engineering services currently advertised closes 11th November 2019												
120017	19088	Airport - Landside Infrastructure	48,750	36,364	●	SOA taken possession of two hangars. Hangars were purchase 'as is' and require rubbish removal and clean up. Existing tenant in one hangar has been given a extension to Jan 2020 to vacate due to health issues.												
120018	19089	Airport - Kiosk Fit-out	15,000	0	●	Project not going ahead, request for budget variation adopted at September OCM to reallocate $25,000 of this budget to Aerodrome Consultant Fees.												
120016	18007	Airport - Solar Farm 150KW - Expansion	320,000	86,015	●	Contract negotiations finalised. Commenced design process and building permits. It has been identified the panels cannot be installed on the roof of terminal due to engineering constraints. Currently investigating alternative locations for ground mount set-up.												
AA2001	NA	Airport - General Aviation Development - Fencing, Water & Elec. Connections, Earthworks.	287,300	0	●	Draft Scope of Works and specifications, works pending on completion of Airport Landside Infrastructure project. Works will not commence until tenant has vacated the hangar.												
120058	19002	Airport - Scour Protection for top of Batters	1,475,613	0	●	RFQ for Civil Engineering services currently been advertised closes 11th November 2019.												
124086	19001	Airport - Multi-use Manual Handling / Lifting Machine	150,000	0	●	Investigating different product options.												
127387	19009	Depot - Refurbishment	454,723	755	●	Progressing into final designs and site specifications – Site survey required.												

ATTACHMENT 12.1B

SHIRE OF ASHBURTON
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Project Planning Stages

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- At Reporting Date

GL Code	Job Code	Project Title	Current Budget	YTD Actual	Code	Comments	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
127387	19048	Depot - Install New Boom Gates	70,000	0	●	Complete. Asset handover to be completed. Awaiting for cost information.												
127380	BN417	Depot - Install New Shade Structure	140,000	0	●	RFT to be finalised for January OCM.												
127380	20001	Depot - New Crib Room	200,000	0	●	RFT to be finalised for January OCM.												
124470	19038	Drainage Program - Renewal 2019/20	500,000	54,204	●	Project to work on Onslow Detention Basins. RFT to be completed in January 2020.												
AD2001	IP200	Irrigation Program	250,000	103,783	●	RFT for Plants, Trees and Landscaping being advertised, due to close 21/11/19. RFT to Irrigation Works in final draft stage.												
AD2002	NA	Waterway Structures - Major	13,000	0	●	Budget to be transferred to reserves and expensed in future years of the 15 year renewals program.												
AD2003	NA	Waterway Structures - Minor	200,000	0	●	Review of Waterway Structures to be completed												
124460	C200	Works Program Floodway Stabilisation - Renewal	498,000	0	●	Approx. $150,000 of this budget will be expensed on the Fortescue River crossing. This will be included in the SOW for the RFT Pannawonica Millstream Rd Rest of the budget will be spent by SOA internal labour - SOW for this program currently being drafted												
AD2004	NA	Doradeen Rd / West Rd - Upgrade Culverts	650,000	0	●	Report delivered and discussion with Infrastructure Directorate and road users need to commence regarding the findings. Report handed over to appropriate stakeholders for discussion and next phase - Received general feedback back Main Roads WA. Signs locations and content being developed, Area W bridge to be included into signage, awaiting Rio structural team to advise on weight restrictions, main roads to complete assessment of other road issues, Jetting contractors to provide lining options												
AR2007	NA	Safety Barriers Renewal Program	53,000	0	●	To be included in Mine Road Blackspot RFT												
AR2003	FN200	Footpath Program - New (19/20)	140,000	0	●	Awaiting finalised Bike Plan - Propose footpaths report to Council by January - RFT for March 2020 OCM												
AR2003	FN201	Back Beach Road - New Footpath	115,000	0	●	SOW being drafted - reviewed with proposed Bike Plan												
124450	19092	Twitchen Road Sealing	198,000	0	●	The budget for this is being included in the Rural Unsealed Roads Renewal Program.												
124451	19087	Peedamulla Road- NTC contract	107,508	107,508	●	Complete.												
124450	19086	Mine Road, Tom Price - Renewal	400,689	0	●	RFT to be finalised - MRWA Funding Approved - finalise for January OCM												
124461	19059	Road Renewals - Pannawonica Millstream Rd (RRG 18/19 Funding)	407,072	2,644	●	RFT 13.19 & 18.19 to be submitted to November 2019 OCM.												
124461	19061	Road Renewals - RRG - Ashburton Downs Meekatharra Rd (RRG 18/19 funding)	679,784	0	●	RFT to be finalised for December OCM.												
124461	19062	Road Renewals - RRG - Pannawonica Millstream Rd (RRG 16/17/18 balance Funding)	1,218,140	359,458	●	RFT 13.19 & 18.19 to be submitted to November 2019 OCM.												
AR2006	Various	Rural Unsealed Road Program (RRG 19/20 -R2R 19/20, Direct Grants 19/20, FAGS 19/20 Funding)	3,566,205	1,031,583	●	RFT to be finalised for December OCM.												
AR2009	Various	Urban Roads Program - Renewal	1,134,000	0	●	RFT advertised & closing 12th November.												
AR2010	Various	Rural Sealed Roads 2019-20 Program - Renewal	520,000	0	●	This years budget to be moved to reserves at EOFY for future years expenditure under the 15 year program.												

ATTACHMENT 12.1B

SHIRE OF ASHBURTON
2019/20 CAPITAL EXPENDITURE PROGRAM
As at 31 October 2019

	Project Progress
●	Complete - 4.00
●	On Track - 3.00
●	Off Track - 2.00
●	In Trouble - 1.00

Project Planning Stages

- Planning Stage
- Both
- Implementation Stage
- At Reporting Date

GL Code	Job Code	Project Title	Current Budget	YTD Actual	Code	Comments	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
AR2008	NA	Significant Road Signs - Renewal	15,000	0	●	RFQ to be completed and submitted to February 2020 OCM.												
AR2011	NA	General Signage Renewal (Shire Wide)	15,000	0	●	RFQ to be completed and submitted to February 2020 OCM.												
124441	18042	Installation of Electronic Variable Message Signs - Ashburton Downs Road	23,089	0	●	Need to re-assess what work has been completed on this project in prior financial years. Potentially issue a new RFQ to get this completed.												
135010	20008	Tourism Sign - Signage Installation on NWC Hwy (before Onslow T/off)	70,000	0	●	RFQ to be completed and submitted March 2020 OCM.												
130165	NA	New Tourism Signage- Entry Statement to the National Parks	50,000	0	●	RFQ to be completed and submitted March 2020 OCM.												
AR2004	FR200	Footpath Program - Renewal (19/20)	225,000	46,005	●	Awaiting finalised Bike Plan - Propose footpaths report to Council by January - RFT for March 2020 OCM.												
AR2004	FR201	Ocean View Caravan Park - Renewal of Footpath	56,556	0	●	Scope of Works being drafted - reviewed with proposed Bike Plan.												
AR2005	KR200	Kerb and Gutter Program - Renewal	220,000	0	●	RFT sent to Procurement 24/10.												
124441	C225	Cattle Grids - Install New	67,000	0	●	Sites for installation identified, installation to be incorporated into RFT for Rural Unsealed Roads program.												
AE2003	NA	Emergency Response Trailers for Rural Roads - Install New	50,000	0	●	Investigating different product options.												
AE2004	PR200	Plant Replacement Program	1,400,000	40,929	●	Annual plant replacement program progressing.												
AE2005	NA	AO Plotter - New	6,295	0	●	Investigating different product options.												
100063	C065	Tip Closure at Landfill Site - Renewal	50,000	0	●	Project at planning stage. Discussions with WaterCorp for further use of treated water. Recycled water option being looked at for Onslow Ring Road Irrigation.												
100082	Various	Pilbara Regional Waste Management Facility (PRWMF) Class IV - Pre-construction	529,521	159,209	●	Geotechnical Testing Site Instruction: Evaluation of site won material - 2 trial pit excavations for Soil indexing, compaction rates and, California Bearing Ratio.												
100083	Various	Pilbara Regional Waste Management Facility (PRWMF) Class IV - Main Works	10,619,479	160,873	●	Council adopted recommendations for RFT 07.19 at October 2019 OCM at 22/10/19. Works will start once Approval is received from DWER and BBRF funding reporting milestones changed by Federal Government have been obtained.												
AW2001	NA	Sieve Buckets - Install New (East)	30,000	0	●	Investigating different product options.												
AW2002	NA	Sieve Buckets - Install New (West)	30,000	0	●	Investigating different product options.												
AW2003	NA	Operations Building - Install New (Paraburdoo)	185,000	0	●	RFT to be completed and finalised for December OCM.												
AW2004	NA	Operations Building - Install New (Tom Price)	185,000	0	●	RFT to be completed and finalised for December OCM.												
AP2006	NA	Foreshore Protection - Upgrade Sand and Groyne plus Seawall Extension	400,000	0	●	Scope of Works being drafted.												
		TOTAL INFRASTRUCTURE COSTS	**30,292,030**	**2,198,973**														
		TOTAL CAPITAL PROJECTS COSTS 2019/20	**59,093,379**	**3,360,154**														

SHIRE OF ASHBURTON
19/20 BUDGET AMENDMENTS REGISTER
AS AT 31 OCTOBER 2019

Date of Council Meeting	Minute #	General Ledger Description	Original Budget	Variation Increase (Decrease)	Revised Budget Figure	Net Current Assets
		19/20 Budget Surplus				(1,500,000)
13/08/2019	**619/2019**	Novated Lease Income	**0**	(40,000)	(40,000)	(1,540,000)
		Novated Lease Expense	**0**	**40,000**	**40,000**	(1,500,000)
		Pannawonica Millstream Road	**720,033**	(350,000)	**370,033**	(1,500,000)
		Roebourne - Wittenoom Road	**0**	**350,000**	**350,000**	(1,150,000)
		Consultants Project Costs (Economic Development)	**151,500**	**(20,000)**	**131,500**	(1,520,000)
		Consultants - Land & Asset Compliance	**0**	**20,000**	**20,000**	(1,500,000)
18/09/2019	**636/2019**	Aerodrome Consultant Fees	**30,000**	**25,000**	**55,000**	(1,475,000)
		Kiosk Fit Out	**40,000**	(25,000)	**15,000**	(1,500,000)
		Paraburdoo Chub Criket - Net Renewal	**80,000**	**25,000**	**105,000**	(1,475,000)
		Paraburdoo Parks and Reserves	**186,994**	(25,000)	**161,994**	(1,500,000)
		Building Asbestos Containing Materials Audit	**0**	**50,000**	**50,000**	(1,450,000)
		Consultant / Project Costs	**296,945**	(50,000)	**246,945**	(1,500,000)
		Miscellaneous Opportunities	**18,000**	**8,000**	**26,000**	(1,492,000)
		School Holiday Programs	**20,000**	(8,000)	**12,000**	(1,500,000)
18/09/2019	**643/2019**	Capital Income (Loan)	(726,000)	(80,000)	(806,000)	(1,580,000)
		Paraburdoo Softball Diamond (New Softball Field)	**450,000**	80,000	**530,000**	(1,500,000)
22/10/2019	**673/2019**	Consultant/Project Costs	**246,945**	(20,000)	**226,945**	(1,520,000)
		Service Fee - Accomodation	**2,122**	20,000	**22,122**	(1,500,000)
		Onslow MPC (Emergency Evacuation Centre Upgrade)	**80,000**	(80,000)	**0**	(1,580,000)
		Paraburdoo Softball Diamond (New Softball Field)	**530,000**	80,000	**610,000**	(1,500,000)
		Tom Price ICT Softwared - Training and Safety Management System	**55,371**	(55,371)	**0**	(1,555,371)
		Paraburdoo Score Board	**10,000**	(10,000)	**0**	(1,565,371)
		Vic Hayton Memorial Pool	**140,701**	(17,000)	**123,701**	(1,582,371)
		Paraburdoo Memorial Pool	**86,522**	(17,629)	**68,893**	(1,600,000)
		Building Asbestos Containing Materials Audit	**50,000**	100,000	**150,000**	(1,500,000)

Shire of Ashburton

CEO's Delegated Payment List - Regulation 13(1) Local Government (Financial Management) Regulation 1996

List of Payments - Payment Detail for Month of October 2019

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

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

Description		Amount
Municipal Fund		
EFT	$	3,076,818.04
Superannuation / Payroll (DD)	$	187,786.63
Trust	$	122,260.64
Cheque	$	100.00
Credit Cards	$	14,292.89
Bank Fees and Charges	$	2,512.91
Grand Total	$	3,403,771.11

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
Municipal					
EFT49529	07/10/2019	ALL INTERACTIVE DISTRIBUTION	Payment		667.74
683320	26/08/2019	ALL INTERACTIVE DISTRIBUTION	Purchase of new DVDs for Pannawonica Library	109.09	
683710	02/09/2019	ALL INTERACTIVE DISTRIBUTION	Purchase of new DVDs for Pannawonica Library	67.91	
684087	04/09/2019	ALL INTERACTIVE DISTRIBUTION	Purchase of DVD for Tom Price Library	255.47	
684283	09/09/2019	ALL INTERACTIVE DISTRIBUTION	Purchase of DVD's for Paraburdoo Library	37.48	
684284	09/09/2019	ALL INTERACTIVE DISTRIBUTION	Purchase of DVD for Tom Price Library	7.79	
685393	16/09/2019	ALL INTERACTIVE DISTRIBUTION	Purchase of DVD for Tom Price Library	33.61	
685702	19/09/2019	ALL INTERACTIVE DISTRIBUTION	Purchase of new DVD's for Onslow Public Library	124.12	
685864	23/09/2019	ALL INTERACTIVE DISTRIBUTION	Purchase of DVD for Tom Price Library	32.27	
		ALL INTERACTIVE DISTRIBUTION		**667.74**	**667.74**
EFT49530	07/10/2019	ALL SEASONS SYNTHETIC TURF	Payment		2269.00
7718	12/09/2019	ALL SEASONS SYNTHETIC TURF	Supply of rubber mulch for Onslow Airport	2269.00	
		ALL SEASONS SYNTHETIC TURF		**2269.00**	**2269.00**
EFT49531	07/10/2019	ALLTRACK WA PTY LTD	Payment		17710.00
00001029	06/09/2019	ALLTRACK WA PTY LTD	Wet hire semi water cart 16/08/2019 - 25/08/2019 Millstream	17710.00	
		ALLTRACK WA PTY LTD		**17710.00**	**17710.00**
EFT49532	07/10/2019	AURORA ENVIRONMENTAL (PERTH) PTY LTD	Payment		3225.75
04986-A	09/09/2019	AURORA ENVIRONMENTAL (PERTH) PTY LTD	Consultancy services for desktop review of Asbestos Management Plan 01/07/2019 - 31/08/2019	2453.00	
04986-B	09/09/2019	AURORA ENVIRONMENTAL (PERTH) PTY LTD	Consultancy to provide update of Asbestos Management Plan - progress claim 25% completion	772.75	
		AURORA ENVIRONMENTAL (PERTH) PTY LTD		**3225.75**	**3225.75**
EFT49533	07/10/2019	AUSTRALIAN INSTITUTE OF MANAGEMENT	Payment		1265.00
7117818	27/09/2019	AUSTRALIAN INSTITUTE OF MANAGEMENT	Registration fees for Employee #1633 to attend New Supervisor course 24/10/2019 - 25/10/2019	1265.00	
		AUSTRALIAN INSTITUTE OF MANAGEMENT		**1265.00**	**1265.00**
EFT49534	07/10/2019	BBC ENTERTAINMENT (ORMSBY INV)	Payment		6387.22
02115210BALANCE	19/08/2019	BBC ENTERTAINMENT (ORMSBY INV)	Travel fees for Shakedown 5pce band to play at the Onslow Gala Ball 12/10/2019 - balance due	1973.47	
02134210BALANCE	19/08/2019	BBC ENTERTAINMENT (ORMSBY INV)	Shakedown 5pce band to play at the Onslow Gala Ball 12/10/2019 - balance due	4413.75	
		BBC ENTERTAINMENT (ORMSBY INV)		**6387.22**	**6387.22**
EFT49535	07/10/2019	BENARA NURSERIES	Payment		4273.60
541258	13/09/2019	BENARA NURSERIES	60x 25L potting mix and 120x 25L soil improver for Onslow Airport garden and Onslow Community Garden	1953.60	
541259	13/09/2019	BENARA NURSERIES	Various plants for Onslow Airport garden and Onslow Community Garden	2320.00	
		BENARA NURSERIES		**4273.60**	**4273.60**
EFT49536	07/10/2019	BENNCO GROUP	Payment		1042.25
BGINV0004780	20/09/2019	BENNCO GROUP	2x 4ft led fluros and install in the ladies toilet at the Tom Price community centre	224.95	
BGINV0004827	25/09/2019	BENNCO GROUP	Replace toilet at 773 Larnook Street Tom Price	817.30	
		BENNCO GROUP		**1042.25**	**1042.25**
EFT49538	07/10/2019	BLACKWOODS PTY LTD	Payment		343.10
PE5200TQ	29/07/2019	BLACKWOODS PTY LTD	1x embroidered hoodie, 4x embroidered polo shirts Tom Price Depot	122.49	
GS3225TY	04/09/2019	BLACKWOODS PTY LTD	2x embroidered polo shirts Tom Price Depot	38.08	
PE4619UA	09/09/2019	BLACKWOODS PTY LTD	Face masks for Tom Price Depot	51.79	
GS9444TZ	12/09/2019	BLACKWOODS PTY LTD	2x embroidered polo shirts, 1x embroidered hoodie Tom Price Depot	84.41	
GS9620UC	17/09/2019	BLACKWOODS PTY LTD	1x embroidered hoodie Tom Price Depot	46.33	
		BLACKWOODS PTY LTD		**343.10**	**343.10**
EFT49539	07/10/2019	BLUE FORCE PTY LTD	Payment		660.00
97739	26/09/2019	BLUE FORCE PTY LTD	Remote assistance with CCTV cameras Tom Price Mall and Sports Pavilion	660.00	
		BLUE FORCE PTY LTD		**660.00**	**660.00**
EFT49540	07/10/2019	BRAYCO GLOBAL PTY LTD	Payment		1431.00
INV-41246	04/09/2019	BRAYCO GLOBAL PTY LTD	3x stainless steel benches and shelving for Paraburdoo Pool	1431.00	
		BRAYCO GLOBAL PTY LTD		**1431.00**	**1431.00**
EFT49541	07/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Payment		3421.00
SI22430	31/07/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Replace Toy Library doors at Paraburdoo	3223.00	
SI22750	05/09/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Investigate faulty air conditioner at 193 Capricorn Avenue Paraburdoo	198.00	
		BYBLOS CONSTRUCTIONS-TOM PRICE		**3421.00**	**3421.00**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49542	07/10/2019	C MUNRO CONTRACTORS	Payment		3185.72
124372	19/09/2019	C MUNRO CONTRACTORS	Emptying of grease trap at Onslow Airport	435.60	
124386	23/09/2019	C MUNRO CONTRACTORS	Empty sullage at Back Beach ablutions Onslow	855.22	
124398	24/09/2019	C MUNRO CONTRACTORS	Delivery of potable water for portaloo's at Tourist Overflow area 22/07/2019 - 02/02/2019	1894.90	
		C MUNRO CONTRACTORS		**3185.72**	**3185.72**
EFT49544	07/10/2019	CHILD SUPPORT AGENCY	Payment		1160.28
DEDUCTION	29/09/2019	CHILD SUPPORT AGENCY	Payroll deductions	333.85	
DEDUCTION	29/09/2019	CHILD SUPPORT AGENCY	Payroll deductions	826.43	
		CHILD SUPPORT AGENCY		**1160.28**	**1160.28**
EFT49545	07/10/2019	CLEVERPATCH PTY LTD	Payment		475.04
341626	10/09/2019	CLEVERPATCH PTY LTD	Crafts for Pannawonica SHP	475.04	
		CLEVERPATCH PTY LTD		**475.04**	**475.04**
EFT49546	07/10/2019	COATES HIRE OPERATIONS PTY LTD (TP)	Payment		1809.23
18643131	31/08/2019	COATES HIRE OPERATIONS PTY LTD (TP)	Hire of welder 12/08/2019 - 28/08/2019 Pannawonica-Millstream Road	1809.23	
		COATES HIRE OPERATIONS PTY LTD (TP)		**1809.23**	**1809.23**
EFT49547	07/10/2019	COLIN MUNRO	Payment		1750.00
276	15/09/2019	COLIN MUNRO	Rent for 618/14 Clarke Place Onslow 27/09/19 - 31/10/19	1750.00	
		COLIN MUNRO		**1750.00**	**1750.00**
EFT49548	07/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Payment		13754.03
I.0011410221	26/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8543413 - Service fee on accommodation for Employee #680 15/09/2019-19/09/2019	5.01	
I.0011467974	03/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8584920 - Service fee on accommodation for Employee #1727 11/09/2019-14/09/2019	5.01	
I.0011467669	03/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8584759 - Service fee on accommodation for Employee #1578 11/09/2019-14/09/2019	5.01	
I.0011477289	04/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8591133- service fee on accommodation for Employee #1735 07/09/2019 - 15/09/2019	5.01	
I.0011493625	06/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8602472 - Virgin Flights (Onslow-Perth-Onslow) for Employee #932 16/09/2019-18/09/2019	553.47	
I.0011549789	16/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8603829 - Service fee on accommodation for Employee # 1650 15/09/2019-16/09/2019	5.01	
I.0011555085	17/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646366 - Qantas Flight (Perth-Melb) Contractor 15/10/2019 - 16/10/2019	65.00	
I.0011554886	17/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646366 - Virgin (Onslow-Perth) Qantas (Perth-Melb) Contractor 15/10/2019 - 16/10/2019	659.47	
I.0011554766	17/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646265 - Virgin Flight (Melb-Perth-Onslow) Contractor 11/10/2019	633.63	
I.0011554785	17/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646269 - Virgin Flight (Melb-Perth-Onslow) Contractor 11/10/2019	633.63	
I.0011554910	17/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646373 - Virgin (Onslow-Perth) Qantas (Perth-Melb) Contractor 15/10/2019-16/10/2019	659.47	
I.0011554729	17/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646354 - Virgin (Onslow-Perth) Qantas (Perth-Melb) Contractor 15/10/2019-16/10/2019	659.47	
I.0011554741	17/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646260 - Virgin Flight (Melb-Perth-Onslow) Contractor 11/10/2019	633.63	
I.0011566421	18/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646373- Qantas excess baggage (Onslow-Melbourne) for Facilitator 15/10/2019 - 16/10/2019	270.00	
I.0011562553	18/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646269- Qantas excess baggage (Melbourne-Onslow) for Facilitator 11/10/2019	135.00	
I.0011571042	19/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8531869 - Accommodation and meals for Employee #1721 11/09/2019-14/09/2019	636.11	
I.0011572014	19/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8659580 -Service fee on accommodation for Employee #1636 23/09/2019-24/09/2019	5.01	
I.0011578588	20/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8603829 - Accommodation and meals for Employee # 1650 15/09/2019-16/09/2019	265.11	
I.0011578309	20/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8584920 - Accommodation and meals for Employee #1727 11/09/2019-14/09/2019	775.11	
I.0011584199	21/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8550887 - Accommodation for Employee #1637 17/09/2019-20/09/2019	326.11	
I.0011584197	21/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8531879 - Accommodation and meals for Employee #1727 16/09/2019-18/09/2019	386.11	
I.0011593487	23/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8602472 - Accommodation and meals for Employee #932 16/09/2019-18/09/2019	342.92	
I.0011589962	23/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8672339 - Qantas Flights (Para-Perth) for Contractor 27/09/2019	649.18	
I.0011588292	23/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8584759 - Accommodation and meals for Employee #1578 11/09/2019-14/09/2019	715.11	
I.0011596723	24/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8677166 - Qantas Flights (Perth-Para-Perth) for Employee #1364 20/10/2019-25/10/2019	827.15	
I.0011596884	24/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8543413 - Accommodation and meals for Employee #680 15/09/2019-19/09/2019	780.11	
I.0011617598	26/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8659580 - Accommodation and meals for Employee #1636 23/09/2019-24/09/2019	245.11	
I.0011613976	26/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8689432 - Qantas Flights (Para-Perth-Para) for Employee #1576 14/10/2019-16/10/2019	822.96	
I.0011620030	27/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8591133- Accommodation and meals for Employee #1735 07/09/2019 - 15/09/2019	2050.11	
I.0011623085	27/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646265 -Credit on Virgin Flights (Melbourne-Perth-Onslow) for Facilitator 11/10/2019	-633.63	
I.0011623167	27/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646260 -Virgin Flights (Melbourne-Perth-Onslow) for Facilitator 11/10/2019	633.63	
I.0011623133	27/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646260 -Credit on Virgin Flights (Melbourne-Perth-Onslow) for Facilitator 11/10/2019	-633.63	
I.0011623055	27/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646373 -Qantas & Virgin Flights (Onslow-Perth-Melbourne) for Facilitator 15/10/2019-16/10/2019	659.47	
I.0011623012	27/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646373 -Credit on Flights (Onslow-Perth-Melbourne) for Facilitator 15/10/2019-16/10/2019	-659.47	

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
I.0011622750	27/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646269- Credit on Qantas baggage & Flights (Melbourne-Onslow) for Facilitator 11/10/2019	-768.63	
I.0011622803	27/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646269-Qantas Flights & excess baggage(Melbourne-Onslow) for Facilitator 11/10/2019	768.63	
I.0011622970	27/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646366-Virgin & Qantas Flights (Onslow-Perth-Melbourne) for Facilitator 15/10/2019-16/10/2019	724.47	
I.0011622915	27/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646366-Credit on Flights (Onslow-Perth-Melbourne) for Facilitator 15/10/2019-16/10/2019	-724.47	
I.0011623258	27/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646354-Virgin & Qantas Flights (Onslow-Perth-Melbourne) for Facilitator 15/10/2019-16/10/2019	659.47	
I.0011623189	27/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646354-Credit on Virgin & Qantas Flights for Facilitator 15/10/2019-16/10/2019	-659.47	
I.0011623111	27/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8646265 -Virgin Flights (Melbourne-Perth-Onslow) for Facilitator 11/10/2019	633.63	
		CORPORATE TRAVEL MANAGEMENT PTY LTD		**13754.03**	**13754.03**
EFT49550	07/10/2019	DICE SOLUTIONS	Payment		1698.68
13418	06/09/2019	DICE SOLUTIONS	Check for problem with central air conditioner in upstairs main staff office Onslow	305.80	
13430	10/09/2019	DICE SOLUTIONS	Investigate and repair fault in Onslow Airport terminal air conditioner	350.63	
13421	10/09/2019	DICE SOLUTIONS	Inspect and repair odour issue coming from air conditioner in Onslow Airport terminal staff kitchen	393.80	
13423	10/09/2019	DICE SOLUTIONS	Install power points at 3/9 Second Avenue Onslow	648.45	
		DICE SOLUTIONS		**1698.68**	**1698.68**
EFT49551	07/10/2019	DOUG DIVER	Payment		6460.99
COUNCILLORTRAVEL	25/09/2019	DOUG DIVER	Councillor travel expense to attend meeting in Pannawonica 18/09/2019	528.49	
COUNCILLORFEE011	01/10/2019	DOUG DIVER	Councillor attendance plus Communication Fee Q1 July - September 2019	5932.50	
		DOUG DIVER		**6460.99**	**6460.99**
EFT49552	07/10/2019	DOUGHLAS DIAS	Payment		7682.05
COUNCILLORTRAVEL	25/09/2019	DOUGHLAS DIAS	Councillor travel expense to attend OCM in Onslow 13/08/2019 and Pannawonica 18/09/2019	1749.55	
COUNCILLORFEE011	01/10/2019	DOUGHLAS DIAS	Councillor attendance plus Communication Fee Q1 July - September 2019	5932.50	
		DOUGHLAS DIAS		**7682.05**	**7682.05**
EFT49553	07/10/2019	EASIFLEET PTY LTD	Payment		3489.88
128561	01/10/2019	EASIFLEET PTY LTD	Novated leases Employee #1364 and #1613	3489.88	
		EASIFLEET PTY LTD		**3489.88**	**3489.88**
EFT49555	07/10/2019	GHD PTY LTD	Payment		9406.10
112-0007367	25/09/2019	GHD PTY LTD	Groundwater sampling, analysis and reporting at Tom Price Waste Disposal Site for September 2019	4742.10	
112-0008349	27/09/2019	GHD PTY LTD	Quarterly cap, cowl and surface water inspection Onslow Closed Landfill Monitoring Works for September 2019	4664.00	
		GHD PTY LTD		**9406.10**	**9406.10**
EFT49557	07/10/2019	HORIZON POWER	Payment		24814.73
265568-2100366148	06/09/2019	HORIZON POWER	Electricity consumption for Airport Lot 16 Onslow Road Onslow 05/07/19 - 04/09/19	9656.53	
326799-2100366567	06/09/2019	HORIZON POWER	Electricity consumption for Unit A/51 Third Avenue Onslow 05/07/19 - 05/09/19	6902.81	
354537-2100366793	06/09/2019	HORIZON POWER	Electricity consumption for Lot 500 McGrath Avenue Onslow 05/07/19 - 05/09/19	8068.21	
185404-2100393594	01/10/2019	HORIZON POWER	Electricity consumption for reticulation Onslow Foreshore 01/07/19 - 30/09/19	187.18	
		HORIZON POWER		**24814.73**	**24814.73**
EFT49558	07/10/2019	HQ MANAGEMENT	Payment		47173.62
1903-05	02/09/2019	HQ MANAGEMENT	Payment #5 - project management consultancy services Vswans Office Project	4356.00	
1818-13	02/09/2019	HQ MANAGEMENT	Payment #13 - project management consultancy services Chub completion	7870.50	
1918-01	02/09/2019	HQ MANAGEMENT	Payment #1 - project consultancy to prepare and assist in assessing 2x RFQ submissions	2079.00	
1903-06	30/09/2019	HQ MANAGEMENT	Payment #6 - project management consultancy services Vswans Office Project	2722.50	
1818-14	30/09/2019	HQ MANAGEMENT	Payment #14 - project management consultancy services Chub completion	10741.50	
1823-04	30/09/2019	HQ MANAGEMENT	Payment #4 - project management consultancy services Tom Price Tennis Courts	7227.12	
1910-05	01/10/2019	HQ MANAGEMENT	Payment #5 - project management consultancy services Staff Housing Tom Price	6435.00	
1916-03	01/10/2019	HQ MANAGEMENT	Payment #3 - project consultancy for Paraburdoo Information Bay Toilet Amenities	2277.00	
1911-05	01/10/2019	HQ MANAGEMENT	Payment #5 - project consultancy for various projects in planning stages	3465.00	
		HQ MANAGEMENT		**47173.62**	**47173.62**
EFT49559	07/10/2019	JAMES BENNETT PTY LTD	Payment		1032.65
4695344	19/08/2019	JAMES BENNETT PTY LTD	4x books for Onslow Library	79.06	
4695343	19/08/2019	JAMES BENNETT PTY LTD	9x books for Paraburdoo Library	129.44	
4696054	26/08/2019	JAMES BENNETT PTY LTD	14x books for Tom Price Library	259.18	
4696053	26/08/2019	JAMES BENNETT PTY LTD	8x books for Paraburdoo Library	105.28	
4696885	03/09/2019	JAMES BENNETT PTY LTD	2x books for Onslow Library	45.48	

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
4696884	03/09/2019	JAMES BENNETT PTY LTD	3x books for Paraburdoo Library	39.89	
4697783	09/09/2019	JAMES BENNETT PTY LTD	3x books for Tom Price Library	30.08	
4698904	17/09/2019	JAMES BENNETT PTY LTD	1x books for Onslow Library	35.00	
4698905	17/09/2019	JAMES BENNETT PTY LTD	1x books for Tom Price Library	23.09	
4698908	17/09/2019	JAMES BENNETT PTY LTD	3x books for Onslow Library	69.27	
4698907	17/09/2019	JAMES BENNETT PTY LTD	9x books for Paraburdoo Library	149.72	
4698906	17/09/2019	JAMES BENNETT PTY LTD	4x books for Pannawonica Library	67.16	
		JAMES BENNETT PTY LTD		**1032.65**	**1032.65**
EFT49560	07/10/2019	JAPANESE TRUCK & BUS SPARES	Payment		285.55
346131	09/09/2019	JAPANESE TRUCK & BUS SPARES	Filters and parts for PTR28 2015 Hino 500 Series	285.55	
		JAPANESE TRUCK & BUS SPARES		**285.55**	**285.55**
EFT49561	07/10/2019	JTAGZ PTY LTD	Payment		92.40
00012309	24/09/2019	JTAGZ PTY LTD	200x Cat Registration tags for Tom Price	92.40	
		JTAGZ PTY LTD		**92.40**	**92.40**
EFT49562	07/10/2019	KERRY WHITE	Payment		25091.71
COUNCILLORTRAVEL	25/09/2019	KERRY WHITE	Councillor travel expense to attend OCM in Pannawonica 18/09/2019 and meeting in Tom Price 11/09/2019	1340.96	
COUNCILLORFEE011	01/10/2019	KERRY WHITE	Councillor attendance plus Communication Fee Q1 July - September 2019	23750.75	
		KERRY WHITE		**25091.71**	**25091.71**
EFT49563	07/10/2019	KYLE & COMPANY SOLICITORS	Payment		7040.00
1108	25/09/2019	KYLE & COMPANY SOLICITORS	Professional legal fees File No: 5071	4400.00	
1110	25/09/2019	KYLE & COMPANY SOLICITORS	Professional legal fees File No: 5071	2640.00	
		KYLE & COMPANY SOLICITORS		**7040.00**	**7040.00**
EFT49565	07/10/2019	LANDMARK PRODUCTS PTY LTD	Payment		5434.00
121848	09/09/2019	LANDMARK PRODUCTS PTY LTD	26x oil collection buckets for public BBQ's Onslow, Paraburdoo and Tom Price	5434.00	
		LANDMARK PRODUCTS PTY LTD		**5434.00**	**5434.00**
EFT49567	07/10/2019	LINTON RUMBLE	Payment		9892.20
COUNCILLORFEE011	01/10/2019	LINTON RUMBLE	Councillor attendance plus Communication Fee Q1 July - September 2019	9892.20	
		LINTON RUMBLE		**9892.20**	**9892.20**
EFT49568	07/10/2019	LO-GO APPOINTMENTS	Payment		7019.76
00420685	17/09/2019	LO-GO APPOINTMENTS	Temporary ICT Coordinator placement w/e 14/09/2019	2638.35	
00420732	24/09/2019	LO-GO APPOINTMENTS	Temporary Finance Manager Placement w/e 21/09/2019	4381.41	
		LO-GO APPOINTMENTS		**7019.76**	**7019.76**
EFT49569	07/10/2019	LOCAL HEALTH AUTHORITY ANALYTICAL COMMITEE	Payment		3377.36
MA2019003	05/07/2019	LOCAL HEALTH AUTHORITY ANALYTICAL COMMITEE	Analytical Services 2019/2020	3377.36	
		LOCAL HEALTH AUTHORITY ANALYTICAL		**3377.36**	**3377.36**
EFT49570	07/10/2019	LORRAINE THOMAS	Payment		5932.50
COUNCILLORFEE011	01/10/2019	LORRAINE THOMAS	Councillor attendance plus Communication Fee Q1 July - September 2019	5932.50	
		LORRAINE THOMAS		**5932.50**	**5932.50**
EFT49571	07/10/2019	MARAMARA (WA) PTY LTD	Payment		30774.09
18807	01/07/2019	MARAMARA (WA) PTY LTD	Machine and labour to install 2x culverts (supplied by SOA) Twitchen Road	30774.09	
		MARAMARA (WA) PTY LTD		**30774.09**	**30774.09**
EFT49572	07/10/2019	MATTHEW LYNCH	Payment		5932.50
COUNCILLORFEE011	01/10/2019	MATTHEW LYNCH	Councillor attendance plus Communication Fee Q1 July - September 2019	5932.50	
		MATTHEW LYNCH		**5932.50**	**5932.50**
EFT49573	07/10/2019	MAXXIA PTY LTD	Payment		3933.88
DEDUCTION	29/09/2019	MAXXIA PTY LTD	Payroll deductions	3156.39	
DEDUCTION	29/09/2019	MAXXIA PTY LTD	Payroll deductions	777.49	
		MAXXIA PTY LTD		**3933.88**	**3933.88**
EFT49574	07/10/2019	MELANIE GALLANAGH	Payment		5932.50
COUNCILLORFEE011	01/10/2019	MELANIE GALLANAGH	Councillor attendance plus Communication Fee Q1 July - September 2019	5932.50	
		MELANIE GALLANAGH		**5932.50**	**5932.50**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49575	07/10/2019	MERCHANDISING LIBRARIES PTY LTD	Payment		118.80
INV-3846	16/09/2019	MERCHANDISING LIBRARIES PTY LTD	2x Custom door announcement signs with suction cups for Tom Price Library	118.80	
		MERCHANDISING LIBRARIES PTY LTD		**118.80**	**118.80**
EFT49576	07/10/2019	MUNRO KELLY SUPERANNUATION FUND	Payment		1750.00
105	15/09/2019	MUNRO KELLY SUPERANNUATION FUND	Rent for Unit 7/9 First Avenue Onslow 27/09/19 - 31/10/19	1750.00	
		MUNRO KELLY SUPERANNUATION FUND		**1750.00**	**1750.00**
EFT49577	07/10/2019	NER FINANCE	Payment		2679.60
NA00108326	25/09/2019	NER FINANCE	Printer rental 01/10/2019 - 31/10/2019 Tom Price, Onslow & Pannawonica	2679.60	
		NER FINANCE		**2679.60**	**2679.60**
EFT49578	07/10/2019	NTC CONTRACTING	Payment		51852.57
0000001964	31/08/2019	NTC CONTRACTING	Labour for installation of a detention basin sump chamber and feeder chambers Onslow Drainage Renewals	51852.57	
		NTC CONTRACTING		**51852.57**	**51852.57**
EFT49579	07/10/2019	ONSLOW GENERAL STORE	Payment		2223.66
PE-15/09/19	09/09/2019	ONSLOW GENERAL STORE	Onslow consumables 09/09/2019 - 13/09/2019	364.55	
PE-22/09/19	16/09/2019	ONSLOW GENERAL STORE	Onslow consumables 16/09/2019 - 22/09/2019	179.39	
58846-23/09/19	23/09/2019	ONSLOW GENERAL STORE	Consumables order for Onslow Aquatic Centre to onward sell in the kiosk	98.80	
PE-29/09/19	23/09/2019	ONSLOW GENERAL STORE	Onslow consumables 23/09/2019 - 28/09/2019	780.92	
58758-26/09/19	26/09/2019	ONSLOW GENERAL STORE	Replace fridge in Unit 4 Ocean View Caravan Park	800.00	
		ONSLOW GENERAL STORE		**2223.66**	**2223.66**
EFT49580	07/10/2019	ONSLOW PHARMACY	Payment		250.00
27092019	27/09/2019	ONSLOW PHARMACY	1x adult and 1x child Epipen for first aid room Onslow Pool	250.00	
		ONSLOW PHARMACY		**250.00**	**250.00**
EFT49581	07/10/2019	PARABURDOO IGA	Payment		122.80
00047556	05/09/2019	PARABURDOO IGA	8x magazines for Paraburdoo and Tom Price Libraries	42.60	
00048306	13/09/2019	PARABURDOO IGA	6x magazines for Paraburdoo and Tom Price Libraries	29.00	
00048771	19/09/2019	PARABURDOO IGA	10x magazines for Paraburdoo and Tom Price Libraries	51.20	
		PARABURDOO IGA		**122.80**	**122.80**
EFT49583	07/10/2019	PETER BEACHAM	Payment		940.50
733-SEP19	27/09/2019	PETER BEACHAM	Prep and paint dispatch office Onslow Airport Terminal (part of annual remedial painting program)	940.50	
		PETER BEACHAM		**940.50**	**940.50**
EFT49584	07/10/2019	PETER FOSTER	Payment		5932.50
COUNCILLORFEE011	01/10/2019	PETER FOSTER	Councillor attendance plus Communication Fee Q1 July - September 2019	5932.50	
		PETER FOSTER		**5932.50**	**5932.50**
EFT49585	07/10/2019	PILBARA COPY SERVICE	Payment		5046.80
38661	10/09/2019	PILBARA COPY SERVICE	Supply and install Kyocera TASKalfa 2552ci colour printer for Paraburdoo Chub	5046.80	
		PILBARA COPY SERVICE		**5046.80**	**5046.80**
EFT49586	07/10/2019	PILBARA FOOD SERVICES	Payment		140.80
SI107571	02/09/2019	PILBARA FOOD SERVICES	2x 25kg bags super poultry mix for sentinel chicken program	70.40	
SI107621	04/09/2019	PILBARA FOOD SERVICES	2x 25kg bags super poultry mix for sentinel chicken program	70.40	
		PILBARA FOOD SERVICES		**140.80**	**140.80**
EFT49587	07/10/2019	PILBARA MOTOR GROUP	Payment		530.97
P125117284	06/09/2019	PILBARA MOTOR GROUP	Filters for PUT128, PUT136 and PUT133	530.97	
		PILBARA MOTOR GROUP		**530.97**	**530.97**
EFT49588	07/10/2019	QUALITY PRESS	Payment		2970.00
INV025276	19/07/2019	QUALITY PRESS	Printing and delivery of 14,000x rates notices with new layout	2062.50	
INV025277	19/07/2019	QUALITY PRESS	Printing and delivery of 2,000x rates brochures	907.50	
		QUALITY PRESS		**2970.00**	**2970.00**
EFT49589	07/10/2019	RAY WHITE EXMOUTH	Payment		2172.62
SHIRE19-SEPT19	26/09/2019	RAY WHITE EXMOUTH	Rent for 19 Clarke Place Onslow 10/10/19 - 09/11/19	2172.62	
		RAY WHITE EXMOUTH		**2172.62**	**2172.62**
EFT49590	07/10/2019	RED BREEZE (LEADKINTO CATERING PTY)	Payment		1011.00
23092019-SHIRE	23/09/2019	RED BREEZE (LEADKINTO CATERING PTY)	Catering for OSH Inductions 20/09/2019 & 23/09/2019, and Lifeguard Training 21/09/2019 & 22/09/2019	1011.00	
		RED BREEZE (LEADKINTO CATERING PTY)		**1011.00**	**1011.00**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49592	07/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Payment		37077.98
1003048889	05/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity for 67 Tamarind Street Tom Price 27/05/19 - 31/08/19	403.83	
1003049739	05/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity for 98 Oleander Street Tom Price 27/05/19 - 01/09/19	427.80	
3003049446	05/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption Clem Thompson Oval Pavilion Stadium Road Tom Price 26/07/19 - 28/08/19	133.62	
4003061449	09/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 981 Stadium Road Tom Price 23/05/19 - 28/08/19	166.80	
1003060546	09/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Unit 2/19 Allambi Way Tom Price 23/05/19 - 08/09/19	333.94	
1003060132	09/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Unit 2/2 Kanberra Drive Tom Price 24/05/19 - 08/09/19	401.17	
1003061221	09/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Unit 2/23 Allambi Way Tom Price 23/05/19 - 08/09/19	759.66	
1003060298	09/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Unit 2/4 Kanberra Drive Tom Price 25/05/19 - 08/09/19	412.34	
1003062112	09/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 279 Carob Street Tom Price 16/07/19 - 09/09/19	69.14	
1003062138	09/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 283 Carob Street Tom Price 26/07/19 - 09/09/19	136.83	
1003060447	09/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Unit 3/2 Kanberra Drive Tom Price 26/05/19 - 08/09/19	290.94	
1003059522	09/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Unit 3/19 Allambi Way Tom Price 23/05/19 - 08/09/19	241.88	
1003061197	09/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Unit 3/25 Allambi Way Tom Price 23/05/19 - 08/09/19	331.67	
1003060678	09/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 4 Weelamurra Court Tom Price 03/06/19 - 08/09/19	176.56	
1003061239	09/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Unit 4/4 Kanberra Drive Tom Price 24/05/19 - 08/09/19	134.35	
2003061831	09/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 283 Carob Street Tom Price 26/05/19 - 09/09/19	49.76	
3003028713	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Oval Water Tank Bore Pump South Road Tom Price 26/07/19 - 23/08/19	314.22	
3003028762	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption Recreation Centre 898 Tanunda Street Tom Price 26/07/19 - 24/08/19	280.71	
3003028960	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption Tennis Club Lights 849 Willow Road Tom Price 26/07/19 - 26/08/19	759.43	
3003028994	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption Community Centre 856 Central Road Tom Price 27/07/19 - 27/08/19	749.29	
3003029414	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption Library Central Road Tom Price 27/07/19 - 28/08/19	396.63	
3003029513	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption Tourist Bureau 865 Central Road Tom Price 27/07/19 - 28/08/19	379.54	
3003049438	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption Shire Office 246 Poinciana Street Tom Price 26/07/19 - 25/08/19	115.64	
1003064886	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Unit 3/10 Kanberra Drive Tom Price 25/05/19 - 10/09/19	314.11	
1003064878	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Unit 4/10 Kanberra Drive Tom Price 25/05/19 - 10/09/19	236.78	
1003064282	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 825 Warara Street Tom Price 01/06/19 - 10/09/19	701.82	
1003064688	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 825B Warara Street Tom Price 01/06/19 - 10/09/19	351.73	
2003063886	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 825 Warara Street Tom Price 15/08/19 - 10/09/19	22.97	
2003064090	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 825B Warara Street Tom Price 01/06/19 - 10/09/19	9.57	
4003008598	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for Sports Ground Fortescue Road Paraburdoo 17/07/19 - 19/08/19	2388.64	
1003065099	11/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 18 Weelamurra Court Tom Price 03/09/19 - 08/09/19	389.57	
1003064936	11/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Unit 4/6 Kanberra Drive Tom Price 25/05/19 - 10/09/19	110.45	
1003065958	11/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 773 Larnook Street Tom Price 31/05/19 - 11/09/19	263.12	
1003065875	11/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 816 Kulai Street Tom Price 31/05/19 - 11/09/19	602.45	
2003065790	11/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for773 Larnook Street Tom Price 31/05/19 - 11/09/19	966.77	
2003065576	11/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 787 Larnook Street Tom Price 31/05/19 - 11/09/19	164.30	
1003067103	12/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 787 Larnook Street Tom Price 31/05/19 - 11/09/19	430.52	
1003068119	13/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 126 Cedar Street Tom Price 27/05/19 - 11/09/19	440.55	
1003024146	13/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Lot 172 Hardy Avenue Paraburdoo 01/06/19 - 19/08/19	595.54	
1003025929	13/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Lot 193 Capricorn Avenue Paraburdoo 01/06/19 - 19/08/19	137.81	
1003048806	13/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 20 Lilac Street Tom Price 27/05/19 - 24/08/19	90.78	
1003047253	13/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 22 Lilac Street Tom Price 27/05/19 - 24/08/19	279.43	
1003047394	13/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 261 Poinciana Street Tom Price 22/07/19 - 24/08/19	297.09	
1003038617	13/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Lot 39 Joffre Avenue Paraburdoo 31/05/19 - 18/08/19	293.88	
1003046081	13/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 423 Hibiscus Street Tom Price 01/06/19 - 23/08/19	311.84	
1003039292	13/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Lot 516 Lockyer Avenue Paraburdoo 01/06/19 - 19/08/19	761.52	
1003024955	13/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Lot 556 Margaret Avenue Paraburdoo 01/06/19 - 18/08/19	139.61	
1003029020	13/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Lot 56 Whaleback Avenue Paraburdoo 31/05/19 - 18/08/19	92.20	
1003022470	13/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Lot 565 Brockman Avenue Paraburdoo 01/06/19 - 18/08/19	167.09	
1003022843	13/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Lot 571 Brockman Avenue Paraburdoo 01/06/19 - 18/08/19	295.41	
1003021704	13/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Lot 586 King Avenue Paraburdoo 31/05/19 - 18/08/19	436.35	
1003025978	13/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Lot 90 Pilbara Avenue Paraburdoo 31/05/19 - 18/08/19	760.96	

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
1003071154	16/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 215 Grevillia Street Tom Price 28/05/19 - 14/09/19	327.31	
1003069737	16/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 397 Acalypha Street Tom Price 05/08/19 - 14/09/19	291.48	
1003070537	16/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 398 Acalypha Street Tom Price 05/08/19 - 14/09/19	205.66	
1003071667	16/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 602 Boolee Street Tom Price 30/05/19 - 14/09/19	782.72	
1003070701	16/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 604 Boolee Street Tom Price 30/05/19 - 14/09/19	1114.96	
1003072251	16/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 758 Mungarra Street Tom Price 31/05/19 - 14/09/19	133.62	
2003069164	16/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 758 Mungarra Street Tom Price 31/05/19 - 14/09/19	988.31	
2003068604	16/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 126 Cedar Street Tom Price 27/05/19 - 15/09/19	29.67	
2003069776	16/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 602 Boolee Street Tom Price 30/05/19 - 14/09/19	57.18	
2003069396	16/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 61 Pine Street Tom Price 27/05/19 - 15/09/19	197.80	
2003069420	16/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 98 Oleander Tom Price 27/05/19 - 14/09/19	57.42	
2003069990	16/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 67 Tamarind Street Tom Price 27/05/19 - 15/09/19	140.86	
2003070006	16/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 1167 Tarwonga Circuit Tom Price 01/08/19 - 15/09/19	97.61	
2003071814	16/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 215 Grevillea Street Tom Price 28/05/19 - 14/09/19	105.99	
2003071996	16/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 144 Cedar Street Tom Price 27/05/19 - 15/09/19	42.11	
1003074638	17/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 1152 Tarwonga Circuit Tom Price 25/05/19 - 15/09/19	710.37	
1003075247	17/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 1166 Tarwonga Circuit Tom Price 01/08/19 - 15/09/19	343.67	
1003074778	17/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 1167 Tarwonga Circuit Tom Price 01/08/19 - 15/09/19	404.01	
1003075601	17/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 1217 Wilgerup Place Tom Price 24/05/19 - 15/09/19	499.81	
1003075494	17/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 178 Cassia Street Tom Price 13/09/19 - 14/09/19	1.87	
1003075445	17/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 27 Willow Road Tom Price 01/06/19 - 14/09/19	1177.79	
1003075940	17/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 726 Yiluk Street Tom Price 29/05/19 - 14/09/19	936.41	
1003075577	17/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 178 Cassia Street Tom Price 28/05/19 - 13/09/19	182.39	
4003076512	17/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for Tom Price Swimming Pool 849 Willow Road Tom Price 23/05/19 - 14/09/19	2087.57	
2003076235	17/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 726 Yiluk Street Tom Price 01/06/19 - 14/09/19	227.34	
2003075757	17/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 14217 Wilgerup Place Tom Price 24/05/19 - 15/09/19	315.99	
1003076849	18/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 159 Cassia Street Tom Price 28/05/19 - 12/09/19	456.69	
1003077052	18/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 498 Sirus Street Tom Price 28/05/19 - 16/09/19	1097.80	
1003078068	19/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 1104B Jabberup Place Tom Price 25/05/19 - 19/09/19	322.15	
2003077662	19/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 1104A Jabbarup Place Tom Price 14/06/19 - 19/09/19	311.98	
2003078181	19/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for Unit 2/2 Kanberra Drive Tom Price 24/05/19 - 19/09/19	272.80	
2003078694	19/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for Unit 4/10 Kanberra Drive Tom Price 25/05/19 - 19/09/19	39.24	
2003078603	19/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for Unit 4/4 Kanberra Drive Tom Price 24/05/19 - 19/09/19	613.18	
2003078280	19/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for Unit 4/6 Kanberra Drive Tom Price 25/05/19 - 19/09/19	332.20	
1003078423	19/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption 1104A Jabbarup Place Tom Price 25/05/19 - 19/09/19	408.54	
1003081708	20/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 17B Cogelup Way Tom Price 22/05/19 - 19/09/19	298.02	
1003081401	20/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 21B Cogelup Way Tom Price 15/06/19 - 19/09/19	139.28	
1003081344	20/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 13 Marrinup Way Tom Price 25/05/19 - 19/09/19	193.27	
1003093836	20/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 1004 Marradong Place Tom Price 26/05/19 - 20/09/19	119.34	
1003079769	20/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 1143 Yanagin Place Tom Price 25/05/19 - 19/09/19	358.40	
2003079940	20/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 13 Marrinup Way Tom Price 13/07/19 - 19/09/19	133.98	
2003080351	20/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 17B Cogelup Way Tom Price 13/07/19 - 19/09/19	72.73	
2003079692	20/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for Unit 2/Allambi Way Tom Price 23/05/19 - 19/09/19	409.98	
2003079296	20/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	water consumption for Unit 3/19 Allambi Way Tom Price 23/05/19 - 19/09/19	25.84	
1003095039	24/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 144 Cedar Street Tom Price 27/05/19 - 19/09/19	494.03	
		RIO TINTO - PILBARA IRON COMPANY SERVICES		**37077.98**	**37077.98**
EFT49593	07/10/2019	RORY DE PLEDGE	Payment		5932.50
COUNCILLORFEE011	01/10/2019	RORY DE PLEDGE	Councillor attendance plus Communication Fee Q1 July - September 2019	5932.50	
		RORY DE PLEDGE		**5932.50**	**5932.50**
EFT49594	07/10/2019	RSA PTY LTD	Payment		2491.23
104005	17/09/2019	RSA PTY LTD	Revise foundation layout, structural design for ramp and disabled parking bay V Swan Office Building Upgrade	2491.23	
		RSA PTY LTD		**2491.23**	**2491.23**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49595	07/10/2019	SAI GLOBAL LTD	Payment		386.89
SAIG1IS-976640	09/09/2019	SAI GLOBAL LTD	SAI Global Annual Licence Renewal 15/09/2019 - 14/09/2020	386.89	
		SAI GLOBAL LTD		**386.89**	**386.89**
EFT49596	07/10/2019	SAS LOCKSMITHS	Payment		192.17
129979	05/09/2019	SAS LOCKSMITHS	5 x copies of keys for Tom Price Depot sheds	192.17	
		SAS LOCKSMITHS		**192.17**	**192.17**
EFT49597	07/10/2019	SETON AUSTRALIA	Payment		136.73
9341018070	05/09/2019	SETON AUSTRALIA	Anti-slip tape for Visitors Centre Tom Price	100.24	
9341051337	10/09/2019	SETON AUSTRALIA	'Watch Your Step' sign for Tom Price Visitors Centre	36.49	
		SETON AUSTRALIA		**136.73**	**136.73**
EFT49598	07/10/2019	SHIRE OF ASHBURTON	Payment		632.00
33965	02/07/2019	SHIRE OF ASHBURTON	Annual registration fee - medium risk food premises - expiry date 30/06/2020	632.00	
		SHIRE OF ASHBURTON		**632.00**	**632.00**
EFT49599	07/10/2019	SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)	Payment		1126.35
DEDUCTION	29/09/2019	SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)	Payroll deductions	1126.35	
		SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)		**1126.35**	**1126.35**
EFT49600	07/10/2019	SHIRE OF UPPER GASCOYNE	Payment		7137.90
1330	10/09/2019	SHIRE OF UPPER GASCOYNE	Maintenance grading of Ullawarra Road (Shire of Ashburton section) 27/5/2019 - 29/05/2019	7137.90	
		SHIRE OF UPPER GASCOYNE		**7137.90**	**7137.90**
EFT49601	07/10/2019	SODEXO REMOTE SITES AUSTRALIA PTY LTD	Payment		85.00
5100038531	05/09/2019	SODEXO REMOTE SITES AUSTRALIA PTY LTD	Fuel for PSW75 Isuzu MUX	85.00	
		SODEXO REMOTE SITES AUSTRALIA PTY LTD		**85.00**	**85.00**
EFT49602	07/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Payment		3466.66
PM01-016271	09/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for Unit 4/10 Kanberra Drive Tom Price 08/09/19 - 07/10/19	823.33	
PM01-016671	23/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 13D Marrinup Way Tom Price 06/10/19 - 05/11/19	1733.33	
PM01-016670	24/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for Unit 2/4 Kanberra Drive Tom Price 08/10/19 - 07/11/19	910.00	
		SODEXO REMOTE SITES - RENTAL PAYMENTS		**3466.66**	**3466.66**
EFT49603	07/10/2019	ST JOHN AMBULANCE - ONSLOW	Payment		200.00
ON3425	26/09/2019	ST JOHN AMBULANCE - ONSLOW	100 x pocket masks for Onslow Aquatic Centre	200.00	
		ST JOHN AMBULANCE - ONSLOW		**200.00**	**200.00**
EFT49604	07/10/2019	STRATAGREEN	Payment		1620.65
111799	12/08/2019	STRATAGREEN	Supply fertiliser for parks and gardens Tom Price	1620.65	
		STRATAGREEN		**1620.65**	**1620.65**
EFT49605	07/10/2019	TENDERLINK.COM	Payment		172.70
ASHBRT-289775	05/09/2019	TENDERLINK.COM	RFQ 33.19 Supply and install reticulation in Onslow	172.70	
		TENDERLINK.COM		**172.70**	**172.70**
EFT49606	07/10/2019	THALANYJI SERVICE STATIONS	Payment		1139.46
1-159993	16/09/2019	THALANYJI SERVICE STATIONS	27.24L Diesel fuel for PRM17 2015 Kubota Ride on Mower	45.52	
11-98733	16/09/2019	THALANYJI SERVICE STATIONS	Cutting of one key	11.00	
1-160277	17/09/2019	THALANYJI SERVICE STATIONS	59.85L Diesel fuel for PSW83 2017 Toyota Fortuner	100.01	
11-98783	17/09/2019	THALANYJI SERVICE STATIONS	55.17L Unleaded fuel for PUT107 2015 Toyota Hilux	94.00	
11-98795	17/09/2019	THALANYJI SERVICE STATIONS	26.75L Unleaded fuel for PUT105 2015 Toyota Hilux	45.58	
11-98936	19/09/2019	THALANYJI SERVICE STATIONS	30.96L Premium Unleaded fuel for PUT80 2013 Toyota Hilux	57.06	
11-98937	19/09/2019	THALANYJI SERVICE STATIONS	150L Diesel fuel for PLD12 2013 Komatsu Wheel Loader	250.65	
11-98984	19/09/2019	THALANYJI SERVICE STATIONS	50.69L Diesel fuel for PUT103 2015 Toyota Hilux	84.70	
11-99037	20/09/2019	THALANYJI SERVICE STATIONS	54.41L Diesel fuel for PSW79 Toyota Fortuner	90.92	
11-99385	24/09/2019	THALANYJI SERVICE STATIONS	51.42L Diesel fuel for PSW79 Toyota Fortuner	86.95	
11-99473	25/09/2019	THALANYJI SERVICE STATIONS	67.49L Diesel fuel for PLD15 Toyota Huski skid steer loader	114.12	
11-99578	26/09/2019	THALANYJI SERVICE STATIONS	39.43L Unleaded fuel for PUT107 2015 Toyota Hilux	69.55	
11-99701	28/09/2019	THALANYJI SERVICE STATIONS	52.87L Diesel fuel for PSD08 2016 Toyota Hiace	89.40	
		THALANYJI SERVICE STATIONS		**1139.46**	**1139.46**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49608	07/10/2019	THE WORKWEAR GROUP - NEAT AND TRIM	Payment		2251.70
11695640	05/09/2019	THE WORKWEAR GROUP - NEAT AND TRIM	Uniform for Employee #1665	398.65	
11697517	05/09/2019	THE WORKWEAR GROUP - NEAT AND TRIM	Uniform order for Employee #1722	648.54	
11695639	05/09/2019	THE WORKWEAR GROUP - NEAT AND TRIM	Uniform for existing Employee at Paraburdoo	590.75	
11695847	09/09/2019	THE WORKWEAR GROUP - NEAT AND TRIM	Uniform for Employee #1721	248.20	
11703960	11/09/2019	THE WORKWEAR GROUP - NEAT AND TRIM	Uniform order for Employee #1721	72.00	
11704181	11/09/2019	THE WORKWEAR GROUP - NEAT AND TRIM	Uniform order for Employee #1237	65.00	
11710990	12/09/2019	THE WORKWEAR GROUP - NEAT AND TRIM	Uniform order for Employee #1722	181.06	
11732173	19/09/2019	THE WORKWEAR GROUP - NEAT AND TRIM	Uniform order for new employee at Tom Price Visitor Centre	47.50	
		THE WORKWEAR GROUP - NEAT AND TRIM		**2251.70**	**2251.70**
EFT49609	07/10/2019	TOM PRICE BETTA HOME LIVING	Payment		89.95
43010001730	19/09/2019	TOM PRICE BETTA HOME LIVING	New kettle for Tom Price Library	89.95	
		TOM PRICE BETTA HOME LIVING		**89.95**	**89.95**
EFT49610	07/10/2019	TOP MACHINE SERVICES	Payment		652.00
00037645	10/09/2019	TOP MACHINE SERVICES	Supplies for Paraburdoo Swimming Pool Kiosk	602.00	
00037668	27/09/2019	TOP MACHINE SERVICES	Freight for replacement handle for slushie machine Paraburdoo Swimming Pool	50.00	
		TOP MACHINE SERVICES		**652.00**	**652.00**
EFT49612	07/10/2019	WA RETICULATION SUPPLIES	Payment		33.00
J6180	11/09/2019	WA RETICULATION SUPPLIES	Valve sockets for Tom Price Depot	33.00	
		WA RETICULATION SUPPLIES		**33.00**	**33.00**
EFT49613	07/10/2019	WATER CORPORATION	Payment		6854.53
9008514736-0123	05/08/2019	WATER CORPORATION	Water use and service charge Cameron Avenue Onslow Skatepark	159.64	
9014625002-0072	05/08/2019	WATER CORPORATION	Water use and service charge Museum at 52 Second Avenue Onslow	406.48	
9008515843-0118	05/08/2019	WATER CORPORATION	Water use and service charge Beach Facilities Back Beach Road Onslow	712.05	
9008514728-0044	05/08/2019	WATER CORPORATION	Water use and service charge Swimming Pool McRae Place Onslow	2429.67	
9018842573-0039	05/08/2019	WATER CORPORATION	Water use and service charge Unit 3/5 Anketell Court Onslow 01/07/19 - 31/08/19	278.70	
9008513100-0171	05/08/2019	WATER CORPORATION	Water use and service charge 7 First Avenue Onslow 01/07/19 - 31/08/19	2867.99	
		WATER CORPORATION		**6854.53**	**6854.53**
EFT49614	07/10/2019	WATER FEATURES BY DESIGN PTY LTD	Payment		2300.00
1259	08/09/2019	WATER FEATURES BY DESIGN PTY LTD	Supply 2x pumps and water witch solenoid for Onslow Water Park	2300.00	
		WATER FEATURES BY DESIGN PTY LTD		**2300.00**	**2300.00**
EFT49615	07/10/2019	WHITEHAUS ARCHITECTS PTY LTD	Payment		5247.55
INV-16354	30/09/2019	WHITEHAUS ARCHITECTS PTY LTD	Consultancy services for concept designs 215 Grevillea St Tom Price	2516.80	
INV-16355	30/09/2019	WHITEHAUS ARCHITECTS PTY LTD	Consultancy services for V Swans revised development application	750.75	
INV-16356	30/09/2019	WHITEHAUS ARCHITECTS PTY LTD	Consultancy services for V Swans revised development application - additional DA works	1980.00	
		WHITEHAUS ARCHITECTS PTY LTD		**5247.55**	**5247.55**
EFT49616	07/10/2019	WINC AUSTRALIA PTY LIMITED	Payment		2127.71
9028361160	02/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Pannawonica Administration Building	7.35	
9028369960	03/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Pannawonica Administration Building	207.60	
9028418608	06/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Tom Price Administration Building	234.41	
9028432413	07/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Tom Price Administration Building	453.23	
9028443125	09/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Pannawonica Administration Building	166.98	
9028443793	09/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Pannawonica Administration Building	68.20	
9028444313	09/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Tom Price Administration Building	17.05	
9028464873	10/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Tom Price Administration Building	219.18	
9028457076	10/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Tom Price Administration Building	11.77	
9028472052	11/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Tom Price Administration Building	54.15	
9028467810	11/09/2019	WINC AUSTRALIA PTY LIMITED	Reception printer drum unit for Tom Price Administration Building	488.28	
9028576493	19/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Tom Price Administration Building	178.55	
9028581301	19/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Tom Price Administration Building	12.94	
9028591261	19/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Tom Price Administration Building	8.02	
		WINC AUSTRALIA PTY LIMITED		**2127.71**	**2127.71**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49617	16/10/2019	ABCO PRODUCTS	Payment		2469.10
451171	16/09/2019	ABCO PRODUCTS	Cleaning consumables for 13x Tom Price facilities	2469.10	
		ABCO PRODUCTS		**2469.10**	**2469.10**
EFT49618	16/10/2019	ACACIA CONNECTION PTY LTD	Payment		1827.65
INVOICE14278	30/09/2019	ACACIA CONNECTION PTY LTD	Employee Assistance Program September 2019	1827.65	
		ACACIA CONNECTION PTY LTD		**1827.65**	**1827.65**
EFT49619	16/10/2019	ADVANCE PRESS	Payment		2992.00
137782	13/09/2019	ADVANCE PRESS	October 2019 School Holiday flyers for Pannawonica	132.00	
137783	13/09/2019	ADVANCE PRESS	October 2019 School Holiday flyers for Tom Price	132.00	
137784	13/09/2019	ADVANCE PRESS	October 2019 School Holiday flyers for Paraburdoo	132.00	
137871	17/09/2019	ADVANCE PRESS	Formatting changes to economic and tourism development strategy brochures	1232.00	
137990	19/09/2019	ADVANCE PRESS	Printing of marketing investment flyers for Tom Price	220.00	
138117	23/09/2019	ADVANCE PRESS	Printing of 50 copies of the recently adopted economic and tourism strategy	880.00	
138209	25/09/2019	ADVANCE PRESS	Onslow Community Garden Busy Bee A4 poster 2019	132.00	
138269	26/09/2019	ADVANCE PRESS	Pannawonica Community Sundowner event poster 2019	132.00	
		ADVANCE PRESS		**2992.00**	**2992.00**
EFT49620	16/10/2019	AMAR AUTO ELECTRICS	Payment		906.40
INV-1305	23/09/2019	AMAR AUTO ELECTRICS	Supply and fit alternator and regulator plug PRS04 - 2012 Hako Citymaster 1200 Sweeper/Scrubber	906.40	
		AMAR AUTO ELECTRICS		**906.40**	**906.40**
EFT49621	16/10/2019	ASHBURTON TYRES & AUTOMOTIVE	Payment		1821.51
29454	03/09/2019	ASHBURTON TYRES & AUTOMOTIVE	Repair and fit tyre (supplied) and repair drive shaft seal PRM19 - Kubota F3690 4x4 Ride on Mower	408.50	
29463	16/09/2019	ASHBURTON TYRES & AUTOMOTIVE	Labour to repair puncture and replace belt (supplied) PRM19 - Kubota F3690 4x4 Ride on Mower	683.01	
29751	17/09/2019	ASHBURTON TYRES & AUTOMOTIVE	Supply and fit windscreen PUT116 - Toyota Hilux 2.7 S/C Workmate	450.00	
29792	18/09/2019	ASHBURTON TYRES & AUTOMOTIVE	Supply and fit tyres PUT107 - 2015 Toyota Hilux 4x2 2.7L D/C	280.00	
		ASHBURTON TYRES & AUTOMOTIVE		**1821.51**	**1821.51**
EFT49622	16/10/2019	AUSTRALIAN TAXATION OFFICE- PAYG	Payment		441849.00
EXPENSE041019	04/10/2019	AUSTRALIAN TAXATION OFFICE- PAYG	Monthly PAYG Withholding September 2019	441849.00	
		AUSTRALIAN TAXATION OFFICE- PAYG		**441849.00**	**441849.00**
EFT49623	16/10/2019	AUTOPRO TOM PRICE (EVERGROUP PTY)	Payment		511.68
00036500	03/09/2019	AUTOPRO TOM PRICE (EVERGROUP PTY)	Rear view mirror adhesive PUT115 - Toyota Hilux 2.7 S/C	11.66	
00036319	25/09/2019	AUTOPRO TOM PRICE (EVERGROUP PTY)	Cleaning gel 20L Tom Price Depot	110.50	
00036488	02/10/2019	AUTOPRO TOM PRICE (EVERGROUP PTY)	2x 375ml Bars bugs PTR31 - Hino 500 series 1426 Long Auto with pole borer/ hiab	10.00	
00036496	02/10/2019	AUTOPRO TOM PRICE (EVERGROUP PTY)	2x 10L fuel can, 1x 20L fuel can PLC01 - 2013 Bomag BC572RB-2 Landfill Compactor	107.85	
00036577	05/10/2019	AUTOPRO TOM PRICE (EVERGROUP PTY)	1x sunshade, 2x electrical tape,1x Microfibre cloth 20pk PSW66 - 2015 Toyota Rav 4	41.27	
00036595	07/10/2019	AUTOPRO TOM PRICE (EVERGROUP PTY)	24x High Temp oil 450gm Tom Price Depot	216.00	
00036616	07/10/2019	AUTOPRO TOM PRICE (EVERGROUP PTY)	1x Sunshade PSW86 - 2018 Toyota Prado GXL	14.40	
		AUTOPRO TOM PRICE (EVERGROUP PTY)		**511.68**	**511.68**
EFT49624	16/10/2019	BLACKWOODS PTY LTD	Payment		1187.44
PE6487UC	17/09/2019	BLACKWOODS PTY LTD	Safety boots for Tom Price Depot	149.35	
ON1449UE	20/09/2019	BLACKWOODS PTY LTD	Measuring wheel counter for Tom Price Depot	316.25	
ON9388UE	24/09/2019	BLACKWOODS PTY LTD	1x socket set, 20x plier sets Onslow Depot	398.20	
ON4870UF	26/09/2019	BLACKWOODS PTY LTD	Respiratory masks for Community Garden Onslow	39.69	
PE7028UF	27/09/2019	BLACKWOODS PTY LTD	3x pairs trousers, 8x pairs safety glasses,10x flynets Tom Price Depot	283.95	
		BLACKWOODS PTY LTD		**1187.44**	**1187.44**
EFT49625	16/10/2019	BOB WADDELL & ASSOCIATES PTY LTD	Payment		37.13
1815	01/10/2019	BOB WADDELL & ASSOCIATES PTY LTD	Assistance with reserve balancing year end 2019	37.13	
		BOB WADDELL & ASSOCIATES PTY LTD		**37.13**	**37.13**
EFT49626	16/10/2019	BUCHER MUNICIPAL	Payment		1062.42
943967	18/09/2019	BUCHER MUNICIPAL	1x power boom control harness PRS06 - 2016 Hino FG1628 Johnston VT651 Road Sweeper	1062.42	
		BUCHER MUNICIPAL		**1062.42**	**1062.42**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49627	16/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Payment		5379.00
SI22794	12/09/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Investigate and repair electrical fault at the Bowling Club Tom Price	2035.00	
SI22795	12/09/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Inspect and repair two broken shade sails at Tom Price Pool	792.00	
SI22792	12/09/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Investigate and repair electrical fault at Tom Price Administration Building after power outage	181.50	
SI22844	18/09/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Recrimp and test valve to the water main at Tom Price	236.50	
SI22845	18/09/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Repair leaking taps at 586 King Avenue Paraburdoo	198.00	
SI22936	30/09/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Plumber to repair HWS and toilet 178 Cassia Street Tom Price	753.50	
SI22935	30/09/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Reset gas in kitchen Tom Price Sports Pavilion	363.00	
SI22934	30/09/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	VGS wash pad periodic maintenance July 2019 Tom Price Depot	819.50	
		BYBLOS CONSTRUCTIONS-TOM PRICE		**5379.00**	**5379.00**
EFT49628	16/10/2019	C MUNRO CONTRACTORS	Payment		2498.10
124342	31/08/2019	C MUNRO CONTRACTORS	Backflow testing kit for Waterman Standpipe 71-80 Onslow Rd	66.00	
124417	30/09/2019	C MUNRO CONTRACTORS	Labour to check and repair pipes knocking in roof 585 Third Ave Onslow	171.33	
124431	30/09/2019	C MUNRO CONTRACTORS	Labour to check and refill solar panels with Glycol 585 Third Ave Onslow	99.00	
124414	30/09/2019	C MUNRO CONTRACTORS	Materials and labour to raise two sewers to ground level Onslow MPC	1930.77	
124412	30/09/2019	C MUNRO CONTRACTORS	Labour to install pump (supplied) Onslow Water Park	231.00	
		C MUNRO CONTRACTORS		**2498.10**	**2498.10**
EFT49629	16/10/2019	COCA-COLA AMATIL (AUST) PTY LTD	Payment		1785.10
220939454	26/09/2019	COCA-COLA AMATIL (AUST) PTY LTD	Water and soft drinks for sale at Tom Price Pool Kiosk	1085.80	
221034745	07/10/2019	COCA-COLA AMATIL (AUST) PTY LTD	Drinks for sale at kiosk Onslow Pool	699.30	
		COCA-COLA AMATIL (AUST) PTY LTD		**1785.10**	**1785.10**
EFT49631	16/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Payment		9937.15
I.0011290432	07/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8454945 - Service fee on accommodation for Employee #1671 15/09/2019-21/09/2019	5.01	
I.0011290425	07/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8454941 - Service charge on accommodation for Employee #1721 15/09/2019-21/09/2019	5.01	
I.0011290434	07/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8454948 - Service fee on accommodation for Employee #1629 15/09/2019-21/09/2019	5.01	
I.0011290408	07/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8454933 - Service fee on accommodation for Employee #1725 15/09/2019-21/09/2019	5.01	
I.0011362278	19/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8508631 - Service fee on accommodation for Contractor 25/08/2019-26/08/2019	5.01	
I.0011362291	19/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8508632 - Service fee on accommodation for Contractor 25/08/2019-26/08/2019	5.01	
I.0011362320	19/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8508698 - Service fee on accommodation for Contractor 26/08/2019-27/08/2019	5.01	
I.0011362332	19/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8508699 - Service fee on accommodation for Contractor 26/08/2019-27/08/2019	5.01	
I.0011485851	05/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8597515 - Service fee on accommodation for Employee #551 18/09/2019-20/09/2019	5.01	
I.0011504099	09/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8611111 - Service fee on accommodation for Employee #1637 17/09/2019-20/09/2019	5.01	
I.0011503360	09/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8454941 - Accommodation for Employee #1721 15/09/2019-21/09/2019	976.11	
I.0011503412	09/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8454948 - Accommodation for Employee #1629 15/09/2019-21/09/2019	976.11	
I.0011503343	09/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8454933 - Accommodation for Employee #1725 15/09/2019-21/09/2019	976.11	
I.0011503390	09/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8454945 - Accommodation for Employee #1671 15/09/2019-21/09/2019	976.11	
I.0011521864	11/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8621861 - Service fee on accommodation for Employee #1726 23/09/2019-26/09/2019	5.01	
I.0011525767	12/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8625450 - Service fee on accommodation for Employee #1709 23/09/2019-26/09/2019	5.01	
I.0011572737	19/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8659704 - Service fee on accommodation for Employee #1522 24/09/2019-25/09/2019	5.01	
I0011606852	25/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8597515 - Accommodation and meals for Employee #551 18/09/2019-20/09/2019	562.11	
I.0011614303	26/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8689687 - Service fee on accommodation for Employee #1237 01/10/2019-02/10/2019	5.01	
I.0011624172	27/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8696157 - Virgin flight (Onslow-Perth-Onslow) for Employee #932 26/11/2019-29/11/2019	553.47	
I.0011636270	30/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8659704 - Accommodation and meals for Employee #1522 24/09/2019-25/09/2019	245.11	
I.0011637000	30/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8625450 - Accommodation and meals for Employee #1709 23/09/2019-26/09/2019	775.11	
I.0011634497	30/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8519336 - Budget Car hire for Employee #1671 14/09/2019-22/09/2019	593.42	
I0011637117	01/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8611111 - Accommodation and meals for Employee #1637 17/09/2019-20/09/2019	172.11	
I.0011642142	01/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8621861 - Accommodation and meals for Employee #1726 23/09/2019-26/09/2019	775.11	
I.0011642420	01/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8708074 - Virgin flight (Onslow-Perth-Onslow) for Employee #1739 25/10/2019-29/10/2019	553.47	
I.0011650535	02/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8715871 - Qantas flight (Para-Perth-Para) for Employee #1633 23/10/2019-26/10/2019	678.19	
I.0011663362	03/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8689687 - Accommodation and meals for Employee #1237 01/10/2019-02/10/2019	245.11	
I.0011656775	03/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8720045 - Qantas flight (Perth-Paraburdoo) for Employee #1747 13/10/2019	530.12	
I.0011665598	04/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8726757 - Virgin flight (Onslow-Perth) for Councillor 15/10/2019	279.24	
		CORPORATE TRAVEL MANAGEMENT PTY LTD		**9937.15**	**9937.15**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49632	16/10/2019	DAVID GRAY & COMPANY	Payment		4171.04
I518057	07/08/2019	DAVID GRAY & COMPANY	15x 1 litre Aqua-K-Otherine Onslow Depot	4171.04	
		DAVID GRAY & COMPANY		**4171.04**	**4171.04**
EFT49634	16/10/2019	DICE SOLUTIONS	Payment		2872.36
13407	30/08/2019	DICE SOLUTIONS	Electrician to investigate and rectify issues with BMS and WWTP systems Onslow Airport	1395.98	
13478	30/09/2019	DICE SOLUTIONS	Repair to reticulation and new relay at Onslow Aquatic Centre	262.82	
13480	30/09/2019	DICE SOLUTIONS	Install new reticulation pump at ANZAC park Onslow	290.68	
13490	30/09/2019	DICE SOLUTIONS	Repair fault with PAC1 Onslow Airport Terminal	922.88	
		DICE SOLUTIONS		**2872.36**	**2872.36**
EFT49635	16/10/2019	ELEC POWER TECHNOLOGIES PTY LTD	Payment		3778.50
75848	18/09/2019	ELEC POWER TECHNOLOGIES PTY LTD	Annual service of UPS units Onslow Airport including travel, accommodation and meals	3778.50	
		ELEC POWER TECHNOLOGIES PTY LTD		**3778.50**	**3778.50**
EFT49636	16/10/2019	FUJI XEROX AUSTRALIA PTY LTD	Payment		137.38
CT043492	09/10/2019	FUJI XEROX AUSTRALIA PTY LTD	SES Printer Serial #761541 - black & white and colour impressions 01/09/2019 - 30/09/2019	4.28	
Q5773649	09/10/2019	FUJI XEROX AUSTRALIA PTY LTD	SES Printer Serial #761541 Lease/rental Agreement#A500057736 22/10/2019 - 22/11/2019	133.10	
		FUJI XEROX AUSTRALIA PTY LTD		**137.38**	**137.38**
EFT49637	16/10/2019	GARRARDS PTY LTD	Payment		670.33
PEI-1051862	09/08/2019	GARRARDS PTY LTD	1x 2litre Cydectin, 5x 30g packs Amdro Gel for Dog Pound	670.33	
		GARRARDS PTY LTD		**670.33**	**670.33**
EFT49638	16/10/2019	HEDLAND PROPERTY SHOP	Payment		2389.88
2474-OCT19	03/10/2019	HEDLAND PROPERTY SHOP	Rent for 26 Maunsell Corner Onslow 24/11/19 - 23/12/19	2389.88	
		HEDLAND PROPERTY SHOP		**2389.88**	**2389.88**
EFT49639	16/10/2019	HI CONSTRUCTIONS AUST PTY LTD	Payment		4650.26
0011T	02/10/2019	HI CONSTRUCTIONS AUST PTY LTD	Old Onslow Concrete Restoration works - final payment	4650.26	
		HI CONSTRUCTIONS AUST PTY LTD		**4650.26**	**4650.26**
EFT49640	16/10/2019	HORIZON POWER	Payment		8965.83
2100395355-429663	01/10/2019	HORIZON POWER	Electricity consumption for Lot 643 McRae Place Onslow 03/09/19 - 01/10/19	3717.95	
199906-2100393551	01/10/2019	HORIZON POWER	Electricity consumption for Street Lights Onslow 01/09/19 - 30/09/19	5247.88	
		HORIZON POWER		**8965.83**	**8965.83**
EFT49641	16/10/2019	HQ MANAGEMENT	Payment		3118.50
1918-02	01/10/2019	HQ MANAGEMENT	Payment #2 - project consultancy to prepare and assist in assessing 2x RFQ submissions	3118.50	
		HQ MANAGEMENT		**3118.50**	**3118.50**
EFT49642	16/10/2019	INITIAL HYGIENE / PINK HYGIENE SOLUTIONS	Payment		3166.37
96479442	13/09/2019	INITIAL HYGIENE / PINK HYGIENE SOLUTIONS	Contract #K63/C/54045341 - Hygiene services for 32x Shire Facilities for period 28/10/2019 - 27/11/2019	3166.37	
		INITIAL HYGIENE / PINK HYGIENE SOLUTIONS		**3166.37**	**3166.37**
EFT49643	16/10/2019	INTERFIRE AGENCIES PTY LTD TTF THE LOVETT	Payment		291.50
INV-02945	18/09/2019	INTERFIRE AGENCIES PTY LTD TTF THE LOVETT	Glow sticks for emergency vehicles Tom Price	291.50	
		INTERFIRE AGENCIES PTY LTD TTF THE LOVETT		**291.50**	**291.50**
EFT49644	16/10/2019	JB HIFI	Payment		575.00
DE001-7207976-7-1	18/09/2019	JB HIFI	New monitor for Bush Fire Brigade Tom Price	575.00	
		JB HIFI		**575.00**	**575.00**
EFT49645	16/10/2019	KEEPIT KLEEN (BUSYOX PTY LTD T/A)	Payment		3696.00
00000818	23/09/2019	KEEPIT KLEEN (BUSYOX PTY LTD T/A)	Cleaning services for OVCP Onslow 02/09/2019 - 15/09/2019	3696.00	
		KEEPIT KLEEN (BUSYOX PTY LTD T/A)		**3696.00**	**3696.00**
EFT49646	16/10/2019	KMART KARRATHA	Payment		150.00
024050	06/09/2019	KMART KARRATHA	10x board games for School Holiday Programs October 2019	150.00	
		KMART KARRATHA		**150.00**	**150.00**
EFT49647	16/10/2019	KYLE & COMPANY SOLICITORS	Payment		1720.00
1109	25/09/2019	KYLE & COMPANY SOLICITORS	Professional legal fees File No: 5071	1720.00	
		KYLE & COMPANY SOLICITORS		**1720.00**	**1720.00**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49648	16/10/2019	LO-GO APPOINTMENTS	Payment		5276.70
00420733	24/09/2019	LO-GO APPOINTMENTS	Temporary ICT Coordinator placement w/e 21/09/2019	2638.35	
00420777	01/10/2019	LO-GO APPOINTMENTS	Temporary ICT Coordinator placement w/e 28/09/2019	2638.35	
		LO-GO APPOINTMENTS		**5276.70**	**5276.70**
EFT49649	16/10/2019	MICHAEL DUNNE - MOWER MAN	Payment		220.00
43-SEP19	30/09/2019	MICHAEL DUNNE - MOWER MAN	1x Sentinel chicken bleed September 2019, 5x bags chicken mix	220.00	
		MICHAEL DUNNE - MOWER MAN		**220.00**	**220.00**
EFT49650	16/10/2019	NAPA (GPC ASIA PACIFIC T/AS)	Payment		1210.00
1320007847	01/07/2019	NAPA (GPC ASIA PACIFIC T/AS)	1x steel truck box supplied as backorder for March PO 55774 - invoice issued 14/06/2019	1210.00	
		NAPA (GPC ASIA PACIFIC T/AS)		**1210.00**	**1210.00**
EFT49651	16/10/2019	NINTIRRI CENTRE INC	Payment		340.00
00001196	13/09/2019	NINTIRRI CENTRE INC	Hire of boardroom 23/07/2019 for training	340.00	
		NINTIRRI CENTRE INC		**340.00**	**340.00**
EFT49652	16/10/2019	ONSLOW CHAMBER OF COMMERCE & INDUSTRY	Payment		380.00
00001298	08/10/2019	ONSLOW CHAMBER OF COMMERCE & INDUSTRY	OCCI Membership 2019/2020	380.00	
		ONSLOW CHAMBER OF COMMERCE & INDUSTRY		**380.00**	**380.00**
EFT49653	16/10/2019	ONSLOW TOURISM & PROGRESS ASSN INC	Payment		480.00
1106	01/10/2019	ONSLOW TOURISM & PROGRESS ASSN INC	Advertising Onslow Pipeline September 2019	480.00	
		ONSLOW TOURISM & PROGRESS ASSN INC		**480.00**	**480.00**
EFT49654	16/10/2019	OUR COMMUNITY PTY LTD	Payment		400.00
OC157321	09/09/2019	OUR COMMUNITY PTY LTD	Funding Centre PLUS annual subscription Community Services	400.00	
		OUR COMMUNITY PTY LTD		**400.00**	**400.00**
EFT49655	16/10/2019	PARABURDOO HORSE CLUB	Payment		500.00
DONATION170919	17/09/2019	PARABURDOO HORSE CLUB	Small assistance donation towards cost of new anvil	500.00	
		PARABURDOO HORSE CLUB		**500.00**	**500.00**
EFT49657	16/10/2019	PILBARA FOOD SERVICES	Payment		2786.70
SI108180	27/09/2019	PILBARA FOOD SERVICES	Kiosk supplies Tom Price Swimming Pool	1430.39	
SI108222	27/09/2019	PILBARA FOOD SERVICES	1x paper roll dispenser, 2x ctns paper towels, 2x dishwashing liquid, 2x drums disinfectant Tom Price Kennels	630.73	
SI108278	04/10/2019	PILBARA FOOD SERVICES	Kiosk supplies Tom Price Swimming Pool	725.58	
		PILBARA FOOD SERVICES		**2786.70**	**2786.70**
EFT49658	16/10/2019	QUALITY PUBLISHING AUSTRALIA	Payment		1115.27
00046584	13/09/2019	QUALITY PUBLISHING AUSTRALIA	Maps and books for Tom Price Visitor Centre	1115.27	
		QUALITY PUBLISHING AUSTRALIA		**1115.27**	**1115.27**
EFT49659	16/10/2019	RAY WHITE EXMOUTH	Payment		9342.28
SHIRE19A-SEPT19	26/09/2019	RAY WHITE EXMOUTH	Rent for 19A Simpson Street Onslow 17/10/19 - 16/11/19	1955.36	
SHIRE204-SEPT19	26/09/2019	RAY WHITE EXMOUTH	Rent for Unit 4/20 Second Avenue Onslow 17/10/19 - 16/11/19	1738.10	
SHIRE910-SEPT19	26/09/2019	RAY WHITE EXMOUTH	Rent for Unit 10/9 First Avenue Onslow 17/10/19 - 16/11/19	1738.10	
SHIRE11B-SEPT19	26/09/2019	RAY WHITE EXMOUTH	Rent for 11B McGrath Avenue Onslow 16/10/19 - 15/11/19	1955.36	
SHIRE42-SEPT19	26/09/2019	RAY WHITE EXMOUTH	Rent for 42 Third Avenue Onslow 17/10/19 - 16/11/19	1955.36	
		RAY WHITE EXMOUTH		**9342.28**	**9342.28**
EFT49660	16/10/2019	RICHARD COATES #505	Payment		634.05
EXPENSE041019	04/10/2019	RICHARD COATES #505	Reimbursement for relocation costs Employee #505	634.05	
		RICHARD COATES #505		**634.05**	**634.05**
EFT49661	16/10/2019	SHIRE OF ASHBURTON	Payment		15877.50
33771	02/07/2019	SHIRE OF ASHBURTON	Annual Food Registration Fee Tom Price Swimming Pool Kiosk	632.00	
33778	02/07/2019	SHIRE OF ASHBURTON	Annual Audit Sampling Tom Price Swimming Pool	318.00	
33820	02/07/2019	SHIRE OF ASHBURTON	Annual Food Registration Fee Tom Price Civic Centre	474.00	
33858	02/07/2019	SHIRE OF ASHBURTON	Annual Food Registration Fee Tom Price Community Rec Centre	632.00	
33999	02/07/2019	SHIRE OF ASHBURTON	Reissue a Certificate of approval Tom Price Diamond Club	53.50	
34715	11/09/2019	SHIRE OF ASHBURTON	Annual commercial waste service collection 2019-2020 OVCP	13650.00	
T1	10/10/2019	SHIRE OF ASHBURTON	CITF COMMISSIONS COLLECTED FOR SEPTEMBER 2019	33.00	
T2	10/10/2019	SHIRE OF ASHBURTON	BRB COMMISSION COLLECTED FOR SEPTEMBER 2019	85.00	
		SHIRE OF ASHBURTON		**15877.50**	**15877.50**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49662	16/10/2019	SPOOKFISH AUSTRALIA PTY LTD	Payment		726.00
3156	13/09/2019	SPOOKFISH AUSTRALIA PTY LTD	Annual 1x user subscription for EagleView OrthoFlex State 13/09/2019 - 13/09/2020	726.00	
		SPOOKFISH AUSTRALIA PTY LTD		**726.00**	**726.00**
EFT49663	16/10/2019	STRATAGREEN	Payment		1174.53
113672	16/09/2019	STRATAGREEN	3x Silky saws Tom Price Depot	355.27	
113657	16/09/2019	STRATAGREEN	1x secateurs, 1x pruning saw, 2x throw bags, 1x pair chainsaw trousers Tom Price Depot	486.46	
113828	20/09/2019	STRATAGREEN	2x throw lines Tom Price Depot	188.18	
115064	02/10/2019	STRATAGREEN	1x Silky saw Tom Price Depot	144.62	
		STRATAGREEN		**1174.53**	**1174.53**
EFT49664	16/10/2019	SUNNY SIGN COMPANY PTY LTD	Payment		469.90
415788	09/08/2019	SUNNY SIGN COMPANY PTY LTD	1x 1500x800 sign Beadon Creek Boat Ramp	469.90	
		SUNNY SIGN COMPANY PTY LTD		**469.90**	**469.90**
EFT49665	16/10/2019	TECHNOLOGY ONE LTD	Payment		9815.36
184339REVERSAL	02/09/2019	TECHNOLOGY ONE LTD	Reversal of invoice entered to incorrect PO - should have been PO 58602	-902.00	
184339	02/09/2019	TECHNOLOGY ONE LTD	GIS consulting services 31/07/2019	902.00	
185410	30/09/2019	TECHNOLOGY ONE LTD	Annual subscription for Intramaps 01/09/2019 - 31/08/2020	9815.36	
		TECHNOLOGY ONE LTD		**9815.36**	**9815.36**
EFT49666	16/10/2019	TELSTRA	Payment		735.41
2550276200-	06/09/2019	TELSTRA	Monthly telephone charges	64.64	
1467928584-T311-	25/09/2019	TELSTRA	Monthly telephone charges	29.00	
1467928485-T311-	02/10/2019	TELSTRA	Monthly telephone charges	544.80	
2550276200-	06/10/2019	TELSTRA	Monthly telephone charges	64.64	
1631098200-	06/10/2019	TELSTRA	Monthly telephone charges	32.33	
		TELSTRA		**735.41**	**735.41**
EFT49667	16/10/2019	THALANYJI SERVICE STATIONS	Payment		850.34
11-99389	24/09/2019	THALANYJI SERVICE STATIONS	50.46L Unleaded fuel for PUT107 2015 Toyota Hilux	89.02	
1-162378	01/10/2019	THALANYJI SERVICE STATIONS	65.72L Unleaded fuel for PUT86 2014 Toyota Hilux	115.93	
1-162542	02/10/2019	THALANYJI SERVICE STATIONS	Onslow Keepers Catering October Event	185.00	
11-100119	03/10/2019	THALANYJI SERVICE STATIONS	12.34L Unleaded fuel for sundry items Tom Price Depot	21.77	
11-100106	03/10/2019	THALANYJI SERVICE STATIONS	55.83L Premium Unleaded fuel for PUT117 Toyota Hilux	104.68	
1-162724	04/10/2019	THALANYJI SERVICE STATIONS	120.67L Diesel fuel for W238 Onslow Waste Transfer Station	204.05	
1-162938	05/10/2019	THALANYJI SERVICE STATIONS	76.81L Diesel fuel for PSW83 2017 Toyota Fortuner	129.89	
		THALANYJI SERVICE STATIONS		**850.34**	**850.34**
EFT49668	16/10/2019	THE EDUCATIONAL EXPERIENCE P/L	Payment		645.92
1458195	17/09/2019	THE EDUCATIONAL EXPERIENCE P/L	8x floor cushion inserts for Community Movie Night	645.92	
		THE EDUCATIONAL EXPERIENCE P/L		**645.92**	**645.92**
EFT49669	16/10/2019	THRIFTY CAR RENTAL (KINGMILL PTY LTD T/AS)	Payment		160.00
PERA1336258RA9	20/09/2019	THRIFTY CAR RENTAL (KINGMILL PTY LTD T/AS)	Car hire 17/09/2019 - 20/09/2019 for Employee #1637	160.00	
		THRIFTY CAR RENTAL (KINGMILL PTY LTD T/AS)		**160.00**	**160.00**
EFT49670	16/10/2019	TNT EXPRESS	Payment		57.24
56926720	14/09/2019	TNT EXPRESS	Freight charges Pathwest to Tom Price for water sample testing boxes 11/09/19	57.24	
		TNT EXPRESS		**57.24**	**57.24**
EFT49671	16/10/2019	TOM PRICE TRANSPORT (RED DUST WA T/AS)	Payment		1397.55
00003036	20/09/2019	TOM PRICE TRANSPORT (RED DUST WA T/AS)	Tilt Tray to transport tractor from Tom Price to Paraburdoo 17/09/2019 and return 24/09/2019	1397.55	
		TOM PRICE TRANSPORT (RED DUST WA T/AS)		**1397.55**	**1397.55**
EFT49672	16/10/2019	TOM PRICE TYREPRO & MECHANICAL (EVERGROUP	Payment		1822.50
00070507	02/09/2019	TOM PRICE TYREPRO & MECHANICAL (EVERGROUP	Labour and consumables to relocate dog cage PUT106 - 2016 Toyota Hilux 4x4	646.50	
00070605	11/09/2019	TOM PRICE TYREPRO & MECHANICAL (EVERGROUP	Supply and fit battery PUT126 - Toyota Hilux 4x4 D/C	320.00	
00070756	24/09/2019	TOM PRICE TYREPRO & MECHANICAL (EVERGROUP	Supply and fit 2x tyres PUT106 - 2016 Toyota Hilux 4x4	856.00	
		TOM PRICE TYREPRO & MECHANICAL		**1822.50**	**1822.50**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49673	16/10/2019	TOM PRICE TYRES	Payment		2567.10
10031984	12/09/2019	TOM PRICE TYRES	Refit mudguard on PTR28 2015 Hino Refuse Truck	198.00	
10031987	12/09/2019	TOM PRICE TYRES	Air conditioner repairs to PUT135 Toyota Hilux	105.60	
10031991	12/09/2019	TOM PRICE TYRES	Service and parts on PUT136 Toyota LC70 T/D Single cab	339.86	
10031996	12/09/2019	TOM PRICE TYRES	Service and parts on PSW48 2012 Toyota Prado	273.64	
10032047	18/09/2019	TOM PRICE TYRES	New tyres for PFT01 2006 Float	1650.00	
		TOM PRICE TYRES		**2567.10**	**2567.10**
EFT49674	16/10/2019	TOP MACHINE SERVICES	Payment		384.00
00037744	04/10/2019	TOP MACHINE SERVICES	6x slushie mixes Tom Price Swimming Pool Kiosk	384.00	
		TOP MACHINE SERVICES		**384.00**	**384.00**
EFT49675	16/10/2019	VISIMAX SAFETY PRODUCTS	Payment		390.00
00005911	18/09/2019	VISIMAX SAFETY PRODUCTS	6x ID leather metal badge for ranger & regulatory officer	390.00	
		VISIMAX SAFETY PRODUCTS		**390.00**	**390.00**
EFT49676	16/10/2019	WA RANGERS ASSOCIATION INC	Payment		18.00
89-OCT19	03/10/2019	WA RANGERS ASSOCIATION INC	2x WA Rangers shoulder badges and postage	18.00	
		WA RANGERS ASSOCIATION INC		**18.00**	**18.00**
EFT49677	16/10/2019	WATER CORPORATION	Payment		5291.24
9014648669-0060	05/08/2019	WATER CORPORATION	Water use Unit 10/46 Second Avenue Onslow 01/07/19 - 31/08/19	48.11	
9014648626-0060	05/08/2019	WATER CORPORATION	Water use Unit 6/46 Second Avenue Onslow 01/07/19 - 31/08/19	17.82	
9018028096-0043	07/10/2019	WATER CORPORATION	Service charge for Unit 1/9 Second Avenue Onslow 01/09/19 - 31/10/19	164.41	
9021007093-0018	07/10/2019	WATER CORPORATION	Water use and service charge 16 Tink Street Onslow 01/09/19 - 31/10/19	405.56	
9018842565-0040	07/10/2019	WATER CORPORATION	Water use and service charge Unit 2/5 Anketell Court Onslow 01/09/19 - 31/10/19	283.75	
9018028109-0045	07/10/2019	WATER CORPORATION	Water use and service charge Unit 2/9 Second Avenue Onslow 01/09/19 - 31/10/19	164.41	
9018842573-0041	07/10/2019	WATER CORPORATION	Water use and service charge Unit 3/5 Anketell Court Onslow 01/09/19 - 31/10/19	223.46	
9018028117-0043	07/10/2019	WATER CORPORATION	Service charge Unit 3/9 Second Avenue Onslow 01/09/19 - 31/10/19	164.41	
9008513100-0173	07/10/2019	WATER CORPORATION	Water use and service charge 7 First Avenue Onslow 01/09/19 - 31/10/19	806.29	
9008514074-0165	07/10/2019	WATER CORPORATION	Water use and service charge 20 Third Avenue Onslow 01/09/19 - 31/10/19	128.75	
9008513151-0163	07/10/2019	WATER CORPORATION	Water use and service charge 15 First Avenue Onslow 01/09/19 - 31/10/19	171.09	
9020871832-0019	07/10/2019	WATER CORPORATION	Water use and service charge 56 Yungu Road Onslow 01/09/19 - 31/10/19	332.64	
9008514226-0172	07/10/2019	WATER CORPORATION	Water use and service charge 9 Third Avenue Onslow 01/09/19 - 31/10/19	186.99	
9008514218-0167	07/10/2019	WATER CORPORATION	Water use and service charge 11 Third Avenue Onslow 01/09/19 - 31/10/19	527.14	
9008514234-0172	07/10/2019	WATER CORPORATION	Water use and service charge 13 Third Avenue Onslow 01/09/19 - 31/10/19	294.08	
9021006867-0016	07/10/2019	WATER CORPORATION	Water use and service charge 6 Carlyon Road Onslow 01/09/19 - 31/10/19	500.52	
9008514162-0164	07/10/2019	WATER CORPORATION	Water use and service charge 3 First Street (lot 944) Onslow 01/09/19 - 31/10/19	279.86	
9018831794-0049	07/10/2019	WATER CORPORATION	Water use and service charge 9 Second Avenue Onslow 01/09/19 - 31/10/19	239.34	
9014648562-0065	07/10/2019	WATER CORPORATION	Water use charge Unit 1/46 Second Avenue Onslow 01/08/19 - 03/10/19	31.06	
9014648570-0063	07/10/2019	WATER CORPORATION	Water use charge Unit 2/46 Second Avenue Onslow 01/08/19 - 03/10/19	54.81	
9014648589-0063	07/10/2019	WATER CORPORATION	Water use charge Unit 3/46 Second Avenue Onslow 01/08/19 - 03/10/19	138.85	
9014648634-0061	07/10/2019	WATER CORPORATION	Water use charge Unit 7/46 Second Avenue Onslow 01/08/19 - 03/10/19	16.44	
9014648642-0063	07/10/2019	WATER CORPORATION	Water use charge Unit 8/46 Second Avenue Onslow 01/08/19 - 03/10/19	29.23	
9014648650-0059	07/10/2019	WATER CORPORATION	Water use charge Unit 9/46 Second Avenue Onslow 01/08/19 - 03/10/19	82.22	
		WATER CORPORATION		**5291.24**	**5291.24**
EFT49678	16/10/2019	WELL DONE INTERNATIONAL PTY LTD	Payment		329.12
00075516	30/09/2019	WELL DONE INTERNATIONAL PTY LTD	Call handling services September 2019 (140x minutes)	329.12	
		WELL DONE INTERNATIONAL PTY LTD		**329.12**	**329.12**
EFT49679	16/10/2019	WHITEHAUS ARCHITECTS PTY LTD	Payment		1003.75
INV-16357	30/09/2019	WHITEHAUS ARCHITECTS PTY LTD	Concept design for development application documentation for proposed Paraburdoo Dog Exercise Park	1003.75	
		WHITEHAUS ARCHITECTS PTY LTD		**1003.75**	**1003.75**
EFT49680	16/10/2019	WINC AUSTRALIA PTY LIMITED	Payment		333.09
9028481106	11/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Tom Price Administration Building	19.93	
9028484987	12/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Tom Price Administration Building	199.72	
9028655188	25/09/2019	WINC AUSTRALIA PTY LIMITED	Lateral file covers for Records Tom Price	113.44	
		WINC AUSTRALIA PTY LIMITED		**333.09**	**333.09**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49681	18/10/2019	AUSTRALIA POST	Payment		1328.06
1008870231	03/09/2019	AUSTRALIA POST	Postal charges period ending 31/08/2019	1328.06	
		AUSTRALIA POST		**1328.06**	**1328.06**
EFT49682	18/10/2019	CALTEX AUSTRALIA PETROLEUM PTY LTD	Payment		23222.96
0301788832	09/10/2019	CALTEX AUSTRALIA PETROLEUM PTY LTD	Fuel usage 01/09/2019 - 30/09/2019 (14,394.12x litres)	23222.96	
		CALTEX AUSTRALIA PETROLEUM PTY LTD		**23222.96**	**23222.96**
EFT49683	18/10/2019	CHADSON ENGINEERING	Payment		14795.00
A0083998	19/09/2019	CHADSON ENGINEERING	Supply and delivery of 130m wet deck pool grates Paraburdoo Pool	14795.00	
		CHADSON ENGINEERING		**14795.00**	**14795.00**
EFT49684	18/10/2019	CHILD SUPPORT AGENCY	Payment		1160.28
DEDUCTION	13/10/2019	CHILD SUPPORT AGENCY	Payroll deductions	333.85	
DEDUCTION	13/10/2019	CHILD SUPPORT AGENCY	Payroll deductions	826.43	
		CHILD SUPPORT AGENCY		**1160.28**	**1160.28**
EFT49685	18/10/2019	HANCOCK PROSPECTING PTY LTD	Payment		674.50
REFUND111019	11/10/2019	HANCOCK PROSPECTING PTY LTD	Refund overpayment of invoice 31770 and 31650 via credit card Debtor #1350	674.50	
		HANCOCK PROSPECTING PTY LTD		**674.50**	**674.50**
EFT49686	18/10/2019	HI CONSTRUCTIONS AUST PTY LTD	Payment		27201.05
0010T	02/10/2019	HI CONSTRUCTIONS AUST PTY LTD	Old Onslow Cemetery Conservation Works - Final Payment	27201.05	
		HI CONSTRUCTIONS AUST PTY LTD		**27201.05**	**27201.05**
EFT49687	18/10/2019	JOEL DEHRING	Payment		500.00
DONATION0810201	08/10/2019	JOEL DEHRING	Small assistance donation toward cost of travel to compete at the NW annual regional netball tournament	500.00	
		JOEL DEHRING		**500.00**	**500.00**
EFT49688	18/10/2019	KOTT GUNNING LAWYERS	Payment		181.50
243226	25/09/2019	KOTT GUNNING LAWYERS	Professional fees for preparation of audit information 2019	181.50	
		KOTT GUNNING LAWYERS		**181.50**	**181.50**
EFT49689	18/10/2019	LESTOK TOURS PTY LTD	Payment		13178.56
00010655	03/10/2019	LESTOK TOURS PTY LTD	2x airport bus transfers Property Development Employee #1364	66.00	
00010654	03/10/2019	LESTOK TOURS PTY LTD	13x airport bus transfers HR - 2x contractors,1x candidate, Employee #1747, #1721, #1671, #1628 #1629, #1727	429.00	
00010653	03/10/2019	LESTOK TOURS PTY LTD	3x airport bus transfers Infrastructure Employee #1728 and 1x contractor	99.00	
T6501	17/10/2019	LESTOK TOURS PTY LTD	MINE TOURS FOR SEPTEMBER 2019	12584.56	
		LESTOK TOURS PTY LTD		**13178.56**	**13178.56**
EFT49690	18/10/2019	LO-GO APPOINTMENTS	Payment		11864.18
00420776	01/10/2019	LO-GO APPOINTMENTS	Temporary Finance Manager Placement w/e 28/09/2019	3908.91	
00420817	08/10/2019	LO-GO APPOINTMENTS	Temporary Finance Manager Placement w/e 05/10/2019	4145.16	
00420858	15/10/2019	LO-GO APPOINTMENTS	Temporary Finance Manager Placement w/e 12/10/2019	3810.11	
		LO-GO APPOINTMENTS		**11864.18**	**11864.18**
EFT49691	18/10/2019	MAXXIA PTY LTD	Payment		3933.88
DEDUCTION	13/10/2019	MAXXIA PTY LTD	Payroll deductions	3156.39	
DEDUCTION	13/10/2019	MAXXIA PTY LTD	Payroll deductions	777.49	
		MAXXIA PTY LTD		**3933.88**	**3933.88**
EFT49692	18/10/2019	MECHANICAL PROJECT SERVICES	Payment		819.60
MPSINV3392	23/09/2019	MECHANICAL PROJECT SERVICES	Horizon Power Solar Power program 7 First Ave Onslow - deposit due on signing	819.60	
		MECHANICAL PROJECT SERVICES		**819.60**	**819.60**
EFT49693	18/10/2019	MICHAEL DUNNE - MOWER MAN	Payment		294.00
47-SEP19	30/09/2019	MICHAEL DUNNE - MOWER MAN	Monthly garden maintenance Pannawonica Library September 2019	294.00	
		MICHAEL DUNNE - MOWER MAN		**294.00**	**294.00**
EFT49694	18/10/2019	NATASHA METTAM	Payment		76.30
REFUND141019	14/10/2019	NATASHA METTAM	Refund of 20% for PASC Swim members Paraburdoo Pool - refer receipt #83465	76.30	
		NATASHA METTAM		**76.30**	**76.30**
EFT49695	18/10/2019	PARABURDOO MEDICAL CENTRE	Payment		25.00
71858NME	16/10/2019	PARABURDOO MEDICAL CENTRE	Flu vaccination 14/06/2019 Employee #1683	25.00	
		PARABURDOO MEDICAL CENTRE		**25.00**	**25.00**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49697	18/10/2019	RAY WHITE EXMOUTH	Payment		1955.36
SHIRE5B-SEPT19	26/09/2019	RAY WHITE EXMOUTH	Rent for 5B Otway Court Onslow 24/10/19 - 23/11/19	1955.36	
		RAY WHITE EXMOUTH		**1955.36**	**1955.36**
EFT49699	18/10/2019	SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)	Payment		1513.16
DEDUCTION	13/10/2019	SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)	Payroll deductions	1513.16	
		SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)		**1513.16**	**1513.16**
EFT49700	18/10/2019	SODEXO AUSTRALIA -RENTAL PAYMENTS	Payment		3883.80
PM01-015715	19/08/2019	SODEXO AUSTRALIA -RENTAL PAYMENTS	Rent 1167 Tarwonga Circuit Tom Price 01/09/19 - 30/09/19	1998.81	
PM01-016792	30/09/2019	SODEXO AUSTRALIA -RENTAL PAYMENTS	Rent 16 Tamarind Street Tom Price 28/09/19 - 27/10/19	1061.66	
PM01-017037	08/10/2019	SODEXO AUSTRALIA -RENTAL PAYMENTS	Rent Unit 4/10 Kanberra Drive Price 28/09/19 - 27/10/19	823.33	
		SODEXO AUSTRALIA -RENTAL PAYMENTS		**3883.80**	**3883.80**
EFT49701	18/10/2019	THALANYJI SERVICE STATIONS	Payment		829.19
11-100474	07/10/2019	THALANYJI SERVICE STATIONS	56.86L Unleaded fuel for PUT107 2015 Toyota Hilux	100.30	
11-100485	07/10/2019	THALANYJI SERVICE STATIONS	148.92L Diesel fuel for PLD12 2013 Komatsu	251.83	
11-100559	08/10/2019	THALANYJI SERVICE STATIONS	42.95L Unleaded fuel for Sundry Items Tom Price	75.77	
1-163311	08/10/2019	THALANYJI SERVICE STATIONS	68.85L Diesel fuel for PTC05 1999 Kubota Tractor	116.43	
1-163371	08/10/2019	THALANYJI SERVICE STATIONS	71.50L Diesel fuel for PUT138 Toyota Hilux	120.91	
1-163627	10/10/2019	THALANYJI SERVICE STATIONS	35.01L Diesel fuel for PRM17 2015 Kubota F3690 Ride on Mower	59.20	
1-163768	11/10/2019	THALANYJI SERVICE STATIONS	14.63L Diesel fuel for PUT103 2015 Toyota Hilux	24.74	
1-163859	12/10/2019	THALANYJI SERVICE STATIONS	47.26L Diesel fuel for PSW80 2017 Toyota Fortuner	80.01	
		THALANYJI SERVICE STATIONS		**829.19**	**829.19**
EFT49702	18/10/2019	TNT EXPRESS	Payment		77.85
56973729	21/09/2019	TNT EXPRESS	Freight charges Tom Price to Pathwest for water sample testing 10/09/19	77.85	
		TNT EXPRESS		**77.85**	**77.85**
EFT49703	18/10/2019	VIVA ENERGY AUSTRALIA LTD	Payment		19213.31
2341983	30/09/2019	VIVA ENERGY AUSTRALIA LTD	Fuel usage 01/09/2019 - 30/09/2019 (11,444.33x litres)	19213.31	
		VIVA ENERGY AUSTRALIA LTD		**19213.31**	**19213.31**
EFT49704	18/10/2019	WATER CORPORATION	Payment		64070.61
9008514410-0161	29/03/2019	WATER CORPORATION	Water use and service charge Median Strip Second Avenue Onslow 01/05/18 - 30/06/18	-187.65	
9008513338-0149	29/03/2019	WATER CORPORATION	Water use and service charge Garden at 86 Second Avenue Onslow 01/03/18 - 30/04/18	-142.50	
9014648642-0060	05/08/2019	WATER CORPORATION	Water use Unit 8/46 Second Avenue Onslow 01/07/19 - 31/08/19	23.17	
9014648634-0060	05/08/2019	WATER CORPORATION	Water use Unit 7/46 Second Avenue Onslow 01/07/19 - 31/08/19	12.47	
9014648618-0060	05/08/2019	WATER CORPORATION	Water use Unit 5/46 Second Avenue Onslow 01/07/19 - 31/08/19	28.51	
9014648589-0060	05/08/2019	WATER CORPORATION	Water use Unit 3/46 Second Avenue Onslow 01/07/19 - 31/08/19	35.64	
9014648570-0060	05/08/2019	WATER CORPORATION	Water use Unit 2/46 Second Avenue Onslow 01/07/19 - 31/08/19	26.73	
9014648562-0062	05/08/2019	WATER CORPORATION	Water use Unit 1/46 Second Avenue Onslow 01/07/19 - 31/08/19	10.69	
9020941589-0035	05/08/2019	WATER CORPORATION	Water consumption Reserve at Yungu Road Onslow 01/07/19 - 31/08/19	10399.54	
9021131158-0028	05/08/2019	WATER CORPORATION	Water consumption Reserve at Tink Street Onslow 01/07/19 - 31/08/19	4300.20	
9009029679-0122	16/08/2019	WATER CORPORATION	Water use and service charge Sports Ground 51 Third Avenue Onslow 01/07/19 - 31/08/19	9345.99	
9014648626-0063	07/10/2019	WATER CORPORATION	Water use charge Unit 6/46 Second Avenue Onslow 01/08/19 - 03/10/19	12.79	
9008513047-0148	07/10/2019	WATER CORPORATION	Water consumption Caravan Park 14 Second Avenue Onslow 01/08/19 - 03/10/19	39617.61	
9008515237-0133	07/10/2019	WATER CORPORATION	Water use and service charges 8B Anketell Court Onslow 01/09/19 - 31/10/19	175.16	
9018501170-0035	07/10/2019	WATER CORPORATION	Water use and service charges 8B Anketell Court Onslow 01/09/19 - 31/10/19	197.36	
9018501162-0034	07/10/2019	WATER CORPORATION	Water use and service charges 8C Anketell Court Onslow 01/09/19 - 31/10/19	214.90	
		WATER CORPORATION		**64070.61**	**64070.61**
EFT49705	28/10/2019	ABCO PRODUCTS	Payment		147.70
458222	08/10/2019	ABCO PRODUCTS	Service of I-Mop Onslow MPC	147.70	
		ABCO PRODUCTS		**147.70**	**147.70**
EFT49706	28/10/2019	ADVANCE PRESS	Payment		3124.00
138191	25/09/2019	ADVANCE PRESS	Amendment to artwork Onslow Open for Business A4 booklet	44.00	
138431	30/09/2019	ADVANCE PRESS	Print 50x Onslow Open for Business A4 booklet	286.00	
138636	09/10/2019	ADVANCE PRESS	Entrance posters with stands for Deputy Prime Minister's visit to Onslow Economic Development	1342.00	
138635	09/10/2019	ADVANCE PRESS	Amend and print booklet of Beadon Creek Marina Onslow	264.00	

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
138639	09/10/2019	ADVANCE PRESS	Amend & print lobby booklet Tom Price Childcare Centre	264.00	
138641	09/10/2019	ADVANCE PRESS	Design Paraburdoo Christmas Lights Competition 2019 A4 poster	132.00	
138825	17/10/2019	ADVANCE PRESS	Design Tom Price Christmas Lights Competition 2019 A4 poster	132.00	
138826	17/10/2019	ADVANCE PRESS	Design Pannawonica Christmas Lights Competition 2019 A4 poster	132.00	
138862	18/10/2019	ADVANCE PRESS	Design Tom Price and Paraburdoo Sports Star of the Year Awards 2020 poster	132.00	
138863	18/10/2019	ADVANCE PRESS	Design Paraburdoo Community Event posters 2019	264.00	
138864	18/10/2019	ADVANCE PRESS	Design Onslow Christmas Lights Competition 2019 A4 poster	132.00	
		ADVANCE PRESS		**3124.00**	**3124.00**
EFT49707	28/10/2019	AERODROME MANAGEMENT SERVICES PTY LTD	Payment		87130.67
AMSINV-01766	13/09/2019	AERODROME MANAGEMENT SERVICES PTY LTD	Aviation security screening services Onslow Airport 05/08/2019 - 01/09/2019	42345.25	
AMSINV-01913	09/10/2019	AERODROME MANAGEMENT SERVICES PTY LTD	Aviation security screening services Onslow Airport 02/09/2019 - 29/09/2019	44785.42	
		AERODROME MANAGEMENT SERVICES PTY LTD		**87130.67**	**87130.67**
EFT49708	28/10/2019	ALCOLIZER PTY LTD	Payment		685.30
192665	04/09/2019	ALCOLIZER PTY LTD	Calibration and service of breath testers at Tom Price Administration Building	521.40	
193853	24/09/2019	ALCOLIZER PTY LTD	Registration fee for 1x employee to complete online Alcolizer Certified Operator training	163.90	
		ALCOLIZER PTY LTD		**685.30**	**685.30**
EFT49709	28/10/2019	ALL INTERACTIVE DISTRIBUTION	Payment		487.92
686871	08/10/2019	ALL INTERACTIVE DISTRIBUTION	Purchase of 2x DVD's Onslow Library	44.92	
686870	08/10/2019	ALL INTERACTIVE DISTRIBUTION	Purchase of DVD's for Paraburdoo Library	118.56	
687406	14/10/2019	ALL INTERACTIVE DISTRIBUTION	1x DVD for Onslow Library	18.23	
687405	14/10/2019	ALL INTERACTIVE DISTRIBUTION	1x DVD for Tom Price Library	32.27	
687407	14/10/2019	ALL INTERACTIVE DISTRIBUTION	10x DVD's for Paraburdoo Library	273.94	
		ALL INTERACTIVE DISTRIBUTION		**487.92**	**487.92**
EFT49710	28/10/2019	ANDREW PRICE #1551	Payment		41.50
EXPENSE200919	20/09/2019	ANDREW PRICE #1551	Reimbursement for fuel (fuel card not accepted) PUT107 - 2015 Toyota Hilux 4x2	41.50	
		ANDREW PRICE #1551		**41.50**	**41.50**
EFT49711	28/10/2019	ARCHIVAL SURVIVAL	Payment		360.80
00046744	07/10/2019	ARCHIVAL SURVIVAL	10x boxes A4 archival copy paper for bound minutes	360.80	
		ARCHIVAL SURVIVAL		**360.80**	**360.80**
EFT49712	28/10/2019	ARMADALE MOWER WORLD & SERVICE CO	Payment		313.20
50126#22	04/10/2019	ARMADALE MOWER WORLD & SERVICE CO	4x whipper snipper cords, 1x bar and chain oil Paraburdoo Depot	313.20	
		ARMADALE MOWER WORLD & SERVICE CO		**313.20**	**313.20**
EFT49713	28/10/2019	ASHBURTON TYRES & AUTOMOTIVE	Payment		2877.17
29837	20/09/2019	ASHBURTON TYRES & AUTOMOTIVE	Supply and fit windscreen PUT102 - 2015 Toyota Hilux 4x2	450.00	
29918	27/09/2019	ASHBURTON TYRES & AUTOMOTIVE	Supply and fit windscreen PUT134 - Toyota Hilux 4x4 2.8L DSL	450.00	
27308	01/10/2019	ASHBURTON TYRES & AUTOMOTIVE	Labour and parts to repair driveshaft PRM19 - Kubota F3690 4x4 Ride on Mower - job completed 15/05/2019	1263.91	
28460	01/10/2019	ASHBURTON TYRES & AUTOMOTIVE	Strip, fit and balance 2x tyres (supplied) PSD07 - 2015 Toyota Hiace - job completed 18/07/2019	130.00	
30045	02/10/2019	ASHBURTON TYRES & AUTOMOTIVE	Supply and fit windscreen PSW84 - 2018 Toyota Prado GXL	583.26	
		ASHBURTON TYRES & AUTOMOTIVE		**2877.17**	**2877.17**
EFT49714	28/10/2019	AUTOPRO TOM PRICE (EVERGROUP PTY LTD)	Payment		384.62
00036857	17/10/2019	AUTOPRO TOM PRICE (EVERGROUP PTY LTD)	Sunshades and cleaning gel for PUT113, PUT114, PUT116 and PUT117	172.67	
00036893	18/10/2019	AUTOPRO TOM PRICE (EVERGROUP PTY LTD)	Bars and liquid wax for PTR31 Hino 500 series	84.95	
00036901	18/10/2019	AUTOPRO TOM PRICE (EVERGROUP PTY LTD)	Dashmat for PUT139 Toyota Hilux 4x4	95.00	
00036903	18/10/2019	AUTOPRO TOM PRICE (EVERGROUP PTY LTD)	Microfibre wash pad and wax for PUT139 Toyota Hilux 4x4	32.00	
		AUTOPRO TOM PRICE (EVERGROUP PTY LTD)		**384.62**	**384.62**
EFT49715	28/10/2019	AV TRUCK SERVICES PTY LTD	Payment		31.77
708455	01/10/2019	AV TRUCK SERVICES PTY LTD	2x 5L Coolant PTR32 - Iveco Acco 4x2 Side Loading Refuse Truck	31.77	
		AV TRUCK SERVICES PTY LTD		**31.77**	**31.77**
EFT49716	28/10/2019	BACKSAFE AUSTRALIA	Payment		1874.40
27170	14/10/2019	BACKSAFE AUSTRALIA	Supply and delivery of 1x scissor lift trolley, 1x cart and 1x shelf for Paraburdoo Community Services	1874.40	
		BACKSAFE AUSTRALIA		**1874.40**	**1874.40**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49717	28/10/2019	BCS INFRASTRUCTURE SUPPORT PTY LIMITED	Payment		2601.50
F7334	30/09/2019	BCS INFRASTRUCTURE SUPPORT PTY LIMITED	Bi-annual service and maintenance of baggage handling equipment carried out 24/09/2019 Onslow Airport	2601.50	
		BCS INFRASTRUCTURE SUPPORT PTY LIMITED		**2601.50**	**2601.50**
EFT49718	28/10/2019	BEAT BUGS (DANA MCHUGH T/AS)	Payment		300.00
001	09/10/2019	BEAT BUGS (DANA MCHUGH T/AS)	2x 1hr dance sessions October SHP	300.00	
		BEAT BUGS (DANA MCHUGH T/AS)		**300.00**	**300.00**
EFT49719	28/10/2019	BENNCO GROUP	Payment		9801.00
BGINV0004659	29/08/2019	BENNCO GROUP	Electrical compliance testing on staff housing 17x Tom Price and 1x Paraburdoo	9801.00	
		BENNCO GROUP		**9801.00**	**9801.00**
EFT49720	28/10/2019	BLACKWOODS PTY LTD	Payment		4883.36
ON3587UA	06/09/2019	BLACKWOODS PTY LTD	Kitchen tidy bags, garbage bags, paper towel, toilet rolls, hand soap OVCP	1439.89	
ON1895UG	01/10/2019	BLACKWOODS PTY LTD	1x socket/spanner set Onslow Depot	531.20	
ON0375UH	03/10/2019	BLACKWOODS PTY LTD	24x grease gadus Onslow Depot	189.23	
PE0431UH	04/10/2019	BLACKWOODS PTY LTD	1x 18 volt rattle gun Tom Price Depot	809.00	
PE8433UH	08/10/2019	BLACKWOODS PTY LTD	4x pairs safety boots, 3x pairs trousers, 8x pairs gloves Tom Price Depot	991.98	
GS8434UH	09/10/2019	BLACKWOODS PTY LTD	8x pairs trousers Tom Price Depot	377.35	
PE0665UJ	11/10/2019	BLACKWOODS PTY LTD	3x pairs trousers Tom Price Depot	141.50	
PE8430UI	11/10/2019	BLACKWOODS PTY LTD	3x pairs safety boots Tom Price Depot	403.21	
		BLACKWOODS PTY LTD		**4883.36**	**4883.36**
EFT49721	28/10/2019	BOC GASES	Payment		462.89
4023769692	28/09/2019	BOC GASES	BOC container service 29/08/2019 - 27/09/2019 41x gas cylinders Tom Price Depot	429.53	
4023839145	04/10/2019	BOC GASES	1x CO2 Food fresh VT size supplied 04/10/2019 for use in mosquito traps	33.36	
		BOC GASES		**462.89**	**462.89**
EFT49722	28/10/2019	BUNNINGS GROUP LIMITED	Payment		937.65
2180/99812835	08/10/2019	BUNNINGS GROUP LIMITED	3x 2 door cabinets for Paraburdoo Pool	937.65	
		BUNNINGS GROUP LIMITED		**937.65**	**937.65**
EFT49723	28/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Payment		83055.50
SI22793	12/09/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Secure doors after 2x break-ins Civic Centre Area W Tom Price	2486.00	
SI22820	16/09/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Electrical compliance testing and repairs Paraburdoo Pool	2079.00	
SI22830	18/09/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Supply and install new bench seat to match existing Paraburdoo Chub	913.00	
SI22831	18/09/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Removal and disposal of damaged steel bench Paraburdoo Chub	132.00	
SI22904	04/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Repair water leak under kitchen sink Tom Price Administration Office	176.00	
SI22903	04/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Electrician to rectify faults Saints Kitchen Paraburdoo	946.00	
SI22908	04/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Datacabling works Paraburdoo Swimming Pool Office	3586.00	
SI22909	04/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Service and repair lock to Karingal op shop Paraburdoo Shopping Mall	242.00	
SI22910	04/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Labour to inspect faults to lighting tower Paraburdoo Oval	528.00	
SI22911	04/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Repairs to lighting in change room Paraburdoo Pool	951.50	
SI23026	09/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Repair toilet 178 Cassia Street Tom Price	297.00	
SI23029	09/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Reticulation repairs Minna Oval Tom Price	1859.00	
SI23031	09/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Investigate and repair exhaust fan in kitchen Sports Pavilion Tom Price	528.00	
SI23025	09/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Labour and materials to replace lamp in projector at Tom Price Sports Pavilion	264.00	
SI23027	09/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Supply and install new HWS to arts and crafts room Civic Centre Area W Tom Price	3232.90	
SI23028	09/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Replace vandalised card reader from ground floor disabled toilet Sports Pavilion Tom Price	396.00	
SI23030	09/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Investigate and repair fault with hot water in girls showers Tom Price Recreation Centre	528.00	
SI23072	10/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Install pipework, fittings and valve to retic box Paraburdoo Pool	545.60	
SI23095	14/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	VGS periodic maintenance September 2019 Tom Price Depot Wash Pad	819.50	
SI23117	14/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Light tower maintenance Tijluna Oval and Clem Thompson Oval Tom Price and Peter Sutherland Oval Paraburdoo	35981.00	
SI23113	14/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Supply and install 4x road plates at 2x locations and 6x 9m conveyor belt section Tom Price Street and Road works	21835.00	
SI23094	14/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Repairs to automatic door and mag lock on club room 1 Sports Pavilion Tom Price	264.00	
SI23141	15/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Repairs to Teeball Storage locks Paraburdoo Chub	159.50	
SI23174	18/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Investigate and repair public BBQ's Doug Talbot Park Tom Price	462.00	
SI23175	18/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Labour and materials to repair solar HWS 398 Acalypha St Tom Price	2376.00	
SI23176	18/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Supply and install new copper pipework to back garden tap 398 Acalypha St Tom Price	500.50	

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
SI23177	18/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Labour and materials to repair laundry mixer tap 17 Lilac St Tom Price	357.50	
SI23178	18/10/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Labour and materials to repair downstairs drink fountain Sports Pavilion Tom Price	610.50	
		BYBLOS CONSTRUCTIONS-TOM PRICE		**83055.50**	**83055.50**
EFT49724	28/10/2019	C MUNRO CONTRACTORS	Payment		259.46
124349	31/08/2019	C MUNRO CONTRACTORS	Supply of fittings for pump repairs Onslow Water Spray Park	61.46	
124446	30/09/2019	C MUNRO CONTRACTORS	Labour to repair backflow prevention valve on retic tank Onslow Airport	198.00	
		C MUNRO CONTRACTORS		**259.46**	**259.46**
EFT49725	28/10/2019	CABCHARGE AUSTRALIA LIMITED	Payment		442.01
25069995P1910	07/10/2019	CABCHARGE AUSTRALIA LIMITED	Postal Charges period ending 31/08/2019	442.01	
		CABCHARGE AUSTRALIA LIMITED		**442.01**	**442.01**
EFT49726	28/10/2019	CENTURION TRANSPORT CO PTY LTD	Payment		473.52
SI0222771	18/08/2019	CENTURION TRANSPORT CO PTY LTD	Freight Sigma Chemicals Perth to Tom Price Pool	100.67	
SI0230231	29/09/2019	CENTURION TRANSPORT CO PTY LTD	Freight Chadson Perth to Paraburdoo Pool	372.85	
		CENTURION TRANSPORT CO PTY LTD		**473.52**	**473.52**
EFT49727	28/10/2019	CITY OF KARRATHA	Payment		2871.00
117222	09/10/2019	CITY OF KARRATHA	Monthly Building Certification Fees City of Karratha September 2019	2871.00	
		CITY OF KARRATHA		**2871.00**	**2871.00**
EFT49728	28/10/2019	CIVIC LEGAL	Payment		25671.80
505590	30/09/2019	CIVIC LEGAL	Professional legal fees Matter No: ADR/150982	1478.40	
505593	30/09/2019	CIVIC LEGAL	Professional legal fees Matter No: ADR/150993	10626.00	
505594	30/09/2019	CIVIC LEGAL	Professional legal fees Matter No: ADR/150951	8023.40	
505595	30/09/2019	CIVIC LEGAL	Professional legal fees Matter No: ADR/151018	739.20	
505596	30/09/2019	CIVIC LEGAL	Professional legal fees Matter No: ADR/C341	2587.20	
505597	30/09/2019	CIVIC LEGAL	Professional legal fees Matter No: ADR/150928	1062.60	
505598	30/09/2019	CIVIC LEGAL	Professional legal fees Matter No: ADR/150923	1155.00	
		CIVIC LEGAL		**25671.80**	**25671.80**
EFT49729	28/10/2019	CLEANAWAY CO PTY LTD	Payment		97401.51
0360380	01/09/2019	CLEANAWAY CO PTY LTD	Waste haulage services Onslow Waste Transfer Station 01/08/2019 - 31/08/2019	47602.02	
0362801	30/09/2019	CLEANAWAY CO PTY LTD	Bin hook 30m3 rental Onslow Waste Transfer Station 01/08/2019 - 31/08/2019	2213.75	
0364986	30/09/2019	CLEANAWAY CO PTY LTD	Waste haulage services Onslow Waste Transfer Station 01/09/2019 - 30/09/2019	47585.74	
		CLEANAWAY CO PTY LTD		**97401.51**	**97401.51**
EFT49730	28/10/2019	CLEANERS SUPERMARKET PTY LTD	Payment		131.99
SI158791	19/09/2019	CLEANERS SUPERMARKET PTY LTD	Supply and freight of 1x spin mop for Tom Price Sports Pavilion	131.99	
		CLEANERS SUPERMARKET PTY LTD		**131.99**	**131.99**
EFT49731	28/10/2019	CLEANFLOW ENVIRONMENTAL SOLUTIONS	Payment		9630.50
00035930	14/10/2019	CLEANFLOW ENVIRONMENTAL SOLUTIONS	Paraburdoo storm water network cleaning 11/10/2019 - 13/10/2019, CCTV inspection and accommodation	9630.50	
		CLEANFLOW ENVIRONMENTAL SOLUTIONS		**9630.50**	**9630.50**
EFT49732	28/10/2019	CLEVERPATCH PTY LTD	Payment		1124.71
341848	03/09/2019	CLEVERPATCH PTY LTD	Craft items for October SHP Tom Price	447.49	
345151	27/09/2019	CLEVERPATCH PTY LTD	Craft supplies for programs run at Paraburdoo Library	677.22	
		CLEVERPATCH PTY LTD		**1124.71**	**1124.71**
EFT49733	28/10/2019	COATES HIRE - ONSLOW	Payment		315.43
18760783	12/10/2019	COATES HIRE - ONSLOW	Lighting tower hire 12/10/2019 - 13/10/2019 and return transport for Onslow Gala	315.43	
		COATES HIRE - ONSLOW		**315.43**	**315.43**
EFT49734	28/10/2019	COMBINED MONITORING CENTRE PTY LTD	Payment		450.45
INV-0130	16/10/2019	COMBINED MONITORING CENTRE PTY LTD	Quarterly alarm monitoring Clem Thompson Oval Tom Price 01/10/2019 - 31/12/2019	450.45	
		COMBINED MONITORING CENTRE PTY LTD		**450.45**	**450.45**
EFT49735	28/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Payment		11038.37
I.0011490164	06/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8600663 - Service fee on accommodation for Facilitator 08/10/2019 - 09/10/2019	5.01	
I.0011490118	06/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8600577 - Service fee on accommodation for Facilitator 12/10/2019-13/10/2019	5.01	
I.0011490129	06/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8600582 - Service fee on accommodation for Facilitator 12/10/2019-13/10/2019	5.01	
I.0011490115	06/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8600576 - Service fee on accommodation for Facilitator 12/10/2019-13/10/2019	5.01	
I.0011489871	06/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8600343 - Service fee on accommodation Facilitator 12/10/2019-13/10/2019	5.01	

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
I.0011489986	06/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8600496 - Service fee on accommodation for Facilitator 09/10/2019-10/10/2019	5.01	
I.0011490125	06/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8600580 - Service fee on accommodation for Facilitator 12/10/2019-13/10/2019	5.01	
I.0011490113	06/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8600573 - Service fee on accommodation for Facilitator 12/10/2019-13/10/2019	5.01	
I.0011544911	16/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8638093 - Virgin Flight (Perth-Onslow) for Employee #1680 01/10/2019	279.24	
I.0011579139	20/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8662996 - Qantas Flight (Paraburdoo-Perth-Return) for Employee #1636 27/09/2019-28/09/2019	748.17	
I.0011607227	25/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8683579 - Service fee on accommodation for Employee #551 01/10/2019 - 02/10/2019	5.01	
I.0011606942	25/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8684256 - Service fee on accommodation for Employee #1725 01/10/2019 - 04/10/2019	5.01	
I.0011614014	26/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8689465 - Service fee on accommodation for Employee #1325 09/10/2019-10/10/2019	5.01	
I.0011614018	26/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8689476 - Service fee on accommodation for Employee #1636 09/10/2019-10/10/2019	5.01	
I.0011645598	01/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8662996 - Accommodation and meals for Employee #1636 27/09/2019 - 28/09/2019	156.76	
I.0011663473	03/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8683579 - Accommodation and meals for Employee #551 01/10/2019 - 02/10/2019	228.61	
I.0011671793	04/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8638093 - Accommodation and meals for Employee #1680 01/10/2019 - 03/10/2019	480.11	
I.0011671047	04/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8731018 - Qantas Flight (Geraldton-Perth-Paraburdoo) for Contractor 06/10/2019	734.21	
I.0011671110	04/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8731021 - Qantas Flight (Perth-Paraburdoo-Perth) for Councillor 21/10/2019 - 23/10/2019	691.95	
I.0011677318	07/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8735115 - Virgin Flight (Onslow-Perth-Onslow) Employee #1062 16/10/2019 - 28/10/2019	553.47	
I.0011677314	07/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8735109 - Qantas Flight (Paraburdoo-Perth) for Contractor 12/10/2019	355.36	
I.0011675704	07/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8733997 - Qantas Flight (Perth-Paraburdoo) for Contractor 13/10/2019	416.99	
I.0011677791	07/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8684256 - Accommodation and meals for Employee #1725 01/10/2019 - 04/10/2019	775.11	
I.0011691136	09/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8745727 - Service fee on accommodation for Councillor 16/12/2019 - 18/12/2019	5.01	
I.0011691741	09/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8745739 - Service fee on accommodation for Councillor 16/12/2019 - 18/12/2019	5.01	
I.0011691344	09/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8745743 - Service fee on accommodation for Councillor 16/12/2019 - 18/12/2019	5.01	
I.0011691348	09/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8745744 - Service fee on accommodation for Councillor 16/12/2019 - 18/12/2019	5.01	
I.0011691147	09/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8745730 - Service fee on accommodation for Councillor 16/12/2019 - 18/12/2019	5.01	
I.0011691158	09/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8745738 - Service fee on accommodation for Councillor 16/12/2019 - 18/12/2019	5.01	
I.0011694888	09/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8748381 - Service fee on accommodation for Councillor 17/12/2019 - 18/12/2019	5.01	
I.0011694890	09/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8748383 - Service fee on accommodation for Councillor 17/12/2019 - 18/12/2019	5.01	
I.0011704593	10/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8600663 - Accommodation and meals for Facilitator 08/10/2019 - 09/10/2019	245.11	
I.0011714205	11/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8689465 - Accommodation and meals for Employee #1325 09/10/2019-10/10/2019	245.11	
I.0011713194	11/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8761699 - Virgin Flight (Onslow-Perth-Onslow) Employee #1062 13/12/2019-06/01/2020	553.47	
I.0011713169	11/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8761691 - Virgin Flight (Onslow-Perth-Onslow) Employee #1062 15/11/2019 - 25/11/2019	553.47	
I.0011714213	11/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8600496 - Accommodation and meals for Facilitator 09/10/2019-10/10/2019	245.11	
I.0011714219	12/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8689476 - Accommodation and meals for Employee #1636 09/10/2019-10/10/2019	245.11	
I.0011730942	15/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8735021- Service fee on Virgin Flight name change for Contractor 15/10/2019	18.91	
I.0011735009	15/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8600577 - Accommodation and meals for Facilitator 12/10/2019-13/10/2019	245.11	
I.0011735001	15/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8600582 - Accommodation and meals for Facilitator 12/10/2019-13/10/2019	245.11	
I.0011734999	15/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8600576 - Accommodation and meals for Facilitator 12/10/2019-13/10/2019	245.11	
I.0011734982	15/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8600343 - Accommodation and meals for Facilitator 12/10/2019-13/10/2019	245.11	
I.0011734104	15/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8777119 - Qantas Flight (Para-Perth-Melb-Devon-Return) Employee #1033 20/12/2019-12/01/2020	1585.88	
I.0011735003	15/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8600580 - Accommodation and meals for Facilitator 12/10/2019-13/10/2019	245.11	
I.0011735000	15/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8600573 - Accommodation and meals for Facilitator 12/10/2019-13/10/2019	245.11	
I.0011747251	17/10/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8786539 - Qantas Flight (Perth-Paraburdoo) for Contractor 21/10/2019	355.36	
		CORPORATE TRAVEL MANAGEMENT PTY LTD		**11038.37**	**11038.37**
EFT49736	28/10/2019	DEPARTMENT OF BIODIVERSITY	Payment		5650.00
41957	21/10/2019	DEPARTMENT OF BIODIVERSITY	Accommodation for road works crew July and August 2019 for Pannawonica-Millstream Road resheeting	5650.00	
		DEPARTMENT OF BIODIVERSITY		**5650.00**	**5650.00**
EFT49737	28/10/2019	DEPARTMENT OF BIODIVERSITY	Payment		3532.93
20853	25/09/2019	DEPARTMENT OF BIODIVERSITY	120x park passes Tom Price Visitors Centre	3532.93	
		DEPARTMENT OF BIODIVERSITY		**3532.93**	**3532.93**
EFT49738	28/10/2019	DEPARTMENT OF PLANNING, LANDS/HERITAGE	Payment		45.84
LD247514	01/10/2019	DEPARTMENT OF PLANNING, LANDS/HERITAGE	Development lease Lot 350 Boonderoo Rd Tom Price 01/10/2019 - 31/10/2019 (Agr# K718211)	45.84	
		DEPARTMENT OF PLANNING, LANDS/HERITAGE		**45.84**	**45.84**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49739	28/10/2019	DICE SOLUTIONS	Payment		2232.08
13485	30/09/2019	DICE SOLUTIONS	Labour and materials to repair electrical fault to water fountain Onslow Skate Park	277.75	
13548	18/10/2019	DICE SOLUTIONS	Labour and materials to repair retic pump Onslow Pool	1954.33	
		DICE SOLUTIONS		**2232.08**	**2232.08**
EFT49740	28/10/2019	ELEMENT ADVISORY PTY LTD	Payment		660.00
49479	30/09/2019	ELEMENT ADVISORY PTY LTD	Additional information to complete and include lead light into Heritage Inventory Beadon Point Onslow	660.00	
		ELEMENT ADVISORY PTY LTD		**660.00**	**660.00**
EFT49741	28/10/2019	ENVAR SERVICE PTY LTD	Payment		2970.00
SRVCE46911	20/08/2019	ENVAR SERVICE PTY LTD	Remote technical support to rectify issues with Onslow Airport BMS	2310.00	
SRVCE47722	10/10/2019	ENVAR SERVICE PTY LTD	Remote technical support to identify terminal fault in fan no 2 in PAC units Onslow Airport	330.00	
SRVCE47721	10/10/2019	ENVAR SERVICE PTY LTD	Remote technical support to investigate fault alarm in PAC units Onslow Airport	330.00	
		ENVAR SERVICE PTY LTD		**2970.00**	**2970.00**
EFT49742	28/10/2019	FILMBITES (ONEIRIC TRUST T/AS)	Payment		6712.17
INV-0707	08/10/2019	FILMBITES (ONEIRIC TRUST T/AS)	Drama and film workshops Sep/Oct SHP Onslow, Pannawonica, Paraburdoo and Tom Price	6712.17	
		FILMBITES (ONEIRIC TRUST T/AS)		**6712.17**	**6712.17**
EFT49743	28/10/2019	GA & JC WHITMORE	Payment		2383.33
NO7	22/10/2019	GA & JC WHITMORE	Rent for 5 Forrest Court Onslow 27/10/19 - 26/11/2019	2383.33	
		GA & JC WHITMORE		**2383.33**	**2383.33**
EFT49744	28/10/2019	GHD PTY LTD	Payment		5410.89
112-0008463	27/09/2019	GHD PTY LTD	Urgent Engineering assistance related to post dredge-spoil works at the reclamation site Onslow Airport	5410.89	
		GHD PTY LTD		**5410.89**	**5410.89**
EFT49745	28/10/2019	HEDLAND PROPERTY SHOP	Payment		164.43
29683	10/10/2019	HEDLAND PROPERTY SHOP	Water usage for 26 Maunsell Corner Onslow 01/08/19 - 03/10/19	164.43	
		HEDLAND PROPERTY SHOP		**164.43**	**164.43**
EFT49746	28/10/2019	HENDRY GROUP PTY LTD	Payment		715.00
08-INV011669	22/10/2019	HENDRY GROUP PTY LTD	BAL rating assessment 215 Grevillea St Tom Price	715.00	
		HENDRY GROUP PTY LTD		**715.00**	**715.00**
EFT49747	28/10/2019	HERITAGE INTELLIGENCE (WA)	Payment		6223.25
151019	15/10/2019	HERITAGE INTELLIGENCE (WA)	Consultancy fees to oversee Old Onslow Cemetery conservation works - Claim #3 (final)	6223.25	
		HERITAGE INTELLIGENCE (WA)		**6223.25**	**6223.25**
EFT49748	28/10/2019	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA)	Payment		58.61
SI0302091	25/09/2019	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA)	1x 4WD filter kit PSW79 - Toyota Fortuner GX T/D A/T	58.61	
		HITACHI CONSTRUCTION MACHINERY		**58.61**	**58.61**
EFT49749	28/10/2019	I AM SKIN CANCER (SHUGUS PTY LTD T/AS)	Payment		4922.50
INVOICE-0469	16/09/2019	I AM SKIN CANCER (SHUGUS PTY LTD T/AS)	Skin Check tools with custom artwork	4922.50	
		I AM SKIN CANCER (SHUGUS PTY LTD T/AS)		**4922.50**	**4922.50**
EFT49750	28/10/2019	INCITE SECURITY PTY LTD	Payment		4392.77
73631	09/09/2019	INCITE SECURITY PTY LTD	Supply and install 1x additional CCTV camera at Paraburdoo Chub	4392.77	
		INCITE SECURITY PTY LTD		**4392.77**	**4392.77**
EFT49751	28/10/2019	INSTITUTE OF PUBLIC WORKS ENGINEERING	Payment		814.00
83729-NP0719	01/07/2019	INSTITUTE OF PUBLIC WORKS ENGINEERING	NAMS annual subscription fee 01/07/2019 - 30/06/2019	814.00	
		INSTITUTE OF PUBLIC WORKS ENGINEERING		**814.00**	**814.00**
EFT49752	28/10/2019	INT ASSOCIATION PUBLIC PARTICIPATION	Payment		2200.00
R0003722	09/10/2019	INT ASSOCIATION PUBLIC PARTICIPATION	Membership and registration fees for Employee #1646 to attend Engagement Methods training	1100.00	
R0003721	09/10/2019	INT ASSOCIATION PUBLIC PARTICIPATION	Membership and registration fees for Employee #1375 to attend Engagement Methods training	1100.00	
		INT ASSOCIATION PUBLIC PARTICIPATION		**2200.00**	**2200.00**
EFT49753	28/10/2019	IT VISION AUSTRALIA PTY LTD	Payment		5958.34
32213	30/09/2019	IT VISION AUSTRALIA PTY LTD	Payroll Service - September 2019	5958.34	
		IT VISION AUSTRALIA PTY LTD		**5958.34**	**5958.34**
EFT49754	28/10/2019	JACINDA BRANIGAN #1139	Payment		92.40
EXPENSE231019	23/10/2019	JACINDA BRANIGAN #1139	Reimbursement for Kmart decorations for Feel Good Friday Pannawonica	92.40	
		JACINDA BRANIGAN #1139		**92.40**	**92.40**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49755	28/10/2019	JAMES BENNETT PTY LTD	Payment		581.09
4699653	23/09/2019	JAMES BENNETT PTY LTD	4x books for Paraburdoo Library	72.06	
4699654	23/09/2019	JAMES BENNETT PTY LTD	3x books for Onslow Library	68.57	
4699652	23/09/2019	JAMES BENNETT PTY LTD	3x books for Pannawonica Library	70.30	
4700363	30/09/2019	JAMES BENNETT PTY LTD	1x book for Pannawonica Library	23.09	
4700364	30/09/2019	JAMES BENNETT PTY LTD	4x books for Tom Price Library	60.17	
4700824	08/10/2019	JAMES BENNETT PTY LTD	1x book for Pannawonica Library	17.49	
4700825	08/10/2019	JAMES BENNETT PTY LTD	2x books for Pannawonica Library	37.08	
4700826	08/10/2019	JAMES BENNETT PTY LTD	1x book for Tom Price Library	20.99	
4700827	08/10/2019	JAMES BENNETT PTY LTD	1x book for Tom Price Library	10.50	
3121071	14/10/2019	JAMES BENNETT PTY LTD	2x books for Tom Price Library	33.59	
3121072	14/10/2019	JAMES BENNETT PTY LTD	6x books for Paraburdoo Library	121.77	
3121070	14/10/2019	JAMES BENNETT PTY LTD	2x books for Paraburdoo Library	45.48	
		JAMES BENNETT PTY LTD		**581.09**	**581.09**
EFT49756	28/10/2019	JAPANESE TRUCK & BUS SPARES	Payment		220.05
347813	25/09/2019	JAPANESE TRUCK & BUS SPARES	7x full service kits PTR31 - Hino 500 series 1426 Long Auto with pole borer/ hiab	220.05	
		JAPANESE TRUCK & BUS SPARES		**220.05**	**220.05**
EFT49757	28/10/2019	JENNI LAW	Payment		2437.50
M14	01/10/2019	JENNI LAW	Advice and support services 19/06/2019 - 30/09/2019	2437.50	
		JENNI LAW		**2437.50**	**2437.50**
EFT49758	28/10/2019	JOYCE KRANE	Payment		418.00
20192498	26/09/2019	JOYCE KRANE	Removal of Shoring Box from grave at Onslow Cemetery	418.00	
		JOYCE KRANE		**418.00**	**418.00**
EFT49759	28/10/2019	JR & A HERSEY PTY LTD	Payment		274.56
00045990	16/09/2019	JR & A HERSEY PTY LTD	12x embroidered Hi Vis polo Tom Price Depot	274.56	
		JR & A HERSEY PTY LTD		**274.56**	**274.56**
EFT49760	28/10/2019	KEEPIT KLEEN (BUSYOX PTY LTD T/A)	Payment		9471.00
00000842	02/10/2019	KEEPIT KLEEN (BUSYOX PTY LTD T/A)	Cleaning services for OVCP Onslow 16/09/2019 - 29/09/2019	3811.50	
00000858	09/10/2019	KEEPIT KLEEN (BUSYOX PTY LTD T/A)	Cleaning services for OVCP Onslow 01/10/2019 - 06/10/2019	1881.00	
00000875	20/10/2019	KEEPIT KLEEN (BUSYOX PTY LTD T/A)	Cleaning services for OVCP Onslow 14/10/2019 - 20/10/2019	1930.50	
00000870	21/10/2019	KEEPIT KLEEN (BUSYOX PTY LTD T/A)	Cleaning services for OVCP Onslow 07/10/2019 - 13/10/2019	1848.00	
		KEEPIT KLEEN (BUSYOX PTY LTD T/A)		**9471.00**	**9471.00**
EFT49761	28/10/2019	KEITH PEARSON	Payment		4489.10
155	11/10/2019	KEITH PEARSON	Local Government Consult Services September 2019	4489.10	
		KEITH PEARSON		**4489.10**	**4489.10**
EFT49762	28/10/2019	KEYS BROS REMOVALS & STORAGE	Payment		3831.45
730011	02/10/2019	KEYS BROS REMOVALS & STORAGE	Relocation of furniture from Onslow to Tom Price for Employee #1751	3831.45	
		KEYS BROS REMOVALS & STORAGE		**3831.45**	**3831.45**
EFT49763	28/10/2019	KHB MOBILE MECHANICAL PTY LTD	Payment		2008.00
00018171	03/10/2019	KHB MOBILE MECHANICAL PTY LTD	Service and parts for PMG04 2012 Komatsu motor Grader	957.50	
00018230	14/10/2019	KHB MOBILE MECHANICAL PTY LTD	Supply of battery for airport scissor lift	1050.50	
		KHB MOBILE MECHANICAL PTY LTD		**2008.00**	**2008.00**
EFT49764	28/10/2019	KLEENHEAT GAS	Payment		1654.76
59680691-4241049	01/09/2019	KLEENHEAT GAS	Yearly facility fees Tom Price Sports Pavilion	1180.85	
59680691-21497680	25/09/2019	KLEENHEAT GAS	251.80L bulk LPG gas Ocean View Caravan Park Onslow	473.91	
		KLEENHEAT GAS		**1654.76**	**1654.76**
EFT49765	28/10/2019	KMART KARRATHA	Payment		728.50
024795	15/09/2019	KMART KARRATHA	Decorations for Onslow Gala 2019	728.50	
		KMART KARRATHA		**728.50**	**728.50**
EFT49766	28/10/2019	KOMATSU AUSTRALIA PTY LTD	Payment		1031.49
001597182	23/09/2019	KOMATSU AUSTRALIA PTY LTD	Parts required for PMG04 Motor Grader	752.75	
001601831	26/09/2019	KOMATSU AUSTRALIA PTY LTD	Service kit for PMG04 Motor Grader	278.74	
		KOMATSU AUSTRALIA PTY LTD		**1031.49**	**1031.49**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49767	28/10/2019	KONE ELEVATORS PTY LTD	Payment		1416.62
191849506	26/09/2019	KONE ELEVATORS PTY LTD	Call out for elevator not working Onslow Admin Building	1235.30	
193501112	17/10/2019	KONE ELEVATORS PTY LTD	24/7 Connected Services fee for elevator period 21/10/2019 - 31/12/2019 Onslow Admin Building	181.32	
		KONE ELEVATORS PTY LTD		**1416.62**	**1416.62**
EFT49768	28/10/2019	LANDGATE	Payment		26.20
958110-10000911	01/10/2019	LANDGATE	DLI September 2019	26.20	
		LANDGATE		**26.20**	**26.20**
EFT49769	28/10/2019	LGIS (PREVIOUSLY WORKCARE/LGISWA)	Payment		579041.88
100-136009	30/09/2019	LGIS (PREVIOUSLY WORKCARE/LGISWA)	LGIS Workcare Cover Instalment 2 30/06/2019 - 30/06/2020	153149.72	
100-136121	30/09/2019	LGIS (PREVIOUSLY WORKCARE/LGISWA)	LGIS Property Instalment 2 30/06/2019 - 30/06/2020	373557.76	
100-136214	30/09/2019	LGIS (PREVIOUSLY WORKCARE/LGISWA)	LGIS Liability Cover Instalment 2 30/06/2019 - 30/06/2020	94827.73	
100-136310	02/10/2019	LGIS (PREVIOUSLY WORKCARE/LGISWA)	Scheme contributions credit note 2019/20 - Instalment 2	-42493.33	
		LGIS (PREVIOUSLY WORKCARE/LGISWA)		**579041.88**	**579041.88**
EFT49770	28/10/2019	LIQUID CRYSTAL AUSTRALIA	Payment		3439.18
00002083	29/09/2019	LIQUID CRYSTAL AUSTRALIA	Souvenirs and jewellery for sale at Tom Price Visitor Centre	3439.18	
		LIQUID CRYSTAL AUSTRALIA		**3439.18**	**3439.18**
EFT49771	28/10/2019	LOCAL GEOTECHNICS	Payment		12028.50
INV-550	21/10/2019	LOCAL GEOTECHNICS	Geotechnical investigation and report on new DFES single storey, 2x units 215 Grevillea St, Tennis Club	12028.50	
		LOCAL GEOTECHNICS		**12028.50**	**12028.50**
EFT49772	28/10/2019	MARKETFORCE PRODUCTIONS	Payment		2798.60
29531	25/09/2019	MARKETFORCE PRODUCTIONS	Advertisement in The West Australian 28/09/2019 Local Government Vacancies JA.35	477.86	
29532	25/09/2019	MARKETFORCE PRODUCTIONS	Advertisement in The West Australian 28/09/2019 for Proposal to Enter into A Major Land Transaction	652.47	
29533	25/09/2019	MARKETFORCE PRODUCTIONS	Advertisement in The West Australian 26/09/2019 for sealing of Pannawonica Millstream Road	437.22	
29528	25/09/2019	MARKETFORCE PRODUCTIONS	Advertisement in the Pilbara News 04/09/2019 for Economic and Tourism Development Strategy	285.47	
29529	25/09/2019	MARKETFORCE PRODUCTIONS	Advertisement in The West Australian 18/09/2019 for FES Commissioner Appointment Chief Bush Fire Officer	553.78	
29530	25/09/2019	MARKETFORCE PRODUCTIONS	Advertisement in The West Australian 29/08/2019 for Expression of Interest Tom Price Child Care Centre	437.22	
33482	01/10/2019	MARKETFORCE PRODUCTIONS	Early settlement discount for August invoices	-45.42	
		MARKETFORCE PRODUCTIONS		**2798.60**	**2798.60**
EFT49773	28/10/2019	MASTEC AUSTRLIA PTY LTD	Payment		17491.65
00071533	12/09/2019	MASTEC AUSTRLIA PTY LTD	Supply and delivery of 55x replacement bins and various bin spare parts Tom Price Waste Site	10091.40	
00071534	12/09/2019	MASTEC AUSTRLIA PTY LTD	Supply and delivery of 55x replacement bins and various bin spare parts Onslow Waste Site	7400.25	
		MASTEC AUSTRLIA PTY LTD		**17491.65**	**17491.65**
EFT49774	28/10/2019	MCMAHON BURNETT TRANSPORT (HOYLAKE)	Payment		2702.99
00009373	15/09/2019	MCMAHON BURNETT TRANSPORT (HOYLAKE)	Freight for 2x pallets empty chemical drums from Onslow Water Spray Park returned to Sigma Chemicals	270.16	
00009596	30/09/2019	MCMAHON BURNETT TRANSPORT (HOYLAKE)	Freight Abco, PFD, All Seasons and Benara Perth to Onslow	2432.83	
		MCMAHON BURNETT TRANSPORT (HOYLAKE)		**2702.99**	**2702.99**
EFT49775	28/10/2019	MERCHANDISING LIBRARIES PTY LTD	Payment		530.87
INV-3693	15/08/2019	MERCHANDISING LIBRARIES PTY LTD	Purchase of signage for Tom Price Library	530.87	
		MERCHANDISING LIBRARIES PTY LTD		**530.87**	**530.87**
EFT49776	28/10/2019	MICHAEL DUNNE - MOWER MAN	Payment		594.00
46-AUG19	01/08/2019	MICHAEL DUNNE - MOWER MAN	Monthly garden maintenance to Pannawonica Library lawns	294.00	
480-OCT19	01/10/2019	MICHAEL DUNNE - MOWER MAN	Monthly garden maintenance to Pannawonica Library lawns	300.00	
		MICHAEL DUNNE - MOWER MAN		**594.00**	**594.00**
EFT49777	28/10/2019	MKB INDUSTRIES	Payment		44000.00
00000729	16/10/2019	MKB INDUSTRIES	Salvage and disposal of transportable and car bodies from Tom Price Speedway	44000.00	
		MKB INDUSTRIES		**44000.00**	**44000.00**
EFT49778	28/10/2019	MODERN TEACHING AIDS PTY LTD	Payment		657.20
43758977	12/09/2019	MODERN TEACHING AIDS PTY LTD	Craft items for programs run at Tom Price Library	401.01	
43760258	13/09/2019	MODERN TEACHING AIDS PTY LTD	Credit for discount not received Inv 43758977 12/09/2019 $401.01	-33.00	
43768811	23/09/2019	MODERN TEACHING AIDS PTY LTD	Items for programs run at Pannawonica Library	289.19	
		MODERN TEACHING AIDS PTY LTD		**657.20**	**657.20**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49779	28/10/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Payment		6743.27
567399	13/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Kaercher high pressure cleaner replacement hose	269.00	
570667	02/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Sprinklers, sealant and pressure sprayer for Tom Price Dog Pound	117.00	
570774	02/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Trimmer line for gardens Paraburdoo Shopping Mall	78.00	
570919	03/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Karcher high pressure cleaner replacement hose for Onslow Depot	269.00	
570904	03/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Investigate faulty pool pump at 602 Boolee Street Tom Price	90.00	
570812	03/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Poly plug for Tom Price Shopping Centre gardens	2.20	
570876	03/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Rubber mat for Tom Price Depot	21.00	
570890	03/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Saw wheels for Tom Price Depot	93.30	
571089	04/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Sink mixer for 17 Lilac Street Tom Price	112.00	
570994	04/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Flat washers and bolts for Tom Price Depot	13.85	
571044	04/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Wire brush, saw and CRC cleaner for Tom Price Depot projects	58.65	
571180	05/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	General repairs and maintenance products for Paraburdoo Swimming Pool	991.55	
571191	05/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Fly spray, shovel, hose connector, and tap adaptor	115.80	
571181	05/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Fertiliser, containers, sprinklers, laundry basket, kettle, toaster	497.49	
571282	05/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Angle brackets for Tom Price Depot	8.95	
571192	05/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Screws and pine wood pieces for Tom Price Depot	53.00	
572042	09/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Line marking paint for Tom Price Depot	1918.90	
571876	09/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Concrete and screws for Tom Price Lions Park	33.35	
571941	09/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Zinc anchors for Tom Price	23.46	
572021	09/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Batteries for PAC05 service trailer	47.00	
572020	09/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Clear vinyl tubing for 32000 litre water tanker	20.30	
571934	09/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Pool fence post and hinges for Lions Park Tom Price	109.00	
572104	10/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Brickies sand and play sand for Tom Price Administration Building grounds	38.20	
572228	11/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Couplings and caps for Paraburdoo Dog Pound	89.00	
572294	11/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Clips and cable ties for Tom Price Depot	37.80	
572448	12/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Mounting tape for Tom Price Community Centre	15.50	
572415	12/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Smoke alarms for Community Centre and Civic Centre Tom Price	206.00	
572408	12/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Screws and cutting wheels for Tom Price Depot	41.50	
572394	12/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Sprinklers for 26 Poinciana Street Tom Price	8.80	
572500	12/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Trimmer line and spool for Paraburdoo Ovals	180.40	
573024	16/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Tape thread seal for gardens Tom Price	1.00	
573120	16/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Screen doors for Tom Price Depot	112.50	
573056	16/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Line marking paint and hose clips for Paraburdoo Oval	244.81	
573386	18/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Poly socket, thread tape and faucet elbow for Tom Price Ovals	14.80	
573389	18/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Zinc anchor for Tom Price Anchor	69.50	
573404	18/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Cleaning supplies and fly spray for Tom Price Waste Site	119.45	
573413	18/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Lock cylinders for 758 Mungarra Street Tom Price	80.00	
573434	18/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Packets of various size screws for Tom Price Depot	41.90	
573397	18/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Batteries and drill bits for repairs and maintenance at Paraburdoo Swimming Pool	110.30	
573658	19/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Purchase of 2 x power boards for Tom Price Library	170.00	
573515	19/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Packet of screws for Tom Price Waste Site	6.40	
573563	19/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Line marking paint for Paraburdoo oval and surrounding areas	229.51	
573562	19/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Blank keys for 1004 Marradong Place Tom Price	16.00	
573660	19/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Mop bucket for Tom Price Community Centre	59.00	
573726	20/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Packet of bolts for Tom Price Depot	12.45	
574308	23/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Packets of screws for Tom Price Depot	10.70	
574637	25/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Tape measure and hand trolley for Tom Price Community Centre	91.20	
574948	27/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Duster for Tom Price Swimming Pool	27.50	
574958	27/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Sealant for Tom Price Depot	19.95	
574962	27/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Nuts, bolts and washers for PRM18 Kubota ride on mower	15.30	
577928	16/10/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES)	Adjustment note for invoice 567399 - duplicate invoice	-269.00	
		MUZZYS HARDWARE (RED DAWN ENTERPRISES)		**6743.27**	**6743.27**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49781	28/10/2019	NANUTARRA ROADHOUSE PTY LTD	Payment		1590.00
00950307	25/10/2019	NANUTARRA ROADHOUSE PTY LTD	2x rooms full board for 3x nights 16/10/2019 - 18/10/2019 Employee #1618 and #961 Twitchen Road works	1590.00	
		NANUTARRA ROADHOUSE PTY LTD		**1590.00**	**1590.00**
EFT49782	28/10/2019	NAPAPAN PRICE	Payment		87.00
EXPENSE221019	22/10/2019	NAPAPAN PRICE	Reimbursement of working with children check fee during employment process	87.00	
		NAPAPAN PRICE		**87.00**	**87.00**
EFT49783	28/10/2019	NATALIE OGILVIE	Payment		175.00
REFUND221019	22/10/2019	NATALIE OGILVIE	Refund cancelled dog kennelling - refer receipt #83332	175.00	
		NATALIE OGILVIE		**175.00**	**175.00**
EFT49784	28/10/2019	NEOWEST BUILDING CO	Payment		900.00
2240	21/10/2019	NEOWEST BUILDING CO	Repairs to leaking urinal Paraburdoo Chub	900.00	
		NEOWEST BUILDING CO		**900.00**	**900.00**
EFT49785	28/10/2019	NEVERFAIL SPRINGWATER LTD	Payment		132.00
N906977215-223023	24/09/2019	NEVERFAIL SPRINGWATER LTD	Annual water cooler rental Lot 567 Beadon Road WH12080729 for period 15/10/2019 - 15/10/2020	132.00	
		NEVERFAIL SPRINGWATER LTD		**132.00**	**132.00**
EFT49786	28/10/2019	NORTH WEST ALLIANCE PTY LTD	Payment		10815.75
6670087001	30/09/2019	NORTH WEST ALLIANCE PTY LTD	Rear loader operator 10/09/2019 - 29/09/2019 Tom Price	10815.75	
		NORTH WEST ALLIANCE PTY LTD		**10815.75**	**10815.75**
EFT49787	28/10/2019	NORWEST REFRIGERATION SERVICES	Payment		155.98
00033418	23/09/2019	NORWEST REFRIGERATION SERVICES	Labour and materials to repair glass door fridge BFB Tom Price	155.98	
		NORWEST REFRIGERATION SERVICES		**155.98**	**155.98**
EFT49788	28/10/2019	ONSITE RENTAL GROUP OPERATIONS (WA)	Payment		943.87
3059305	20/09/2019	ONSITE RENTAL GROUP OPERATIONS (WA)	Generator hire 01/09/2019 - 20/09/2019 for Twitchen Road	943.87	
		ONSITE RENTAL GROUP OPERATIONS (WA)		**943.87**	**943.87**
EFT49789	28/10/2019	ONSLOW BEACH RESORT	Payment		8933.60
14496	14/10/2019	ONSLOW BEACH RESORT	Function room hire 12/10/2019 - 14/10/2019, liquor permit, catering and beverages Onslow Gala 12/10/2019	7010.00	
14512	15/10/2019	ONSLOW BEACH RESORT	Accommodation 3x rooms 11/10/2019 - 14/10/2019 for Dippers Destinations Show	1923.60	
		ONSLOW BEACH RESORT		**8933.60**	**8933.60**
EFT49790	28/10/2019	ONSLOW GENERAL STORE	Payment		644.51
PE-06/10/19	30/09/2019	ONSLOW GENERAL STORE	Onslow consumables 30/09/19 - 04/10/19	379.93	
PE-13/10/19	09/10/2019	ONSLOW GENERAL STORE	Onslow consumables 09/10/19 - 12/10/19	264.58	
		ONSLOW GENERAL STORE		**644.51**	**644.51**
EFT49791	28/10/2019	ONSLOW SPORTS CLUB	Payment		330.00
00002102	11/09/2019	ONSLOW SPORTS CLUB	Club hire 13/10/2019 for Dippers Destination Charity Auction	330.00	
		ONSLOW SPORTS CLUB		**330.00**	**330.00**
EFT49792	28/10/2019	PANNAWONICA KINDYGYM INC	Payment		50.00
004	09/10/2019	PANNAWONICA KINDYGYM INC	Cleaning fee for wet and wild challenge October School Holiday Program	50.00	
		PANNAWONICA KINDYGYM INC		**50.00**	**50.00**
EFT49793	28/10/2019	PARABURDOO IGA	Payment		657.28
41098	02/09/2019	PARABURDOO IGA	Kiosk supplies Paraburdoo Pool	501.94	
00221059	01/10/2019	PARABURDOO IGA	2x 15L water for Strategic Partnership Office Paraburdoo	31.90	
00221089	01/10/2019	PARABURDOO IGA	Purchase of kitchen sponges for Paraburdoo Library / Admin	10.14	
00000225	10/10/2019	PARABURDOO IGA	6x magazines for Paraburdoo Library and 6x magazines for Tom Price Library	62.10	
00000617	17/10/2019	PARABURDOO IGA	5x magazines for Paraburdoo Library and 5x magazines for Tom Price Library	51.20	
		PARABURDOO IGA		**657.28**	**657.28**
EFT49794	28/10/2019	PARABURDOO TIDY TOWNS	Payment		500.00
DONATION270919	27/09/2019	PARABURDOO TIDY TOWNS	Small assistance donation towards cost of attending Tidy Towns 2019 State Awards in Perth 25/10/2019	500.00	
		PARABURDOO TIDY TOWNS		**500.00**	**500.00**
EFT49795	28/10/2019	PATHWEST LABORATORY MEDICINE WA	Payment		455.03
10983071	21/09/2019	PATHWEST LABORATORY MEDICINE WA	13x drug & alcohol pre-employment screening tests for candidates and returning employees September 2019	455.03	
		PATHWEST LABORATORY MEDICINE WA		**455.03**	**455.03**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49796	28/10/2019	PETER BEACHAM	Payment		104.50
735-SEP19	28/09/2019	PETER BEACHAM	Install hooks and whiteboard in terminal dispatch office Onslow Airport	104.50	
		PETER BEACHAM		**104.50**	**104.50**
EFT49797	28/10/2019	PFD FOOD SERVICES PTY LTD	Payment		1731.15
KR349183	08/10/2019	PFD FOOD SERVICES PTY LTD	Stock for sale at kiosk Onslow Pool	1731.15	
		PFD FOOD SERVICES PTY LTD		**1731.15**	**1731.15**
EFT49798	28/10/2019	PILBARA BIN SERVICES	Payment		10560.00
INV-2600	11/10/2019	PILBARA BIN SERVICES	Temporary Bomag and loader operator 14/09/2019 - 12/10/2019	10560.00	
		PILBARA BIN SERVICES		**10560.00**	**10560.00**
EFT49799	28/10/2019	PILBARA COPY SERVICE	Payment		6354.84
38709	30/09/2019	PILBARA COPY SERVICE	Photocopier meter plan billing Machine #2013 Onslow Airport	70.27	
38714	30/09/2019	PILBARA COPY SERVICE	Photocopier meter plan billing Machine #2157 Administration Building Onslow	524.22	
38734	30/09/2019	PILBARA COPY SERVICE	Photocopier meter plan billing Machine #2153 Pannawonica Library	237.36	
38735	30/09/2019	PILBARA COPY SERVICE	Photocopier meter plan billing Machine #2152 Onslow Administration Building	231.67	
38752	30/09/2019	PILBARA COPY SERVICE	Photocopier meter plan billing Machine #2151 Onslow Administration Building	113.11	
38910	04/10/2019	PILBARA COPY SERVICE	Photocopier meter plan billing Machine #2149 Tom Price Administration Building	296.92	
38913	04/10/2019	PILBARA COPY SERVICE	Photocopier meter plan billing Machine #2122 Paraburdoo Administration Building	323.39	
38926	04/10/2019	PILBARA COPY SERVICE	Photocopier meter plan billing Machine #2156 Tom Price Administration Building	450.61	
38945	04/10/2019	PILBARA COPY SERVICE	Photocopier meter plan billing Machine #2117 Tom Price Administration Building	82.34	
38951	04/10/2019	PILBARA COPY SERVICE	Photocopier meter plan billing Machine #2118 Tom Price Administration Building	91.29	
38934	04/10/2019	PILBARA COPY SERVICE	Photocopier meter plan billing Machine #2119 Tom Price Depot	57.06	
38935	04/10/2019	PILBARA COPY SERVICE	Photocopier meter plan billing Machine #2231 Tom Price Administration Building	607.12	
38869	04/10/2019	PILBARA COPY SERVICE	Photocopier meter plan billing Machine #2228 Paraburdoo Administration Building	0.04	
38878	04/10/2019	PILBARA COPY SERVICE	Photocopier meter plan billing Machine #2154 Tom Price Administration Building	1362.61	
38889	04/10/2019	PILBARA COPY SERVICE	Photocopier meter plan billing Machine #2150 Paraburdoo Administration Building	158.99	
38894	04/10/2019	PILBARA COPY SERVICE	Photocopier meter plan billing Machine #2155 Tom Price Administration Building	1747.84	
		PILBARA COPY SERVICE		**6354.84**	**6354.84**
EFT49800	28/10/2019	PILBARA FOOD SERVICES	Payment		2902.08
SI107887	16/09/2019	PILBARA FOOD SERVICES	8x 15L water, 4x packs coffee pods Community Services Office Tom Price	200.00	
SI108051	23/09/2019	PILBARA FOOD SERVICES	2x 25kg bags super poultry mix for sentinel chicken program	70.40	
SI108138	26/09/2019	PILBARA FOOD SERVICES	3x 25kg bags super poultry mix and 3x 25kg bags layer blend for sentinel chicken program	211.20	
SI108159	27/09/2019	PILBARA FOOD SERVICES	Stock for sale at kiosk Paraburdoo Pool	403.31	
SI108228	01/10/2019	PILBARA FOOD SERVICES	22x 1L Milk for Admin Building	60.65	
SI108323	04/10/2019	PILBARA FOOD SERVICES	Kiosk supplies Paraburdoo Pool	169.21	
SI108393	08/10/2019	PILBARA FOOD SERVICES	Springwater and utensils for Property Services Office, vinegar and metclean for 5x facilities Tom Price	350.07	
SI108410	09/10/2019	PILBARA FOOD SERVICES	Kiosk supplies Tom Price Pool	324.20	
SI108471	11/10/2019	PILBARA FOOD SERVICES	Kiosk supplies Paraburdoo Pool	85.64	
SI108530	14/10/2019	PILBARA FOOD SERVICES	Coffee and milk ports for transit house 27 Willow Rd Tom Price	219.46	
SI108557	15/10/2019	PILBARA FOOD SERVICES	32x 1L UHT milk Tom Price Administration	85.15	
SI108595	17/10/2019	PILBARA FOOD SERVICES	Kiosk supplies Tom Price Pool	455.63	
SI108619	18/10/2019	PILBARA FOOD SERVICES	Kiosk supplies Paraburdoo Pool	267.16	
		PILBARA FOOD SERVICES		**2902.08**	**2902.08**
EFT49801	28/10/2019	PILBARA MOTOR GROUP	Payment		1398.54
P125117618	23/09/2019	PILBARA MOTOR GROUP	1x panel assembly deck for vehicle damaged at Onslow Waste Transfer Station	581.72	
P125117922	07/10/2019	PILBARA MOTOR GROUP	Filter elements for various vehicles Tom Price	816.82	
		PILBARA MOTOR GROUP		**1398.54**	**1398.54**
EFT49802	28/10/2019	PILBARA TREE LOPPING PTY LTD	Payment		935.00
INV-0061	09/10/2019	PILBARA TREE LOPPING PTY LTD	Street tree pruning near rear fence 69 Tamarind Street Tom Price	935.00	
		PILBARA TREE LOPPING PTY LTD		**935.00**	**935.00**
EFT49803	28/10/2019	POSTIES GENERAL STORE	Payment		108.75
00001631	15/10/2019	POSTIES GENERAL STORE	Newspaper deliveries for Onslow admin 01/09/2019 - 30/09/2019	108.75	
		POSTIES GENERAL STORE		**108.75**	**108.75**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49804	28/10/2019	RAMM SOFTWARE PTY LTD	Payment		935.00
INV-0284	11/10/2019	RAMM SOFTWARE PTY LTD	Registration fees for Employee #1747 to attend training course 09/10/2019 - 10/10/2019	935.00	
		RAMM SOFTWARE PTY LTD		**935.00**	**935.00**
EFT49805	28/10/2019	RAY WHITE EXMOUTH	Payment		142.50
SHIRE19-OCT19	11/10/2019	RAY WHITE EXMOUTH	Water use for 19 Clarke Place Onslow 01/08/19 - 03/10/19	96.83	
SHIRE11B-OCT19	17/10/2019	RAY WHITE EXMOUTH	Water use for 11B McGrath Avenue Onslow 01/08/19 - 03/10/19	5.48	
SHIRE42-OCT19	17/10/2019	RAY WHITE EXMOUTH	Water use for 42 Third Avenue Onslow 01/08/19 - 03/10/19	40.19	
		RAY WHITE EXMOUTH		**142.50**	**142.50**
EFT49806	28/10/2019	RECHARGE PETROLEUM	Payment		2498.10
00233861	30/09/2019	RECHARGE PETROLEUM	Monthly tank hire Tom Price Depot 01/09/2019 - 30/09/2019	2498.10	
		RECHARGE PETROLEUM		**2498.10**	**2498.10**
EFT49807	28/10/2019	REDDOG TOOLS (RED WEST PTY LTD T/AS)	Payment		736.00
INV-11081	10/10/2019	REDDOG TOOLS (RED WEST PTY LTD T/AS)	Replacement tools Tom Price Depot	736.00	
		REDDOG TOOLS (RED WEST PTY LTD T/AS)		**736.00**	**736.00**
EFT49808	28/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Payment		30999.33
3003098229	27/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Community Centre 856 Central Road Tom Price 27/08/19 - 27/09/19	773.84	
3003098625	01/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Recreation Centre 898 Tanunda Street Tom Price 24/08/19 - 28/09/19	293.71	
3003098419	01/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Shire Office 246 Poinciana Street Tom Price 25/08/19 - 27/09/19	122.14	
3003098955	01/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Area with Kiosk Tom Price 24/08/19 - 27/09/19	81.16	
3003098872	01/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Tennis Club Lights 849 Willow Road Tom Price 26/08/19 - 28/09/19	813.85	
3003099581	01/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for 865 Mine Road Tom Price 26/08/19 - 27/09/19	119.63	
3003099268	01/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Lot 2001 Boonderoo Road Tom Price 27/08/19 - 27/09/19	856.57	
3003098880	01/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Basketball Court 897 Tanunda Street Tom Price 24/08/19 - 28/09/19	190.96	
3003098690	01/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Lot 67 Camp Road Paraburdoo 18/08/19 - 27/09/19	274.33	
3003099698	01/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Oval Change Lights 2 East Road Tom Price 26/08/19 - 28/09/19	479.47	
3003098377	01/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Tourist Bureau 865 Central Road Tom Price 28/08/19 - 27/09/19	494.32	
3003099045	01/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Lot 2003 Boonderoo Road Tom Price 27/08/19 - 27/09/19	453.61	
3003098633	01/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Library Central Road Tom Price 28/08/19 - 27/09/19	2634.01	
3003099441	01/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Oval Water Bore Tank Pump South Road Tom Price 23/08/19 - 27/09/19	392.71	
3003100355	02/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Oval and Pavilion Stadium Road Tom Price 28/08/19 - 28/09/19	53.32	
3003099912	02/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Public Toilets Lot 810 Ashburton Avenue Paraburdoo 19/08/19 - 27/09/19	325.67	
3003100041	02/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Lions Park 874 North Road Tom Price 27/08/19 - 28/09/19	315.24	
2003100795	03/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 178 Cassia Street Tom Price 13/06/19 - 14/09/19	973.59	
3003100785	03/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Child Care Centre Lot 555 Fortescue Rd Paraburdoo 20/08/19 - 27/09/19	1344.16	
3003098195	04/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Lot 23 Turee Way Paraburdoo 18/08/19 - 27/09/19	414.38	
3003098047	04/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Basketball Court De Grey Road Paraburdoo 19/08/19 - 27/09/19	67.88	
3003096132	04/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Meeka Park 625 Meeka Avenue Paraburdoo 18/08/19 - 26/09/19	78.82	
3003097759	04/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Community Centre 803 Ashburton Ave Paraburdoo 19/08/19 - 27/09/19	106.57	
3003098187	04/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Bird Park near Library Central Road Tom Price 27/08/19 - 27/09/19	133.91	
3003097650	04/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Oval Lights De Grey Road Paraburdoo 19/08/19 - 27/09/19	230.66	
3003097999	04/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Oval Change rooms Fortescue Road Paraburdoo 19/08/19 - 27/09/19	67.08	
3003098310	04/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Sports Pavilion 615 De Grey Road Paraburdoo 19/08/19 - 27/09/19	616.81	
3003097940	04/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Skatepark Lot 37 Fortescue Road Paraburdoo 20/08/19 - 27/09/19	325.56	
3003098286	04/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Kader Boot 811A Ashburton Avenue Paraburdoo 19/08/19 - 27/09/19	317.66	
3003098138	04/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Swimming Pool 616 Fortescue Road 19/08/19 - 27/09/19	67.08	
3003098575	04/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption for Swimming Pool 849 Willow Road Tom Price 26/08/19 - 28/09/19	3621.21	
5000509066	04/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 811C Ashburton Avenue Paraburdoo 01/10/19 - 31/12/19	192.08	
5000496769	04/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 639 Margaret Avenue Paraburdoo 01/10/19 - 31/12/19	192.08	
5000491992	04/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Fair GPO Stadium Road Tom Price 01/10/19 - 31/12/19	192.08	
5000497361	07/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 248 Kanberra Drive Tom Price 01/10/19 - 31/12/19	192.08	
5000492503	07/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 875 Central Road Tom Price 01/10/19 - 31/12/19	192.08	
5000491794	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Oval Change rooms Fortescue Road Paraburdoo 01/10/19 - 31/12/19	71.49	
5000491836	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Sports Pavilion 615 De Grey Road Paraburdoo 01/10/19 - 31/12/19	71.49	

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
5000491869	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Tennis Courts De Grey Road Paraburdoo 01/10/19 - 31/12/19	71.49	
5000516244	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates Community Centre 803 Ashburton Av Paraburdoo 01/10/19 - 31/12/19	71.49	
5000516335	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Lions Park 874 North Road Tom Price 01/10/19 - 31/12/19	71.49	
5000497296	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates Garden near fire hydrant Ashburton Av Paraburdoo 01/10/19 - 31/12/19	38.43	
5000516186	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates Basketball Court 897 Tanunda Street Tom Price 01/10/19 - 31/12/19	38.43	
5000516210	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates Area with Kiosk Tom Price 01/10/19 - 31/12/19	38.43	
5000516236	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates Bird Park near Library Central Road Tom Price 01/10/19 - 31/12/19	38.43	
5000516277	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates Meeka Park 625 Meeka Avenue Paraburdoo 01/10/19 - 31/12/19	38.43	
5000517309	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates Lot 67 Camp Road Paraburdoo 01/10/19 - 31/12/19	38.43	
5000490721	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 1004 Marradong Place Tom Price 01/10/19 - 31/12/19	192.08	
5000490473	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 1140B Jabbarup Place Tom Price 01/10/19 - 31/12/19	192.08	
5000490465	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 1140A Jabbarup Place Tom Price 01/10/19 - 31/12/19	192.08	
5000491281	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 1143 Yanagin Place Tom Price 01/10/19 - 31/12/19	192.08	
5000491042	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 1152 Tarwonga Circuit Tom Price 01/10/19 - 31/12/19	192.08	
5000493188	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 126 Cedar Street Tom Price 01/10/19 - 31/12/19	192.08	
5000490630	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 17 Lilac Street Tom Price 01/10/19 - 31/12/19	192.08	
5000489871	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Lot 172 Hardy Avenue Paraburdoo 01/10/19 - 31/12/19	192.08	
5000490176	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 178 Cassia Street Tom Price 01/10/19 - 31/12/19	192.08	
5000516699	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Lot 193 Capricorn Avenue Paraburdoo 01/10/19 - 31/12/19	192.08	
5000488501	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 22 Lilac Street Tom Price 01/10/19 - 31/12/19	192.08	
5000490945	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 261 Poinciana Street Tom Price 01/10/19 - 31/12/19	192.08	
5000488840	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 27 Willow Road Tom Price 01/10/19 - 31/12/19	192.08	
5000490150	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 279 Carob Street Tom Price 01/10/19 - 31/12/19	192.08	
5000493170	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 283 Carob Street Tom Price 01/10/19 - 31/12/19	192.08	
5000489889	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Lot 39 Joffre Avenue Paraburdoo 01/10/19 - 31/12/19	192.08	
5000490044	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 398 Acalypha Street Tom Price 01/10/19 - 31/12/19	192.08	
5000490986	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 498 Sirus Street Tom Price 01/10/19 - 31/12/19	192.08	
5000493071	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Lot 516 Lockyer Avenue Paraburdoo 01/10/19 - 31/12/19	192.08	
5000489855	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Lot 565 Brockman Avenue Paraburdoo 01/10/19 - 31/12/19	192.08	
5000490010	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Lot 56 Whaleback Avenue Paraburdoo 01/10/19 - 31/12/19	192.08	
5000489939	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Lot 556 Margaret Avenue Paraburdoo 01/10/19 - 31/12/19	192.08	
5000493048	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Lot 571 Brockman Avenue Paraburdoo 01/10/19 - 31/12/19	192.08	
5000489905	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Lot 586 King Avenue Paraburdoo 01/10/19 - 31/12/19	192.08	
5000490903	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 61 Pine Street Tom Price 01/10/19 - 31/12/19	192.08	
5000513803	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 602 Boolee Street Tom Price 01/10/19 - 31/12/19	192.08	
5000496157	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 604 Boolee Street Tom Price 01/10/19 - 31/12/19	192.08	
5000514512	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 710 Yiluk Street Tom Price 01/10/19 - 31/12/19	192.08	
5000490796	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 758 Mungarra Street Tom Price 01/10/19 - 31/12/19	192.08	
5000490606	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 773 Larnook Street Tom Price 01/10/19 - 31/12/19	192.08	
5000514520	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 787 Larnook Street Tom Price 01/10/19 - 31/12/19	192.08	
5000490531	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 797 Kulai Street Tom Price 01/10/19 - 31/12/19	192.08	
5000491125	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 825 Warara Street Tom Price 01/10/19 - 31/12/19	192.08	
5000516681	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 825B Warara Street Tom Price 01/10/19 - 31/12/19	192.08	
5000489970	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Lot 90 Pilbara Avenue Paraburdoo 01/10/19 - 31/12/19	192.08	
5000490853	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 98 Oleander Street Tom Price 01/10/19 - 31/12/19	192.08	
5000516269	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Lot 23 Turee Way Paraburdoo 01/10/19 - 31/12/19	136.75	
5000516301	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Lot 2001 Boonderoo Road Tom Price 01/10/19 - 31/12/19	213.67	
5000495225	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Lot 2004 Boonderoo Road Tom Price 01/10/19 - 31/12/19	192.08	
5000491893	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Swimming Pool 849 Willow Road Tom Price 01/10/19 - 31/12/19	71.49	
5000491844	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Swimming Pool 616 Fortescue Road Paraburdoo 01/10/19 - 31/12/19	71.49	
5000517259	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 811 Ashburton Avenue Paraburdoo 01/10/19 - 31/12/19	799.49	
5000513910	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Squash Courts Stadium Road Tom Price 01/10/19 - 31/12/19	71.49	
5000497379	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Sports Ground Fortescue Road Paraburdoo 01/10/19 - 31/12/19	71.49	

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
5000492073	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Library Central Road Tom Price 01/10/19 - 31/12/19	71.49	
5000492529	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 987 Central Road Tom Price 01/10/19 - 31/12/19	192.08	
5000492263	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Soundshell Toilet Tom Price 01/10/19 - 31/12/19	192.08	
5000516343	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Public Toilets Lot 810 Ashburton Ave Paraburdoo 01/10/19 - 31/12/19	3431.48	
5000509074	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Lot 978 Stadium Road Tom Price 01/10/19 - 31/12/19	192.08	
5000516194	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Area with bore 897 Tanunda Street Tom Price 01/10/19 - 31/12/19	38.43	
5000516004	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Clem Thompson Oval and Pavilion Tom Price 01/10/19 - 31/12/19	38.43	
5000513928	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Oval Tank Water Bore Tank South Rd Tom Price 01/10/19 - 31/12/19	38.43	
5000497387	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for BMX Park 667 Joffre Avenue Paraburdoo 01/10/19 - 31/12/19	38.43	
5000497320	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for 981 Stadium Road Tom Price 01/10/19 - 31/12/19	38.43	
5000497353	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Bowling Club 844 East Road Tom Price 01/10/19 - 31/12/19	68.09	
5000491968	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Tijuana Oval Baseball Field Tom Price 01/10/19 - 31/12/19	38.43	
5000516350	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Sports Pavilion 845 Stadium Road Tom Price 01/10/19 - 31/12/19	71.49	
5000516319	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Shire Office 246 Poinciana Street Tom Price 01/10/19 - 31/12/19	71.49	
5000516251	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Community Centre 856 Central Road Tom Price 01/10/19 - 31/12/19	71.49	
5000516202	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Recreation Centre 898 Tanunda St Tom Price 01/10/19 - 31/12/19	71.49	
5000514132	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Tennis Club 849B Willow Road Tom Price 01/10/19 - 31/12/19	71.49	
5000514124	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Squash Courts 615 De Grey Road Paraburdoo 01/10/19 - 31/12/19	71.49	
5000497346	09/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water and sewerage rates for Tourist Bureau 865 Central Road Tom Price 01/10/19 - 31/12/19	192.08	
5000487107-	17/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Reversal of invoice 5000487107 - invoiced incorrectly	-38.43	
5000124783-	17/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Reversal of invoice 5000124783 - invoiced incorrectly	-38.43	
5000430917-	17/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Reversal of invoice 5000430917 - invoiced incorrectly	-38.43	
5000399922-	17/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Reversal of invoice 5000399922 - invoiced incorrectly	-38.43	
5000368976-	17/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Reversal of invoice 5000368976 - invoiced incorrectly	-38.43	
5000337542-	17/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Reversal of invoice 5000337542 - invoiced incorrectly	-38.43	
5000306372-	17/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Reversal of invoice 5000306372 - Invoiced incorrectly	-38.43	
5000274109-	17/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Reversal of invoice 5000274109 - invoiced incorrectly	-38.43	
5000182534-	17/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Reversal of invoice 5000182534 - invoiced incorrectly	-38.43	
5000145259-	17/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Reversal of invoice 5000145259 - invoiced incorrectly	-38.43	
2003113095	21/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Water consumption for 21B Cogelup Way Tom Price 21/08/19 - 16/10/19	92.83	
1003075445-	22/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Reversal of invoice 1003075445 due to meter change	-1177.79	
1003102975	22/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption 27 East Road Tom Price 29/07/19 - 14/09/19 - New meter	279.36	
1003102967	22/10/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption 27 East Road Tom Price 01/06/19 - 29/07/19 - old meter	59.16	
		RIO TINTO - PILBARA IRON COMPANY SERVICES		**30999.33**	**30999.33**
EFT49809	28/10/2019	RISK MANAGEMENT TECHNOLOGIES (RMT)	Payment		4105.20
97775	11/10/2019	RISK MANAGEMENT TECHNOLOGIES (RMT)	ChemAlert full licence software package annual fee 21/12/2019 - 21/12/2020	4105.20	
		RISK MANAGEMENT TECHNOLOGIES (RMT)		**4105.20**	**4105.20**
EFT49810	28/10/2019	RODNEY MARK SMALLACOMBE	Payment		1440.00
051	21/10/2019	RODNEY MARK SMALLACOMBE	Rent for 395 Bruce Avenue Paraburdoo for November 2019	1440.00	
		RODNEY MARK SMALLACOMBE		**1440.00**	**1440.00**
EFT49811	28/10/2019	SCHLAM ENGINEERING	Payment		429.00
94327	10/10/2019	SCHLAM ENGINEERING	Bracket repairs on PTR31Hino Truck	429.00	
		SCHLAM ENGINEERING		**429.00**	**429.00**
EFT49812	28/10/2019	SETON AUSTRALIA	Payment		674.87
9341199110	26/09/2019	SETON AUSTRALIA	Supply and delivery of 1x hook key cabinet Paraburdoo Pool	82.61	
9341199109	26/09/2019	SETON AUSTRALIA	Supply and delivery of 3x Tensabarrier heavy duty posts with reflective webbing Paraburdoo Pool	319.17	
9341310645	10/10/2019	SETON AUSTRALIA	Supply and delivery of 2x acid gas relief respirators Community Services Tom Price	273.09	
		SETON AUSTRALIA		**674.87**	**674.87**
EFT49813	28/10/2019	SGS AUSTRALIA PTY LTD	Payment		176.00
NE00076968	26/09/2019	SGS AUSTRALIA PTY LTD	Mandatory laboratory testing of water sample from Onslow Airport WTU	176.00	
		SGS AUSTRALIA PTY LTD		**176.00**	**176.00**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49814	28/10/2019	SODEXO REMOTE SITES AUSTRALIA PTY LTD	Payment		321.31
5100038604	07/10/2019	SODEXO REMOTE SITES AUSTRALIA PTY LTD	Fuel usage 01/09/2019 - 30/09/2019 (155.85x litres) PSW88 - Toyota Fortuner and PSW76 - Isuzu MUX	253.31	
5100038602	07/10/2019	SODEXO REMOTE SITES AUSTRALIA PTY LTD	Monthly purchases for Pannawonica September 2019	68.00	
		SODEXO REMOTE SITES AUSTRALIA PTY LTD		**321.31**	**321.31**
EFT49815	28/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Payment		33971.40
PM01-017301	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent 159 Cassia Street Tom Price 01/11/19 - 30/11/19	1738.10	
PM01-017320	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent 17B Cogelup Way Tom Price 01/11/19 - 30/11/19	1300.00	
PM01-017237	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent 18 Weelamurra Court Tom Price 01/11/19 - 30/11/19	1516.66	
PM01-017326	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent Unit 2/19 Allambi Way Tom Price 01/11/19 - 30/11/19	1516.67	
PM01-017283	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent Unit 2/02 Kanberra Drive Tom Price 01/11/19 - 30/11/19	910.00	
PM01-017333	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent 20 Lilac Street Tom Price 01/11/19 - 30/11/19	1213.33	
PM01-017327	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent 21B Cogelup Way Tom Price 01/11/19 - 30/11/19	1516.66	
PM01-017291	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent 27 Lilac Street Tom Price 01/11/19 - 30/11/19	1516.67	
PM01-017321	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent Unit 3/10 Kanberra Drive Tom Price 01/11/19 - 30/11/19	823.33	
PM01-017250	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent Unit 3/19 Allambi Drive Tom Price 01/11/19 - 30/11/19	736.66	
PM01-017223	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent Unit 3/02 Kanberra Drive Tom Price 01/11/19 - 30/11/19	1516.66	
PM01-017324	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent Unit 3/25 Allambi Way Tom Price 01/11/19 - 30/11/19	910.00	
PM01-017248	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent 397 Acalypha Street Tom Price 01/11/19 - 30/11/19	1300.00	
PM01-017249	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent 4 Weelamurra Court Tom Price 01/11/19 - 30/11/19	1408.33	
PM01-017241	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent Unit 4/4 Kanberra Drive Tom Price 01/11/19 - 30/11/19	910.00	
PM01-017292	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent Unit 4/6 Kanberra Drive Tom Price 01/11/19 - 30/11/19	1300.00	
PM01-017288	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent 423 Hibiscus Street Tom Price 01/11/19 - 30/11/19	1516.67	
PM01-017323	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent 726 Yiluk Street Tom Price 01/11/19 - 30/11/19	1300.00	
PM01-017310	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent 816 Kulai Street Tom Price 01/11/19 - 30/11/19	1321.66	
PM01-017222	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent 1166 Tarwonga Circuit Tom Price 01/11/19 - 30/11/19	2172.62	
PM01-017224	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent 1167 Tarwonga Circuit Tom Price 01/11/19 - 30/11/19	1998.81	
PM01-017226	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent 280 Ashburton Avenue Paraburdoo 01/11/19 - 30/11/19	1303.57	
PM01-017239	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent 1217 Wilgerup Place Tom Price 01/11/19 - 30/11/19	1516.67	
PM01-017254	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent 144 Cedar Street Tom Price 01/11/19 - 30/11/19	1516.66	
PM01-017251	18/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for Unit 2/23 Allambi Place Tom Price 01/11/19 - 30/11/19	1191.67	
		SODEXO REMOTE SITES - RENTAL PAYMENTS		**33971.40**	**33971.40**
EFT49816	28/10/2019	SONIC HEALTH PLUS PTY LTD	Payment		9580.45
1888558	24/09/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.117 23/09/2019	457.60	
1891464	26/09/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.75O 25/09/2019	619.30	
1892420	27/09/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.75P 26/09/2019	457.60	
1900470	09/10/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.95	701.80	
1900469	09/10/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.75P	828.30	
1900467	09/10/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for pool assistant and lifeguard candidates in Tom Price and Paraburdoo - 1 of 7	701.80	
1900468	09/10/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for pool assistant and lifeguard candidates in Tom Price and Paraburdoo - 2 of 7	701.80	
1900471	09/10/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for pool assistant and lifeguard candidates in Tom Price and Paraburdoo - 3 of 7	701.80	
1900472	09/10/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for pool assistant and lifeguard candidates in Tom Price and Paraburdoo - 4 of 7	701.80	
1900473	09/10/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for pool assistant and lifeguard candidates in Tom Price and Paraburdoo - 5 of 7	701.80	
1902065	10/10/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for pool assistant and lifeguard candidates in Tom Price and Paraburdoo - 6 of 7	701.80	
1902066	10/10/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for pool assistant and lifeguard candidates in Tom Price and Paraburdoo - 7 of 7	701.80	
1902063	10/10/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment DAS for labour hire candidate 01/10/2019	155.65	
1902064	10/10/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.103P and 75P 24/09/2019	828.30	
1903153	11/10/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.117 10/10/2019	619.30	
		SONIC HEALTH PLUS PTY LTD		**9580.45**	**9580.45**
EFT49817	28/10/2019	SPORTSWORLD OF WA	Payment		2709.85
137841	09/10/2019	SPORTSWORLD OF WA	Stock for pro shop Paraburdoo Pool	2089.45	
137860	16/10/2019	SPORTSWORLD OF WA	Stock for pro shop Tom Price Pool	620.40	
		SPORTSWORLD OF WA		**2709.85**	**2709.85**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49818	28/10/2019	SUNNY SIGN COMPANY PTY LTD	Payment		302.50
418569	18/09/2019	SUNNY SIGN COMPANY PTY LTD	2x signs Tom Price Community Centre, 1x sign Tom Price Tennis Club, 1x sign Tom Price Nature Park	302.50	
		SUNNY SIGN COMPANY PTY LTD		**302.50**	**302.50**
EFT49819	28/10/2019	T-QUIP	Payment		213.60
86988 #12	27/09/2019	T-QUIP	1x air filter outer,1x air filter inner,1x fuel filter,1x engine oil filter PRS04 - 2012 Hako Citymaster 1200 Sweeper/Scrubber	213.60	
		T-QUIP		**213.60**	**213.60**
EFT49820	28/10/2019	TECHNOLOGY ONE LTD	Payment		1940.40
185200	30/09/2019	TECHNOLOGY ONE LTD	GIS consulting services 28/08/2019 and 18/09/2019	1940.40	
		TECHNOLOGY ONE LTD		**1940.40**	**1940.40**
EFT49821	28/10/2019	TELSTRA	Payment		1134.01
1467928501-T311-	02/10/2019	TELSTRA	Monthly telephone charges	951.53	
1559493000-	03/10/2019	TELSTRA	Monthly telephone charges SES	182.48	
		TELSTRA		**1134.01**	**1134.01**
EFT49822	28/10/2019	TENDERLINK.COM	Payment		518.10
ASHBRT-291762	24/09/2019	TENDERLINK.COM	RFQ 36.19 Construction of transportable office Onslow	172.70	
ASHBRT-291893	25/09/2019	TENDERLINK.COM	RFT 13 19 Pannawonica Millstream road sealing of unsealed road	172.70	
ASHBRT-294404	08/10/2019	TENDERLINK.COM	Public tender advertising for asbestos survey and documentation Consultancy Services	172.70	
		TENDERLINK.COM		**518.10**	**518.10**
EFT49823	28/10/2019	THALANYJI SERVICE STATIONS	Payment		531.51
1-162774	04/10/2019	THALANYJI SERVICE STATIONS	60.79L Diesel fuel for PUT103 2015 Toyota Hilux	102.80	
11-101004	14/10/2019	THALANYJI SERVICE STATIONS	56.49L Unleaded fuel for PUT117 Toyota Hilux	101.06	
11-101023	15/10/2019	THALANYJI SERVICE STATIONS	55.87L Unleaded fuel or PUT118 Toyota Hilux	99.95	
11-101042	15/10/2019	THALANYJI SERVICE STATIONS	49.26L Diesel fuel for PSD08 2016 Toyota Hiace	83.39	
1-164168	15/10/2019	THALANYJI SERVICE STATIONS	85.24L Diesel fuel for Kubota Generator	144.31	
		THALANYJI SERVICE STATIONS		**531.51**	**531.51**
EFT49824	28/10/2019	THE EDUCATIONAL EXPERIENCE P/L	Payment		801.02
1455256	29/08/2019	THE EDUCATIONAL EXPERIENCE P/L	Supply and delivery of 8x floor cushions for Onslow Movie Nights	801.02	
		THE EDUCATIONAL EXPERIENCE P/L		**801.02**	**801.02**
EFT49825	28/10/2019	THE PILBARA CLEAN MACHINE	Payment		2024.66
TPCM7531	19/09/2019	THE PILBARA CLEAN MACHINE	Fit Ranger and Shire stickers (supplied) to PUT125 Ranger ute	171.60	
TPCM7549	20/09/2019	THE PILBARA CLEAN MACHINE	Oven cleaning 1104B Jabberup Place Tom Price	89.76	
TPCM7546	26/09/2019	THE PILBARA CLEAN MACHINE	Carpet and internal house clean to remove vandalism 13D Maringup Way Tom Price	822.80	
TPCM7550	17/10/2019	THE PILBARA CLEAN MACHINE	Labour to modify chevron tape and fit to 3x Ranger vehicles	940.50	
		THE PILBARA CLEAN MACHINE		**2024.66**	**2024.66**
EFT49826	28/10/2019	THE WORKWEAR GROUP	Payment		1723.16
11732616	19/09/2019	THE WORKWEAR GROUP	Staff uniform Employee #1375	47.50	
11745030	24/09/2019	THE WORKWEAR GROUP	Staff uniform Employee #1533	231.22	
11745029	24/09/2019	THE WORKWEAR GROUP	Staff uniform Employee #1654	566.09	
11745024	24/09/2019	THE WORKWEAR GROUP	Staff uniform Employee #1730	778.89	
11745340	24/09/2019	THE WORKWEAR GROUP	Staff uniform Employee #1405	99.46	
		THE WORKWEAR GROUP		**1723.16**	**1723.16**
EFT49827	28/10/2019	THINK WATER PERTH	Payment		113924.56
100796	16/09/2019	THINK WATER PERTH	Design, supply and installation of irrigation for the Greening Ashburton project	113924.56	
		THINK WATER PERTH		**113924.56**	**113924.56**
EFT49828	28/10/2019	THRIFTY CAR RENTAL (KINGMILL PTY LTD T/AS)	Payment		828.43
PBOA1113983RA1	09/10/2019	THRIFTY CAR RENTAL (KINGMILL PTY LTD T/AS)	Car hire 01/10/2019 - 09/10/2019 for Filmbites Sept/Oct school holiday program	828.43	
		THRIFTY CAR RENTAL (KINGMILL PTY LTD T/AS)		**828.43**	**828.43**
EFT49829	28/10/2019	TIGERETTES WOMENS SOFTBALL CLUB	Payment		250.00
EXPENSE231019	23/10/2019	TIGERETTES WOMENS SOFTBALL CLUB	Small assistance donation towards cost of new softball bats	250.00	
		TIGERETTES WOMENS SOFTBALL CLUB		**250.00**	**250.00**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49830	28/10/2019	TNT EXPRESS	Payment		84.95
57021472	28/09/2019	TNT EXPRESS	Freight charges Tom Price to Pathwest for water sample testing 16/09/19	84.95	
		TNT EXPRESS		**84.95**	**84.95**
EFT49831	28/10/2019	TOLL TRANSPORT PTY LTD	Payment		1639.01
0330-80742816	22/09/2019	TOLL TRANSPORT PTY LTD	Freight charges Onslow 19/09/2019 - 20/09/2019	84.49	
1476-3VA230	22/09/2019	TOLL TRANSPORT PTY LTD	Freight charges Tom Price 16/09/2019 - 20/09/2019	314.81	
1477-3VA230	29/09/2019	TOLL TRANSPORT PTY LTD	Freight charges Tom Price 23/09/2019 - 27/09/2019	420.24	
0331-80742816	29/09/2019	TOLL TRANSPORT PTY LTD	Freight charges Onslow 26/09/2019 - 27/09/2019	79.50	
0332-80742816	06/10/2019	TOLL TRANSPORT PTY LTD	Freight charges Onslow 02/10/2019 - 03/10/2019	288.33	
225284	15/10/2019	TOLL TRANSPORT PTY LTD	Freight charges Paraburdoo Library and Tom Price Library to State Library Perth	451.64	
		TOLL TRANSPORT PTY LTD		**1639.01**	**1639.01**
EFT49832	28/10/2019	TOM PRICE BETTA HOME LIVING	Payment		1493.00
43010001243	16/08/2019	TOM PRICE BETTA HOME LIVING	1x bar fridge Paraburdoo Chub	299.00	
43010001979	07/10/2019	TOM PRICE BETTA HOME LIVING	3x bar stools for Tom Price Transit House, 3x bar stools for Paraburdoo Transit House	1194.00	
		TOM PRICE BETTA HOME LIVING		**1493.00**	**1493.00**
EFT49833	28/10/2019	TOM PRICE HOTEL MOTEL	Payment		190.00
208804	12/09/2019	TOM PRICE HOTEL MOTEL	Accommodation for Employee #1346 11/09/2019 - 12/09/2019	190.00	
		TOM PRICE HOTEL MOTEL		**190.00**	**190.00**
EFT49835	28/10/2019	TOM PRICE TYREPRO & MECHANICAL (EVERGROUP	Payment		2160.00
00070946	10/10/2019	TOM PRICE TYREPRO & MECHANICAL (EVERGROUP	New tyres for PUT126 and PUT135 Toyota Hilux's	1420.00	
00070968	15/10/2019	TOM PRICE TYREPRO & MECHANICAL (EVERGROUP	Transport Forklift from Shire yard to Oval and back again Tom Price	370.00	
00071005	18/10/2019	TOM PRICE TYREPRO & MECHANICAL (EVERGROUP	Call out fees for transport of Forklift in Tom Price	370.00	
		TOM PRICE TYREPRO & MECHANICAL		**2160.00**	**2160.00**
EFT49836	28/10/2019	TOM PRICE TYRES	Payment		2217.32
10031457	10/07/2019	TOM PRICE TYRES	Labour and parts for urgent repairs to park brake SES Rescue Truck 09/05/2019	893.57	
10032154	01/10/2019	TOM PRICE TYRES	Service and parts on PTR31 Hino 500 series	529.35	
10032158	01/10/2019	TOM PRICE TYRES	Tyre repairs to PTR31 Hino 500 series	60.00	
10032170	01/10/2019	TOM PRICE TYRES	Fit new tyres on PTR28 2015 Hino 500 Series	120.00	
10032171	01/10/2019	TOM PRICE TYRES	Service and parts for PTR28 2015 Hino 500 Series	614.40	
		TOM PRICE TYRES		**2217.32**	**2217.32**
EFT49837	28/10/2019	TOTAL AMS PTY LTD	Payment		275.00
23731	19/09/2019	TOTAL AMS PTY LTD	Repair jockey wheel on trailer Onslow Airport	275.00	
		TOTAL AMS PTY LTD		**275.00**	**275.00**
EFT49839	28/10/2019	TUFFA PRODUCTS PTY LTD	Payment		2805.00
INV-0158311	09/10/2019	TUFFA PRODUCTS PTY LTD	16x types of prestart checklist books Tom Price Depot	2805.00	
		TUFFA PRODUCTS PTY LTD		**2805.00**	**2805.00**
EFT49840	28/10/2019	TUTT BRYANT EQUIPMENT - BT EQUIPMENT	Payment		3175.81
008457797	01/10/2019	TUTT BRYANT EQUIPMENT - BT EQUIPMENT	Partial delivery of 3000 Hr service kit PLC01 - 2013 Bomag BC572RB-2 Landfill Compactor	539.04	
008457796	01/10/2019	TUTT BRYANT EQUIPMENT - BT EQUIPMENT	Remainder of delivery of 3000 Hr service kit PLC01 - 2013 Bomag BC572RB-2 Landfill Compactor	2460.11	
008458027	18/10/2019	TUTT BRYANT EQUIPMENT - BT EQUIPMENT	Fuel tank cap for PLC01 2013 Bomag Landfill	176.66	
		TUTT BRYANT EQUIPMENT - BT EQUIPMENT		**3175.81**	**3175.81**
EFT49841	28/10/2019	VANGUARD PRESS (VANPRESS T/AS)	Payment		971.58
IN023751	30/09/2019	VANGUARD PRESS (VANPRESS T/AS)	Brochure distribution, warehousing and transport TPVC 01/09/2019 - 30/09/2019	971.58	
		VANGUARD PRESS (VANPRESS T/AS)		**971.58**	**971.58**
EFT49842	28/10/2019	VERIS AUSTRALIA PTY LTD	Payment		6512.00
VI025486	30/09/2019	VERIS AUSTRALIA PTY LTD	Conduct survey work on taxiway 'Bravo' Onslow Airport	5412.00	
VI025980	30/09/2019	VERIS AUSTRALIA PTY LTD	Payment #1 - drafting of Townsite Deposited Plan Onslow Townsite Boundary Realignment Plan	1100.00	
		VERIS AUSTRALIA PTY LTD		**6512.00**	**6512.00**
EFT49843	28/10/2019	VORGEE PTY LTD	Payment		745.25
00144012	01/10/2019	VORGEE PTY LTD	Goggles, ear putty, snorkels, paddles, fins for sale at pro-shop Onslow Swimming Pool	745.25	
		VORGEE PTY LTD		**745.25**	**745.25**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49844	28/10/2019	WA RETICULATION SUPPLIES	Payment		4948.45
J6480	19/09/2019	WA RETICULATION SUPPLIES	Torrium controller for Tom Price Depot	275.00	
J6483	24/09/2019	WA RETICULATION SUPPLIES	1 x 80mm valve for Tom Price Depot	210.00	
J6749	26/09/2019	WA RETICULATION SUPPLIES	150x retic stakes Onslow Community Garden	172.50	
J6545	01/10/2019	WA RETICULATION SUPPLIES	Supply various retic fittings Onslow Depot	4223.30	
J6935	03/10/2019	WA RETICULATION SUPPLIES	4x pvc couplings Tom Price Area W Oval	67.65	
		WA RETICULATION SUPPLIES		**4948.45**	**4948.45**
EFT49845	28/10/2019	WATER 2 WATER	Payment		1334.30
INV193215	11/09/2019	WATER 2 WATER	Water softener servicing and maintenance 2x Paraburdoo facilities and 4x Tom Price facilities	1029.30	
INV194695	25/09/2019	WATER 2 WATER	Labour and materials to replace ballvalve on water fountain in underpass at Sports Pavilion Tom Price	236.00	
INV193470	23/10/2019	WATER 2 WATER	Service fee R/O system Shire Office Paraburdoo October 2019	69.00	
		WATER 2 WATER		**1334.30**	**1334.30**
EFT49846	28/10/2019	WATER CORPORATION	Payment		40050.31
9008513258-0129	04/10/2019	WATER CORPORATION	Water use and service charge for Median Strip at First Avenue Onslow 01/09/19 - 31/10/19	2407.42	
9008514736-0124	07/10/2019	WATER CORPORATION	Water use and service charge Park at Cameron Avenue Onslow 01/09/19 - 31/10/19	461.76	
9008513311-0153	07/10/2019	WATER CORPORATION	Water use and service charge 82 Second Avenue Onslow 01/09/19 - 31/10/19	65.84	
9008513952-0176	07/10/2019	WATER CORPORATION	Water use and service charge Office at 29 Second Avenue Onslow 01/09/19 - 31/10/19	681.80	
9021131158-0031	07/10/2019	WATER CORPORATION	Water use and service charge for Reserve at Tink Street Onslow 01/09/19 - 31/10/19	4414.90	
9020941589-0038	07/10/2019	WATER CORPORATION	Water use and service charge for Reserve at Yungu Road Onslow 01/09/19 - 31/10/19	4884.96	
9008516029-0120	07/10/2019	WATER CORPORATION	Water use and service charge for Beadon Creek Road Onslow 01/09/19 - 31/10/19	1215.40	
9008514875-0121	07/10/2019	WATER CORPORATION	Water use and service charge for Trickle Irrigation at Second Avenue Onslow 01/09/19 - 31/10/19	550.56	
9008513338-0152	07/10/2019	WATER CORPORATION	Water use and service charge for Garden at 86 Second Avenue Onslow 01/09/19 - 31/10/19	5.19	
9008513530-0179	07/10/2019	WATER CORPORATION	Water use and service charge for Youth Centre 253 Second Avenue Onslow 01/09/19 - 31/10/19	912.46	
9014625002-0073	07/10/2019	WATER CORPORATION	Water use and service charge Museum 52 Second Avenue Onslow 01/09/19 - 31/10/19	442.54	
9008515843-0119	07/10/2019	WATER CORPORATION	Water use and service charge Facilities at Back Beach Rd Onslow 01/09/19 - 31/10/19	627.43	
9008514728-0045	07/10/2019	WATER CORPORATION	Water use and service charge Swimming Pool McRae Place Onslow 01/09/19 - 31/10/19	4145.08	
9019334319-0011	07/10/2019	WATER CORPORATION	Trade waste permit for Sports Club 51 Third Avenue Onslow	143.67	
9014648669-0062	07/10/2019	WATER CORPORATION	Water use for unit 10/46 Second Avenue Onslow 01/09/19 - 31/10/19	115.10	
9020549296-0031	07/10/2019	WATER CORPORATION	Water use and service charge for Amenities at L500 Onslow Road Onslow 01/09/19 - 31/10/19	75.31	
9014648597-0061	08/10/2019	WATER CORPORATION	Water use and service charge for Unit 4/46 Second Avenue Onslow 01/09/19 - 31/10/19	10.96	
9017509568-0044	08/10/2019	WATER CORPORATION	Water use and service charge for Reserve at McGrath Avenue Onslow 01/09/19 - 31/10/19	392.84	
9021259143-0026	08/10/2019	WATER CORPORATION	Water use and service charge for Reserve at Maceadon Road Onslow 01/09/19 - 31/10/19	890.77	
9008513274-0168	08/10/2019	WATER CORPORATION	Water use and service charge for Units at 46 Second Avenue Onslow 01/09/19 - 31/10/19	1173.55	
9008516133-0105	08/10/2019	WATER CORPORATION	Water use and service charge for Slipway at Beadon Creek Onslow 01/09/19 - 31/10/19	54.54	
9008515886-0126	08/10/2019	WATER CORPORATION	Water use and service charge 16 Onslow Road Onslow 01/09/19 - 31/10/19	1745.18	
9008516555-0130	08/10/2019	WATER CORPORATION	Water use and service charge for Club at Onslow Road Onslow 01/09/19 - 31/10/19	51.94	
9008516571-0142	08/10/2019	WATER CORPORATION	Water use and service charge for Standpipe at Onslow Road Onslow 01/09/19 - 31/10/19	5837.01	
9009029679-0125	08/10/2019	WATER CORPORATION	Water use and service charge for Sports Ground 51 Third Avenue Onslow 01/09/19 - 31/10/19	8744.10	
		WATER CORPORATION		**40050.31**	**40050.31**
EFT49847	28/10/2019	WESTERN AUSTRALIAN TREASURY CORPORATION	Payment		376511.62
118	15/10/2019	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 118 Interest payment - Construction Recreation Centre Tom Price	21583.19	
121	15/10/2019	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 121 Interest payment - Staff Housing Loan	167806.31	
122	15/10/2019	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 122 Interest payment -	187122.12	
		WESTERN AUSTRALIAN TREASURY CORPORATION		**376511.62**	**376511.62**
EFT49848	28/10/2019	WHITEHAUS ARCHITECTS PTY LTD	Payment		8789.00
INV-16364	15/10/2019	WHITEHAUS ARCHITECTS PTY LTD	Architectural concept sketches for proposed transportable units Tom Price Tennis Courts	4433.00	
INV-16363	15/10/2019	WHITEHAUS ARCHITECTS PTY LTD	Concept design Onslow Childcare Centre and Gym - 80% complete	4356.00	
		WHITEHAUS ARCHITECTS PTY LTD		**8789.00**	**8789.00**
EFT49849	28/10/2019	WINC AUSTRALIA PTY LIMITED	Payment		3847.48
9028471056	11/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Tom Price Waste Site	75.67	
9028470910	11/09/2019	WINC AUSTRALIA PTY LIMITED	Printer and ink for Paraburdoo Ranger	208.12	
9028471880	11/09/2019	WINC AUSTRALIA PTY LIMITED	Printer and ink for Paraburdoo Ranger	98.12	

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
9028480650	11/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Tom Price Library	93.10	
9028573376	18/09/2019	WINC AUSTRALIA PTY LIMITED	1x 2020 year planner Onslow Airport	10.29	
9028576451	19/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Onslow Pool	18.78	
9028591265	19/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Tom Price Library	97.11	
9028632638	24/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Paraburdoo Waste Site	94.97	
9028645092	24/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Onslow Administration	23.65	
9028648723	25/09/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Onslow Pool	434.81	
9028719558	01/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Tom Price Administration Building	40.08	
9028732031	02/10/2019	WINC AUSTRALIA PTY LIMITED	Printer and Ink for Paraburdoo Ranger	313.17	
9028743635	02/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Pannawonica Library	100.35	
9028750176	03/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Pannawonica Library	33.45	
9028765351	04/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Tom Price Administration Building	53.04	
9028771089	04/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Paraburdoo Pool	18.19	
9028775375	04/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Paraburdoo Library	194.95	
9028768540	04/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Paraburdoo Library	19.89	
9028764351	04/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Pannawonica Library	82.54	
9028780630	07/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Tom Price Administration Building	115.37	
9028783249	07/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Paraburdoo Library	29.01	
9028775944	07/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Tom Price Administration Building	30.91	
9028778304	07/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Tom Price Administration Building	65.04	
9028783374	07/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Tom Price Administration Building	1340.76	
9028779233	07/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Tom Price Administration Building	35.31	
9028800837	08/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Paraburdoo Library	29.01	
9028801552	08/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Tom Price Administration Building	47.19	
9028813786	09/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Pannawonica Library	9.67	
9028810800	09/10/2019	WINC AUSTRALIA PTY LIMITED	Stationery items Tom Price Administration Building	134.93	
		WINC AUSTRALIA PTY LIMITED		**3847.48**	**3847.48**
EFT49850	28/10/2019	WIZARD EVENTS	Payment		1934.05
111	15/10/2019	WIZARD EVENTS	2x security crowd controllers, car hire and fuel for Onslow Gala 2019	1934.05	
		WIZARD EVENTS		**1934.05**	**1934.05**
EFT49851	28/10/2019	WOODLANDS ENVIRO (WOODLANDS DISTRIBUTORS	Payment		2189.00
ASH1-003	25/09/2019	WOODLANDS ENVIRO (WOODLANDS DISTRIBUTORS	10 x dog waste bag dispensers for Tom Price	2189.00	
		WOODLANDS ENVIRO (WOODLANDS		**2189.00**	**2189.00**
EFT49852	28/10/2019	WRAPPED CREATIONS	Payment		2640.00
INV-0873	01/10/2019	WRAPPED CREATIONS	Social media management for 2019 Passion of the Pilbara	2640.00	
		WRAPPED CREATIONS		**2640.00**	**2640.00**
EFT49853	28/10/2019	ZIRCODATA PTY LTD	Payment		4449.22
ZDI0018769	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/03/2018 - 25/04/2018	272.81	
ZDW0052464	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/11/2018 - 25/12/2018	118.31	
ZDW0052616	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/11/2018 - 25/12/2018	272.81	
ZDW0064714	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/02/2019 - 25/03/2019	272.81	
ZDW0064559	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/02/2019 - 25/03/2019	148.49	
ZDW0068333	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/03/2019 - 25/04/2019	272.81	
ZDW0068184	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/03/2019 - 25/04/2019	118.31	
ZDW0083240	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/05/2019 - 25/06/2019	272.81	
ZDW0083099	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/05/2019 - 25/06/2019	196.26	
ZDI0018615	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/03/2018 - 25/04/2018	92.51	
ZDW0028980	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/06/2018 - 25/07/2018	272.81	
ZDW0032589	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/07/2018 - 25/08/2018	93.36	
ZDW0039157	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/08/2018 - 25/09/2018	352.04	
ZDW0041290	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/09/2018 - 25/10/2018	118.31	
ZDW0041436	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/09/2018 - 25/10/2018	272.81	

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
ZDW0048028	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/10/2018 - 25/11/2018	118.31	
ZDW0048177	01/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/10/2018 - 25/11/2018	272.81	
ZDW0085990	26/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/06/2019 - 25/07/2019 and retrieval charges	299.09	
ZDW0086131	26/07/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/06/2019 - 25/07/2019	272.81	
ZDW0089586	26/08/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/07/2019 - 25/08/2019	169.47	
ZDW0093144	26/09/2019	ZIRCODATA PTY LTD	Offsite records storage for period 26/08/2019 - 25/09/2019	169.47	
		ZIRCODATA PTY LTD		**4449.22**	**4449.22**
EFT49854	28/10/2019	ZOE AIR #1555	Payment		39.90
EXPENSE171019	17/10/2019	ZOE AIR #1555	Reimbursement for 2x Prolink stereo to RCA leads Community Services	39.90	
		ZOE AIR #1555		**39.90**	**39.90**
EFT49855	31/10/2019	CHILD SUPPORT AGENCY	Payment		1160.28
DEDUCTION	27/10/2019	CHILD SUPPORT AGENCY	Payroll deductions	333.85	
DEDUCTION	27/10/2019	CHILD SUPPORT AGENCY	Payroll deductions	826.43	
		CHILD SUPPORT AGENCY		**1160.28**	**1160.28**
EFT49856	31/10/2019	KAL PHOTOGRAPHY (KALIE COUSSENS T/AS)	Payment		600.00
59361	24/10/2019	KAL PHOTOGRAPHY (KALIE COUSSENS T/AS)	Photos for the new Council, to be used for the Council Meeting documents	600.00	
		KAL PHOTOGRAPHY (KALIE COUSSENS T/AS)		**600.00**	**600.00**
EFT49858	31/10/2019	LANDGATE	Payment		671.50
350815-10000911	28/08/2019	LANDGATE	Mining tenements chargeable 12/07/19 - 08/08/19	72.00	
351313-10000911	20/09/2019	LANDGATE	Mining tenements chargeable 09/08/19 - 06/09/19	136.00	
351544-10000911	26/09/2019	LANDGATE	Copy of valuation roll reissue or duplicate	309.00	
351545-10000911	26/09/2019	LANDGATE	Copy of valuation roll reissue or duplicate	154.50	
		LANDGATE		**671.50**	**671.50**
EFT49862	31/10/2019	MAXXIA PTY LTD	Payment		3933.88
DEDUCTION	27/10/2019	MAXXIA PTY LTD	Payroll deductions	3156.39	
DEDUCTION	27/10/2019	MAXXIA PTY LTD	Payroll deductions	777.49	
		MAXXIA PTY LTD		**3933.88**	**3933.88**
EFT49863	31/10/2019	ONSLOW BEACH RESORT	Payment		65.00
13999	28/08/2019	ONSLOW BEACH RESORT	Meals for Employee #1703 23/08/19 - 05/09/19	65.00	
		ONSLOW BEACH RESORT		**65.00**	**65.00**
EFT49864	31/10/2019	ONSLOW PRIMARY SCHOOL	Payment		13971.10
626	01/08/2019	ONSLOW PRIMARY SCHOOL	Water usage Onslow Primary School 01/05/2019 - 29/05/2019	10070.25	
627	06/08/2019	ONSLOW PRIMARY SCHOOL	Water usage Onslow Primary School 29/05/2019 - 31/07/2019	3900.85	
		ONSLOW PRIMARY SCHOOL		**13971.10**	**13971.10**
EFT49865	31/10/2019	PANNAWONICA SPORTING CLUB	Payment		413.00
00000147	20/09/2019	PANNAWONICA SPORTING CLUB	Pannawonica Community Showcase Event - Feel Good Friday	300.00	
00000150	16/10/2019	PANNAWONICA SPORTING CLUB	Venue hire for Community Sundowner event Feel Good Friday	113.00	
		PANNAWONICA SPORTING CLUB		**413.00**	**413.00**
EFT49867	31/10/2019	PILBARA TREE LOPPING PTY LTD	Payment		5115.00
INV-0067	23/10/2019	PILBARA TREE LOPPING PTY LTD	Dead tree removal and stump grinding at 385 Tecoma Street Tom Price	1320.00	
INV-0065	23/10/2019	PILBARA TREE LOPPING PTY LTD	Tree pruning at 78 Tamarind Street and 756 Mungarra Street Tom Price	385.00	
INV-0066	23/10/2019	PILBARA TREE LOPPING PTY LTD	Tree pruning at 78 Tamarind Street Tom Price	1540.00	
INV-0068	24/10/2019	PILBARA TREE LOPPING PTY LTD	Remove dead tree and grind stump on Ashburton Avenue Paraburdoo	1320.00	
INV-0069	24/10/2019	PILBARA TREE LOPPING PTY LTD	Tree removal and stump grinding	550.00	
		PILBARA TREE LOPPING PTY LTD		**5115.00**	**5115.00**
EFT49870	31/10/2019	SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)	Payment		2036.20
DEDUCTION	27/10/2019	SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)	Payroll deductions	2036.20	
		SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)		**2036.20**	**2036.20**
EFT49871	31/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Payment		4098.81
PM01-017560	29/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Bond and pet bond for 1175 Tarwonga Circuit Tom Price	2100.00	
PM01-017559	29/10/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 1175 Tarwonga Circuit Tom Price 01/11/19 - 30/11/19	1998.81	
		SODEXO REMOTE SITES - RENTAL PAYMENTS		**4098.81**	**4098.81**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49872	31/10/2019	TOM PRICE STEELERS - RLFC	Payment		300.00
EXPENSE241019	24/10/2019	TOM PRICE STEELERS - RLFC	Delivery of Cat/Dog registration flyers Tom Price	300.00	
		TOM PRICE STEELERS - RLFC		**300.00**	**300.00**
EFT49873	31/10/2019	TRACEY COOPER #1646	Payment		39.76
EXPENSE281019	28/10/2019	TRACEY COOPER #1646	Reimbursement for taxi fare to airport for training in Perth	39.76	
		TRACEY COOPER #1646		**39.76**	**39.76**
EFT49875	31/10/2019	YANNI BEARD	Payment		396.00
EXPENSE281019	28/10/2019	YANNI BEARD	Reimbursement for LIWA Aquatics membership fee	396.00	
		YANNI BEARD		**396.00**	**396.00**
			TOTAL	**3076818.04**	**3076818.04**
Superannuation					
DD14638	13/10/2019	CLICKSUPER	Payment		99767.94
SUPER	13/10/2019	CLICKSUPER	Superannuation contributions	99767.94	
		CLICKSUPER		**99767.94**	**99767.94**
DD14678	27/10/2019	CLICKSUPER	Payment		88018.69
SUPER	27/10/2019	CLICKSUPER	Superannuation contributions	88018.69	
		CLICKSUPER		**88018.69**	**88018.69**
			TOTAL	**187786.63**	**187786.63**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
Trust Payments					
EFT49537	07/10/2019	BJK PUBLISHING & PHOTOGRAPHY	Payment		469.00
T6603	02/10/2019	BJK PUBLISHING & PHOTOGRAPHY	Total sales for September 2019	469.00	
		BJK PUBLISHING & PHOTOGRAPHY		**469.00**	**469.00**
EFT49543	07/10/2019	CHEVRON AUSTRALIA PTY LTD	Payment		600.00
T1306	02/10/2019	CHEVRON AUSTRALIA PTY LTD	Refund venue and key bond for MPC Onslow receipt #83119	600.00	
		CHEVRON AUSTRALIA PTY LTD		**600.00**	**600.00**
EFT49549	07/10/2019	CRAIG HAMMERSLEY	Payment		75.00
T6606	02/10/2019	CRAIG HAMMERSLEY	Total sales for September 2019	75.00	
		CRAIG HAMMERSLEY		**75.00**	**75.00**
EFT49554	07/10/2019	FRANK RICHARDSON	Payment		710.40
T6602	02/10/2019	FRANK RICHARDSON	Total sales for September 2019	710.40	
		FRANK RICHARDSON		**710.40**	**710.40**
EFT49556	07/10/2019	GRAEME G HAMMOND	Payment		21.25
T6608	02/10/2019	GRAEME G HAMMOND	Total sales for September 2019	21.25	
		GRAEME G HAMMOND		**21.25**	**21.25**
EFT49564	07/10/2019	L.E'S PHOTOGRAPHY - PILBARA COLOURS BY LE	Payment		216.75
T6610	02/10/2019	L.E'S PHOTOGRAPHY - PILBARA COLOURS BY LE	Total sales for September 2019	216.75	
		L.E'S PHOTOGRAPHY - PILBARA COLOURS BY LE		**216.75**	**216.75**
EFT49566	07/10/2019	LESTOK TOURS PTY LTD	Payment		1678.50
T6502	02/10/2019	LESTOK TOURS PTY LTD	Gorge tours for September 2019	1678.50	
		LESTOK TOURS PTY LTD		**1678.50**	**1678.50**
EFT49591	07/10/2019	RENAE MADE IT	Payment		190.40
T6616	02/10/2019	RENAE MADE IT	Total sales for September 2019	190.40	
		RENAE MADE IT		**190.40**	**190.40**
EFT49607	07/10/2019	THE FLYING SANDGROPER TOURS	Payment		1389.75
T6615	02/10/2019	THE FLYING SANDGROPER TOURS	Total sales for September 2019	1389.75	
		THE FLYING SANDGROPER TOURS		**1389.75**	**1389.75**
EFT49611	07/10/2019	TRIAD LASER CRAFTS (PREV HOBBYIST ARTIST)	Payment		1743.60
T6613	03/10/2019	TRIAD LASER CRAFTS (PREV HOBBYIST ARTIST)	Total sales for September 2019	1743.60	
		TRIAD LASER CRAFTS (PREV HOBBYIST ARTIST)		**1743.60**	**1743.60**
EFT49630	16/10/2019	CONSTRUCTION TRAINING FUND	Payment		7245.61
T1	10/10/2019	CONSTRUCTION TRAINING FUND	CITF Levys collected for the month of September 2019	7245.61	
		CONSTRUCTION TRAINING FUND		**7245.61**	**7245.61**
EFT49633	16/10/2019	DEPARTMENT OF MINES INDUSTRY REGULATION AND SAFETY	Payment		73878.67
T2	10/10/2019	DEPARTMENT OF MINES INDUSTRY REGULATION AND SAFETY	BRB Levy collected for the month of September 2019	73878.67	
		DEPARTMENT OF MINES INDUSTRY REGULATION AND SAFETY		**73878.67**	**73878.67**
EFT49696	18/10/2019	PARABURDOO TEE BALL ASSOCIATION	Payment		3100.00
T1201	16/10/2019	PARABURDOO TEE BALL ASSOCIATION	Refund venue and key bond for Ashburton Hall receipt #80860	600.00	
T1203	16/10/2019	PARABURDOO TEE BALL ASSOCIATION	Refund venue and key bond for lesser hall receipt #83306	600.00	
T1205	16/10/2019	PARABURDOO TEE BALL ASSOCIATION	Refund venue bond and 3x key bonds for Paraburdoo MPC receipt #83306	1300.00	
T1205	16/10/2019	PARABURDOO TEE BALL ASSOCIATION	Refund venue and key bond for Paraburdoo CHUBB receipt #80860	600.00	
		PARABURDOO TEE BALL ASSOCIATION		**3100.00**	**3100.00**
EFT49698	18/10/2019	SHIRE OF ASHBURTON	Payment		871.79
T6501	17/10/2019	SHIRE OF ASHBURTON	Coach commissions - mine tours for September 2019	871.79	
		SHIRE OF ASHBURTON		**871.79**	**871.79**

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49780	28/10/2019	NAMELESS JARNDUNMUNHA FESTIVAL	Payment		100.00
T1000	23/10/2019	NAMELESS JARNDUNMUNHA FESTIVAL	Refund key bond for Nameless Jarndunmunha Festival receipt #75870	100.00	
		NAMELESS JARNDUNMUNHA FESTIVAL		**100.00**	**100.00**
EFT49834	28/10/2019	TOM PRICE PANTHERS FOOTBALL CLUB	Payment		1100.00
T1108	23/10/2019	TOM PRICE PANTHERS FOOTBALL CLUB	Refund venue and key bond for Tom Price Sports Pavilion receipt #52395	1100.00	
		TOM PRICE PANTHERS FOOTBALL CLUB		**1100.00**	1100.00
EFT49838	28/10/2019	TOWNSITE EAGLES CRICKET CLUB	Payment		100.00
T1108	23/10/2019	TOWNSITE EAGLES CRICKET CLUB	Refund key bond for Townsite Eagles Cricket Club receipt #40608	100.00	
		TOWNSITE EAGLES CRICKET CLUB		**100.00**	**100.00**
EFT49857	31/10/2019	KERRY WHITE	Payment		80.00
T5000	31/10/2019	KERRY WHITE	Refund nomination bond for 2019 Council elections receipt #83096	80.00	
		KERRY WHITE		**80.00**	**80**
EFT49859	31/10/2019	LESTOK TOURS PTY LTD	Payment		27083.51
T6501	31/10/2019	LESTOK TOURS PTY LTD	Mine tours for August 2019	27083.51	
		LESTOK TOURS PTY LTD		**27083.51**	**27083.51**
EFT49860	31/10/2019	LINTON RUMBLE	Payment		80.00
T5000	31/10/2019	LINTON RUMBLE	Refund nomination bond for 2019 Council Elections receipt #83093	80.00	
		LINTON RUMBLE		**80.00**	**80.00**
EFT49861	31/10/2019	LORRAINE THOMAS	Payment		80.00
T5000	31/10/2019	LORRAINE THOMAS	Refund nomination bond for 2019 Council Elections receipt #83170	80.00	
		LORRAINE THOMAS		**80.00**	**80.00**
EFT49866	31/10/2019	PETER FOSTER	Payment		**80.00**
T5000	31/10/2019	PETER FOSTER	Refund nomination bond for 2019 Council Elections receipt #83107	80.00	
		PETER FOSTER		**80.00**	**80.00**
EFT49868	31/10/2019	RORY DE PLEDGE	Payment		80.00
T5000	31/10/2019	RORY DE PLEDGE	Refund nomination bond for 2019 Council Elections receipt #83190	80.00	
		RORY DE PLEDGE		**80.00**	**80.00**
EFT49869	31/10/2019	SHIRE OF ASHBURTON	Payment		686.41
T6501	31/10/2019	SHIRE OF ASHBURTON	Coach commission - Mine tours for August 2019	686.41	
		SHIRE OF ASHBURTON		**686.41**	**686.41**
EFT49874	31/10/2019	YAMATJI MARLPA ABORIGINAL CORP	Payment		600.00
T1306	31/10/2019	YAMATJI MARLPA ABORIGINAL CORP	Refund venue and key bond for MPC Hall receipt #83700	600.00	
		YAMATJI MARLPA ABORIGINAL CORP		**600.00**	**600.00**
			TOTAL	**122,260.64**	**122,260.64**
Muni Cheques					
28749	07/10/2019	SHIRE OF ASHBURTON (PETTY CASH)	Payment		100.00
FLOAT021019	02/10/2019	SHIRE OF ASHBURTON (PETTY CASH)	Petty cash float for Tom Price Pool	100.00	
				100.00	100.00
			TOTAL	**100.00**	**100.00**

Shire of Ashburton

CEO's Delegated Payment List - Regulation 13(1) Local Government (Financial Management) Regulation 1996

Corporate Credit Cards
Payment Total for Month 2nd September to 2nd October 2019

Description		Amount
CEO	$	4,274.22
Human Resources Manager	$	73.33
Director Property and Development Services	$	186.80
Director Corporate Services	$	1,957.24
Director Infrastructure Services	$	-
Acting Director Community Services	$	6,530.39
Manager Building and Facilities Maintenance	$	230.05
Manager Governance and Corporate Strategy	$	1,040.86
Grand Total	$	14,292.89

Trans No.	Date	Name	Description	Payment
CEO				
$10,000				
RP-OCT-19-01	10/09/2019	BLUE POD COFFEE	Coffee for Tom Price Depot	480.00
RP-OCT-19-02	11/09/2019	ADINA	Refund of cancelled accommodation from last month	-449.33
RP-OCT-19-03	13/09/2019	PILBARA FOODS	Coffee pods for the Council meeting coffee machine	50.00
RP-OCT-19-04	13/09/2019	COLES	Items required for Council Meeting held in Pannawonica	20.90
RP-OCT-19-05	16/09/2019	AUSTRALIA POST	Postage of Employees personal items	11.55
RP-OCT-19-06	17/09/2019	SODEXO	Accommodation for Employee #1576 and #1346 attending the Pannawonica OCM	680.00
RP-OCT-19-07	17/09/2019	SODEXO	Accommodation for Employee #1628, #1738 and #1375 attending the Pannawonica OCM	1020.00
RP-OCT-19-08	17/09/2019	SODEXO	Accommodation for 7 Councillors attending the Pannawonica OCM	2380.00
RP-OCT-19-09	24/09/2019	BOFFINS BOOKS	Wittenoom book for research	60.90
RP-OCT-19-10	30/09/2019	DROPBOX	Subscription for October 2019	20.20
			Total	**4,274.22**
HUMAN RESOURCES MANAGER				
$10,000				
CL-OCT-19-01	11/09/2019	COLES	Supplies for OSH Induction in Onslow	73.33
			Total	**73.33**
DIRECTOR PROPERTY AND DEVELOPMENT SERVICES				
$7,000				
BC-OCT-19-01	29/09/2019	CALTEX	Fuel for Director of PDS after fuel card stopped working	186.80
			Total	**186.80**
DIRECTOR CORPORATE SERVICES				
$10,000				
JB-OCT-19-01	03/09/2019	THE PICKLED BEAN	Site visit morning tea with Finance Manager	9.50
JB-OCT-19-02	18/09/2019	PIVOTEL	Monthly spot tracker for August 2019	824.94
JB-OCT-19-03	19/09/2019	SODEXO	Meals for Pannawonica Council Meeting Dinner 18/09/2019	1030.80
JB-OCT-19-04	27/09/2019	RED BREEZE	Lunch with auditors for exit meeting 27/09/2019	92.00
			Total	**1,957.24**
DIRECTOR INFRASTRUCTURE SERVICES				
$10,000				
			Total	**-**
ACTING DIRECTOR COMMUNITY SERVICES				
$10,000				
SJ-OCT-19-01	02/09/2019	SODEXO	Meal tickets for October School Holiday Program	539.00
SJ-OCT-19-02	04/09/2019	BRUMBRY'S	400x hamburger rolls	200.00
SJ-OCT-19-03	06/09/2019	SODEXO	Catering and labour for Paraburdoo Saints Function 07/09/2019	4898.68
SJ-OCT-19-04	07/09/2019	IGA	Vegemite and table spread for Community Celebration	11.46
SJ-OCT-19-05	09/09/2019	KMART	30x pillowcases for School Holiday Program	153.00
SJ-OCT-19-06	09/09/2019	MINILYA BRIDGE ROADHOUSE	Accommodation for entertainer to run programs at October School Holiday Program	70.00
SJ-OCT-19-07	10/09/2019	AUSTRALIA POST	Working with children's check for Employee #1432	87.00
SJ-OCT-19-08	11/09/2019	COLES	October School Holiday Program workshop ingredients	85.65
SJ-OCT-19-09	12/09/2019	SANITY	Purchase of movie for October School Holiday Program	28.95
SJ-OCT-19-10	12/09/2019	BAKER ROSS	Stickers and glow in the dark creepy crawlies for October School Holiday Program	32.63
SJ-OCT-19-11	17/09/2019	NANUTARRA ROADHOUSE	Fuel for councillor to attend Pannawonica Council Meeting	60.05
SJ-OCT-19-12	23/09/2019	KMART	Artificial plants and natural grass for Onslow Gala	202.58
SJ-OCT-19-13	26/09/2019	KMART	4x 30L soft close bins for Onslow Gala	161.39
			Total	**6,530.39**

MANAGER BUILDING AND FACILITIES MAINTENANCE

$7,000

CB-OCT-19-01	06/09/2019	SODEXO	Accommodation for Employee #1671 to conduct food inspections for Pannawonica Rodeo	170.00
CB-OCT-19-02	02/10/2019	RMS	Online booking system for September 2019	60.05
			Total	**230.05**

MANAGER GOVERNANCE & CORPORATE STRATEGY

$5,000

NT-OCT-19-02	16/09/2019	SODEXO	Catering for the September 2019 OCM	271.87
NT-OCT-19-03	17/09/2019	PANNAWONICA SUPERMARKET	Purchase of supplies for the OCM in Pannawonica	38.40
NT-OCT-19-04	18/09/2019	SODEXO	Accommodation for CEO, Employee #1382 for OCM in Pannawonica 17/09/2019 - 19/09/2019	680.00
NT-OCT-19-05	18/09/2019	SODEXO	Lunch for Council Meeting for OCM	27.00
NT-OCT-19-06	18/09/2019	PANNAWONICA SUPERMARKET	Purchase of dips for OCM in Pannawonica	5.02
NT-OCT-19-07	18/09/2019	PANNAWONICA SUPERMARKET	Purchase of milk for the OCM coffee machine	4.62
NT-OCT-19-08	18/09/2019	PANNAWONICA SUPERMARKET	Purchase of disposable plates for the OCM meeting	5.90
NT-OCT-19-01	11/09/2019	COLES	Afternoon tea for the Minister visit	8.05
			Total	**1,040.86**
			Total Credit Cards	**14,292.89**

Electronic Statement

Westpac

BusinessChoice Everyday VISA Card Statement

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

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

Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Robert L Paull		10,000	10,000.00

Statement From	Statement To	Facility Number
03 SEP 2019	02 OCT 2019	00028553

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	4,274.22	0.00	0.00	4,274.22 -	0.00	0.00	0.00

Electronic Statement

Westpac

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

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

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

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

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

BusinessChoice Everyday VISA Card

Date of Transaction	Description	Debits/Credits	Cardholder Comments
	Purchases		
10 SEP	BLUE POD COFFEE MULGRAVE AU EQUIPMENT RENTAL & LEASING S	480.00	
11 SEP	ADINA APARTMENT HOTE PERTH AU HOTELS, MOTELS, RESORTS - LO	449.33 -	
13 SEP	PILBARA FOOD SRV PL TOM PRICE AU MISCELLANEOUS FOOD STORES -	50.00	
13 SEP	COLES 0328 TOM PRICE AU GROCERY STORES, SUPERMARKETS	20.90	
16 SEP	POST TOM PRICE LPO TOM PRICE AU POSTAL SERVICES GOVERNMENT O	11.55	
17 SEP	SODEXO REMOTE SITES AU PANNAWONICA AU CATERERS	680.00	
17 SEP	SODEXO REMOTE SITES AU PANNAWONICA AU CATERERS	1,020.00	
17 SEP	SODEXO REMOTE SITES AU PANNAWONICA AU CATERERS	2,380.00	
24 SEP	BOFFINS BOOKSHOP PTY L PERTH AU BOOK STORES	60.90	
30 SEP	Dropbox VFLYWCPWJZWV db.tt/cchelp IE U. S. DOLLAR 13.19 INC FX FEE AUD $0.58 COMPUTER NETWORK/INFORMATION	20.20	
	Sub Total:	**4,274.22**	
	Miscellaneous Transactions		
02 OCT	TRANSFER CLOSING BALANCE TO BILLING ACCT	4,274.22 -	
	Sub Total:	**4,274.22 -**	
	Grand Total:	**0.00**	

Westpac

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

Cardholder Signature _____ Date 8/10/19

Transactions examined and approved.

Manager/Supervisor Signature _____ Date 09/10/19

Electronic Statement

Westpac

BusinessChoice Everyday VISA Card Statement

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

Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Carla Rose Loney		10,000	10,000.00

Statement From	Statement To	Facility Number
03 SEP 2019	02 OCT 2019	00028553

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	73.33	0.00	0.00	73.33 -	0.00	0.00	0.00

Electronic Statement

Westpac

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

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

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

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

BusinessChoice Everyday VISA Card

Date of Transaction	Description	Debits/Credits	Cardholder Comments
	Purchases		
11 SEP	COLES 0328 TOM PRICE AU	73.33	
	GROCERY STORES, SUPERMARKETS		
	Sub Total:	**73.33**	
	Miscellaneous Transactions		
02 OCT	TRANSFER CLOSING BALANCE TO BILLING ACCT	73.33 -	
	Sub Total:	**73.33 -**	
	Grand Total:	**0.00**	

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

Cardholder Signature cam arney **Date** 7/10/19

Transactions examined and approved.

Manager/Supervisor Signature _____ **Date** 14/10/19

CSF VPC

Westpac Banking Corporation ABN 33 007 457 141

Electronic Statement

Westpac

BusinessChoice Everyday VISA Card Statement

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

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

Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Mr B J Cameron		7,000	7,000.00

Statement From	Statement To	Facility Number
03 SEP 2019	02 OCT 2019	00028553

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	**0.00**	**186.80**	**0.00**	**0.00**	**186.80 -**	**0.00**	**0.00**	**0.00**

Electronic Statement

Westpac

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

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

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

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

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

BusinessChoice Everyday VISA Card

Date of Transaction	Description	Debits/Credits	Cardholder Comments
	Purchases		
29 SEP	KUMARINA ROADHOUSE KUMARINA AU SERVICE STATIONS	186.80	
	Sub Total:	**186.80**	
	Miscellaneous Transactions		
02 OCT	TRANSFER CLOSING BALANCE TO BILLING ACCT	186.80 -	
	Sub Total:	**186.80 -**	
	Grand Total:	**0.00**	

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

Cardholder Signature _____ **Date** 03/10/09

Transactions examined and approved.

Manager/Supervisor Signature _____ **Date** 5/10/14

Electronic Statement

Westpac

BusinessChoice Everyday VISA Card Statement

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

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Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
John Bingham		10,000	10,000.00

Statement From	Statement To	Facility Number
03 SEP 2019	02 OCT 2019	00028553

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	1,957.24	0.00	0.00	1,957.24 -	0.00	0.00	0.00

Electronic Statement

Westpac

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

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BusinessChoice Everyday VISA Card

Date of Transaction	Description	Debits/Credits	Cardholder Comments
	Purchases		
03 SEP	THE NINTIRRI CEN INC TOM PRICE AU FAST FOOD RESTAURANTS	9.50	
18 SEP	PIVOTEL SATELLITE SOUTHPORT AU TELECOMM SERVICE INC. LOCAL	824.94	
19 SEP	SODEXO REMOTE SITES PANNAWONICA AU DRINKING PLACES (ALCOHOLIC B	1,030.80	
27 SEP	RED BREEZE TOM PRICE AU EATING PLACES, RESTAURANTS	92.00	
	Sub Total:	**1,957.24**	
	Miscellaneous Transactions		
02 OCT	TRANSFER CLOSING BALANCE TO BILLING ACCT	1,957.24 -	
	Sub Total:	**1,957.24 -**	
	Grand Total:	**0.00**	

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

Cardholder Signature _____ **Date** 14/10/2019

Transactions examined and approved.

Manager/Supervisor Signature _____ **Date** 14/10/19

Electronic Statement

Westpac

BusinessChoice Everyday VISA Card Statement

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Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Sarah Johnston		10,000	10,000.00

Statement From	Statement To	Facility Number
03 SEP 2019	02 OCT 2019	00028553

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	**0.00**	**6,530.39**	**0.00**	**0.00**	**6,530.39 -**	**0.00**	**0.00**	**0.00**

Westpac

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

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BusinessChoice Everyday VISA Card

Date of Transaction	Description			Debits/Credits	Cardholder Comments
	Purchases				
02 SEP	SODEXO REMOTE SITES CATERERS	BALCATTA	AU	539.00	
04 SEP	MIB BAKERIES PTY LTD BAKERIES	TOM PRICE	AU	200.00	
06 SEP	SODEXO REMOTE SITES CATERERS	BALCATTA	AU	4,898.68	
07 SEP	PARABURDOO IGA GROCERY STORES, SUPERMARKETS	PARABURDOO	AU	11.46	
09 SEP	KMART ONLINE DISCOUNT STORES	03	AU	153.00	
09 SEP	BETTER CHOICE MINILY SERVICE STATIONS	CARNARVON	AU	70.00	
10 SEP	POST PARABURDOO LPO POSTAL SERVICES GOVERNMENT O	PARABURDOO	AU	87.00	
11 SEP	COLES 0328 GROCERY STORES, SUPERMARKETS	TOM PRICE	AU	85.65	
12 SEP	SANITY WEB STORE MUSIC STORES- MUSICAL INSTRU	MILPERRA	AU	28.95	
12 SEP	BAKER ROSS INC FX FEE AUD $0.94 ARTISTS SUPPLY STORES, CRAFT	HARLOW	GB	32.63	
17 SEP	Nanutarra Roadhouse SERVICE STATIONS	Nanutarra	AU	60.05	
23 SEP	KMART ONLINE DISCOUNT STORES	03	AU	202.58	
27 SEP	KMART ONLINE DISCOUNT STORES	03	AU	161.39	
			Sub Total:	**6,530.39**	
	Miscellaneous Transactions				

Westpac Banking Corporation ABN 33 007 457 141

Electronic Statement

Westpac

BusinessChoice Everyday VISA Card			
Date of Transaction	**Description**	**Debits/Credits**	**Cardholder Comments**
02 OCT	TRANSFER CLOSING BALANCE TO BILLING ACCT	6,530.39 -	
	Sub Total:	**6,530.39 -**	
	Grand Total:	**0.00**	

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

Cardholder Signature _____ **Date** _____

Transactions examined and approved.

Manager/Supervisor Signature _____ **Date** 14/10/19.

Westpac Banking Corporation ABN 33 007 457 141

Electronic Statement

Westpac

BusinessChoice Everyday VISA Card Statement

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Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Miss C R Bryce		7,000	7,000.00

Statement From	Statement To	Facility Number
03 SEP 2019	02 OCT 2019	00028553

Summary of Changes in Your Account Since Last Statement

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		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	**0.00**	**230.05**	**0.00**	**0.00**	**230.05 -**	**0.00**	**0.00**	**0.00**

DocuSign Envelope ID: 26E97668-637A-41B9-99DF-F9B04E8455A8

Electronic Statement

Westpac

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BusinessChoice Everyday VISA Card

Date of Transaction	Description	Debits/Credits	Cardholder Comments
	Purchases		
06 SEP	SODEXO REMOTE SITES AU PANNAWONICA AU CATERERS	170.00	
02 OCT	RMS- Commercial 0383999462 AU HOTELS, MOTELS, RESORTS - LO	60.05	
	Sub Total:	**230.05**	
	Miscellaneous Transactions		
02 OCT	TRANSFER CLOSING BALANCE TO BILLING ACCT	230.05 -	
	Sub Total:	**230.05 -**	
	Grand Total:	**0.00**	

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

Cardholder Signature DocuSigned by: Chantelle Boyce 7CA7808061A54B3... **Date** 3/10/2019

Transactions examined and approved.

Manager/Supervisor Signature _____ **Date** 03/10/19

CSF VPC

Westpac Banking Corporation ABN 33 007 457 141

Electronic Statement

Westpac

BusinessChoice Everyday VISA Card Statement

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Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Mrs N Tyson		5,000	5,000.00

Statement From	Statement To	Facility Number
03 SEP 2019	02 OCT 2019	00028553

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	1,040.86	0.00	0.00	1,040.86 -	0.00	0.00	0.00

Westpac

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

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BusinessChoice Everyday VISA Card

Date of Transaction	Description	Debits/Credits	Cardholder Comments
	Purchases		
11 SEP	COLES 0328 TOM PRICE AU GROCERY STORES, SUPERMARKETS	8.05	
16 SEP	SODEXO REMOTE SITES BALCATTA AU CATERERS	271.87	
17 SEP	SODEXO REMOTE SITES PANNAWONICA AU GROCERY STORES, SUPERMARKETS	38.40	
17 SEP	SODEXO REMOTE SITES AU PANNAWONICA AU CATERERS	680.00	
18 SEP	SODEXO REMOTE SITES PANNAWONICA AU FAST FOOD RESTAURANTS	27.00	
18 SEP	SODEXO REMOTE SITES PANNAWONICA AU GROCERY STORES, SUPERMARKETS	5.02	
18 SEP	SODEXO REMOTE SITES PANNAWONICA AU GROCERY STORES, SUPERMARKETS	4.62	
18 SEP	SODEXO REMOTE SITES PANNAWONICA AU GROCERY STORES, SUPERMARKETS	5.90	
	Sub Total:	**1,040.86**	
	Miscellaneous Transactions		
02 OCT	TRANSFER CLOSING BALANCE TO BILLING ACCT	1,040.86 -	
	Sub Total:	**1,040.86 -**	
	Grand Total:	**0.00**	

Westpac Banking Corporation ABN 33 007 457 141

Westpac

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

Cardholder Signature _____ Date 14/10/19

Transactions examined and approved.

Manager/Supervisor Signature _____ Date 14/10/19

Employee Timesheet

Version 05-15

Employee Name	Robert Paull		
Employee Number	1636		
Employee Position Number	CEO		
Department	CEO		
Pay period commencing	14-Oct-19	**Pay period ending**	27-Oct-19

shire of Ashburton
reef to range

Day	Date	Ordinary Hours Worked				Leave		Daily Total Hours	Notes or Comments
		Start	Finish	Break	Ordinary Time Total	Leave Time	Paid Leave Type		
Monday	14-Oct-19	7.45	18.00	0.50	10.05			**10.05**	
Tuesday	15-Oct-19	6.00	18.50	0.50	12.00			**12.00**	
Wednesday	16-Oct-19	8.00	19.00	0.50	10.50			**10.50**	
Thursday	17-Oct-19	7.45	19.00	0.50	11.05			**11.05**	
Friday	18-Oct-19	7.45	18.00	0.50	10.05			**10.05**	
Saturday	19-Oct-19	16.00	20.50		4.50			**4.50**	Elections
Sunday	20-Oct-19								
Monday	21-Oct-19	7.45	20.00	0.50	12.05			**12.05**	Attended the Pilbara Cycling Strategy Community Consultation (evening)
Tuesday	22-Oct-19	7.30	20.50	0.50	12.70			**12.70**	Council meeting
Wednesday	23-Oct-19	7.45	18.00	0.50	10.05			**10.05**	
Thursday	24-Oct-19					7.60	Annual	**7.60**	Attended the Shire sponsored Tourism Stakeholders meeting (17.50 - 21.00)
Friday	25-Oct-19	7.15	20.50	0.50	12.85			**12.85**	
Saturday	26-Oct-19								
Sunday	27-Oct-19								
Pay Totals					105.80	7.60		**113.40**	total hours worked

Employee Signature

20

ATTACHMENT 12.2A

Employee Timesheet

Version 05-15

Employee Name	Robert Paull		
Employee Number	1636		
Employee Position Number	CEO		
Department	CEO		
Pay period commencing	28-Oct-19	**Pay period ending**	10-Nov-19

shire of Ashburton
reef to range

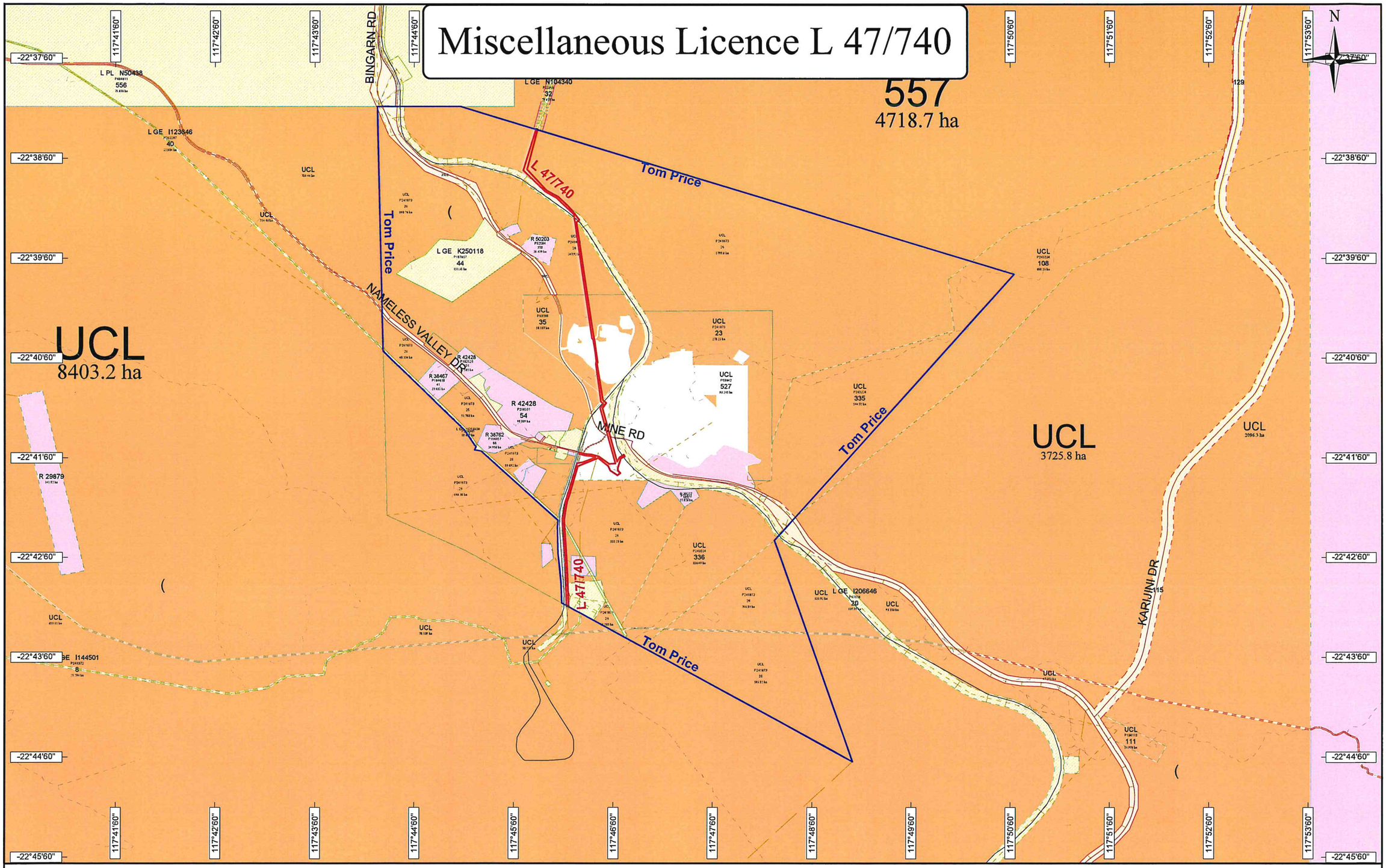
Day	Date	Ordinary Hours Worked				Leave		Daily Total Hours	Notes or Comments
		Start	Finish	Break	Ordinary Time Total	Leave Time	Paid Leave Type		
Monday	28-Oct-19	7.40	18.00	0.50	10.10			**10.10**	
Tuesday	29-Oct-19	7.45	18.00	0.50	10.05			**10.05**	
Wednesday	30-Oct-19	7.35	18.20	0.50	10.35			**10.35**	
Thursday	31-Oct-19	7.30	18.00	0.50	10.20			**10.20**	
Friday	1-Nov-19	7.30	17.45	0.50	9.65			**9.65**	
Saturday	2-Nov-19								
Sunday	3-Nov-19								
Monday	4-Nov-19	7.30	17.50	0.50	9.70			**9.70**	
Tuesday	5-Nov-19	7.45	18.00	0.50	10.05			**10.05**	
Wednesday	6-Nov-19	7.45	18.00	0.50	10.05			**10.05**	
Thursday	7-Nov-19	7.45	18.00	0.50	10.05			**10.05**	
Friday	8-Nov-19	7.45	19.00	0.50	11.05			**11.05**	
Saturday	9-Nov-19								
Sunday	10-Nov-19								
Pay Totals					101.25			**101.25**	total hours worked

Employee Signature

CEO Credit Card Transactions
October 2019

Trans No.	Date	Name of Supplier	Transaction Description	Payment
CEO				
$10,000				
RP-OCT-19-01	10/09/2019	BLUE POD COFFEE	Coffee for Tom Price Depot	$480.00
RP-OCT-19-02	11/09/2019	ADINA	Refund of cancelled accommodation from last month	-$449.33
RP-OCT-19-03	13/09/2019	PILBARA FOODS	Coffee pods for the Council meeting coffee machine	$50.00
RP-OCT-19-04	13/09/2019	COLES	Items required for Council Meeting held in Pannawonica	$20.90
RP-OCT-19-05	16/09/2019	AUSTRALIA POST	Postage of Employees personal items	$11.55
RP-OCT-19-06	17/09/2019	SODEXO	Accommodation for Employee #1576 and #1346 attending the Pannawonica OCM	$680.00
RP-OCT-19-07	17/09/2019	SODEXO	Accommodation for Employee #1628, #1738 and #1375 attending the Pannawonica OCM	$1,020.00
RP-OCT-19-08	17/09/2019	SODEXO	Accommodation for 7 Councillors attending the Pannawonica OCM	$2,380.00
RP-OCT-19-09	24/09/2019	BOFFINS BOOKS	Wittenoom book for research	$60.90
RP-OCT-19-10	30/09/2019	DROPBOX	Subscription for October 2019	$20.20
			Total	**$4,274.22**

Miscellaneous Licence L 47/740



Scale : 1:80000 (Geographical)
MGA : SW=569964.0E,7482023.4N Zone 50 / NE=593800.7E,7497788.2N Zone 50
Lat/Long : 117°40'53.498", -22°46'04.077" / 117°54'45.934", -22°37'27.267" H 184mm by W 297mm

Printed : 08:34 Tue 24/Sep/2019
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Trading Zones

TOM PRICE
PARABURDOO
ONSLOW
PANNAWONICA

shire of Ashburton
reef to range

ashburton.wa.gov.au

TOM PRICE TRADING ZONES

- Open Trading Zone



- Open Trading Zone- Invited

Keys will be required to access green zones from the shire.
This will help the shire to police the green zones.



- Events

– Bays to be marked and numbered.

More detailed mapping required for event bays.

shire of Ashburton
reef to range

Open Trading Zone –
Reserve 42327 / Lot 315 Central Road, Tom Price (Community Centre Carpark)



shire of Ashburton
reef to range

Open Trading Zone –
Lot 978 Stadium Road, Tom Price (Northern Carpark)



Open Trading Zone –
Reserve 40358 South Road, Tom Price (Diamond Club)



Open Trading Zone –
Reserve 39857 Willow Road, Tom Price (Clem Thompson Oval)



Open Trading Zone –
Reserve 52223 Willow Road, Tom Price (Vic Hayton Memorial Swimming Pool)



Open Trading Zone –
Reserve 39907 Jabbarup Place, Tom Price (Area W Oval)



Open Trading Zone –
Reserve 39907 / Lot 277 Jabbarup Place, Tom Price (Area W Oval – Northern end)



Open Trading Zone –
Reserve 39728 / Lot 69 West Road, Tom Price Tourist Information Bay)



Open Trading Zone –
Reserve 44839 / Lot 332 North Road, Tom Price (Dog Park)



Open Trading Zone –
Reserve 42329 / Lot 313 Central Road, Tom Price (Coles Carpark)



Open Trading Zone –
Reserve 46292 / Lot 344 Local Road, Tom Price (Tom Price Mall)



Invited Trading Zone –
Reserve 42329 / Lot 313 Central Road, Tom Price (Coles Carpark)



Invited Trading Zone –
Reserve 39857 / Lot 348 Willow Road, Tom Price (Clem Thompson Soccer Club)



Events Trading Zone –
Lot 2 Stadium Road, Tom Price (Village Green)



Events Trading Zone – (Clem Thompson Sporting Precinct)
Reserve 39857 Lot 348 Willow Road, Tom Price
Reserve 42659 Lot 346 Jacaranda Drive, Tom Price



Events Trading Zone –
Reserve 52223 / Lot 339 Willow Road, Tom Price(Skate Park)



Tom Price Trading Zones



PARABURDOO TRADING ZONES

- Open Trading Zone



- Open Trading Zone- Invited

Keys will be required to access green zones from the shire.
This will help the shire to police the green zones.



- Events

- Bays to be marked and numbered.

More detailed mapping required for event bays.

shire Ashburton

Open Trading Zone –
Reserve 39572 / Lot 555 Fortescue Place, Paraburdoo (Peter Sutherland Oval)



Open Trading Zone –
Reserve 42334 / Lot 87 Ashburton Avenue, Paraburdoo (Peter Sutherland Oval)



Open Trading Zone –
Anzac Court, Paraburdoo (Paraburdoo Rear Carpark)



Invited Trading Zone –
Reserve 39572 / Lot 555 Fortescue Road, Paraburdoo (Peter Sutherland Oval)



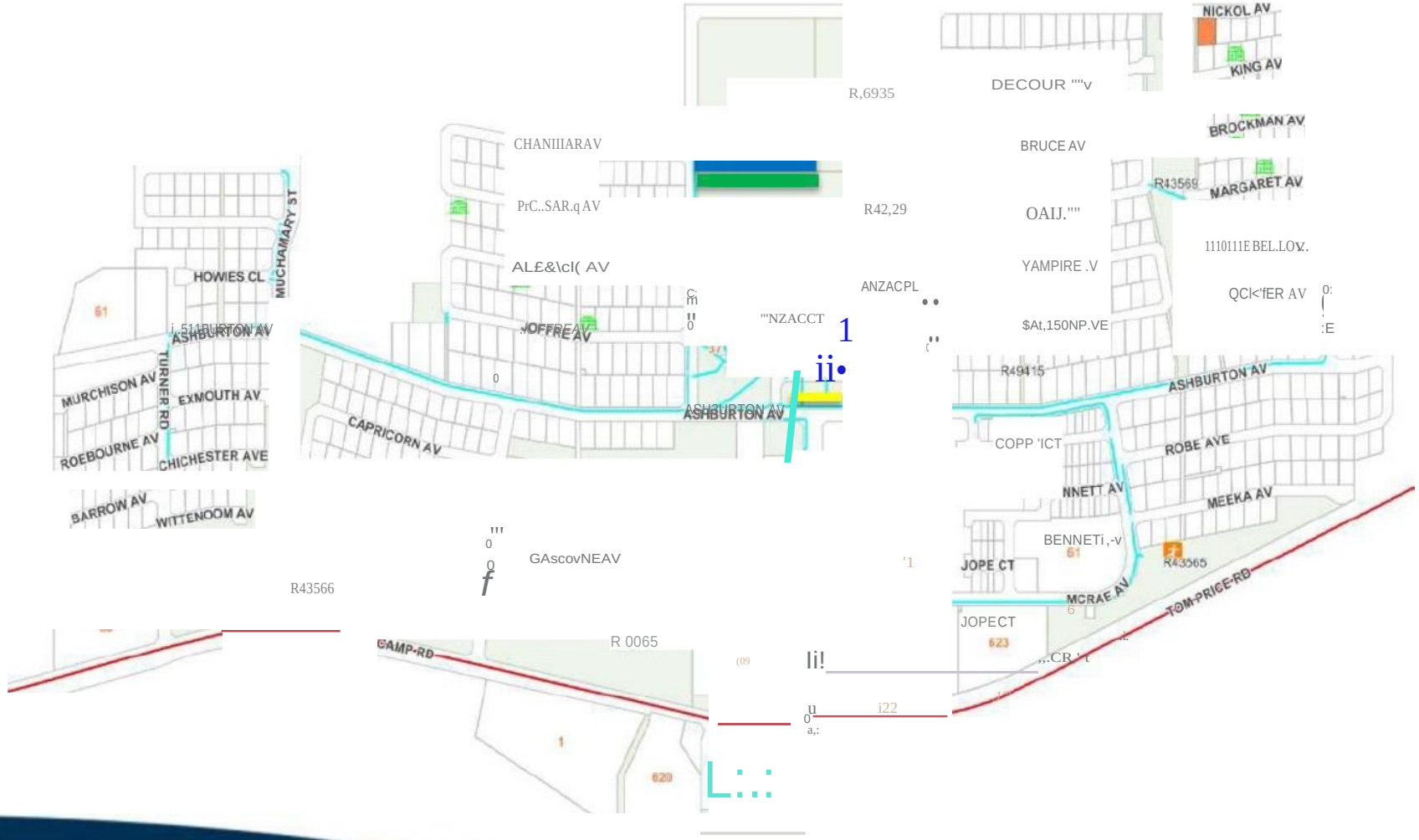
Invited Trading Zone –
Reserve 42129 / Lot 88 De Grey Road, Paraburdoo (Basketball Precinct)



Events – (Bays to be numbered and marked)
Reserve 39572 / Lot 555 Fortescue Place, Paraburdoo (Peter Sutherland Oval)



Paraburdoo Trading Zones



ONSLOW TRADING ZONES

- Open Trading Zone



- Open Trading Zone- Invited

Keys will be required to access green zones from the shire.
This will help the shire to police the green zones.



- Events

- Bays to be marked and numbered.

More detailed mapping required for event bays.

shire< Ashburton

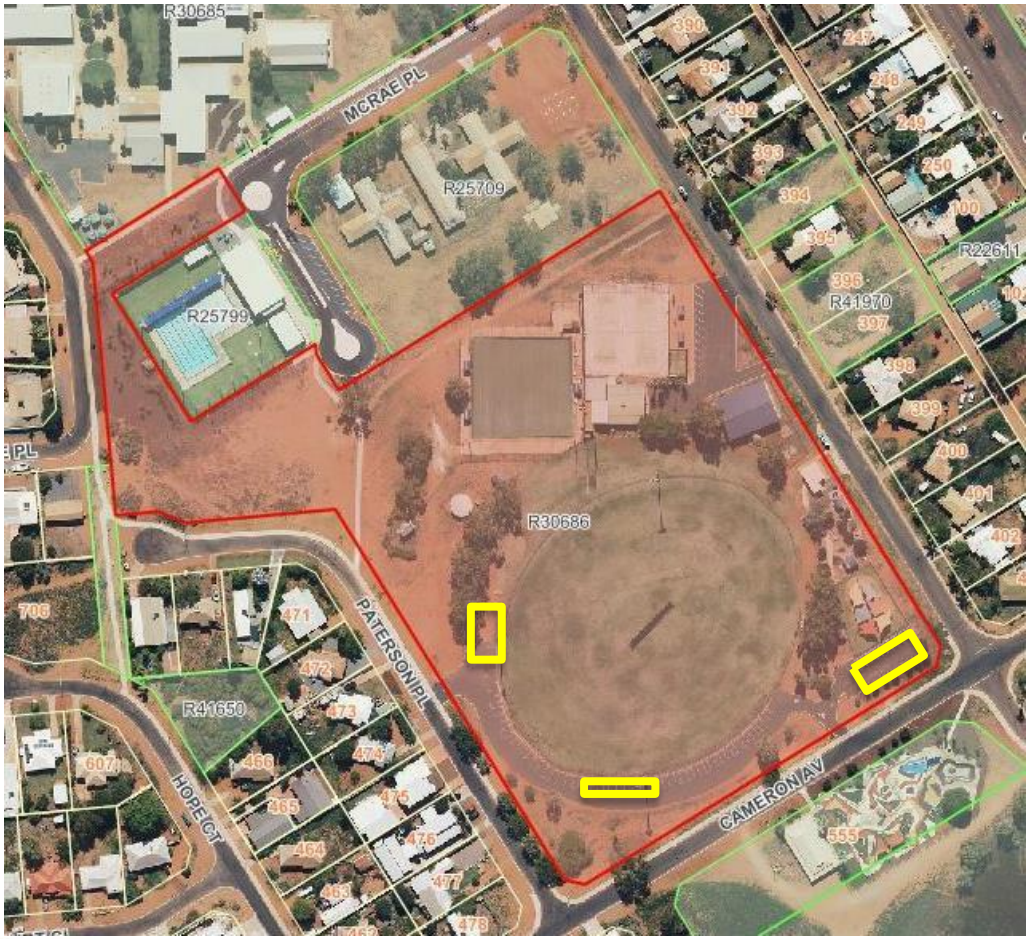
Open Trading Zone –
Reserve 41929 / Lot 937 Second Ave, Onslow (Onslow Visitor Centre)



Open Trading Zone –
First Avenue, Onslow (Onslow Foreshore)



Open Trading Zone –
Reserve 30686 / Lot 644 Third Ave, Onslow (Thalanyji Oval)



Open Trading Zone –
Reserve 30686 / Lot 644 Third Ave, Onslow (Thalanyji Oval)



Events – (Bays to be marked and numbered)
Reserve 30686 / Lot 644 Third Ave, Onslow (Thalanyji Oval)
Reserve 30686 / Lot 555 Cameron Ave, Onslow (Onslow Skate Park)



Events – (Bays to be marked and numbered)
Reserve 42090 / Lot 970 McGrath Ave, Onslow (Multipurpose Centre)
Reserve 45561 / Lot 500 McGrath Ave, Onslow (Multipurpose Centre)



ONSLOW TRADING ZONES



PANNAWONICA TRADING ZONES

- Open Trading Zone



- Open Trading Zone- Invited

Keys will be required to access green zones from the shire.
This will help the shire to police the green zones.



- Events

- Bays to be marked and numbered.

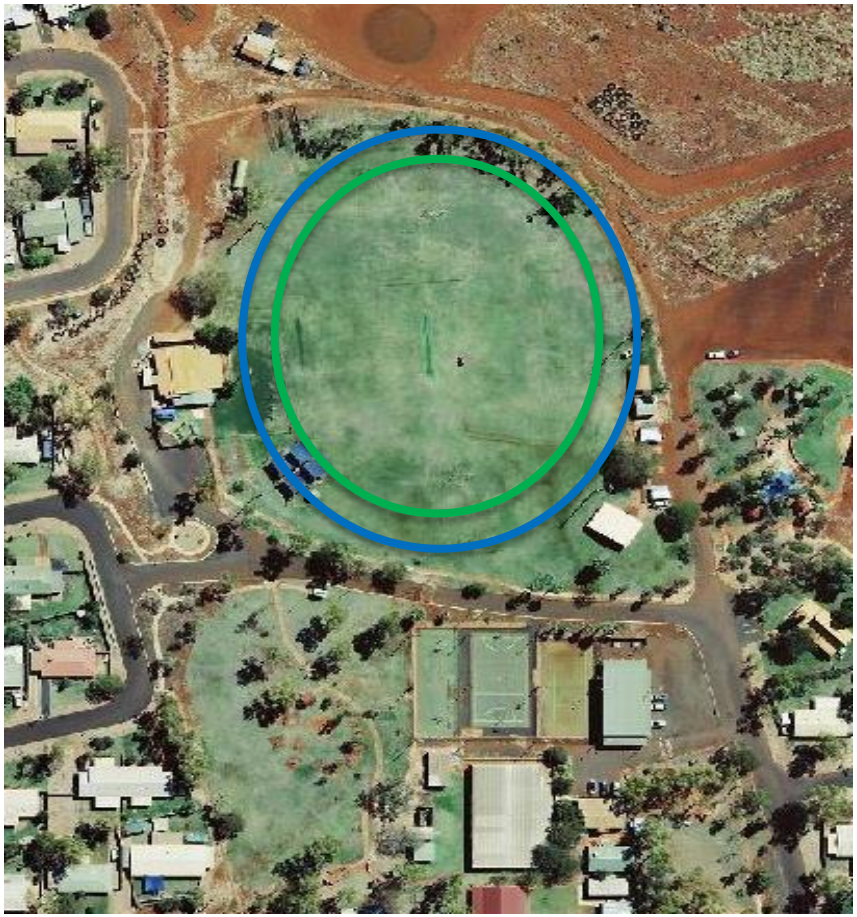
More detailed mappingrequired for event bays.

shire (Ashburton

Open Trading Zones –
Lot 54, Pannawonica (Shopping Precinct)



Invited & Event Trading –
Lot 54, Pannawonica (Shopping Precinct)



PANNAWONICA TRADING ZONES



Schedule 1 - Items

Item 1 **Community Facility**

Storage for Paraburdoo Basketball Association sited within the shed located adjacent to the Karingal Neighbourhood Centre and the rear of the Paraburdoo Tennis Courts, within the Community HUB, Paraburdoo.

Item 2 **Land**

Reserve 42129 comprised in Lot 88 on Deposited Plan 190513 and being the land in Certificate of Title Volume LR3008 Folio 436.

Item 3 **Leased Premises**

That part of the Land having an area of approximately ten square metres as depicted and hatched blue on the plan attached to this Lease as Annexure 2.

Item 4 **Rent**

The Rent is $100 per annum plus GST.

Item 5 **Review Date**

On each date that the adopted fees for leasing of Shire assets (facilities, buildings and land) in Policy REC05 is reviewed during the Term of this Lease and any holding over period.

Item 6 **Commencement Date**

1 December 2019

Item 7 **Term**

Five years

Item 8 **End Date**

30 November 2024

Item 9 **Authorised Use**

Storage

Item 10 **Renewal Date**

1 December 2024

Item 11 **Further Term**

One further term for a period of 5 years

Item 12 **Final Expiry Date**

30 November 2029

Schedule 2 – Special Conditions

Special Conditions are set out below

A Utilities and Services

The Lessee must pay the cost of the utilities and services as set out in the table below. For the avoidance of any doubt, if there are any inconsistencies between clause 4 of this Lease and the table set out below, the Parties agree that the table will prevail.

Utility or service	**Amount payable by Lessee**
Local Government Rates	0%
Water Rates	0%
Land Tax	0%
DFES Levy	0%
Water	0%
Gas	0%
Electricity	100%
Telephones, including line charges	0%
Cost of installation of any meter, wiring or other device necessitated by the use of a utility and service	0%
Cost of rubbish collection including emptying wheelie bins and 1100 bins	0%
Cost of annual food surveillance fee (if applicable)	N/A

B Other special conditions

a. For the purpose of B Other Special Conditions, **Leased Premises** means those parts of the Land, Community Facility and Licenced Area of Schedule 1 – Items of the Lease which is necessary for the enjoyment and use of the Leased Premises as depicted in Annexure 2 - Plan of Leased Premises

b. The Lessee has the right to use the Leased Premises at the Community Facility and is responsible for:

   i. Any damage caused to the Leased Premises by the Tenant or anyone under the Tenant's control.

ii. Cleaning in the event that usage of the area has left the area in an unclean and untidy state.

iii. If claimed by the Shire, a fair proportion of the costs to clean the Shared Facilities.

c. The Leased Premises is to be kept clean and tidy at all times including dusting, cobweb removal, vacuuming and tidying of equipment;

d. Any damage to or removal of furniture or fitting that belong to the Shire of Ashburton will be charged back to the Lessee at replacement value;

e. Alcohol must not be stored on the Leased Premises. Alcohol consumption must be in accordance with Shire of Ashburton Policy REC01 – Consumption of Alcohol – Public Facilities and the *Liquor Control Act 1968*. An application must be made to the Shire by submission of "SOA CD 002 Application to Consume Alcohol on Council Property" at least 14 days prior to the event. If alcohol is being sold the Shire must be provided with a copy of the liquor licence as approved by the Department of Racing, Gaming and Liquor prior to the license period commencing;

f. BBQ's must not be stored in the Leased Premises;

g. Rubbish in excess of the bins provided at the Leased Premises must be disposed of at the Paraburdoo Waste Site at the expense of the Lessee and in accordance with the Shire's Fees and Charges Schedule;

h. Three keys will be provided for the Leased Premises. A bond of $100 per key will be required;

i. Electrical equipment must be kept in good working condition and undergo annual testing and tagging. Non-complying equipment is to be withdrawn from service immediately;

j. The Lessee must at all times be able to provide evidence to the Shire of Ashburton that it is abiding by its constitution. A copy of the constitution must be provided to the Licensor upon commencement and when any changes are registered with the Department of Commerce. No person shall be denied membership unless:

i. They have been expelled or suspended for a breach of the rules of membership and this expulsion or suspension can be justified to the Shire of Ashburton; or

ii. They remain un-financial for a period of time deemed unsatisfactory by the Lessee.

Annexure 1 – Consent of the Minister of Lands

Annexure 2 – Plan of Leased Premises



(Not to scale)

Schedule 1 - Items

Item 1 **Community Facility**

Tom Price Speedway Grounds located at Lot 53 Nameless Valley Drive, Tom Price, Western Australia

Item 2 **Land**

Reserve 39327 comprised of Lot 53 Nameless Valley Drive on Deposited Plan 186853 and being the land in Certificate of Title Number LR3144, Folio 970.

Item 3 **Leased Premises**

The whole of the Land and Buildings having an area of approximately 133,118 square metres as depicted on the plan attached to this Lease as Annexure 2.

Item 4 **Building**

The buildings and other improvements constructed on the Land at commencement of the Lease.

Item 5 **Rent**

The Rent is $500.00 per annum plus GST.

Item 6 **Review Date**

On each date that the adopted fees for leasing of Shire assets (facilities, buildings and land) in Policy REC05 is reviewed during the Term of this Lease and any holding over period.

Item 7 **Commencement Date**

1 December 2019

Item 8 **Term**

5 years

Item 9 **End Date**

30 November 2024

Item 10 **Authorised Use**

Motor Sport related activities.

Item 11 **Renewal Date**

1 December 2024

Item 12 **Further Term**

1 further term of 5 years

Item 13 **Final Expiry Date**

30 November 2029

Schedule 2 – Special Conditions

Special Conditions are set out below

A Conditions Precedent

Any modifications or structures proposed may only be undertaken in accordance with the Shire's written consent. A Development Application to modify the site plan and Building Application is required. Any structures or modifications must comply with the Building Code of Ashburton and all other relevant legislation. All works are to be conducted in a safe and professional manner.

B Utilities and Services

The Club must pay the cost of the utilities and services as set out in the table below. For the avoidance of any doubt, if there are any inconsistencies between clause 4 of this Lease and the table set out below, the Parties agree that the table will prevail.

Utility or service	Amount payable by Club
Local Government Rates	100%
Water Rates	100%
Land Tax	100%
DFES Levy	100%
Water	100%
Gas	100%
Electricity	100%
Telephones, including line charges	100%
Cost of installation of any meter, wiring or other device necessitated by the use of a utility and service	100%
Cost of rubbish collection including emptying wheelie bins and 1100 bins	100%
Cost of annual food surveillance fee (if applicable)	100%

C Other special conditions

a) By executing this Agreement, the Club commits to continuous improvement of the Land and Leased Premises to ensure assets are maintained and debris is removed from the site to ensure the safety of users and the continued improvement to the sites aesthetics.

b) Inspections will be undertaken by Shire Staff to ensure the Land and Leased Premises comply with relevant statues and Local Laws and are clean and tidy.

c) The Club must not clear vegetation on the Land without the Shire's prior written consent.

d) Any food preparation and subsequent health requirements are the responsibility of the Club.

e) Alcohol must not be stored on the Premises. Alcohol consumption must be in accordance with Shire of Ashburton Policy REC01 – Consumption of Alcohol – Public Facilities and the *Liquor Control Act 1968*. An application must be made to the Shire by submission of SOA CD 002 Application to Consume Alcohol on Council Property" at least 14 days prior to the event. If alcohol is being sold, the Shire must be provided with a copy of the liquor licence as approved by the Department of Racing, Gaming and Liquor prior to the license period commenting.

f) Events must be approved by the Lessor. An application must be made to the Shire by submission of "SOA CD 007 Events Application" at least 30 days prior to the event.

g) Electrical equipment must be kept in good working condition and undergo annual testing.

h) The Club must ensure compliance with all regulatory and environmental laws.

i) The Club are required to pay annual fees and charges for 240 and 1100 litre bins as per the Shire of Ashburton's Fees and Charges Schedule.

j) Any items which cannot be disposed of in the bins provided must be disposed of at the Tom Price Rubbish Tip at the expense of the Club. Such items are large pieces of timber or pallets, steel, paint, oil or any other liquid, gas bottles, batteries and any items:

   i. Not permitted to be disposed of in waste bins; and

   ii. Any items too large to be disposed of in waste bins.

k) All service charges in Schedule 2B are to be charged directly to the Club by the service provider. All invoices are to be paid by the Club.

l) Water usage and maintenance are shared 50:50 between Tom Price B.M.X. Club and the Club. In the event that the utility provider commences charging for water consumption each Club will pay 50% of every invoice received.

m) Tom Price B.M.X. Club and Tom Price Motor Sport Club Presidents must liaise in each of the following circumstances listed:

   i. When either Club identifies an urgent repair requirement in water line or equipment. Club which identifies works needed is to repair and cover all costs of repair with assistance to be offered from other Club.

   ii. When either Club has caused damage to the water line or equipment. Club which has caused damage is required to restore water line or equipment and pay all expenses to restore.

   iii. When either Club determines that maintenance or upgrades are required not related to urgent repairs. Club which requests maintenance or upgrades is required to undertake work, paying all expenses to restore with assistance to be offered from other Club.

n) Season race meet times and dates are to be exchanged between Tom Price B.M.X. Club and the Club prior to racing season to determine if Clubs will require water supply at the same time.

o) Usage of water at the same time is to be sorted amicably between Tom Price B.M.X. Club and the Club.

p) Any issues that may arise in regards to the shared usage of the water and its maintenance requirements must be amicably sorted between Tom Price B.M.X. Club and the Club. The Shire of Ashburton will provide guidance should an agreement not be reached. This may result in the lease agreements for the reserves/Clubs being terminated.

q) Caretakers are not permitted on the Land.

r) The Land is to be kept free from debris including cars bodies, materials of all descriptions, tyres not used for walls and the like.

s) The Club must at all time be able to provide evidence to the Shire of Ashburton that it is abiding by its constitution and that no person should be denied membership or access to the Reserve unless:

   i. They have been expelled or suspended by the Club for a breach of the rules of membership and this expulsion or suspension can be justified to the Shire of Ashburton;

   ii. They remain un-financial for a period of time deemed unsatisfactory by the Club.

t) The Club must provide a signed electronic copy of the Annual General Meeting Minutes to the Shire within one (1) month of holding the Annual General Meeting.

u) Any authorised developments are assets of the Club, and are the responsibility of the Club. Any unauthorised developments are to be removed immediately by the Club upon instruction from the Shire of Ashburton.

v) The Club is required to obtain insurance for personal property (including contents), building and other infrastructure on the Land.

w) A storage/laydown area is permitted for material required for reserve maintenance and upgrades. This area must be:

   i. Small.

   ii. Well kept & tidy (not used to discard waste/rubbish).

   iii. Safe. Items that are a ‘potential’ flying hazard to be secured to the surface/ground.

   iv. Used for the Club only, not for commercial enterprise.

x) Loam/dirt pits utilised for track and reserve maintenance and upgrades must at all times be kept in a safe condition for visitors and wildlife.

y) Upon termination, all development undertaken by the Club must be removed from the Land. Any costs incurred by the Shire of Ashburton as a result of developments not being removed on termination of the Agreement will be charged to the Club.

Annexure 1 – Consent of the Minister of Lands

Annexure 2 – Plan of Leased Premises

Plan of Leased Premises





1 Master Plan
1 : 500



1 1.2 METRE HIGH CHAIN LINK FENCE TO SURROUND



2 1.2 METRE HIGH SWING ACCESS GATES



3 WASTE DISPOSAL AND BINS TO MAIN ENTRANCES



4 VARIED LEVEL HUMAN AND DOG DRINK FOUNTAINS



5 TANDEM BENCH SEATING

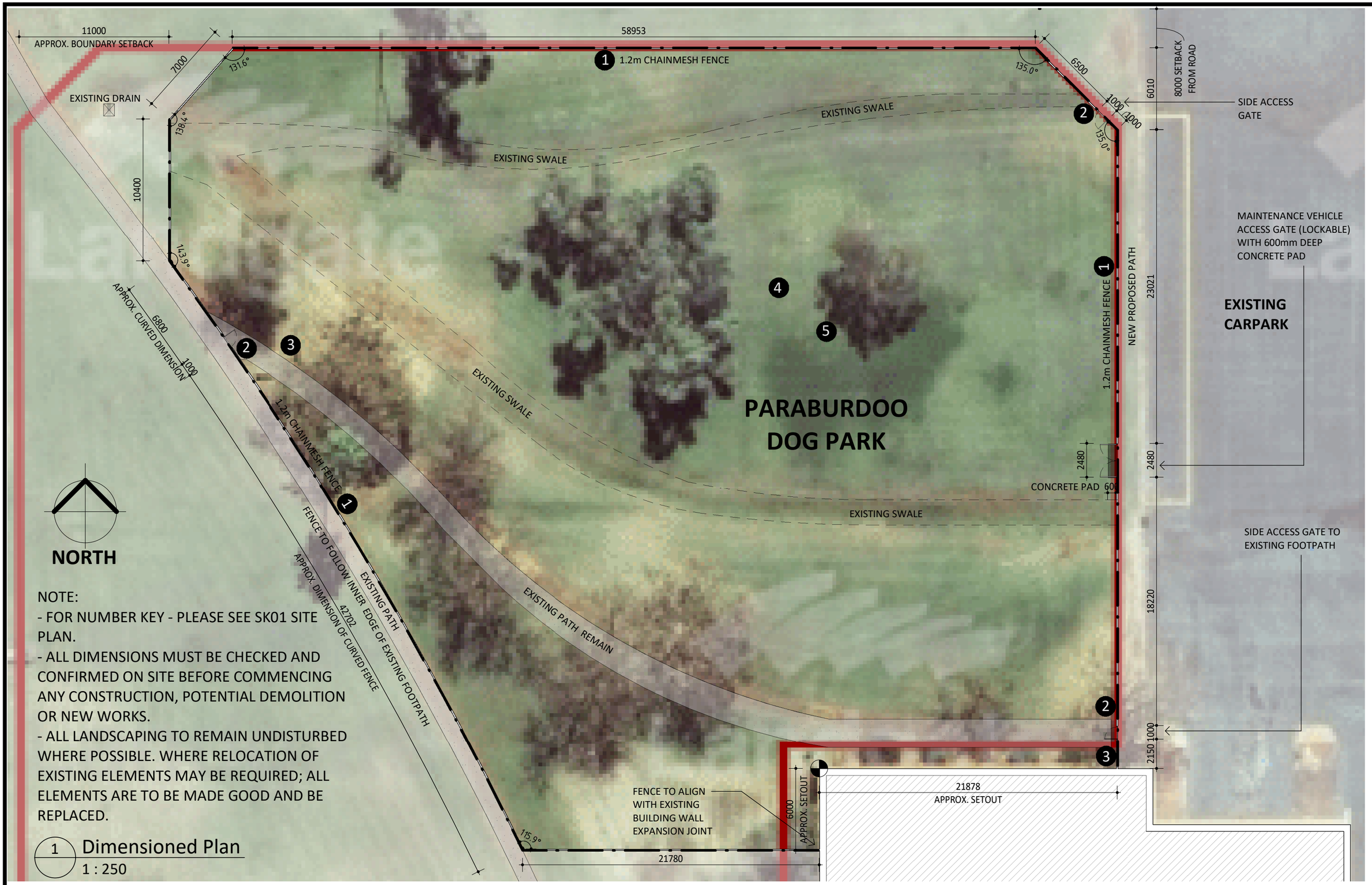
WHITEHAUS
architecture | interior design | drafting
995 Hay Street PERTH 6000 | (08) 9226 3236
admin@whitehaus.com.au | ABN: 66 159 398 428

REV	DESCRIPTION	DATE
B	For Development Approval	09/10/19
A	For Council Comment	15/08/19

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CLIENT: Shire of Ashburton
PROJECT ADDRESS: Lot 37, Fortescue Road, Paraburdoo, WA 6754

DRAWING TITLE: Master Plan - Site
PROJECT TITLE: Paraburdoo Dog Park
DRAWN: MB
APPROVED: GA
PROJECT No.: 19198
SCALE @ A3: As indicated
DRAWING No.: SK01
REV: B



NOTE:
- FOR NUMBER KEY - PLEASE SEE SK01 SITE PLAN.
- ALL DIMENSIONS MUST BE CHECKED AND CONFIRMED ON SITE BEFORE COMMENCING ANY CONSTRUCTION, POTENTIAL DEMOLITION OR NEW WORKS.
- ALL LANDSCAPING TO REMAIN UNDISTURBED WHERE POSSIBLE. WHERE RELOCATION OF EXISTING ELEMENTS MAY BE REQUIRED; ALL ELEMENTS ARE TO BE MADE GOOD AND BE REPLACED.

1 Dimensioned Plan
1 : 250

WHITEHAUS
architecture | interior design | drafting
995 Hay Street PERTH 6000 | (08) 9226 3236
admin@whitehaus.com.au | ABN: 66 159 398 428

REV	DESCRIPTION	DATE
B	For Development Approval	09/10/19
A	Dimensioned Plan Added	13/09/19

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CLIENT: Shire of Ashburton
PROJECT ADDRESS: Lot 37, Fortescue Road, Paraburdoo, WA 6754

DRAWING TITLE: Conceptual Layout - Dimensioned
PROJECT TITLE: Paraburdoo Dog Park

DRAWN: MB
APPROVED: GA
SCALE @ A3: 1 : 250
DRAWING No.: SK02
PROJECT No.: 19198
REV: B

ATTACHMENT 13.7A

BLANK INSTRUMENT FORM

DEED OF EASEMENT (Note 1)

This DEED OF EASEMENT is made between

The SHIRE OF ASHBURTON of Lot 246 Poinciana Street, Tom Price, Western Australia ("the Grantee")

and

LMS SUPER (WA) PTY LTD of , INSERT, Western Australia ("the Grantor")

RECITALS:

A. The Grantor is the registered proprietor of an estate in fee simple of the Easement Area;
B. The Grantee is the Management Body of Reserve 39572;
C. The Grantee is erecting a fence on portion of the Easement Area;
D. The Grantor has agreed to grant to the Grantee an easement over the Easement Area on the terms and conditions contained in this Deed.

OPERATIVE PART:

1. DEFINITIONS AND INTERPRETATIONS

1.1 Definitions

In this Deed, unless the context indicates to the contrary:

'Consideration' means the monetary consideration which is zero.

'Easement' means the Public Access Easement created by this Deed pursuant to section 195 of the Land Administration Act 1997.

'Easement Area' means the common property on Lot 804 on Plan 15743 and includes the air space above it, and ground beneath it, but only to the extent necessary for the ordinary use of the Easement Area for the Easement Purpose;

'Easement Plan' means the 'interest only' Deposited Plan TBA attached to this Deed and signed by the Parties by way of identification;

'Easement Purpose' means the full and free right and liberty to the Grantee and its personnel and visitors and members of the public to enter the Easement Area.

1.2 Words importing the singular include the plural and vice versa. Words importing a gender include any gender. A reference to a person includes a reference to a natural person, a corporation and any entity capable of being the subject of legal proceedings.

1.3 Party

A reference to a party includes successors and permitted assignees and in the case of the Shire includes any Local Government in which the Shire land is situated.

1.4 Governing Law

This Deed must be construed in accordance with and governed by the laws of Western Australia.

1.5 Joint and Several

An obligation on the part of two or more persons binds them jointly and severally.

2. GRANT OF EASEMENT

In consideration of the Easement Area, by this Deed the Grantor, being registered as the proprietor of an estate in fee simple of the Easement Area, hereby grants to the Grantee as the proprietor of Reserve 39572 the right to erect fencing and maintain reticulation and gardens on part of the Easement Area delineated in COLOUR on the Plan and to maintain and repair such fencing, reticulation and gardens and enter upon the Subject Land for such purposes upon the terms and conditions contained in this Deed.

3. BENEFIT AND BURDEN
3.1 The benefit of the Easement is for the Grantee and for the public at large.
3.2 The burden of the Easement runs with and binds the Easement Area.

4. GRANTEE'S OBLIGATIONS
4.1 The Grantee, its workmen, agents and members of the public at large may at all times, with or without vehicles, plant, equipment, machinery, tools, materials and other articles use the Easement Area.
4.2 The Grantee will make good any damage to the Easement Area which results from the exercise of this Easement by the Grantee, the Guarantee's Personnel and member of the public at large.
4.3 The Grantee covenants with the Grantor to properly install and maintain the fencing, reticulation and gardens in good order and condition at its own expense.

5. GRANTOR'S OBLIGATIONS
The Grantor covenants with the Grantee that:
5.1 They will not without the consent in writing of the Grantee construct, erect, build or suffer to be constructed, erected or build upon the Easement Area any building or structure which may in any way interfere with or obstruct the fencing, reticulation or gardens;
5.2 They will at all reasonable times permit the Grantee, its workmen, agents and contractors with or without machines to enter upon the Easement Area for the purpose of exercising or enjoying any of the rights granted by this Deed or carrying out, executing or performing any of the works referred to in this Deed;
5.3 They will permit the Grantee to register this Deed as an Easement on the Title of the Easement Area.

6. INSURANCE
The Grantee must take out and maintain Public Liability insurance for $20,000,000.

EXECUTED as a Deed this day of 2019.

The COMMON SEAL of
SHIRE of ASHBURTON
was hereunto affixed by authority
of its Council in the presence of:

Kerry White
Shire President

Rob Paull
Chief Executive Officer

EXECUTED by
LMS SUPER (WA) PTY LTD
ACN 619 250 332
pursuant to s127 of the
Corporations Act 2001 (Cth):

(Insert Director Name)
Director

(Insert Secretary Name)
Secretary

INSTRUCTIONS

1. This form may be used only when a "Box Type" form is not provided or is unsuitable. It may be completed in narrative style.
2. If insufficient space hereon Additional Sheet Form B1 should be used.
3. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by the parties.
4. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the persons signing this document and their witnesses.

NOTES

1. Insert document type.
2. A separate attestation is required for every person signing this document. Each signature should be separately witnessed by an Adult Person. The full name, address and occupation of the witness must be stated. Execution by a corporation or body corporate must be in accordance with the Corporation Act.

Landgate

EXAMINED

OFFICE USE ONLY

DEED OF EASEMENT

(INSERT NAME OF DOCUMENT)

LODGED BY Shire of Ashburton

ADDRESS Lot 246
Poinciana Street
Tom Price WA 6751

PHONE No. 91884444

FAX No.

REFERENCE No.

ISSUING BOX No.

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER

PREPARED BY Janelle Fell

ADDRESS Lot 246
Poinciana Street
Tom Price WA 6751

PHONE No. 91884440 FAX No.

REFERENCE No.

THAN LODGING PARTY

TITLES, LEASES, DECLARATIONS ETC LODGED HEREWITH

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Received Items

Nos.

Receiving Clerk

Registered pursuant to the provisions of the *TRANSFER OF LAND ACT 1893* as amended on the day and time shown above and particulars entered in the Register.

Date: 6th November 2019

Attention: Chief Executive Officer
Shire of Ashburton
PO Box 567
Tom Price WA 6720

By email: soa@ashburton.wa.gov.au

RE: Onslow Marine Support Base Pty Ltd ("OMSB") Proposal to Lease Lot 9001

OMSB is nearing completion of the Onslow Marine Supply Base and associated capital dredge located in Beadon Creek ("the Facility"), approximately 2 km East of the township of Onslow. Completion of this project will deliver a true multi-user facility which will allow Onslow to service a variety of industry needs while driving down the cost of doing business in the Pilbara.

A further component of this project has been the creation of approximately 44 Ha of industrial land for the Shire of Ashburton ("the Shire") through the use of the Facility's dredge spoil. This newly created land space resides in a location adjacent to the Onslow airport.

Market interest in the use of the Facility has been high, representing emerging economic diversification opportunities for the town including the introduction of a direct maritime freight service.

The direct freight service links from Onslow will provide an alternative for Pilbara businesses that can reduce freight costs, improve delivery schedules and introduce liner shipping container and cargo equipment services directly into the Pilbara for the first time.

The locational benefits of having inbound freight at Onslow include:

- Reduced sea travel distances (some significantly);
- Potential to reduce fleet;
- Shorter emergency response times;
- Reduced road travel distances from Perth;
- Access to airport facilities;
- Accommodation options; and
- Access to town facilities (school, hospital etc.).

Specifically, for Onslow residents having OMSB provide this service will allow Onslow to be promoted as the freight and logistics hub of the Pilbara. Noting that a significant percentage of all containers that enter Australia come to the Pilbara, this will significantly increase the economic activity within the township.

A critical part of securing these opportunities is access to enough laydown and storage space that is directly accessible from the Facility.

Proposal Summary

Currently there is no suitable land available near the Facility to deliver appropriate laydown and storage facilities to enable the growth of maritime freight. In addition, Beadon Creek Road is not restricted access vehicle (RAV) rated and will not allow for the type required to deliver the desired efficiency. With consideration to this, the development of lot 9001 in conjunction with the construction of a private access road will enable the provision of suitable area to facilitate this increased activity.

OMSB is proposing to enter into a lease agreement with the Shire for 30Ha of lot 9001.The provision of laydown space will drive increased utilisation of the Facility which will in turn deliver a range of positive economic outcomes for the town.

Lot Identification	9001
Approximate size of lease	22.42Ha (224,200m2)
Term of Lease	10 years
Basis of lease	Unimproved, no legal access land value
Commencement Date	Upon signing
Conditions precedent	- Development approval - Rezoning - Finalisation of access road approvals and funding
Renewal option	10 years
Proposed base lease fee	$0.10 per square meter
Utilisation fee (to be triggered once an area is commercially used)	$0.70 per square meter
Projected annual base income to Shire	$22,420

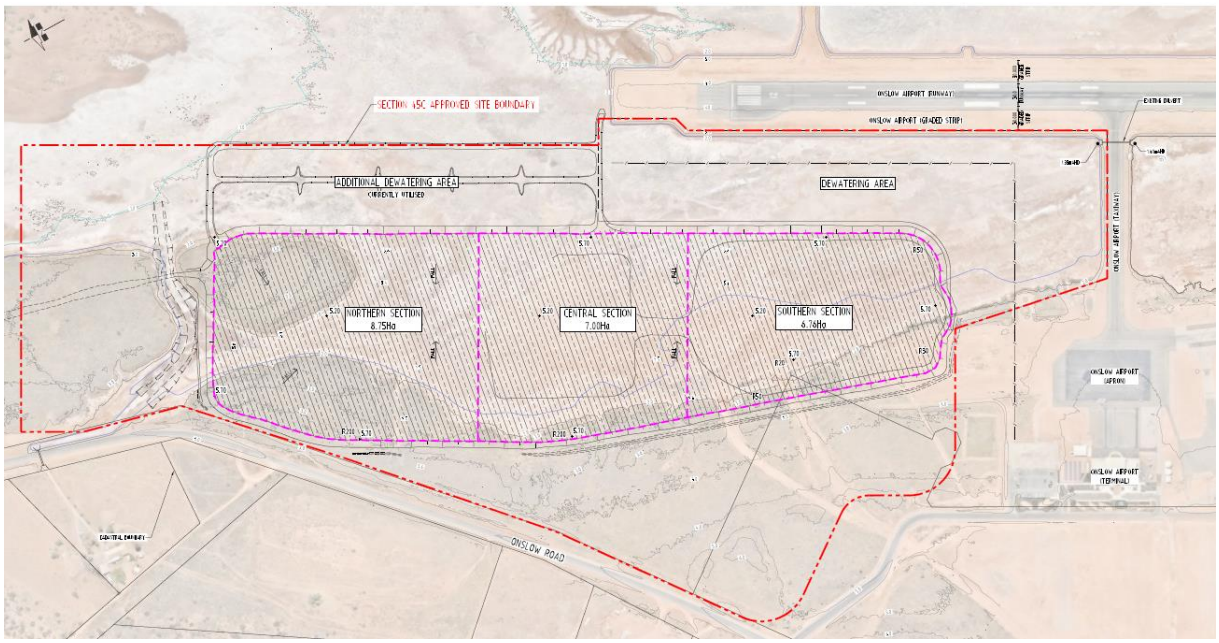


Figure 1 - overview of proposed development area

Proponent/Lessee

The proponent/lessee for the proposal is OMSB as the owner of the capital asset of the Onslow Marine Support Base. The provision of additional land to support the Facility's operations is an agreed responsibility of OMSB rather than Agility (facility operator). The proponent/lessee details are provided in Table 1.

Company Name	Onslow Marine Support Base Pty Ltd
Australian Company Number (ACN)	167 963 715
Australian Business Number (ABN)	59 167 963 715
Address	4/88 Forrest St, Cottesloe WA 6011
Key Contact (Role)	Andrew Natta (OMSB Director)
Key Contact Details	Phone: +61 488 888 960 Email: andrew.natta@omsb.com.au

OMSB is the owner of the Facility which is was able to deliver through a mix of traditional debt funding and a Northern Australia Infrastructure Fund loan.

OMSB intends to use the equity from the development of the Facility to support the development of the landside work.

Facilitation Works

It is understood that lot 9001 has no legal road access. Part of this proposal is for OMSB to construct a dedicated private access road, as identified in the site plan above, at OMSB's own expense, from Beadon Creek to lot 9001. OMSB will also undertake all civil and servicing works to a portion of the lot to facilitate its desired use. The table below indicates both the capital cost and schedule associated with the facilitation works.

Road	
Approximate cost	$10,000,000
Schedule	12 months
Land Development	
Approximate cost	$50 per square meter
Schedule	18 months

Economic Impact

Pursuant to the "Impact of a Direct Maritime Freight Service for the Pilbara Final Report" issued on 11 February 2019 ("the PDC report") commissioned by the Pilbara Development Commission (along with the "North West Inbound Freight Movements: A consultancy to identify the potential for a partial shipping solution" (the Hyder Report) and the "Karratha Freight Study" authored by Australian Floating Decks), inbound freight flows into the Pilbara are not as integrated due to the large amount of import goods. This is due to differences in where the goods (which consist of materials which are necessary for mining operations) come from as well as preferences in contracts between who supplies/receives. The high

import costs and the issues causes by road-bound inbound freight into the Pilbara places this project as a necessary development for the region and the state.

The PDC report noted several economic benefits to be gained from a direct shipping service into the Pilbara. Which include but are not limited to:

- Reduced freight costs generating savings for Pilbara businesses and lower operating costs. These cost savings can increase product demand and sales for businesses.
- Freight travel time savings (from origin to the Pilbara) as a result of direct shipping option.
- Improved reliability of freight allowing firms in the Pilbara to realistically predict the amount of buffer-time in the delivery of goods. (Buffer-time is the amount of time a carrier builds into a trip to reduce the risk of being late.) A reliable buffer-time also allows firms to reduce inventories and the costs associated with storing goods.
- Increased capacity for Pilbara inbound cargo flows through the development of Lot 9001.

Special Conditions

OMSB understand that lot 9001 is adjacent to the Onslow Airport and, accordingly, all activity that occurs onsite will need to be undertaken in consideration of this sensitive operating environment. OMSB agrees to be bound to appropriate special conditions as part of the lease process and are happy to discuss this further at an appropriate time.

Proposed Governance Structure

From a transaction perspective, OMSB understands that the disposal of Shire property needs to comply with the *Local Government Act 1995*.

However, it is noted that the proposal has unique considerations which would support a sole source justification. These include:

1. The lease of lot 9001 is a critical enabler to the establishment of a maritime freight service into Onslow.
2. The provision of a maritime freight service will have significant benefits to the Onslow community and the Shire as noted in economic impacts section along with Buurabalayji Thalanyji Aboriginal Corporation (“BTAC”). Further to this, having Onslow as a freight and logistics hub for the Pilbara will dramatically increase the economic activity within the township which will result in additional jobs, contracts and business development opportunities.
3. To facilitate maritime freight services at Beadon Creek there is the requirement of significant laydown and storage areas which will be serviced by a range of Vehicles. These vehicles traditionally require a RAV 10-rated road network and in some instance’s special concessions from Main Roads to utilise the public road network. Beadon Creek Road is currently not part of the RAV network and has restricted use for the types of vehicles required to deliver an efficient maritime freight service. Therefore, other industrial land in Onslow will not be suitable for the proposed use due to incompatible road infrastructure.

4. The construction of a private road (of a capital cost of approximately $10,000,000) to lot 9001 will allow for a unique use proposition whereby Onslow will be able to promote a tractor pull or Maffi arrangement which is considered the most efficient landside transport solution.
5. The establishment of lot 9001 as a laydown and storage area will enable current land adjacent to the Facility to be used for just-in-time inventory services, further increasing the efficiency of the Onslow maritime freight solution and enhancing Onslow's value proposition to the market.
6. The works associated with Facility's operations have significant opportunities to deliver benefits to the Shire, its residents and BTAC as the traditional owners.

Since inception, OMSB has pursued a collaborative approach which it intends to continue. Moving into operations, OMSB considers there to be opportunities to formalise this collaboration through the creation of the Onslow Economic Advancement Group, comprising of the Shire, BTAC, OMSB and Agility.

The parties, all operating and being located within Onslow, recognise the economic potential that can be created from collaborating. They can perform various complimentary services, on a project to project basis, by first identifying associated opportunities with the aim to secure (and bid for, if necessary) the provision of those services in and around Onslow/Thalanyji country.

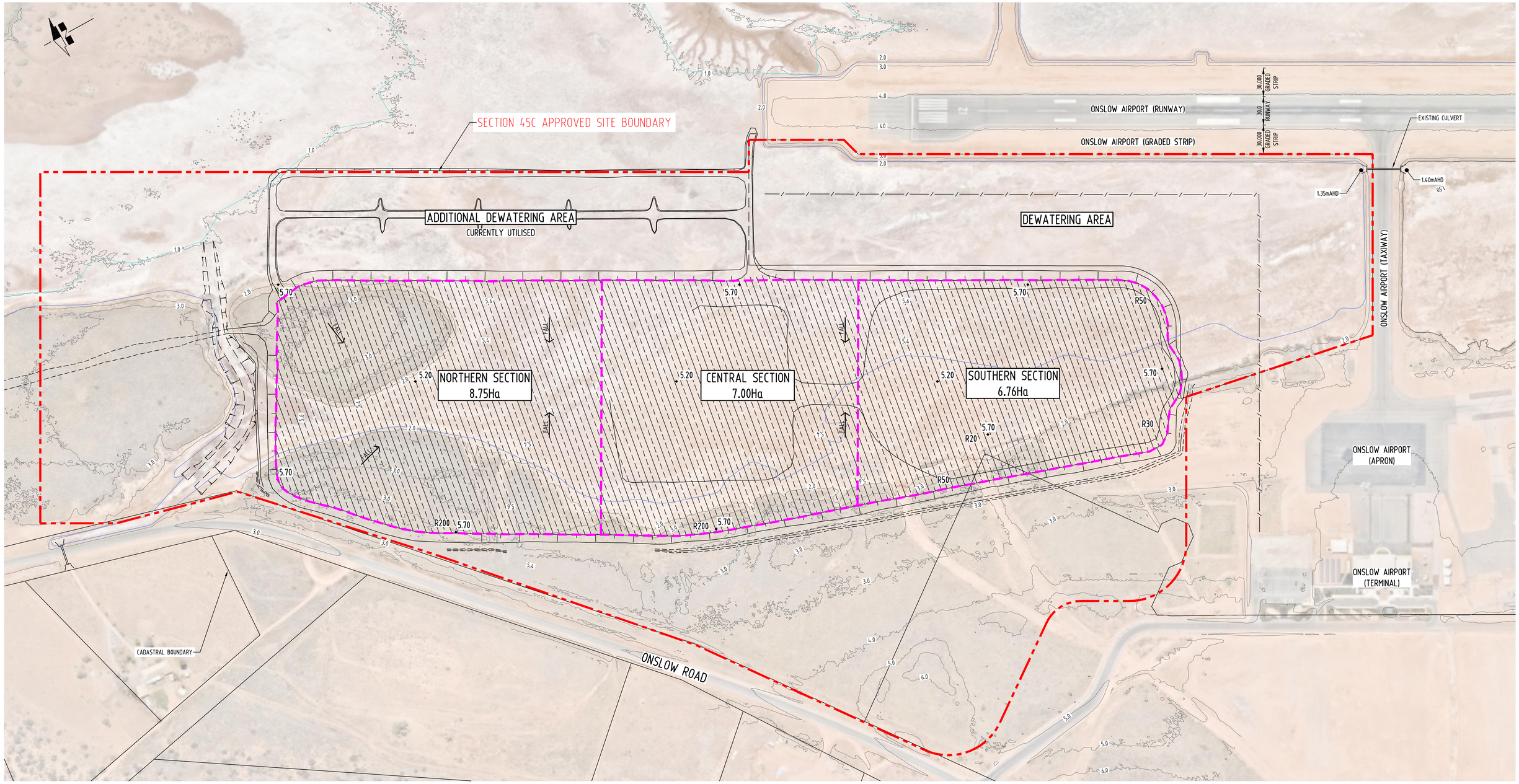
On behalf of OMSB, I thank you for the opportunity to present this proposal to you and the Shire.

Please do not hesitate to contact me directly if you wish to discuss any of the above.

I look forward to hearing from you soon.

Kindest regards

Andrew Natta
Director
Onslow Marine Support Base Pty Ltd



PLAN
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PRELIMINARY ISSUE
NOT FOR CONSTRUCTION

REV.	DATE	DESCRIPTION	DRAFT	ENG.	CHKD
A	29.04.2019	PRELIMINARY ISSUE	W.B.	W.B.	
B	23.10.2019	PRELIMINARY ISSUE	W.B.	W.B.	

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ONSLOW AIRPORT
ONSLOW
OMSB RECLAMATION SITE
SECTION 45C SITE BOUNDARY

©

A1
DRAWING NUMBER
Job Number WGA181665 Sheet No. SK-20 Rev. B
Design WB Drawn EN

ATTACHMENT 13.8A

10 October 2019

Megan Walsh
Airport Manager
Shire of Ashburton
Lot 16 Onslow Rd
Onslow WA 6710

Our ref: 12516054-3475
Your ref:

Dear Megan

Onslow Airport Reclamation Works - Engineering Advice

1 Introduction

GHD have been engaged by the Shire of Ashburton (SoA) to provide engineering assistance related to post-dredge spoil works at the reclamation site of Onslow Airport. The SoA requires technical advice and assistance in relation to drainage remediation, stabilisation of the runway and review of existing demobilisation plans for the reclaim works to ensure airport operations and maintenance are unaffected following completion of the works.

2 Background

2.1 Overview

Onslow Airport is located at Lot 16, Onslow Rd, 4km south of the township of Onslow, within the SoA. Onslow is located 1,386 km north of Perth and 300km south-west of Karratha. Beadon Creek is located approximately 2km south east of Onslow. The Beadon Creek Maritime Facility is currently undergoing major development in order to better support industrial and commercial activities associated with the growing offshore oil and gas industry in the region.

Freehold land owned by the SoA adjacent to the Onslow Airport has recently been used as a reclamation site for spoil resulting from dredging works being undertaken by Onslow Marine Support Base (OMSB). The dredging works have been occurring over a period of approximately 8 months, to enable offshore supply vessels to access the OMSB land-backed wharf infrastructure within the Beadon Creek Maritime Facility (O2 Marine, 2018).

Refer to Figure 1 for an overview of the site.

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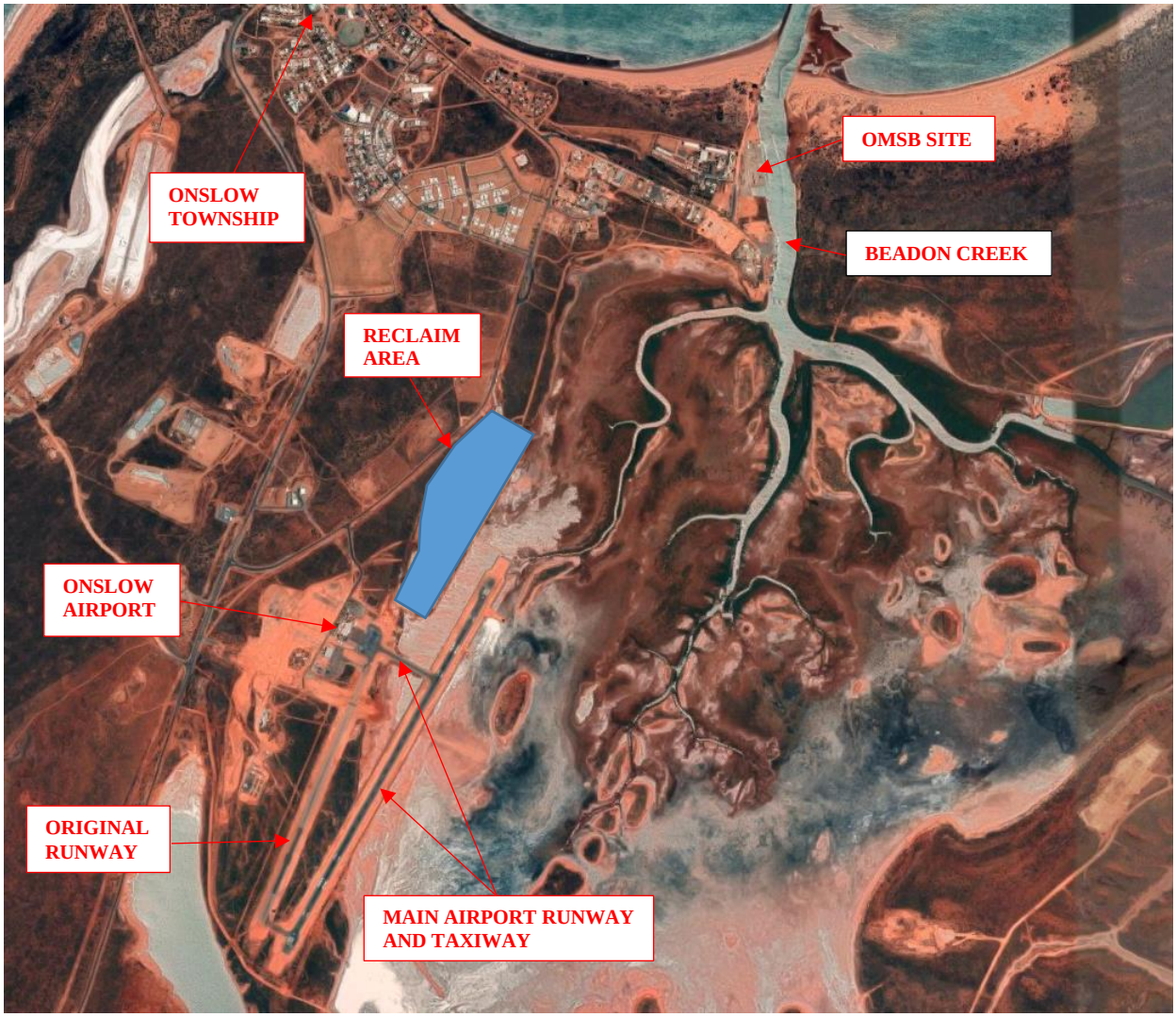


Figure 1 - Site Overview (Google Maps, 2019)

Since commencement of the reclamation works, Onslow Airport Operations staff have observed a number of changes at the site that have caused some concern, namely:

- Large volume of clay deposits in low-lying areas of the site, adjacent to the runway and taxiway;
- Ponding of dredging wastewater/stormwater in the aforementioned low-lying areas;
- Silting of drainage culverts, restricting the flow of water between basins;
- Unusually high water levels adjacent to the runway and taxiway.

WGA consultants have prepared a demobilisation plan on behalf of OMSB and this has been supplied to SoA for review and comment before being enacted. SoA has asked GHD to review the demobilisation plan on their behalf to ensure that the aforementioned concerns are suitably addressed by OMSB.

3 Scope and Limitations

This report has been prepared by GHD for the Shire of Ashburton and may only be used and relied on by Shire of Ashburton for the purpose agreed between GHD and the Shire of Ashburton as set out in Section 1 of this report.

GHD otherwise disclaims responsibility to any person other than Shire of Ashburton arising in connection with this report. GHD also excludes implied warranties and conditions, to the extent legally permissible.

The services undertaken by GHD in connection with preparing this report were limited to those specifically detailed in the report and are subject to the scope limitations set out in Section 1 of this report.

The opinions, conclusions and any recommendations in this report are based on conditions encountered and information reviewed at the date of preparation of the report. GHD has no responsibility or obligation to update this report to account for events or changes occurring subsequent to the date that the report was prepared.

The opinions, conclusions and any recommendations in this report are based on assumptions made by GHD described in this report. GHD disclaims liability arising from any of the assumptions being incorrect.

GHD has prepared this report on the basis of information provided by Shire of Ashburton and others who provided information to GHD (including Government authorities)], which GHD has not independently verified or checked beyond the agreed scope of work. GHD does not accept liability in connection with such unverified information, including errors and omissions in the report which were caused by errors or omissions in that information

4 Documentation Review

4.1 Documentation supplied for review

The following background documentation was supplied by SoA prior to commencing the site inspection:

- *"Feature Survey & Contour Plan Onslow Airport",* 14287 – REV 0*,* Whelans 19/09/11
- *"Stormwater Management Plan, Onslow Industrial Subdivision"*, 12013 – Rev 1, DWA, 2013
- *"Onslow Airport Upgrade – Conceptual Stormwater Drainage Design"*, 12013 SK04 – Rev A, DWA, 16/07/2013
- *"Onslow Airport OMSB Reclamation Site – Overall Masterplan"*, WGA181665 SK-00 – Rev A, WGA, 07/02/19
- *"Onslow Airport OMSB Reclamation Site – Pipeline Corridor Access Road"*, WGA181665 SK-10 – Rev A, WGA, 26/02/19
- *"Onslow Airport Demobilisation Plan – General Arrangement"*, WGA181665 SK-CV-0001 – Rev B, WGA, 20/08/19
- *"Onslow Airport Demobilisation Plan – Typical Sections"*, WGA181665 SK-CV-0002 – Rev B, WGA, 20/08/19

- *"Request for Variation Onslow Marine Support Base – Phase 2: Optional works reclamation areas A, B and C"*, MCE0459_RVF_0xx – Rev 0, Maritime Constructions, 26 February 2019
- *"Request for Variation Onslow Marine Support Base – Phase 2: Optional works reclamation area D"*, MCE0459_RVF_0xx – Draft – Rev 0, Maritime Constructions, 08 March 2019

The above documents have been provided as an appendix to this report.

4.2 Observations made during document review

4.2.1 Site topography

The airport is located in a low-lying tidal flat area with the upper reaches of the westernmost tributary to Beadon Creek just to the north east of the main runway. The airport's main runway and taxiway are constructed on compacted earthen pads, which at the northern end of the runaway are approximately 2m higher than the surrounding tidal flats (refer WGA181665-SK-CV-0001B – Demobilisation Plan, General Arrangement).

Whilst it is quite flat, the general topography of the site slopes from the south-west corner to the north east corner, with the runway surface level at 4m AHD. Large airside stormwater basins are located on the southern and northern sides of the taxiway, with 2No. large concrete box culverts connecting them to each other, directing stormwater flows from south to the north via a toe drain on the western side of the runway embankment.

Prior to the reclaim works, the stormwater basin to the north of the taxiway originally had a natural surface that sloped from west to east towards the runway with level difference of approximately 1.5m over 250m. However, the grade did flatten out significantly closer to the main runway, with a level difference of approximately 0.5m over the final 230m (0.22% grade). (Refer *"Feature Survey & Contour Plan Onslow Airport",* 14287 – Rev 0).

4.2.2 Stormwater management

A Stormwater Management Plan was prepared by DWA Consultants for the SoA in 2013 for the proposed industrial subdivision to the west of the Onslow Airport site. (Refer "*Stormwater Management Plan, Onslow Industrial Subdivision"*, 12013 – Rev 1).

Preliminary design flows calculated for the four catchments in the proposed industrial subdivision for the 1 in 100 year ARI, critical duration storm event are as follows:

- Catchment 1: Overland flow through catchment 7,000 l/sec
- Catchment 2: Overland flow through terminal and carpark area catchment 3,100 l/sec
- Catchment 3: Overland flow through catchment 6,100 l/sec
- Catchment 4: Overland flow through catchment 16,000 l/sec

An image of the discharge points from each catchment outlined in the Stormwater Management Plan is provided below in Figure 2:

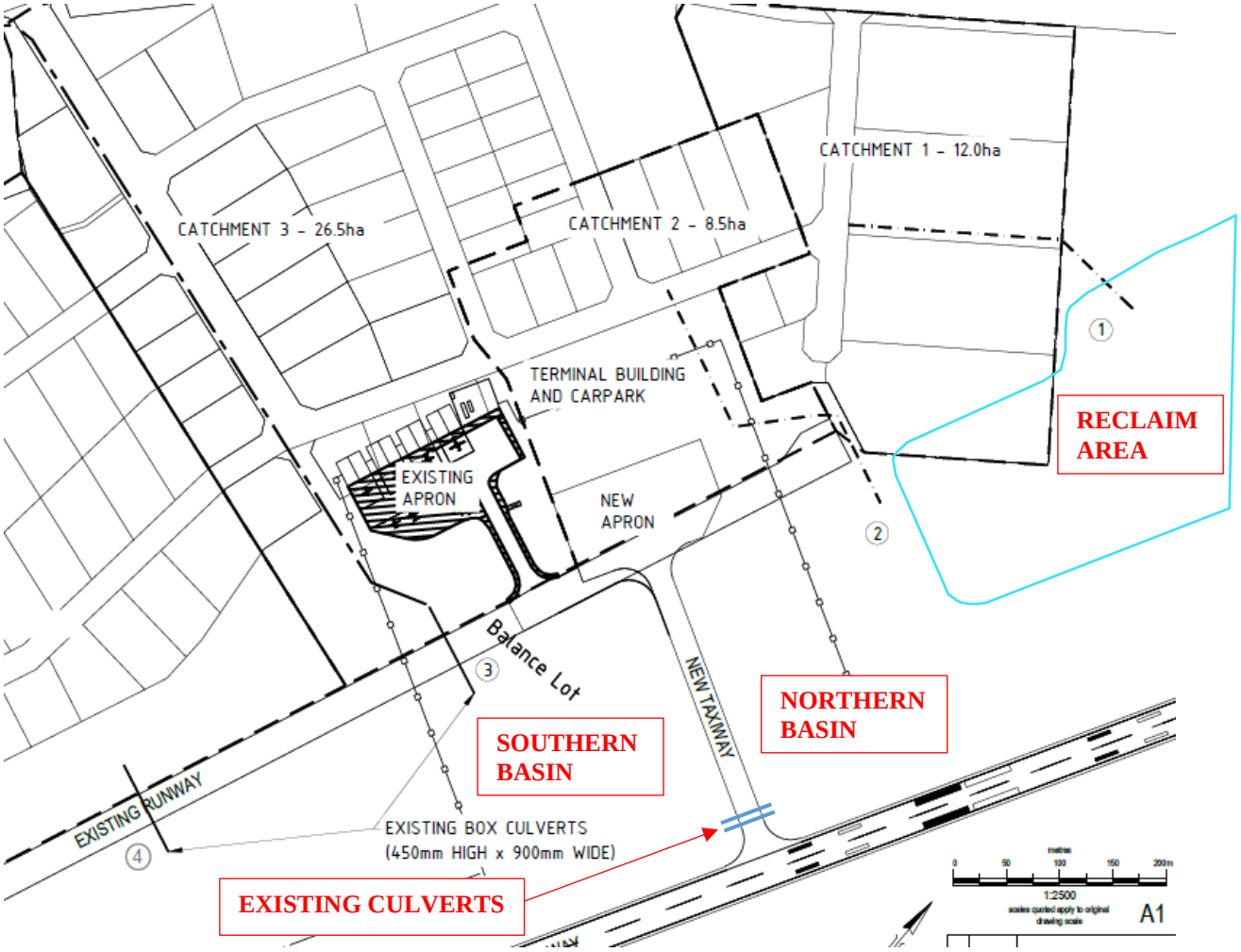


Figure 2 - Onslow Industrial Subdivision Stormwater Discharge Points (DWA, 2013)

This demonstrates that the reclaim area partially occupies the northern basin and that the stormwater flows from Catchments 1 and 2 may be constrained by its development. Given that flows from the southern basin are directed to the site's discharge point via the northern basin, flows from Catchments 3 and 4 may also be constrained by the development.

4.2.3 Reclamation site demobilisation plan

WGA consultants have prepared a demobilisation plan for OMSB that has been provided to the SoA for review. The demobilisation plan shows the completed extents of the reclamation area, existing and finished surface levels, removal of dewatering bunds and sand bags, installation of new drainage channels and proposed tie-ins to existing drainage channels and culverts.

There were some inconsistences/issues identified during the review of the demobilisation plan drawings namely:

- The plan view in the General Arrangement drawing (WGA181665 SK-CV-0001 – Rev B) shows finished surface spot levels across the reclamation area to be RL6.0m AHD, whilst the hatching over the entire area indicates a finished surface level (FSL) of RL5.4m AHD.
- The section views in the Typical Sections drawing (WGA181665 SK-CV-0002 – Rev B) show that the reclamation area perimeter bunds have FSL's of RL6.0m AHD, which is consistent with the General Arrangement drawing; however, the proposed finished FSL for the dredged material in the centre of Sections A and B are RL5.2m AHD and RL4.0m AHD (Typical) respectively.
- The section views in the Typical Sections drawing show the finished surface of the dredged material falling from the perimeter bunds towards the centre; however, the General Arrangement shows the entire reclamation area hatched, indicating a FSL of RL5.4m AHD.
- The demobilisation plan includes the installation of a proposed new drain (Drain Type A) that redirects stormwater from the toe of the western side of the main runway embankment and directs it past the reclamation area to the northern end of the runway. The proposed drain is extremely flat (0.04%) and essentially directs water against the natural grade of the land, in addition to lengthening the drainage path, which reduces the grade further. This is not considered an acceptable design solution as the grade is too flat to construct and will cause maintenance issues due to silting.
- The demobilisation plan does not provide details of suitable protection treatments for the reclamation perimeter bund external batters. If constructed as shown in the drawings, the external bunds are likely to suffer significant scouring and potentially undermining when exposed to heavy rainfall, stormwater ponding and/or extreme tidal conditions.

4.2.4 Additional reclamation works (Optional)

Optional reclamation site works have been proposed by OMSB as a means to utilise excess dredging material spoil without requiring of-site disposal. These optional areas have been detailed in WGA drawings WGA181665 SK-00 – Rev A and WGA181665 SK-10 – Rev A, with the construction costs estimated by OMSB's contractor (Maritime Constructions) in MCE0459_RVF_0xx – Rev 0 (Optional works Areas A, B and C) and MCE0459_RVF_0xx – Draft – Rev 0 (Optional works Area D) .

The areas are shown in Figure 3 below:

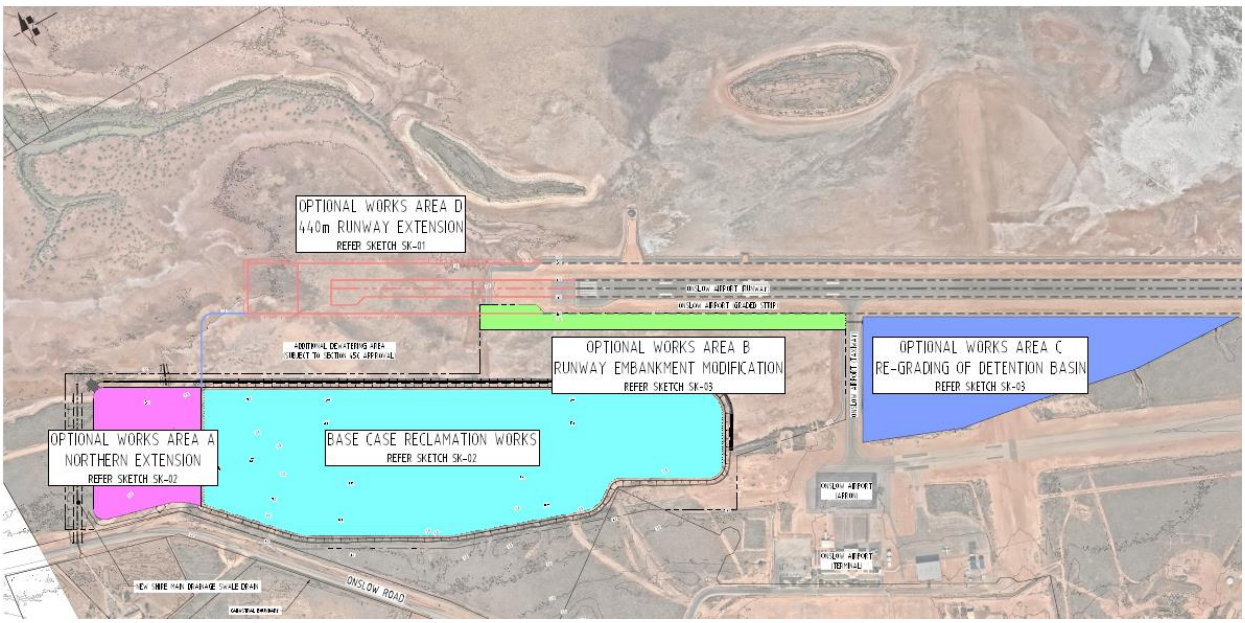


Figure 3 - Proposed additional reclamation works areas (WGA, 2019)

The additional reclamation site works areas shown in Figure 3 are as follows:

- Area A: Northern extension to the existing reclamation area.
- Area B: Western runway embankment modification.
- Area C: Re-grading of southern detention basin.
- Area D: 440m northern runway extension.

Area A: Northern extension to the existing reclamation area

The area for the proposed works contains a disused rubbish dump/landfill site, which GHD has been advised includes asbestos containing materials (ACM). If this area were to be developed, the ACM would need to be located, identified and quantified/estimated in order for a suitable capping layer to be designed in accordance with current regulations and guidelines, prior to any construction works commencing. **Note:** Sketch SK-02 referred to in the drawings was not provided to GHD for review.

Area B: Western runway embankment modification

From the drawings and construction cost estimate, it is unclear of exact nature of the works proposed for this area. Given that the existing runway embankment appears to be mostly in sound condition and the embankment already has sufficient rock armour protection, these works may not be necessary. **Note:** Sketch SK-03 referred to in the drawings was not provided to GHD for review.

Area C: Re-grading of southern detention basin

From the drawings and construction cost estimate, it is unclear of exact nature of the works proposed for this area. It appears that the proposal is to raise the base levels of (or completely fill) the southern

detention basin, which would have detrimental effects to the way the existing drainage system works. This would also limit drainage options for future development of the catchments west of the airport for industrial subdivision. **Note:** Sketch SK-03 referred to in the drawings was not provided to GHD for review.

Area D: 440m northern runway extension

From the drawings and construction cost estimate, it is unclear of exact nature of the works proposed for this area, however it is assumed that the runway extension proposed would be constructed to match the existing runway in accordance with CASA requirements. Runway extension works in this location would have detrimental effects to the way the existing drainage system works as the northern end of the runway is the current low point for the airport site. **Note:** Sketch SK-01 referred to in the drawings was not provided to GHD for review.

5 Site Observations

GHD Engineers, Nathan Hanrahan, Heather O'Keeffe and Natasha Roza-Butler, undertook a site inspection of the Onslow Airport on 12 September 2019. They were accompanied by and escorted on site by Megan Walsh - Manager Onslow Airport.

5.1 Drainage basin water levels

There was a large volume of water present within the northern basin adjacent to the western side of the runway (Figure 4 and Figure 5), which is a result of the dewatering activities from the reclamation area. According to Ms Walsh, the level of the water observed on the day of the site inspection was considerably lower than it has been at various stages during the works. The high water marks on the runway embankment armour rock verifies this.



Figure 4 - Water in northern basin from dewatering activities (reclamation area in background)



Figure 5 - Water in northern basin from dewatering activities (dewatering bunds in background)

5.2 Clay deposits

During the site visit, GHD Engineers observed significant volumes of clay deposits in the southern and northern stormwater basins adjacent to the taxiway and western side of the runway. In certain areas, this clay material was estimated to be approximately 300mm in depth. Ms Walsh demonstrated that rocks sunk well into the clay deposits when thrown from the taxiway. The clay material was observed to be

very moist to saturated and is of high plasticity. Figure 7 and Figure 7 below shows the clay deposits observed in the northern basin.



Figure 6 - Clay deposits within the northern basin to the north-west of the runway



Figure 7 - Clay deposits within the northern basin

Ms Walsh advised that the clay deposits first started appearing in the northern basin during the reclamation area dewatering activities and it then spread to the southern basin via the existing taxiway culverts when water levels became high. The SoA then blocked off the taxiway culverts to prevent any further water and clay material from entering the southern basin.



Figure 8 - Taxiway culverts blocked-off to prevent water and clay material from entering the southern basin (SoA, 2019)

5.3 Stagnant water

Stagnant water was observed on the eastern side of the runway, (Figure 9). It is unclear of the source of this water as this area is not part of the reclamation site and there had not been any recent rainfall events. It is noted that this area is subject to tidal influence, however Ms Walsh advised that prior to the reclamation works the tidal effects were typically only temporary. Photographic evidence of the northern end of the runway prior to the reclamation works was provided by Ms Walsh and can be seen in Figure 10.



Figure 9 - Stagnant water to the east of the runway



Figure 10 - View of the northern end of the runway prior to reclamation works (SoA, 2019)

5.4 Runway embankment stability

The rock-armoured embankments surrounding the main runway are displaying some evidence of stability issues. In several locations surrounding the northern end of the runway, there is evidence that the embankments have experienced a number of stability issues, ranging from surface scouring to localised embankment failures. There has been movement in the embankments in some locations where up to 5m lengths of the crest has subsided, causing a localised scouring point for the runway shoulder.

The exact cause of the embankment failures cannot be determined at this stage, however it was observed that the top edge of the underlying geofabric was exposed and had not been keyed into the embankment properly, which indicates that fines may be migrating underneath the geofabric, contributing to the stability issues. (Figure 11).



Figure 11 - Unsecured geofabric at the runway embankment crest

There was also substantial scour observed in various locations along the unsealed runway shoulders and embankment crests. This can be seen in Figure 12 below.



Figure 12 - Scour along unsealed runway shoulders and embankment crests

Figure 13 and Figure 14 below provide some examples of localised embankment failures observed during the site visit.



Figure 13 - Localised runway embankment failure – Example 1



Figure 14 - Localised runway embankment failure – Example 2

6 Summary of Key Issues Identified

6.1 Drainage issues

According to Ms Walsh, drainage at the airport site was functional prior to the reclamation works. Stormwater did not pond for prolonged periods of time and after a significant rainfall event, and it would tend to get away within 2-7 days of the rainfall event. Tidal effects were always temporary and were not prolonged as they are currently. Water levels would rise with the high tides but would decrease again with low tides.

The SoA has observed that water is constantly retained within the basins and has not completely drained for months. There is evidence of significant clay deposits within the basins and rise in water levels on the western side of the runway due to the reclamation area dewatering activities. Due to the impermeable nature of the clay material, it does not allow the water to infiltrate into the ground, thereby contributing to the ponding issue.

It is also evident that the clay deposits have raised the floor level of the basins – particularly in the low-lying areas – blocking existing drainage paths, and reducing the overall effectiveness of the existing drainage system (which is already very flat due to the natural topography of the area).

The reclamation works and demobilisation plan do not appear to adequately address the future development requirements outlined in DWA's Stormwater Management Plan (DWA, 2013). There is a risk that future development of the Onslow Industrial Subdivision could be constrained and/or compromised.

6.2 Stagnant water

There is a significant volume of stagnant water on the eastern side of the main runway. Whilst the exact cause of this stagnant water is unconfirmed at this stage, it is likely that the increased water levels in the stormwater basins and the Beadon Creek tributary due to the reclamation area dewatering activities are having a contributing effect to the stagnant water levels. The SoA should continue to monitor the water levels on the eastern side of the runway and halt reclamation activities should there be any concerns for the stability of the runway.

6.3 Runway embankment stabilisation

Ms Walsh advised that the embankments and unsealed shoulders surrounding the runway were constructed by the SoA approximately 1 year ago. Several issues were observed with the embankments and shoulders that require remediation works.

Significant surface scouring has occurred at several locations along the unsealed runway shoulders which should be investigated and remediated. The scour could be due to incorrect embankments construction.

Embankments appear to be constructed with a layer of geofabric over the embankment core, smaller sized rocks above the geofabric and larger interlocked armour rocks placed on the outer face. Whilst this construction methodology is adequate in principle, the geofabric does not appear to be keyed into the

crest of the embankment and therefore there is currently nothing (other than surface friction) preventing it from slipping down the embankment.

Localised stability failures of the embankment observed during the site inspection are an issue that should be investigated and remediated by the SoA before they become a more significant stability concern.

7 Recommendations

The following recommendations are provided following GHD's review of the background information and site observations made:

7.1 WGA demobilisation plan

7.1.1 Revise demobilisation plan

WGA must address the review comments provided in Section 4.2.3 of this report (*Reclamation site demobilisation plan*) and submit a revised demobilisation plan to the SoA for review and approval prior to commencing any demobilisation works.

7.1.2 Remove existing dewatering bunds and sand bags

The existing dewatering bunds and sand bags on the north western side of the main runway must be removed as soon as reclamation works are complete to allow the stormwater from the airport's basins to drain into the creek, restore storage capacity, allow water levels to decrease and provide an opportunity for the basin floors to dry out.

7.1.3 Remove clay deposits from basins and reinstate levels

The clay deposits must be removed from the basins and the basin floors restored to their original levels and conditions. Depending on the condition of the basin floors, the surfaces may require scarifying, moisture conditioning and compaction to an agreed density (Suggest a minimum of 90% MMDD). The clay deposits will not disappear with time and will also prevent water from infiltrating into the ground. If left as-is the clay deposits may cause water retention, ongoing drainage capacity and maintenance issues, along with potentially causing seepage beneath the runway.

7.2 Additional reclamation works (Optional)

The optional works proposed by OMSB should not be supported by the SoA as they are currently proposed. As per the review comments provided in Section 4.2.4 of this report (*Additional reclamation works (Optional)*), the only option that should be considered by the SoA is *Area A: Northern extension to the existing reclamation area.* This option may provide an opportunity for OMSB to utilise the clay spoil won from basin rectification works as a capping material for the rubbish dump, however, this option will require investigation and design work to be completed prior to works commencing as outlined in Section 4.2.4 of this report.

7.3 Stagnant water

Whilst the exact cause of this stagnant water on the eastern side of the runway is unconfirmed at this stage, the SoA should continue to monitor these water levels and halt reclamation dewatering activities should there be any concerns for the stability of the runway. If the water remains following demobilisation works, the SoA should investigate this issue further and take appropriate action.

7.4 Runway embankment stabilisation

As the exact cause of the localised embankment failures is unconfirmed at this stage, it is recommended that the SoA further investigate these areas following demobilisation works in order to adequately determine the exact scope and appropriate remediation works. As a minimum, the crest of the embankments require treatment at the localised failure areas and the geofabric requires keying into the crest to ensure it is suitably anchored and fines migration is prevented. These works should be adequately designed and constructed in accordance with current standards and industry best practice.

The scouring of the unsealed runway shoulders is inherent to its design and construction and is not related to the reclamation works being undertaken on site. It is recommended that the SoA investigates this issue further with remediation works to be designed and constructed in accordance with current standards and industry best practice.

Should you have any queries regarding the contents of this report, please contact the undersigned.

Sincerely
GHD



Nathan Hanrahan
Manager - North West WA
+61 8 9185 0700

Appendix A – Background Documentation Provided by SoA

GATE

IL=4.33
IL=4.69
IL=3.88
IL=3.29
IL=2.32
IL=2.11
IL=2.52
IL=2.36
RUNWAY CENTRELINE

LEGEND

- BUILDING
- CONCRETE EDGE
- TRACK
- BANK TOP
- WATER PIPE
- CULVERT
- GARDEN BED
- ELECTRIC LIGHT POLE
- ELECTRIC DOME
- ELECTRIC CABLE BOX
- MAIN ROADS CABLE BOX
- POWER POLE
- TELECOM CABLE MARKER
- TELECOM PIT OR BOX
- WATER MAIN MARKER
- WATER METER
- WATER TAP
- SIGN ONE POLE
- NATURAL SURFACE LEVEL
- INVERT LEVEL
- POST/BOLLARD
- RUNWAY LIGHT
- ANTENNA/RADIO MAST
- WINDSOCK
- MINOR CONTROL
- SSM TRIG CONTROL
- BENCHMARK
- STAR IRON PICKET
- MAJOR CONTOUR
- MINOR CONTOUR (Contour Interval m)

30 0 50 100 150
1:3000 metres

north

SCALE:	1:3000	DATE DRAWN:	19/9/11
V.DATUM:	AHD	DRAWN BY:	N.G.A.
H.DATUM:	BIO94	CHECKED BY:	S.J.
SURVEY DATE:	16/9/11	DATA FILE:	onslow airport lidar&ground survey bio94.acs
SURVEYOR:	S.B.		
JOB NO:	14287		
FILE:	S:\Projects\14\14287\survey\110916 onslow airport lidar&ground survey bio94.dwg		

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FEATURE SURVEY & CONTOUR PLAN ONSLOW AIRPORT

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CLIENT: SHIRE OF ASHBURTON

ORIGINAL SHEET SIZE: A1

REV 0

PLAN 14287-001

BSI ISO 9001:2008 FS 521002

SHEET 1 OF 1

David Wills and Associates
Consulting Engineers

STORMWATER MANAGEMENT PLAN

ONSLOW INDUSTRIAL SUBDIVISION

FOR

SHIRE OF ASHBURTON

REFERENCE NUMBER: 12013 REV 1

CONTENTS

Introduction 3

Design Criteria 3

Design Methodology 3

Appendix A 6

Introduction

This stormwater management plan outlines the design methodology developed for Onslow subdivision to control direct stormwater run-off for a critical duration storm event of up to a 1 in 100 year storm recurrence. The design approach has been developed to integrate the proposed stage construction phases of the subdivision - refer to Appendix A.

Design Criteria

The following design guidelines were used in developing the drainage strategy.

- Design was based on subdivision layout drawing number 16049-6 Rev 0 (20-06-2013) complied by Whelans Town Planning.
- Design was based on survey data obtained by Whelans Survey.
- The runoff coefficient for roads, storage areas, roof runoff, carpark areas and stockpiles is 0.95.
- A runoff coefficient of 0.80 was used for the lots.
- A runoff coefficient of 0.3 is to be used for landscaped areas.
- The sizing of the required onsite infiltration basin is based upon the modified Copas formulae (Water Corporation Main Drainage Design Manual).
- Open drains to have a minimum longitudinal grade of 1:1500 with a 1 in 2 side batters.

Design Methodology

As a requirement by Onslow Salt, which has operations immediately south of the lot boundary of the development, no stormwater is to be directed towards Onslow Salt property.

After reviewing Onslow Airport Flood Modelling Risk Assessment and Engineering Works Report compiled by URS, the report states the maximum peak water level for a storm surge of 1 in 100 years ARI event will be 4.9m AHD. On the basis of this information all pad levels within the lots are to be set a minimum of 4.9m AHD, with the minimum finished floor levels (FFL) of the buildings to be set at 5.0m AHD. The road system will be kept below this level to act as a flood way for the stormwater drainage system.

The current stormwater that flows east off the existing ridge line directs flow under the existing runway via two box culverts (450mm high by 900mm wide), with both culverts placed approximately at the centre of the existing runway.

The annual rainfall in Onslow is 275mm per year. With January to June recording greater than an average of 20mm per month and having a total of 12 days where more than 1mm of rain falls. The balance of the year has 3 days where more than 1mm of rain falls.

From this rainfall pattern, it can be seen that the majority of the rainfall is from cyclonic events. In this situation, the town is shut down and traffic movements are limited.

The design approach is to convey all flows in open channels to remove issues associated with pipe systems blocking up with debris, and the very large flows generated by a cyclone rainfall event. At road and lot crossings a generously sized box culvert will provide access across the open channels.

The road system is designed to convey stormwater within the road pavement to designated low points; the flow is controlled through a flow path and out into the salts flats.

It is assumed all runoff from the lots will discharge onto the roads fronting the lots. As the tidal surge is up to 4.9m AHD, the road pavement can be submerged by up to 1.5m. This level will inundate the runway and taxiway of the new airport and Onslow Road. Therefore, the stormwater flows will be over the existing runway.

The current site has a major ridge line through it. However, a major proportion of the high areas have been removed to provide fill for the new runway. The intent will be to achieve a balanced cut to fill over the site at a level greater than 4.9m AHD. From the current preliminary design, the lot level maybe greater than 5.2m AHD which will afford additional protection.

As the site will be relatively flat, flows in the western side of the subdivision will be directed to low lying areas adjacent to Onslow Road. These areas are designated Heritage Areas and no excavation can occur in these areas. However, it can be inundated for a short duration from a major storm event.

The upstream invert level of the channel is to be set at 2.5m AHD. This level is to provide a suitable grade to be placed in the drain that will capture stormwater run-off from within the subdivision. The low lying area to the south of the Indigenous Heritage Area that lies outside the stage one boundary has an existing level of 2.5m AHD. This low lying area is to act as a compensating basin.

Water from this area is collected in an open, landscaped channel on the southern side of road one (1). The road side access to the drain will be graded at 1 in 6, which will allow vehicles to drive out of the drain if required. The vegetation should be local species and the channel will be designed to allow for a major restriction in the flow after the vegetation becomes established. Road drainage will also be discharged into the channel.

To assist in diverting stormwater off the subdivision, one of the existing culverts that lies just south of the existing taxiway is to be incorporated into the design. Open drain one that runs along the southern edge of road one (1) is to direct flow to this existing culvert. Given that the existing box culvert is insufficient to cater for flows generated from a 1 in 100 year ARI event, the excess stormwater will overtop the existing runway which is set at a level of 3.5m AHD.

Flows from open channel one (1) is to be directed into a retention basin – refer to appendix A for the detailed drawing regarding this retention basin.

The base of the basin is to be graded to two 900mm diameter culverts. The basin has been constructed to provide additional fill material for the construction of the new runway, both the temporary and permanent taxiway and apron. With this requirement,

the basin has been overdesigned to cater for a 1 in 100 year ARI storm event, with a storage capacity of approximately 280,000 cubic meters. This storage capacity requires a depth of 1.5m, with a freeboard of 0.6m to provide a factor of safety. The stormwater generated from catchment four (4) and the future expansion of the subdivision will require a total storage capacity of approximately 200,000 cubic meters.

To protect the future expansion area of the subdivision for now and in the future, a protection bund is to be erected along the eastern side of the existing runway. The bund is to run for the full length of the existing runway, except where the permanent taxiway is located. The bund is to be set at 5.0m AHD. This level is set higher than 4.9m AHD which is the maximum peak water level for a storm surge of 1 in 100 years ARI event.

The new terminal roof runoff shall discharge onto the ground and will flow overland to either road one (1), carpark area to the north or to the new taxiway.

The preliminary design flows estimated for a 1 in 100 year ARI event for a critical duration storm event from the different catchments within the subdivision, are as follows:

- Catchment 1: Overland flow through catchment 7,000 l/sec
- Catchment 2: Overland flow through terminal and carpark area 3,100 l/sec
- Catchment 3: Overland flow through catchment 6,100 l/sec
- Catchment 4: Overland flow through catchment 16,000 l/sec

Should you require any further information or assistance, would you please contact me on my office phone number of (08) 9330 3033.

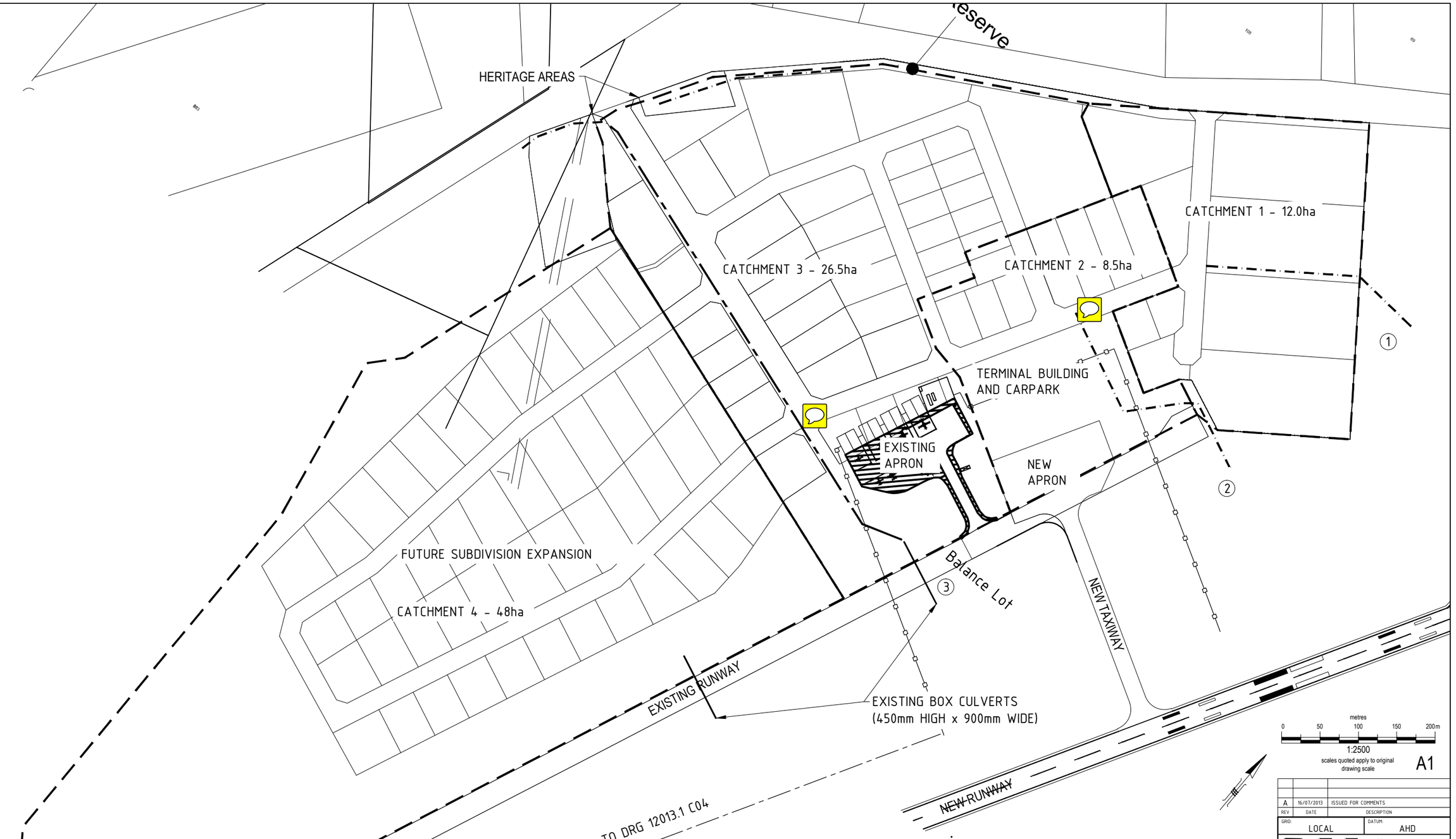
Produced by:

David Goaley
BEng(Hons) MIEI

Authorised:

David Wills
AIT(Civil) GradDipB MIE Aust CP Eng

Appendix A



metres 0 50 100 150 200m

1:2500

scales quoted apply to original drawing scale

A1

REV	DATE	DESCRIPTION
A	16/07/2013	ISSUED FOR COMMENTS

GRID: LOCAL DATUM: AHD

David Wills and Associates Consulting Engineers
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Mail: PO Box 3084 MYAREE LPO WA 6154
phone (08) 9330 3033
fax (08) 9330 3133
e-mail dwa@dwaconsulting.com.au
ABN 34 900 498 130

CLIENT: SHIRE OF ASHBURTON

PROJECT: ONSLOW AIRPORT UPGRADE

DRAWING TITLE: CONCEPTUAL STORMWATER DRAINAGE DESIGN

SCALE: 1:2500 ORIGINAL DRAWING SIZE A1

DESIGNED:	DATE:	AUTHORISED	DATE:
D Goaley	16/07/2013	D Wills	16/07/2013
DRAWN: D Goaley	DATE: 16/07/2013	David Wills AIT(Civil) GradDipB MIEAust CPEng	

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JOB NUMBER: 12013 DWG No: SK04 REV No: A

① FLOW OF 7000 l/sec FOR 1:100 YEAR ARI EVENT
② FLOW OF 3100 l/sec FOR 1:100 YEAR ARI EVENT
③ FLOW OF 6100 l/sec FOR 1:100 YEAR ARI EVENT
④ FLOW OF 16000 l/sec FOR 1:100 YEAR ARI EVENT



MASTERPLAN
SCALE: 1:3000

PRELIMINARY ISSUE
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REV.	DATE	DESCRIPTION	DRAFT	ENG.	CHKD
A	07.02.19	PRELIMINARY ISSUE	W.B.	W.B.	L.C.

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ONSLOW AIRPORT
ONSLOW
OMSB RECLAMATION SITE
OVERALL MASTERPLAN

©

A1

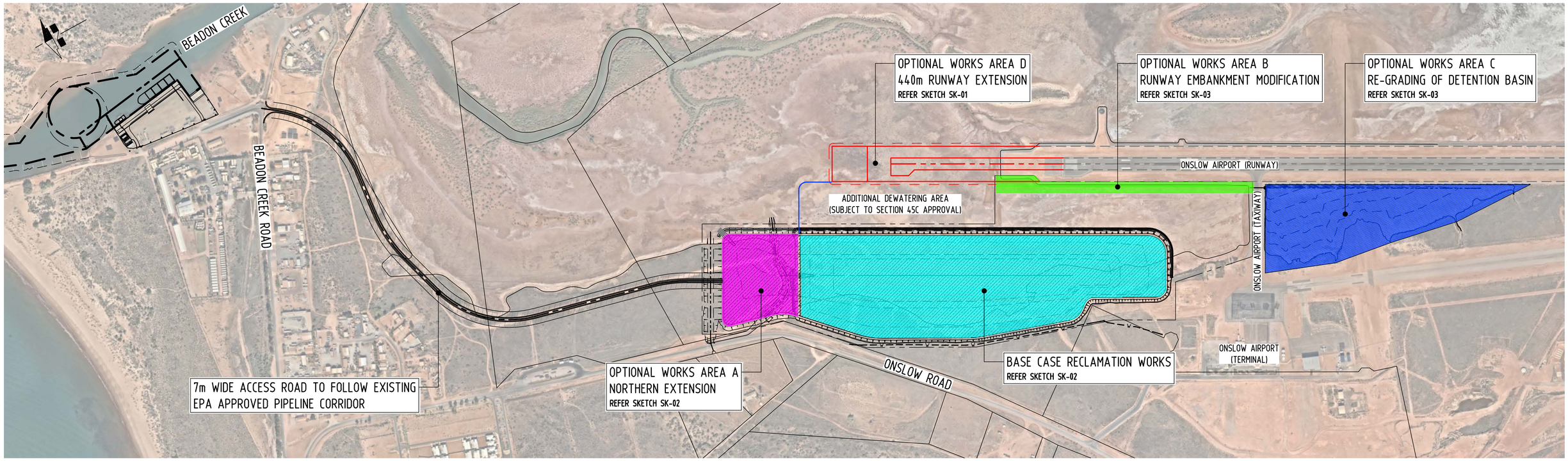
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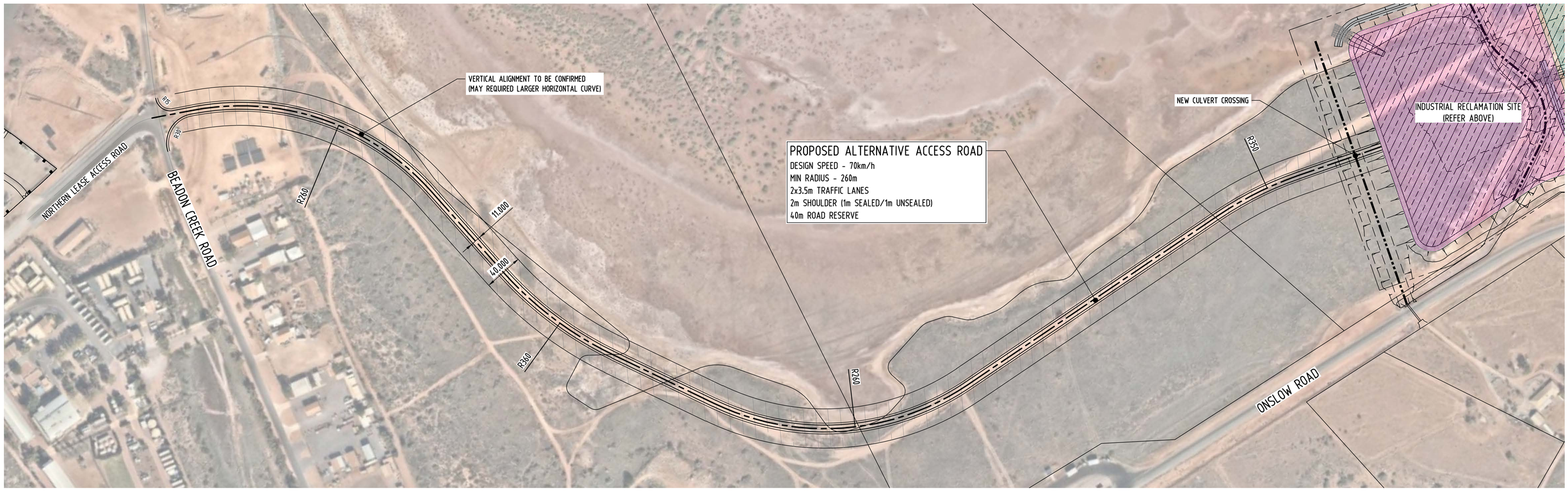
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ATTACHMENT 13.8B



MASTERPLAN
SCALE: 1:5000



PLAN - ROAD ALIGNMENT
SCALE: 1:2000

SCALE BAR (m)
1:2000
40 20 0 40 80

SCALE BAR (m)
1:5000
100 50 0 100 200

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REV.	DATE	DESCRIPTION	DRAFT	ENG.	CHKD
A	26.02.2019	PRELIMINARY ISSUE	W.B.	W.B.	L.C.

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ONSLOW AIRPORT
ONSLOW
OMSB RECLAMATION SITE
PIPELINE CORRIDOR ACCESS ROAD ©

A1
DRAWING NUMBER
Job Number | Sheet No. | Rev.
WGA181665 SK-10 A

Design WB | Drawn WB

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ATTACHMENT 13.8B

MHWS WATER LEVEL
2.48mCD (0.99mAHD)

EXISTING BUND AND PIPES TO BE REMOVED.

EXISTING BUND AND SAND BAGS TO BE REMOVED.

I/L = 1.065mAHD

10m MIN. OFFSET TO DRAIN TYPE 'A'

ONSLOW AIRPORT (RUNWAY)

ONSLOW AIRPORT (GRADED STRIP)

EXISTING CULVERT

1.35mAHD

1.40mAHD

DREDGE DISCHARGE PIPE TO BE REMOVED. ACCESS TRACK TO BE RETAINED FOR FUTURE ACCESS.

I/L = 0.98mAHD

EXTENT OF TIDAL BUND SHOWN SHADED

ESTIMATED CURRENT OUTLINE.

PROVIDE OVERFLOW DRAINAGE CHANNEL AT R.L 5.70 (5m BASE WIDTH, 1 IN 10 SIDE SLOPES).

PROVIDE OVERFLOW DRAINAGE CHANNEL AT R.L 5.70 (5m BASE WIDTH, 1 IN 10 SIDE SLOPES).

INSTALL DRAIN TYPE A.
U/S INV. = 1.35mAHD
L = 700.0m. G = 0.04%.
D/S INV. = 1.065mAHD

EXISTING WEIR BOX TO BE REMOVED. CONTRACTOR TO BACKFILL TO MATCH SURROUNDING RECLAIMED LEVELS.

HAT WATER LEVEL
3.07mCD (1.58mAHD)

ONSLOW AIRPORT (TAXIWAY)

EXISTING WEIR BOX TO BE REMOVED. CONTRACTOR TO BACKFILL TO MATCH SURROUNDING RECLAIMED LEVELS.

INDUSTRIAL LAND RECLAMATION SITE

SITE BOUNDARY

ONSLOW AIRPORT (APRON)

REMOVE EXISTING CULVERT AND REINSTATE DRAIN TYPE B.
U/S INV. = 1.06mAHD
L = 285.0m G = 0.028%
D/S INV. = 0.98mAHD

I/L = 1.06mAHD

EXISTING MOSQUITO DRAIN TO REMAIN.

APPROXIMATE OUTLINE OF COMPLETED RECLAMATION.

ONSLOW AIRPORT (TERMINAL)

EXTENT OF TIDAL BUND SHOWN SHADED

CADASTRAL BOUNDARY

EXISTING MOSQUITO DRAIN TO BE BACKFILLED TO MATCH EXISTING.

ONSLOW ROAD

LEGEND

- SITE BOUNDARY
- EXISTING CONTOURS (1m INTERVAL)
- PROPOSED FILL AREA (= RL 5.4mAHD)
- SET-OUT COORDINATE P01
- EXISTING 50mm PVC WATER MAIN
- EXISTING 50mm PE WATER MAIN
- DRAIN TYPE A
- DRAIN TYPE B
- DRAIN TYPE C (MOSQUITO DRAIN)
- EXISTING MOSQUITO DRAIN

PLAN
SCALE: 1:2000

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0 50 100mm

4.0 20 0 4.0 80
SCALE BAR (m)
1:2000

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A	02.08.2019	ISSUED FOR REVIEW	E.N.	W.B.	L.C.
B	20.08.2019	ISSUED FOR INFORMATION	D.C.	W.B.	I.M.

WGA
WALLBRIDGE GILBERT AZTEC
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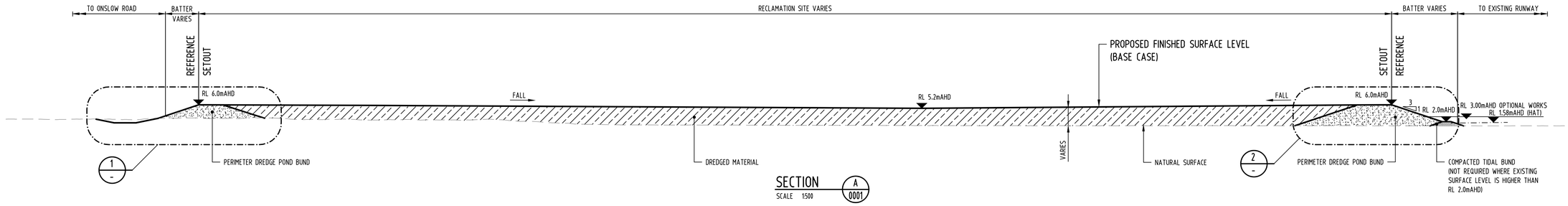
ONSLOW AIRPORT
ONSLOW
DEMOBILISATION PLAN
GENERAL ARRANGEMENT

©

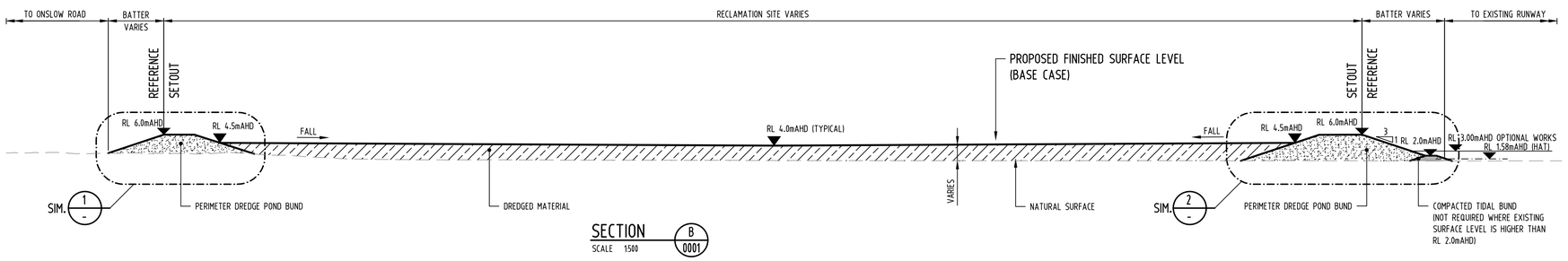
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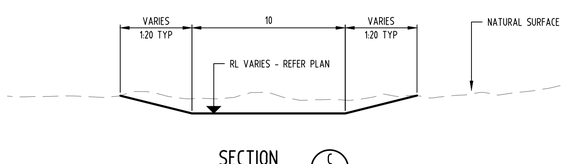
ATTACHMENT 13.8B



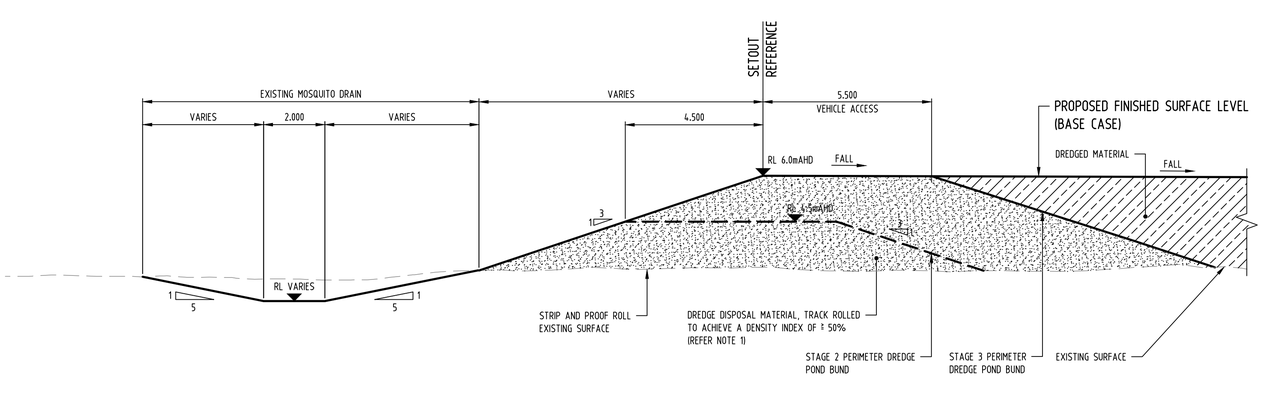
SECTION A 0001
SCALE 1:500



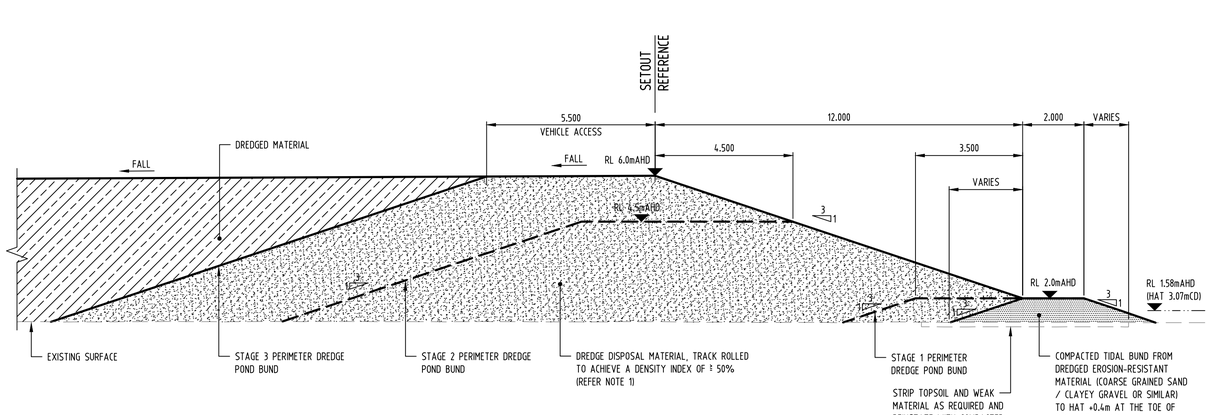
SECTION B 0001
SCALE 1:500



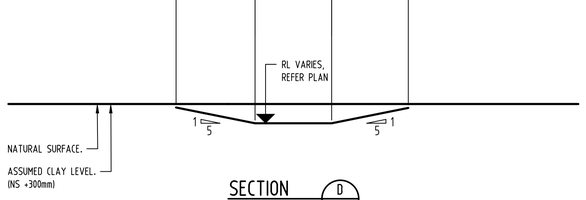
SECTION C 0001
SCALE 1:200



DETAIL 1 - TYPICAL PERIMETER DREDGE POND BUND DETAIL (INCLUDING MOSQUITO DRAIN)
SCALE 1:100



DETAIL 2 - COMBINED DREDGE POND BUND - TIDAL BUND DETAIL
SCALE 1:100



SECTION D 0001
SCALE 1:200

NOTES

1. DREDGE CONTAINMENT BUND IS SHOWN IN ITS COMPLETED FORM. DURING THE DREDGING OPERATION THE SIZE AND SHAPE OF THE BUND MAY VARY. BUND TO BE MAINTAINED AT ALL TIMES DURING THE DREDGING OPERATION TO ENSURE CONTAINMENT OF ALL DREDGED MATERIAL/DISCHARGE WATER.
2. TIDAL BUND DESIGN TO BE CONFIRMED BASED ON THE REQUIREMENTS OF THE DEVELOPMENT APPLICATION.

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0 50 100mm

SCALE BAR (m) 1:100
SCALE BAR (m) 1:200
SCALE BAR (m) 1:500

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ONSLOW AIRPORT
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TYPICAL SECTIONS
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ATTACHMENT 13.8B

MARITIME CONSTRUCTIONS

Number	Title	Rev.	Date of Issue	Page
MCE0459.RFV.xx	Request for Variation Onslow Marine Support Base – Phase 2	0	22 February 2019	1 of 6

Request for Variation

Project Name : Onslow Marine Support Base – Phase 2
Project Location : Onslow, Western Australia
Client : Onslow Marine Support Base Pty Ltd
Contract Number : Amended AS4902-2000
Internal No. : MC.E.0459

RFV No. : **MCE0459_RFV_0xx**
Title : **Optional works reclamation areas A, B and C**
Date : **26 February 2019**

1 Justification for Variation

Client has requested MC to provide a proposal for the optional works at reclamation areas A, B and C.

2 Proposed Works

In principle the works will be carried out by our crew at the reclamation area. Part of the work requiring excavation and transport of sand from existing reclamation area will be sub-contracted to NTC.

The works carried out by our Subcontractor NTC will be under direct supervision by our Project Engineer.

For details on the technical proposal, please refer to Technical proposal for optional works areas A, B and C, MCE0459-MEM-003.

2.1 Schedule

The below schedule is as per document P0497-PRO-COR-003 - Pricing Letter - Rev 2 of today (attached).

A.01	Excavate sand from existing reclamation area to create bunds for the new dewatering area	7 days (TBC)
A.02	Construct bund in the middle of dewatering area	5 days (TBC)
A.03	Relocate weir box from southern section to area A and relocate/install discharge pipes	7 days

MARITIME CONSTRUCTIONS

Number	Title	Rev.	Date of Issue	Page
MCE0459.RFV.xx	Request for Variation Onslow Marine Support Base – Phase 2	0	22 February 2019	2 of 6

A.04	Excavate drainage swale	7 days (TBC)
A.05	Re-route dredge pipeline on the pipe bridge over the drain	2 days
A.06	Construct northern bund (approx. 255m)	5 days (TBC)
A.07	Construct western bund (approx. 215m)	5 days (TBC)
A.08	Reclaim area A extension (150,00m3 TBC by WGA)	Approx 20 days (*)

(*) Assuming filling of area A of 150,00m3 and average of 5,000-10,000m3 / day pending which area the material is dredge from.

B.01	Build stock pile at reclamation area (approx. 25,000m3)	4 days (*)
B.02	Cut to fill and compact to create airport bund (approx. 650m)	15 days (TBC)
B.03	Excavate a drain for the airport culverts	5 days (TBC)
B.04	Re-install airport fence	TBC

(*) Assuming filling of area A of 150,00m3 and average of 5,000-10,000m3 / day pending which area the material is dredge from.

C.01	Cut to fill and compact from reclamation area to area C (12,500m3 only)	10 days (TBC)
C.02	Close airport fence	TBC

MARITIME CONSTRUCTIONS

Number	Title	Rev.	Date of Issue	Page
MCE0459.RFV.xx	Request for Variation Onslow Marine Support Base – Phase 2	0	22 February 2019	3 of 6

A+B.01	1- Build stock pile at reclamation area (approx. 25,000m3)	4 days (*)	1- Excavate sand from existing reclamation area to create bunds for the new dewatering area (approx. 985m)	7 days (TBC
			2- Construct bund in the middle of dewatering area by extracting materials from within the new dewatering Area. Alternatively, if the bearing capacity of the soils in the new dewatering area is not sufficient to carry the loads of the excavators, excavate sand from existing reclamation area to this centre bund (approx. 695m)	5 days (TBC)
			3- Relocate weir box from southern section to area A and relocate/install discharge pipes	7 days
			4- Excavate drainage swale (max 2m deep, approx. 350m long). Note: this will ensure storm water can be evacuated in the event of a storm	7 days (TBC)
			5- Re-route dredge pipeline on the pipe bridge over the drain	2 days
			6- Construct northern bund (approx. 255m)	5 days (TBC)
			7- Construct western bund (approx. 215m)	5 days (TBC)
A+B.02	8/ Cut to fill and compact to create airport bund (approx. 650m)	15 days (TBC)	8- Open the bund between area A and the northern section of reclamation area	2 days
	9/ Excavate a drain for the airport culverts	5 days (TBC)	9- Reclaim area A extension (150,00m3 TBC by WGA)	Approx 20 days (*)
	10/ Re-install airport fence	TBC		

MARITIME CONSTRUCTIONS

Number	Title	Rev.	Date of Issue	Page
MCE0459.RFV.xx	Request for Variation Onslow Marine Support Base – Phase 2	0	22 February 2019	4 of 6

3 Effects on Schedule

If the works are carried out during dredging works, it will have a potential impact of 2 days during activity 8 for option A+B (Open the bund between area A and the northern section of reclamation area) on the current schedule and program.

4 Effects on PC Date

This variation request may have a potential impact of 2 days during activity 8 for option A+B (Open the bund between area A and the northern section of reclamation area) on the current schedule and program.

5 Cost of Variation

Cost estimate of this variation is based on our offer as per below (exclusive GST). Details are provided in the tables below.

Please note that the value of works remains an estimate only. Final value will be based on the actual invoice(s) by the subcontractor and timesheets of MC project staff.

D option 1 – +35
2 – +55 m.

5.1 Optional work reclamation area A

#	Description	Qty	Unit	Unit Rate	Value
1.1	NTC – Mobilisation to Site	1	LS	$ 12,427.03	$ 12,427.03
1.2	NTC – Cut to fill site to create level ground burying any vegetation	1	LS	$14,000.00	$14,000.00
1.3	NTC – Cut to fill and compact from Base Reclamation Works to create Bund, incl middle Bund	1	LS	$191,369.55	$191,369.55
1.4	NTC – Excavation of Drainage Swale	1	LS	$37,611.00	$37,611.00
1.5	NTC – Cut to fill and compact to create Northern Bund	1	LS	$24,790.62	$24,790.62
1.6	NTC – Cut to fill and compact from Base Reclamation Works to create Western Bund	1	LS	$20,901.72	$20,901.72
1.7	NTC – Demobilisation from Site	1	LS	$5,473.05	$5,473.05
1.8	MC mark-up over subcontractor activities	15%	rate	$306,572.97	$45,985.95
1.9	2 x test holes (1 machine operator, 1 excavator, 1 supervisor)	2	day	0	0
1.10	MC direct supervision (Project Engineer) – 3 hrs/ day	120	hrs	$160.00	$19,200

MARITIME CONSTRUCTIONS

Number	Title	Rev.	Date of Issue	Page
MCE0459.RFV.xx	Request for Variation Onslow Marine Support Base – Phase 2	0	22 February 2019	5 of 6

1.11	MC Surveyor (additional surveys, hand-over area A)		hrs	$155.00	
1.12	Area A filling – additional crew/equipment (1 pipe handle, 1 machine operator, 1 bulldozer)	20	days	$10,420	$208,400
1.13	1 bridge over the drain for the dredge pipeline	1	LS	5,000	5,000
				Total	**$585,158.92** *excl. GST*

+ Dredging costs - Area F

5.2 Optional work reclamation area B

#	Description	Qty	Unit	Unit Rate	Value
2.1	NTC – Mobilisation to Site	1	LS	$ 12,427.03	$ 12,427.03
2.2	NTC – Cut to fill and compact from Base Reclamation Works to create Bund	1	LS	$212,129.78	$212,129.78
2.3	NTC – Demobilisation from Site	1	LS	$5,473.05	$5,473.05
2.4	MC mark-up over subcontractor activities	15%	rate	$230,029.86	$34,504.48
2.5	MC direct supervision (Project Engineer) – 2 hrs/ day	50	hrs	$160.00	$8,000.00
2.6	MC Surveyor (additional surveys, hand-over area B)		hrs	$155.00	
				Total	**$272,534.34** *excl. GST*

5.3 Optional work reclamation area C

#	Description	Qty	Unit	Unit Rate	Value
3.1	NTC – Mobilisation to Site	1	LS	$ 12,427.03	$ 12,427.03
3.2	NTC – Cut to fill and compact from Base Reclamation Works (12,500m3 only)	1	LS	$134,125.00	$134,125.00
3.3	NTC – Demobilisation from Site	1	LS	$5,473.05	$5,473.05
3.4	MC mark-up over subcontractor activities	15%	rate	$152,025.08	$22,803.76
3.5	MC direct supervision (Project Engineer) – 1 hrs/ day	10	hrs	$160.00	$1,600.00
3.6	MC Surveyor (additional surveys, hand-over area A)		hrs	$155.00	
3.7	Removal/re-installation of airport fence	1	LS	TBC	TBC
				Total	**$176,428.84** *excl. GST*

5.4 Optional work reclamation areas A + B

#	Description	Qty	Unit	Unit Rate	Value
4.1	NTC – Mobilisation to Site	1	LS	$ 12,427.03	$ 12,427.03
4.2	NTC – Cut to fill site to create level ground burying any vegetation	1	LS	$14,000.00	$14,000.00
4.3	NTC – Cut to fill and compact from Base Reclamation Works to create Bund, incl middle Bund	1	LS	$191,369.55	$191,369.55
4.4	NTC – Excavation of Drainage Swale	1	LS	$37,611.00	$37,611.00
4.5	NTC – Cut to fill and compact to create Northern Bund	1	LS	$24,790.62	$24,790.62
4.6	NTC – Cut to fill and compact from Base Reclamation Works to create Western Bund	1	LS	$20,901.72	$20,901.72
4.7	NTC – Cut to fill and compact from Base Reclamation Works to create Bund	1	LS	$212,129.78	$212,129.78
4.8	NTC – Demobilisation from Site	1	LS	$5,473.05	$5,473.05
4.9	MC mark-up over subcontractor activities	15%	rate	$518,702.75	$77,805.41
4.10	2 x test holes (1 machine operator, 1 excavator, 1 supervisor)	2	day	0	0
4.11	MC direct supervision (Project Engineer) – 3 hrs/ day	120	hrs	$160.00	$19,200
4.12	MC Surveyor (additional surveys, hand-over area A)		hrs	$155.00	
4.13	1 bridge over the drain for the dredge pipeline	1	LS	5,000	5,000
				Total	**$620,708.16** *excl. GST*

6 Documentation

The following documents (annexures) form part of this Request for Variation:

6.1 P0497-PRO-COR-003 - Pricing Letter - Rev 2

6.2 MCE0459-MEM-003 Technical proposal for optional works areas A, B and C

Pricing No: P0497

26th February 2019

Sikko Krol
Maritime Constructions
PO Box 3546
Port Adelaide
SA

NTC CONTRACTING

ABN: 35 082 494 826

P O Box 68
Onslow
WA, 6710

Phone: (08) 9184 6025
Fax: (08) 9184 6032

Dear Sikko

Re: Optional Works Bunds -Rev 2

I am pleased to submit our quotation for the above mentioned project.

Our price to complete the project as per the specifications provided and attached schedule is six hundred and fifty two thousand, eight hundred and twenty seven dollars seventy five cents ($652,827.75) excluding GST.

These works allow for the following:

PRELIMINARIES

1. Mobilisation to Site $12,427.03
2. Demobilisation from Site $5,473.05

EARTHWORKS

Optional Works Area A - Northern Extension

1. Cut to fill site to create level ground burying any vegetation (approx. 50,000m^2) $14,000.00
2. Cut to fill and compact to create Northern Bund to profile below (approx. 255m) $24,790.62
3. Cut to fill and compact from Base Reclamation Works to create Western Bund to profile below (approx. 215m) $20,901.72
4. Excavation of Drainage Swale (max 2m deep) to profile below (approx. 350m) $37,611.00

Additional Dewatering Area

1. Cut to fill and compact from Base Reclamation Works to create Bund to profile below including central bund (approx. 1,635m) $191,369.55

Optional Works Area B

1. Cut to fill and compact from Base Reclamation Works to create Bund to profile below including drain excavation (16,900m3 only) $212,129.78

Optional Works Area C

1. Cut to fill and compact from Base Reclamation Works (12,500m3 only) $134,125.00

Technical and Commercial Exceptions:

- This tender has been submitted as a Lump Sum price

- Compaction of Area C is to 90% MMDD evaluated by Penetrometer only. No allowance for NATA testing.
- It is assumed the Airport Boundary fence is able to be cut and direct access to Area C allowed via Articulated Dump Trucks.
- We have allowed to install and remove turning bays as required.
- It is expected this work is able to be completed in continuous phase using one mobilisation. Should access to works be prevented by unforeseen conditions outside of NTC Contracting's control stand down will apply.
- All rates and prices exclude GST.
- This offer is valid for one calendar month.
- If you wish to proceed with this work, written acceptance of our price is required prior to the commencement of any work.

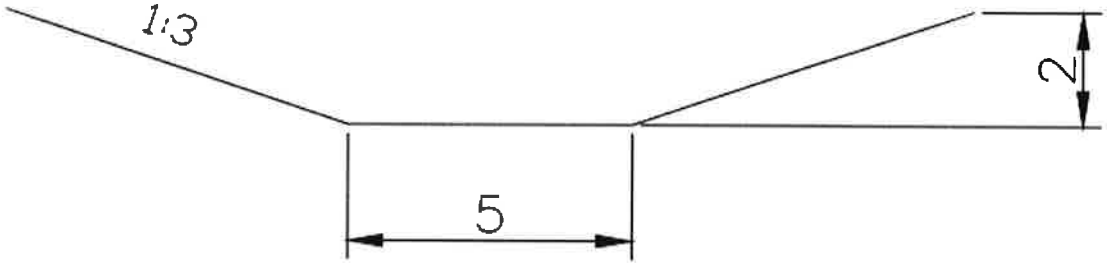
Thank you for the opportunity to submit this quotation, please do not hesitate to contact myself on (08) 9126 6941 or 0427 927 798 should you require any further information.

Kind Regards,

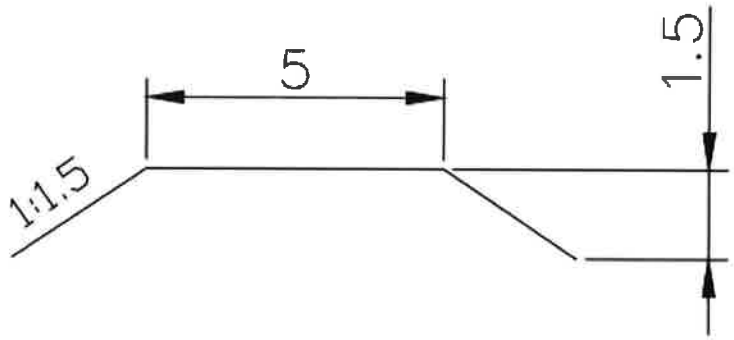
Jason Varcoe
General Manager
NTC Contracting
jason@ntc.net.au

Attachments : Cross Sections

Cross Sections - Optional Works Area A - Northern Extension

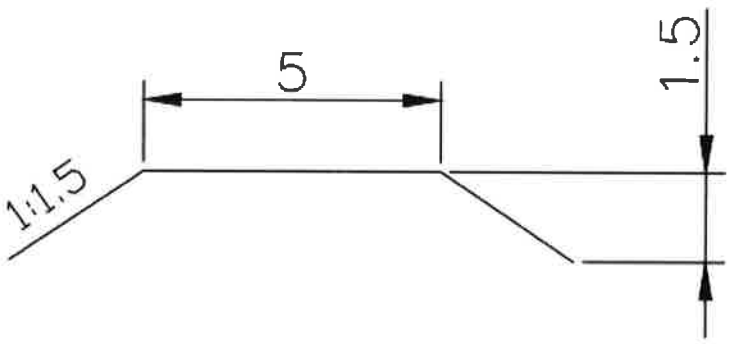


NEW SHIRE MAIN DRAINAGE SWALE



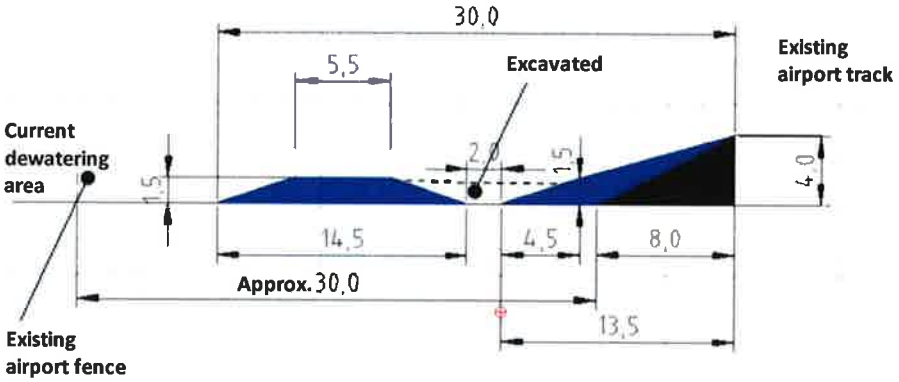
TYPICAL BUND WALL CROSS SECTION

Cross Sections - Additional Dewatering Area



TYPICAL BUND WALL CROSS SECTION

Cross Sections - Optional Works Area B



Airport track extension - profile view

MARITIME CONSTRUCTIONS

Number	Title	Rev.	Date of Issue	Page
MCE0459.RFV.xx	Request for Variation Onslow Marine Support Base – Phase 2	0	22 February 2019	1 of 3

Request for Variation

Project Name : Onslow Marine Support Base – Phase 2
Project Location : Onslow, Western Australia
Client : Onslow Marine Support Base Pty Ltd
Contract Number : Amended AS4902-2000
Internal No. : MC.E.0459

RFV No. : **MCE0459_RFV_0xx – Draft**
Title : **Optional works reclamation area D**
Date : **08 March 2019**

1 Justification for Variation

Client has requested MC to provide a proposal for the optional works at reclamation area D.

2 Proposed Works

In principle the works will be carried out by our crew at the reclamation area. Part of the work requiring excavation and transport of sand from existing reclamation area will be sub-contracted to NTC.

The works carried out by our Subcontractor NTC will be under direct supervision by our Project Engineer.

For details on the technical proposal, please refer to Technical proposal for optional works area D, MCE0459-MEM-004.

Please note that this proposal is covering additional cost for reclamation only, i.e. not dredging activities.

2.1 Schedule

The below schedule is as per document P0497-PRO-COR-003 - Pricing Letter - Rev 2 of today (attached).

A.01	Opening of airport fence	TBA
A.02	Excavate sand from existing reclamation area to create bunds for the new dewatering area	7 days (TBC)
A.03	Construct bund in the middle of dewatering area	5 days (TBC)

MARITIME CONSTRUCTIONS

A.04	Relocate weir box from southern section to area D and relocate/install discharge pipes	7 days
A.05	Construct bund for area D (approx. 560m)	10 days (TBC)
A.06	Re-route dredge pipeline to area D	2 days
A.07	Reclaim area D extension (275,00m3 TBC by WGA)	Approx 37 days (*)
A.08	Re-installation of airport fence	TBA

(*) Assuming filling of area D of 150,00m3 and average of 5,000-10,000m3 / day pending which area the material is dredge from.

3 Effects on Schedule

TBA

4 Effects on PC Date

TBA

5 Cost of Variation

Cost estimate of this variation is based on our offer as per below (exclusive GST). Details are provided in the tables below.

Please note that the value of works remains an estimate only. Final value will be based on the actual invoice(s) by the subcontractor and timesheets of MC project staff.

In addition, this offer does not cover potential shutdown/stand-by due to traffic at airport.

5.1 Optional work reclamation area D

#	Description	Qty	Unit	Unit Rate	Value
1.1	NTC – Mobilisation to Site	1	LS	$12,427.03	$12,427.03
1.2	NTC – Cut to fill and compact from Base Reclamation Works to create new dewatering area Bund, incl middle Bunds	1	LS	$212,129.78	$212,129.78
1.3	NTC – Cut to fill and compact to create area D Bunds (Approx. 560m)	1	LS	$65,545.53	$65,545.53
1.4	NTC – Demobilisation from Site	1	LS	$5,473.05	$5,473.05
1.5	MC mark-up over subcontractor activities	15%	rate	$295,575.39	$44,336.31

MARITIME CONSTRUCTIONS

1.6	MC direct supervision (Project Engineer) – 3 hrs/ day	60	hrs	$160.00	$9,600
1.7	MC Surveyor (additional surveys, hand-over area D)		hrs	$155.00	
1.8	Additional cost for hydro filling at area D	275,000	m3	$1.00	$275,000
1.9	Opening and re-installation of airport fence				TBA
				Total	**$624,511.70** *excl. GST*

5.2 Optional work reclamation area C when A + B activated

The table below present the additional cost for option D when activated with option A and B:

#	Description	Qty	Unit	Unit Rate	Value
2.1	NTC – Mobilisation to Site	1	LS	$0.00	$0.00
2.2	NTC – Cut to fill and compact from Base Reclamation Works to create new dewatering area Bund, incl middle Bunds	1	LS	$0.00	$0.00
2.3	NTC – Cut to fill and compact to create area D Bunds (Approx. 560m)	1	LS		$65,545.53
2.4	NTC – Demobilisation from Site	1	LS	$0.00	$0.00
2.5	MC mark-up over subcontractor activities	15%	rate	$65,545.53	$9,831.83
2.6	MC direct supervision (Project Engineer) – 3 hrs/ day	30	hrs	$160.00	$4,800
2.7	MC Surveyor (additional surveys, hand-over area D)		hrs	$155.00	
2.8	Additional cost for hydro filling at area D	275,000	m3	$1.00	$275,000
2.9	Opening and re-installation of airport fence				TBA
				Total	**$355,177.36** *excl. GST*

6 Documentation

The following documents (annexures) form part of this Request for Variation:

6.1 MCE0459-MEM-004 Technical proposal for optional works area D

AMENDMENTS

1. Proclaim M075 - Warrirda Rd (ANSIA port access road)
   SLK 0.00 - 14.88

NOTES:

Roads and/or paths are represented by centrelines which are a notional reference line that generates and approximates the centre of the pavement extent.

Ramp intersections are shown schematically. The point at which the lines meet represents the end of the median which separates the converging or diverging carriageways.

Slip lanes where ramps intersect other roads are not shown.

PROCLAMATION LEGEND

EXISTING PROCLAIMED ROUTE

H006 (^ Road Name) — Highway

M042 (^ Road Name) — Main Road

SECTION TO BE DEPROCLAIMED

~~H002~~ ~~M012~~

SECTION TO BE PROCLAIMED

H006 — Highway

M042 — Main Road

^ Landgate approved local usage name.

PATHWAY RESPONSIBILTY

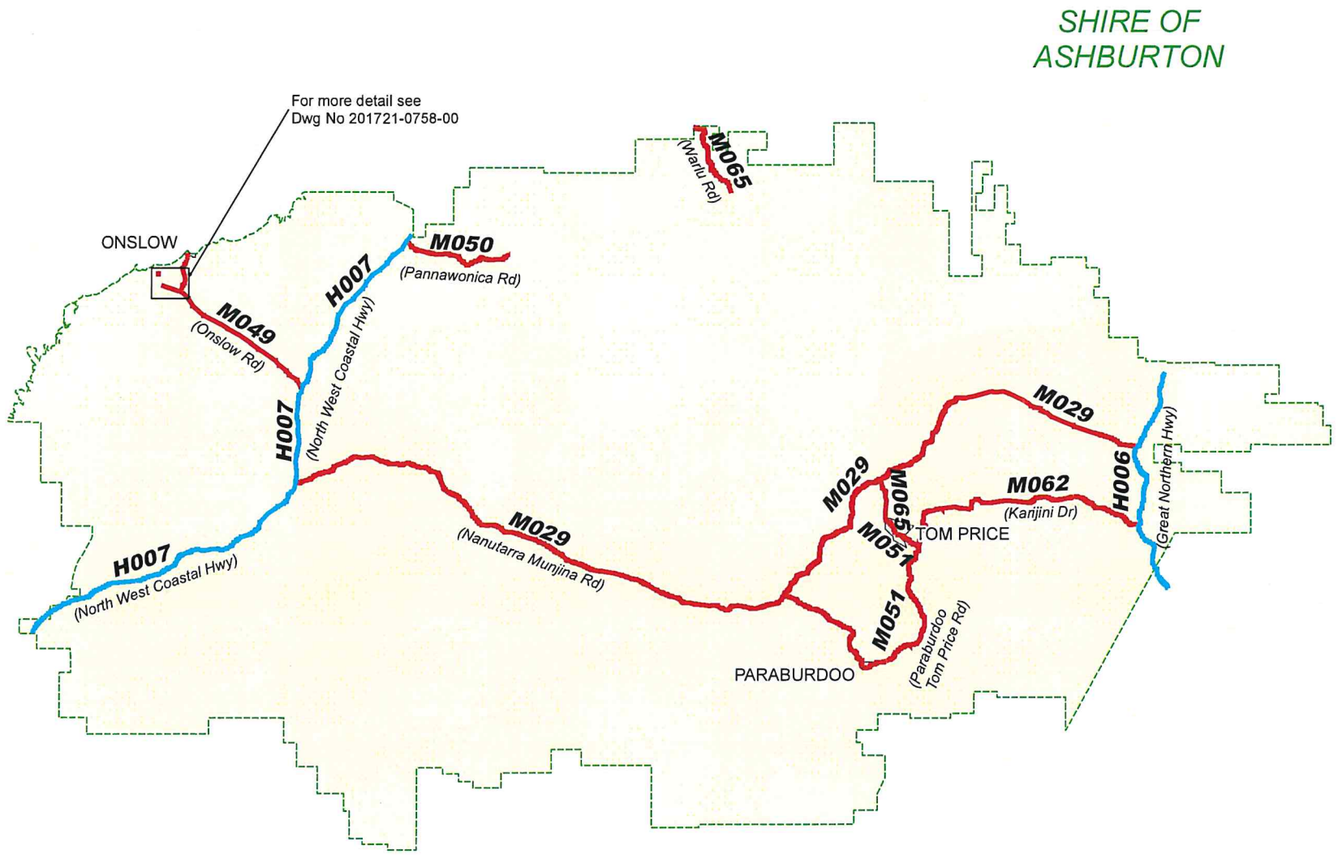
P018 — Main Roads Controlled Path

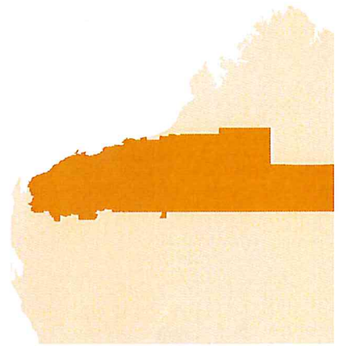
Other Path

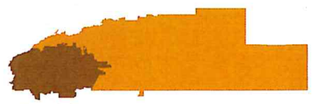
~~P018~~ — MR Controlled Path Removed

Controlled paths (shared, pedestrian or bicycle) depicted on this drawing are those for which Main Roads Western Australia has responsibility.

Paths, shared, pedestrian or bicycle, the responsibility of other entities are not shown.







SHIRE OF ASHBURTON

BASE MAP LEGEND

- Town Site Area And Boundary
- Local Government Area And Boundary
- Cadastre
- Local Road

NOTE: FOR DETAIL OF TOWNSITES - REFER TO TOWNSITE DRAWINGS

This is to certify that Council endorses the proposal shown on this plan.

Council Resolution:.....of

Council Meeting Held On:

.....

OR UNDER DELEGATED AUTHORITY

.....
Chief Executive Officer

Date:.....

Gazette:.....

Page No:.....

DATE OF ORIGINAL ISSUE: 14 Feb13

DRAWING AMENDMENT DATE: 22 Nov 2017

THIS DRAWING SUPERSEDES: 201321-0019-03

RECOMMENDED
Signature: P. Fo—
Position: NPDM
Date: 25/10/2019

APPROVED
Signature: Jennifer Meerup
Position: EDPTS
Date: 28/10/2019

0 20 40 60 80 100
Kilometres

Planning and Technical Services Directorate

PROCLAMATION PLAN

Declared Roads

SHIRE OF ASHBURTON

SHIRE of ASHBURTON - LG No. 811 SHEET 1 of 1

MAIN ROADS WESTERN AUSTRALIA

DWG TYPE	FILE No	DWG NUMBER
20:00	10/4129	201321-0019-04

AMENDMENTS

PROCLAMATION LEGEND

EXISTING PROCLAIMED ROUTE

H006 (^ Road Name) Highway

M042 (^ Road Name) Main Road

SECTION TO BE DEPROCLAIMED

~~H002~~ ~~M012~~

SECTION TO BE PROCLAIMED

H006 Highway

M042 Main Road

^ Landgate approved local usage name.

PATHWAY RESPONSIBILTY

P018 Main Roads Controlled Path

Other Path

~~P018~~ MR Controlled Path Removed

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Council Resolution:.....of

Council Meeting Held On:

.....

OR UNDER DELEGATED AUTHORITY

.....

Chief Executive Officer

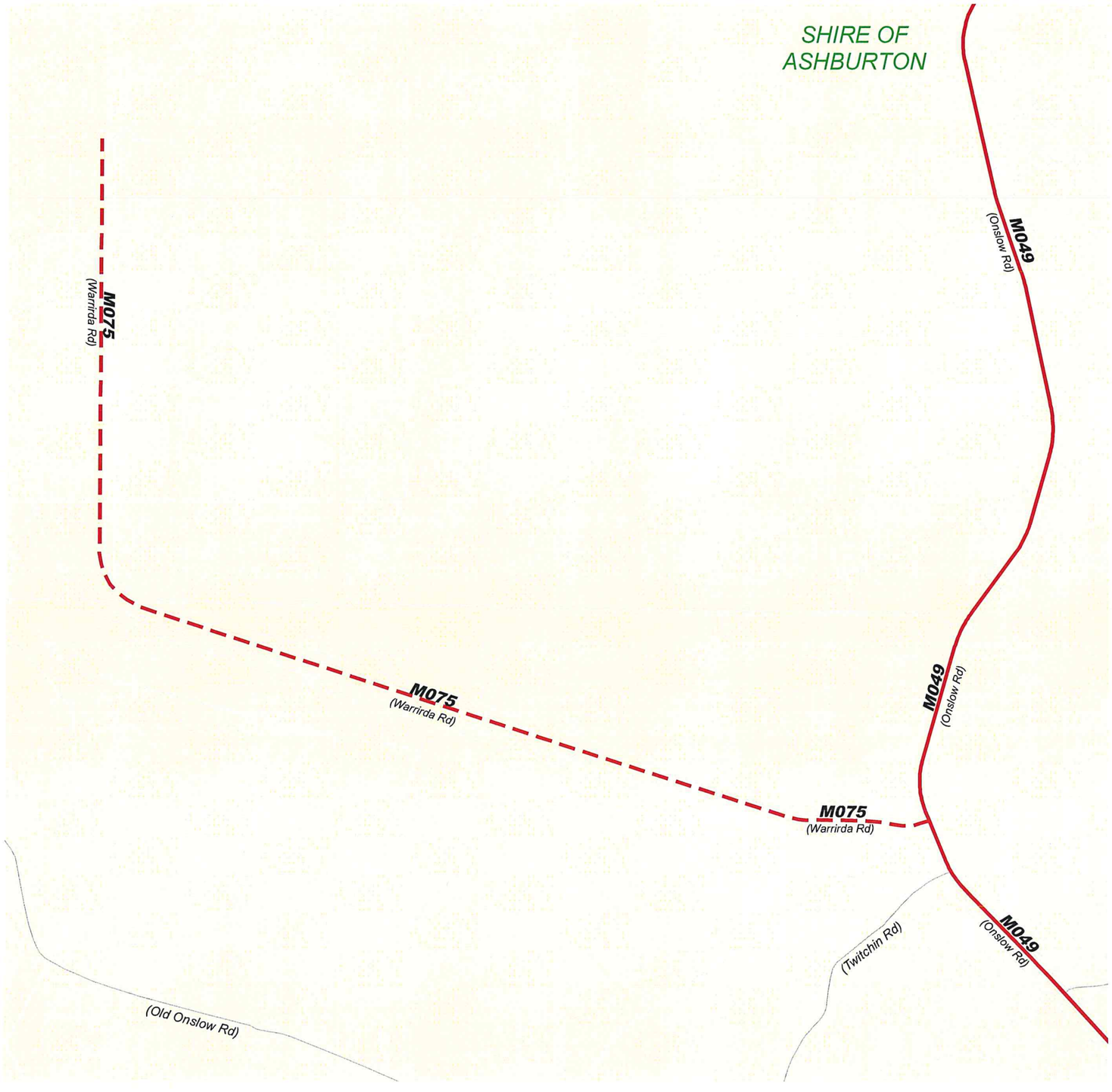
Date:.....

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Page No:.....

DATE OF ORIGINAL ISSUE: 22 Nov 17

DRAWING AMENDMENT DATE:



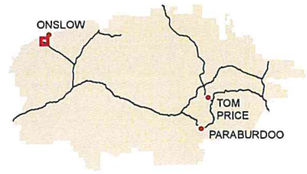
NOTES:

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Ramp intersections are shown schematically. The point at which the lines meet represents the end of the median which separates the converging or diverging carriageways.

Road to be closed in accordance with section 58 of the Land Administration Act.

Slip lanes where ramps intersect other roads are not shown.



SHIRE OF ASHBURTON

BASE MAP LEGEND

- Local Government Boundary
- Town Site Area And Boundary
- Cadastre
- Local Road

NOTE: FOR DETAIL OF TOWNSITES - REFER TO TOWNSITE DRAWINGS

RECOMMENDED	APPROVED				
Signature: P. for	Signature:	0 500 1,000 1,500 2,000 2,500 Metres	**PROCLAMATION PLAN** Declared Roads	**MAIN ROADS WESTERN AUSTRALIA**	
Position: NPDM	Position: EDPTS		Proclaim M075 Warrirda Rd (ANSIA port access road) SLK 0.00 - 14.88	DWG TYPE: 20:00	FILE No: 10/4129
Date: 25/10/2019	Date: 29/10/2019	Planning and Technical Services Directorate	SHIRE of ASHBURTON - LG No. 811 SHEET 1 of 1		DWG NUMBER: 201721-0758-00

AMENDMENTS

PROCLAMATION LEGEND

EXISTING PROCLAIMED ROUTE

H006 (^ Road Name) Highway

M042 (^ Road Name) Main Road

SECTION TO BE DEPROCLAIMED

~~H002~~ ~~M012~~

SECTION TO BE PROCLAIMED

H006 Highway

M042 Main Road

^ Landgate approved local usage name.

PATHWAY RESPONSIBILTY

P018 Main Roads Controlled Path

Other Path

~~P018~~ MR Controlled Path Removed

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Council Resolution:.....of

Council Meeting Held On:

.....

OR UNDER DELEGATED AUTHORITY

.....

Chief Executive Officer

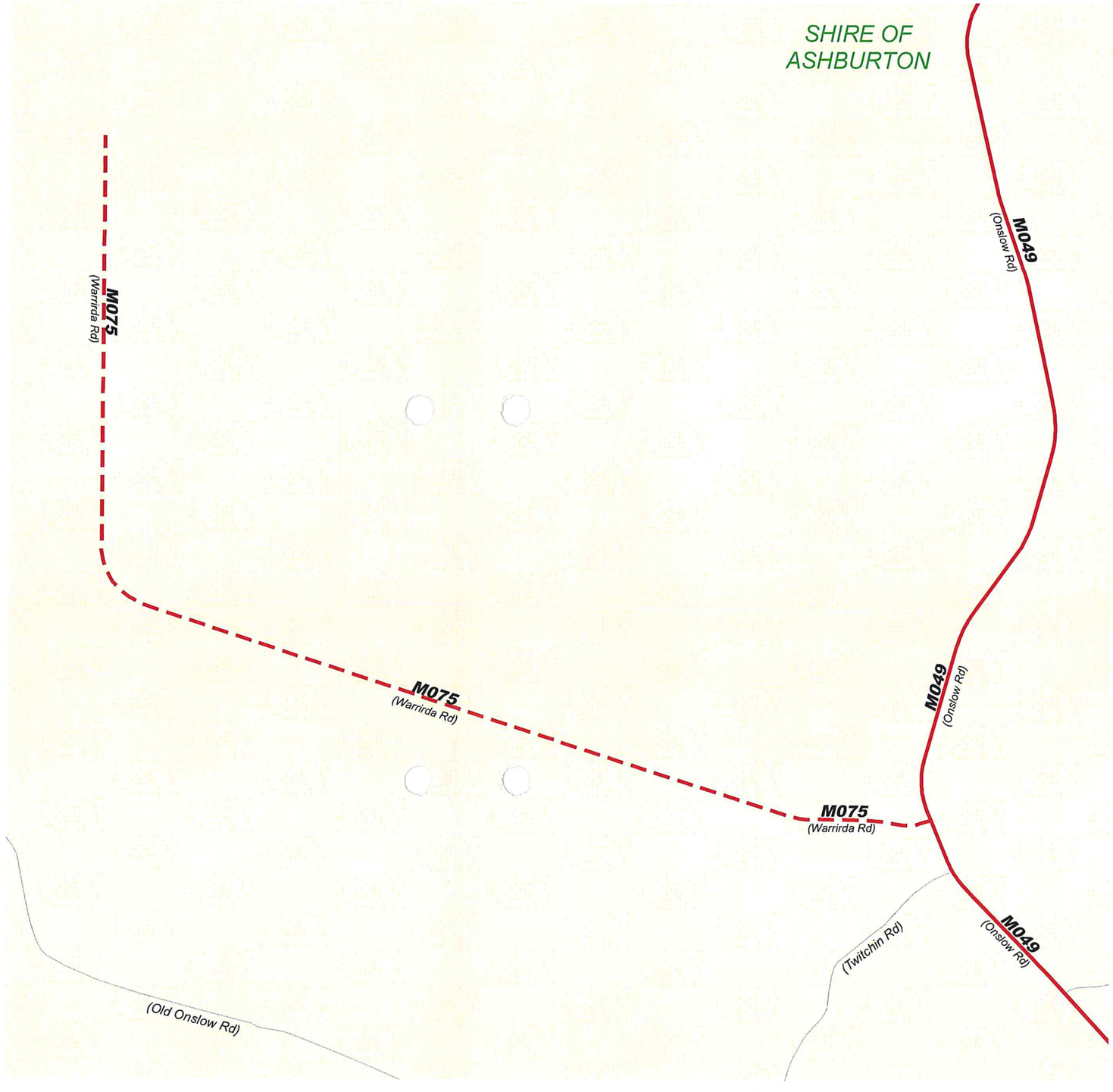
Date:.....

Gazette:.....

Page No:.....

DATE OF ORIGINAL ISSUE: 22 Nov 17

DRAWING AMENDMENT DATE:



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Slip lanes where ramps intersect other roads are not shown.



SHIRE OF ASHBURTON

BASE MAP LEGEND

Local Government Boundary

Town Site Area And Boundary

Cadastre

Local Road

NOTE: FOR DETAIL OF TOWNSITES - REFER TO TOWNSITE DRAWINGS

RECOMMENDED	APPROVED			
Signature: P. for	Signature:	0 500 1,000 1,500 2,000 2,500 Metres	**PROCLAMATION PLAN** Declared Roads	***MAIN ROADS WESTERN AUSTRALIA***
Position: NPDM	Position: EDPTS		Proclaim M075 Warrirda Rd (ANSIA port access road) SLK 0.00 - 14.88	DWG TYPE: 20:00 / FILE No: 10/4129 / DWG NUMBER: 201721-0758-00
Date: 25/10/2019	Date: 28/10/2019	Planning and Technical Services Directorate	SHIRE of ASHBURTON - LG No. 811 SHEET 1 of 1	

AMENDMENTS

1. Proclaim M075 - Warrirda Rd (ANSIA port access road) SLK 0.00 - 14.88

PROCLAMATION LEGEND

EXISTING PROCLAIMED ROUTE

H006 (^ Road Name) Highway

M042 (^ Road Name) Main Road

SECTION TO BE DEPROCLAIMED

H002 **M012**

SECTION TO BE PROCLAIMED

H006 Highway

M042 Main Road

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P018 Main Roads Controlled Path

Other Path

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Council Resolution:.....of

Council Meeting Held On:

.....

OR UNDER DELEGATED AUTHORITY

.....

Chief Executive Officer

Date:.....

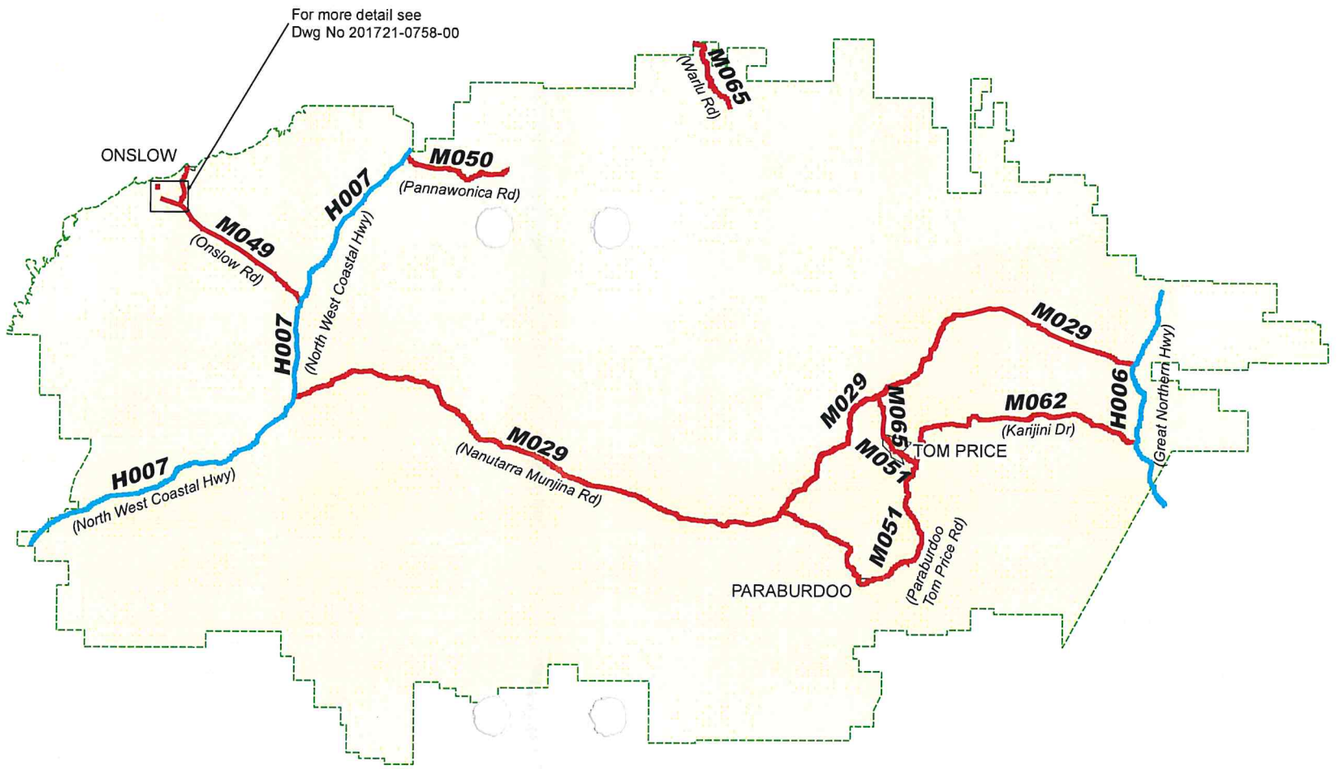
Gazette:.....

Page No:.....

DATE OF ORIGINAL ISSUE: 14 Feb13

DRAWING AMENDMENT DATE: 22 Nov 2017

THIS DRAWING SUPERSEDES: 201321-0019-03

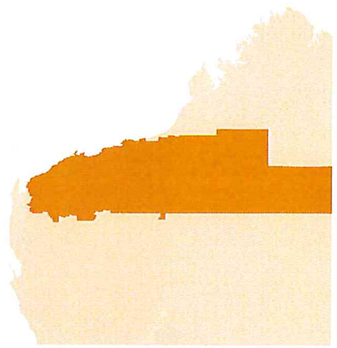


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SHIRE OF ASHBURTON

BASE MAP LEGEND

- Town Site Area And Boundary
- Local Government Area And Boundary
- Cadastre
- Local Road

NOTE: FOR DETAIL OF TOWNSITES - REFER TO TOWNSITE DRAWINGS

RECOMMENDED	APPROVED				
Signature: P. Fo—	Signature:	0 20 40 60 80 100 Kilometres	**PROCLAMATION PLAN** Declared Roads SHIRE OF ASHBURTON	***MAIN ROADS WESTERN AUSTRALIA***	
Position: NPDM	Position: EDPTS			DWG TYPE: 20:00	FILE No: 10/4129
Date: 25/10/2019	Date: 28/10/2019	Planning and Technical Services Directorate	SHIRE of ASHBURTON - LG No. 811 SHEET 1 of 1	DWG NUMBER: 201321-0019-04	

ABN: 91 581 323 318
PO Box 81, PANNAWONICA, WA 6716
www.pannawonicarodeo.com.au

Date: 04 October 2019

Dear Cr Gallanagh,

On behalf of the Robe River Rodeo Committee, I am writing to you to request additional funding towards the organization and celebration of our 25th Rodeo & Campdraft at the Don Inall Arena in Pannawonica. As you are aware the Rodeo and Campdraft brings significant benefits to the community in terms of sporting, vibrancy and connectivity. This year being the 25th at the arena and coupled with the hardship faced by the Pastoralists due to drought in the region we are organizing a special celebration to bring the community together.

The event provides the community and surrounding areas within the Pilbara region with a fun-filled 3 day weekend for both adults and children - creating a friendly family atmosphere. We are planning on multiple bands on the Friday and Saturday night including a headline act that will be well known to all of the members of the Ashburton shire and visitors. On top of the sporting events we plan on having extra childrens' and family activities this year of which the additional funding will facilitate, more equipment and child friendly entertainment and activities such as play equipment, craft, petting zoo as examples. We also aim to bring visitors to the region who will stay on before and after the event with ramped up advertising so people can lock their calendars in early of which we think will benefit the region and the tourist sector.

In addition to the celebrations, there is work to be done. The arena fencing requires replacement and we are looking to upgrade our shower and toilet facilities, we have received a generous portion of the fence funding however will still be $30,000 out of pocket. We are yet to identify funding for the ablution blocks.

It would be greatly appreciated if the Shire of Ashburton would consider an additional $25,000 funding so that we can ensure the 25th Anniversary is celebrated and the Campdraft and Rodeo is the best yet and one to be remembered.

Thanks and Kind Regards,

James Kelly
President, Robe River Rodeo Committee - Pannawonica