

# Ordinary Meeting of Council

Tom Price



## Public Attachments PART 1

22 October 2019

Clem Thompson Sports Pavilion  
Stadium Road, Tom Price

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.

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# 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



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

**PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL  
18 SEPTEMBER 2019**



**SHIRE OF ASHBURTON**

**PUBLIC MINUTES**

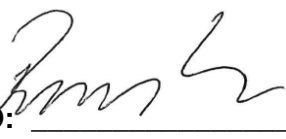
**Mayu Maya Centre, Pannawonica**

**18 September 2019  
1.00 pm**

**PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL  
18 SEPTEMBER 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: 18.09.2019

These minutes were confirmed by Council as a true and correct record of proceedings of the Ordinary Meeting of Council on the 18/09/2019.

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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**1. DECLARATION OF OPENING**

The Presiding Member declared the meeting open at 1.00 pm.

**1.1 ACKNOWLEDGEMENT OF COUNTRY**

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

**2. ANNOUNCEMENT OF VISITORS**

The Presiding Member welcomed Mr Vince Catania and Mr Richard Evans to the gallery.

**3. ATTENDANCE**

**3.1 PRESENT**

<b>Elected Members:</b>	Cr K White Cr L Rumble Cr D Dias Cr P Foster Cr M Lynch Cr D Diver Cr L Thomas Cr M Gallanagh	Shire President (Presiding Member) Onslow Ward Deputy Shire President Paraburdoo Ward Paraburdoo Ward Tom Price Ward Tom Price Ward Tom Price Ward Tablelands Ward Pannawonica Ward
<b>Staff:</b>	Mr R Paull Mr J Bingham Ms C Bryce Mrs S Johnston Mr M Richardson Mrs J Fell Ms A Del Rio Mrs M Lewis	Chief Executive Officer Director Corporate Services Acting Director Property and Development Services Acting Director Community Services Manager Waste Services Manager Land and Asset Compliance Tourism and Economic Development Specialist Council Liaison Officer
<b>Guests:</b>	Mr R Evans Mr V Catania	Representative of Onslow Sun Chalets Member for North West Central
<b>Members of Public:</b>	There were no members of the public in attendance at the commencement of the meeting.	
<b>Members of Media:</b>	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**

Cr R de Pledge                      Ashburton Ward



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**4. QUESTION TIME**

**4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**  
Nil

**4.2 PUBLIC QUESTION TIME**

The following question has been asked:

**4.2.1 Brie Healy: Tom Price.**

**Q1. Question :**

What support is in place for small businesses? State government has expressed a desire for investment in new economies; such as art and tourism; in regional WA. How is this need being met and what future needs will be met by the Shire of Ashburton?

**Response:**

To respond to your query, the Shire has recently adopted (August 2019) its first Economic and Tourism Development Strategy which focuses on three main goals:

- Encourage Infrastructure Development and Investment;
- Promote the District; and
- Promote Business Development.

Facilitating business investment and growth is a key focus area for the Strategy and as we begin to implement the first year of the strategy our key priorities for action include:

- becoming a 'Small Business Friendly local government' (see this month's Council Agenda which features a report about joining the State Government's Small Business Friendly Program)
- developing a grant program for local businesses, and
- work with training providers to bring professional development workshops to the Shire.

The Shire is committed to enhancing our collaboration with stakeholders and Chambers of Commerce to facilitate increased opportunities for local industries.

The Strategy also focuses on tourism growth, its promotion and further development. The Shire has been working closely with local tourism operators and will continue to do so on promotional and development initiatives.

In relation to Art, the Strategy makes reference to the commencement of a mural on the Onslow Water Tanks in 2020 which is envisaged to spike additional murals across the Shire over time.

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The Shire aspires to be more innovative by providing and promoting business friendly initiatives to the business community and we urge all current and aspiring business owners and tourism operators to review our new Economic and Tourism Strategy (available on the Shire website).

**5. APPLICATIONS FOR LEAVE OF ABSENCE**

There were no Applications for Leave of Absence for this meeting.

**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 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.

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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
<b>18.2 CONFIDENTIAL ITEM – INTERFACE AGREEMENTS FOR ROEBOURNE-WITTENOOM ROAD</b>		
Cr Diver	Financial	The nature of my interest is I am employed by Rio Tinto. The extent of my interest is I receive a salary, I also receive subsidised utilities (water / power) and rent as part of my salary package.
Cr Foster	Financial	The nature of my interest is Financial. The extent of my interest is my partner works for and receives an income from Rio Tinto, my partner also owns over \$10k in shares with Rio Tinto and as a family we live in a Rio Tinto owned property paying subsidised rent and utilities.
Cr Rumble	Financial	The nature of my interest is I am a shareholder with Rio Tinto. The extent of my interest is I have shares in value greater than \$10,000.
Cr Lynch	Proximity Indirect Financial	The nature of my interest is I am an employee and tenant of Pilbara Iron. The extent of my interest is I am paid a salary by Rio Tinto.
<b>18.2 CONFIDENTIAL ITEM – INTERFACE AGREEMENTS FOR ROEBOURNE-WITTENOOM ROAD</b>		
Cr Gallanagh	Financial	The nature of my interest is my husband and I are employed by Rio Tinto, have company housing and shares in Rio Tinto. The extent of my interest is my husband and I 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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<b>Item Number/ Name</b>	<b>Type of Interest</b>	<b>Nature/Extent of Interest</b>
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.
<b>18.7 CONFIDENTIAL ITEM – STAFF MATTER</b>		
Rob 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 <i>Section 5.60A of the Local Government Act 1995</i> .

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 11 September 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 to fully participate in the discussion and decision making relating to the following agenda item at the Shire's Ordinary Council Meeting of 18 September 2019.*

**18.2 CONFIDENTIAL ITEM – INTERFACE AGREEMENTS FOR ROEBOURNE-WITTENOOM ROAD**

*Subject to the following conditions:*

- 1. The approval is only valid for the 18 September 2019. Ordinary Council Meeting when agenda item 18.2 is considered;*
- 2. The abovementioned Councillors must declare the nature and extent of their interests at the abovementioned meeting when the matter is considered, together with the approval provided;*
- 3. The CEO is to provide a copy of the Department's letter of approval to the abovementioned Councillors;*
- 4. The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the abovementioned meeting, when the item is considered;*
- 5. The CEO is to provide a copy of the confirmed minutes of the abovementioned meeting to the Department, to allow the Department to verify compliance with the conditions of this approval; and*

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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  
18 September 2019.*

**7. ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS WITHOUT DISCUSSION**

President, Cr White:

The Shire President congratulated Cr Rumble, Cr Foster, and Cr de Pledge, whom like herself have been re-elected unopposed. Cr Thomas is contesting her seat for Tablelands and best wishes have been extended for her campaign.

The Shire has received a Certificate of Appreciation from the North Tom Price Primary School in recognition of the support and donations to their 2019 NAIDOC celebrations.

Meeting with the Minister for Transport in Tom Price on 11 September 2019 where the following was discussed:

- Onslow Marina Project
- Roebourne – Wittenoom Road (MRWA Criteria and Asbestos); This Road was to be handed back to MRWA (Perth) under their traffic management assessment.
- Fortescue Valley Road – The pastoralists have requested this road to be maintained. The Shire road cannot be maintained due to the asbestos issues.
- Nameless Valley (MRWA Criteria); This Road was to be handed back to MRWA (Perth) under their traffic management assessment.
- Doradeen Road (MRWA Criteria); This Road was to be handed back to MRWA (Perth) under their traffic management assessment.
- Intersection of Mine Road and Tom Price/Paraburdoo Road at Tom Price (MRWA meeting/tourist bays); recently completed, agreement with MRWA (Port Hedland).
- Twitchin Road; Funding: This Road to be upgraded to a Regional Road Significance and Funding.
- Peedamulla; Funding. This road to be upgraded to a Regional Road Significance and Funding / bridge construction over the Cane River.
- Pilbara Regional Class IV Waste Management Facility (PRWMF); recently completed, Agreement with MRWA (Port Hedland) JTSI and Chevron.

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- Beadon Creek Road (RAV 1 rating) and possible RAV 10 rated road into Beadon Creek facility. A new road to be constructed into Beadon Creek facilities and upgraded to RAV 10

Cr Foster:

- Meet & Greet with WA Country Health Service Board at Tom Price Hospital on Thursday 22<sup>nd</sup> August.
- Tom Price Primary School Fire Local Recovery Meeting with TPPS, Shire, Police, DFES, Rio Tinto on Monday 26<sup>th</sup> August.
- Tom Price Primary School Assembly to present Showcase in Pixels Winners Awards on Wednesday 28<sup>th</sup> August.
- Conversation with Pastor Gavin Douglas on Thursday 29<sup>th</sup> August regarding possible redevelopment of Tom Price Baptist Church.
- Tom Price Primary School Board Meeting on Thursday 5<sup>th</sup> September.
- Rio Tinto & Shire of Ashburton Partnership Governing Committee Meeting Thursday 12<sup>th</sup> September.
- Meet & Greet with Premier Mark McGowan and Transport Minister Rita Saffioti at Windawarri Lodge Thursday 12<sup>th</sup> September discussing Stage 4 Tom Price-Karratha Road, Tom Price Primary School and Tom Price Hospital.

## **8. PETITIONS / DEPUTATIONS / PRESENTATIONS**

### **8.1 PETITIONS**

There were no petitions for this meeting

### **8.2 DEPUTATIONS**

Mr Richard Evans in regards to Confidential Agenda Item 18.1 – Request from Ashburton Investments Pty Ltd (Lessee) – Onslow Sun Chalets

### **8.3 PRESENTATIONS**

There were no presentations for this meeting

Mr R Evans left the Chambers at 1.30 pm.
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**9. CONFIRMATION OF MINUTES**

**9.0 UNCONFIRMED MINUTES ORDINARY MEETING OF COUNCIL HELD ON  
13 AUGUST 2019 (ATTACHMENT 9.0)**

**Council Decision**

**MOVED: Cr P Foster**

**SECONDED: Cr M Lynch**

That the Unconfirmed Minutes of the Ordinary Meeting of Council held 13 August 2019, as previously circulated on 20 August 2019 (ATTACHMENT 9.0) be confirmed as a true and accurate record, subject to the following amendment:

**Item 6.2 – Declarations of Interest**

~~13.5 APPLICATION FOR DEVELOPMENT APPROVAL FOR LAUNDRY AND RECREATION BUILDING AT LOT 1 CAMP ROAD, PARABURDOO (PARABURDOO CARAVAN PARK)~~

Should have been:

**13.5 REQUEST FROM MACKEREL ISLANDS PTY LTD TO EXTEND DEVELOPMENT APPROVAL FOR USE OF TOURIST ACCOMMODATION FOR WORKFORCE ACCOMMODATION**

And

**7. ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS WITHOUT DISCUSSION**

~~2. Cr Dias announcements~~

~~2.1. 21st May 2019 I did have breakfast with Drew Norrish GEO Mackerel Island Resort this morning in Onslow Beach resort. It was not a planned meeting we just happened to be in the restaurant at the same time. During breakfast amongst a lot of small talk (regarding their issues with Chevron etc) he did however mention that he had 2 x agenda items that will be coming to Council in the next few month. Items that were mentioned are recorded below;~~

- ~~• Approval of TWA for the decommissioning by Chevron.~~
- ~~• Permanently licencing the reserve in front of (beach side) of the Beach resort.~~

~~He was hoping that Council would support his applications and I did not give him any indication if Council would or would not support his application, just that we would need to read the agenda item and debate it as per the LGA to make any decision.~~

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~~2.2. I met the Yinhawangka interim CEO this afternoon. He would like to progress on the plan tidy up of the Paraburdeoo corner stone area (Dr Kahn's original plan) attached. Furthermore a write up on the rock history as was discussed with Dr Khan. He will be discussing it with the administrators next week. He advised that he will need to change the lower plaque of the rock since it has the names of the former CEO and board and it is inappropriate due to their discretisation and possible pending legal action arising. The replacement plaque will only have a statement 'You are standing on Yinhawangka land' or words to that effect. He is aware he will need to contact the shire for approval with plans etc.~~

~~We also discussed availability and sale of local Aboriginal art work and artefacts (boomerangs, clapping stick etc) made locally. I advised him to let us know when he had something in place so we could advertise it via our tourism team as a promotion.~~

To read as follows:

2. Cr Dias announcements:

2.1. 21st May 2019 I had breakfast with the CEO of the Mackerel Island Resort

2.2. I met the Yinhawangka interim CEO.

CARRIED 8/0

Councillors White, Rumble, Dias, Thomas, Foster, Diver, Gallanagh and Lynch voted for the motion

**9.1 RECEIPT OF COMMITTEE MINUTES – 'EN BLOC'**

There were no Committee Minutes carried 'En Bloc'

**9.2 RECEIPT OF COMMITTEE AND OTHER MINUTES**

**9.2.1 UNCONFIRMED MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD 18 SEPTEMBER 2019 (ATTACHMENT 9.2.1 PRESENTED TO COUNCIL)**

**Council Decision**

**MOVED: Cr P Foster**

**SECONDED: Cr M Lynch**

**That the Unconfirmed Minutes of the Audit and Risk Committee Meeting held on 18 September 2019, (ATTACHMENT 9.2.1) be received.**

**CARRIED 8/0**

**Councillors White, Rumble, Dias, Thomas, Foster, Diver, Gallanagh and Lynch voted for the motion**



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**9.2.2 MINUTES OF THE WALGA ANNUAL GENERAL MEETING HELD ON 7 AUGUST 2019 BE RECEIVED (ATTACHMENT 9.2.2)**

<b>Council Decision</b>	
<b>MOVED: Cr P Foster</b>	<b>SECONDED: Cr L Rumble</b>
That the Minutes of the WALGA Annual General Meeting held on 7 August 2019 be received (ATTACHMENT 9.2.2).	
<b>CARRIED 8/0</b>	
Councillors White, Rumble, Dias, Thomas, Foster, Diver, Gallanagh and Lynch voted for the motion	

**9.3 RECOMMENDATIONS OF COMMITTEE**

**9.3.1 AUDITOR GENERAL REPORT, VERIFYING EMPLOYEE IDENTITY AND CREDENTIALS**

<b>Council Decision</b>	
<b>MOVED: Cr M Lynch</b>	<b>SECONDED: Cr P Foster</b>
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.	
<b>CARRIED 8/0</b>	
Councillors White, Rumble, Dias, Thomas, Foster, Diver, Gallanagh and Lynch voted for the motion	

**9.3.2 POOL INSPECTION REPORT 2018/19**

<b>Council Decision</b>	
<b>MOVED: Cr P Foster</b>	<b>SECONDED: Cr M Lynch</b>
That with respect to the Pool Inspection Report 2018/19, the Audit and Risk Committee recommend Council:	
1. Note that the Shire undertook a Pool Inspection Program between January 2019 and July 2019 whereby:	
<ul style="list-style-type: none"> <li>• The Shire has 532 pools on its register; and</li> <li>• 520 pools were inspected during the Inspection program with nil pools overdue for inspection.</li> </ul>	
<b>CARRIED 8/0</b>	
Councillors White, Rumble, Dias, Thomas, Foster, Diver, Gallanagh and Lynch voted for the motion	

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**9.3.3 LOCAL GOVERNMENT INSURANCE SCHEME OCCUPATIONAL HEALTH AND SAFETY AUDIT**

<b>Council Decision</b>	
<b>MOVED: Cr P Foster</b>	<b>SECONDED: Cr L Rumble</b>
That with respect to the Local Government Insurance Scheme Occupational Health and Safety Audit, the Audit and Risk Committee recommend Council:	
<ol style="list-style-type: none"> <li>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) &amp; (d) of the Local Government Act 1995; and</li> <li>2. Note the matters addressed in the Report.</li> </ol>	
<b>CARRIED 8/0</b>	
Councillors White, Rumble, Dias, Thomas, Foster, Diver, Gallanagh and Lynch voted for the motion	

**9.3.4 CONFIDENTIAL ITEM - UPDATE ON WITTENOOM LITIGATION, WITTENOOM STEERING COMMITTEE, SENIOR COUNSEL LEGAL ADVICE AND ROEBOURNE - WITTENOOM ROAD**

<b>Council Decision</b>	
<b>MOVED: Cr P Foster</b>	<b>SECONDED: Cr P Lynch</b>
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:	
<ol style="list-style-type: none"> <li>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) &amp; (d) of the Local Government Act 1995; and</li> <li>2. Ensure that the Shire management continue to provide Wittenoom related reports to the Audit and Risk Committee.</li> </ol>	
<b>CARRIED 8/0</b>	
Councillors White, Rumble, Dias, Thomas, Foster, Diver, Gallanagh and Lynch voted for the motion	

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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 adopted 'En Bloc'

Cr Gallanagh and Mr V Catania left the Chambers at 1.38 pm.
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## 11. OFFICE OF THE CEO REPORTS

### 11.1 PROGRESS OF IMPLEMENTATION OF COUNCIL DECISIONS STATUS REPORT FOR AUGUST 2019

Cr Gallanagh returned to the Chambers at 1.39 pm.

**MINUTE:** 632/2019

**FILE REFERENCE:** GV04

**AUTHOR'S NAME AND POSITION:** Michelle Lewis  
Council Liaison Officer

**AUTHORISING OFFICER AND POSITION:** Rob Paull  
Chief Executive Officer

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

**DATE REPORT WRITTEN:** 2 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 11.1 (Minute No 616/2019) - Ordinary Meeting of Council 13 August 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:*

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*“Role of council*

- (1) *The council —*  
     (a) *governs the local government’s affairs; and*  
     (b) *is responsible for the performance of the local government’s functions.*
- (2) *Without limiting subsection (1), the council is to —*  
     (a) *oversee the allocation of the local government’s finances and resources; and*  
     (b) *determine the local government’s policies.”*

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 P Foster

**SECONDED:** Cr L Rumble

**That Council receive the “Council Decisions Status Reports” for the month of August 2019 as per ATTACHMENT 11.1.**

**CARRIED 8/0**  
**Councillors White, Rumble, Dias, Thomas, Foster, Diver, Gallanagh and Lynch voted for the motion**

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

**MINUTE:** 633/2019

**FILE REFERENCE:** GV21  
CM02

**AUTHOR'S NAME AND POSITION:** Michelle Lewis  
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:** 2 September 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 August 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 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 P Foster**

**SECONDED: Cr M Lynch**

**That with respect to the Use of Common Seal and Actions Performed under Delegated Authority for the month of August 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 8/0**  
**Councillors White, Rumble, Dias, Thomas, Foster, Diver, Gallanagh and Lynch voted for the motion**

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**11.3 SMALL BUSINESS FRIENDLY LOCAL GOVERNMENT PROGRAM**

**MINUTE:** 634/2019

<b>FILE REFERENCE:</b>	ED01.01
<b>AUTHOR'S NAME AND POSITION:</b>	Anna Del Rio Manager Economic Development and Tourism
<b>AUTHORISING OFFICER AND POSITION:</b>	Rob Paull Chief Executive Officer
<b>NAME OF APPLICANT/RESPONDENT:</b>	Not Applicable
<b>DATE REPORT WRITTEN:</b>	2 September 2019
<b>DISCLOSURE OF FINANCIAL INTEREST:</b>	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
<b>PREVIOUS MEETING REFERENCE:</b>	Not Applicable

**Summary**

Council support and endorsement is sought for the Shire of Ashburton to be a 'Small Business Friendly Local Government', an initiative by the State Government Small Business Development Corporation.

**Background**

While blessed with natural resources, the Shire's economy is dominated by mining and resource activity, which creates inherent risks and volatility. In this transient environment, small and medium enterprises are the backbone to local economic stability, community vibrancy and town livelihood. Factors such as growing population, economic strengths and low unemployment rates combined with thriving local businesses make the Shire an attractive place to live and work. The unemployment rate in the Shire (June 2018) was the country's lowest with 0.6%.

The Shire is expected to grow at a rate of 1.7% per year to a population of 13,247 by 2026 (WA Tomorrow 2015). Those choosing to relocate to the Pilbara for employment still want access to the services and facilities offered in metropolitan areas, many of which are yet to be developed. This presents a range of opportunities for many new businesses to successfully establish themselves in the Shire. While working in the resource sector is the primary employer within the Shire's four towns, it has led to a strong establishment of home businesses with 50 currently registered and operating. However, our remote location creates a barrier for entrepreneurs to network and grow, therefore stagnating business growth.

The Shire also experiences a population turnover from residents moving into and out of the area on a regular basis (the average family will spend 3-4 years in the Shire before moving away). This level of churn can impact the long-term sustainability of the area as customers, business owners and rate payers leave the area. A concentrated focus on creating a positive community business environment is crucial to local economic development and growth, which is also a goal in the Economic & Tourism Development Strategy. The Shire can have a significant influence over how attractive the area is for businesses to set up, and established enterprises to grow.



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The Shire also plays a key role in the lifecycle of a small business; in fact most of the interactions business owners have with government are at a local level. The Shire can play an important facilitating role for businesses to be established and grow by providing and promoting a wide variety of small business friendly initiatives from a cross collaboration of Shire Departments.

*The Program*

To help build stronger, more productive relationships between small business and local government, the Small Business Development Corporation (SBDC) has developed the Small Business Friendly Local Governments initiative. The initiative aims to recognise local governments that are working to support their small business communities.

Taking part in the initiative means committing to excellence in customer service when dealing with small local businesses, as well as committing to work with, and support them by adopting three 'standard' activities and at least three 'additional' activities that suit our Shire.

Standard activities:

- adopting a policy to pay invoices from small business suppliers within 30 days
- regularly meeting with and consulting members of the local small business community to improve our understanding of their needs
- introducing and promoting a timely and cost effective process to manage any disputes arising between your organisation and small business clients

Examples of additional activities:

- surveying local small businesses to assess their needs
- accepting online payments
- simplifying processes and forms
- providing more small business information on website
- improving communication and customer service
- encouraging 'buy local' shopping campaigns
- supporting business incubators or start-up spaces
- introducing an economic development practices
- facilitating small business forums and events

The program is about reviewing the Shire's processes that involve and affect small businesses and ensure the processes are as simple, flexible and cost efficient. The Shire currently already provides practices that are small business friendly, however these may not be commonly known by the business community. Some examples as below by area:

Area	Current initiatives	Future initiatives (for businesses registered in the SOA)
Corporate Services/finance	<ul style="list-style-type: none"> <li>• Provide equal opportunity to local suppliers in the way of a 'Buy Local – Regional Price Preference' this is the application of a discount to the price when comparing tendered prices, so as to give a marginal advantage to a regional tenderer</li> <li>• Payments to suppliers as early as 7 days up to a maximum of 30-possible</li> </ul>	Continuation of the current initiatives

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<b>Area</b>	<b>Current initiatives</b>	<b>Future initiatives (for businesses registered in the SoA)</b>
Corporate Services/finance (Continued)	<ul style="list-style-type: none"> <li>• A procurement process that supports local content</li> </ul>	Continuation of the current initiatives
Administration/ Customer Service	<ul style="list-style-type: none"> <li>• Extended Shire opening hours</li> <li>• Updating application forms</li> <li>• Online editable PDFs</li> <li>• Customer service training for staff</li> </ul>	<ul style="list-style-type: none"> <li>• Increased opening hours across the Shire's administration centres.</li> <li>• Implementation of an 'after hours' call centre</li> <li>• Improved new Shire website with improved opportunity for feedback – complaint process</li> <li>• Small Business Friendly LG information on upcoming website</li> <li>• Simplified application forms</li> <li>• Continuation of free Welcome Wi-Fi at libraries and other Rest Stops</li> </ul>
Planning and regulatory services	<ul style="list-style-type: none"> <li>• Maximum of 60 day application process turnover for home businesses</li> <li>• New business that requires a pre-registration inspection under the Health Act or the Food Act will be completed within seven days</li> <li>• Simplifying forms</li> </ul>	Continuation of the current initiatives
Tourism/media	<ul style="list-style-type: none"> <li>• Free listing in the Shire Business &amp; Community Directory</li> <li>• Discount for Tom Price Visitor Centre members to advertise in the holiday guide</li> <li>• Promotion via social media and websites for TPVC members</li> <li>• Collaborations with the Shire on marketing campaigns</li> <li>• Group meetings with operators</li> </ul>	<ul style="list-style-type: none"> <li>• Workshops</li> <li>• Partnership with Australia's North West</li> <li>• Networking end of season event with operators</li> <li>• Other activities as per newly released Economic &amp; Tourism Development Strategy</li> </ul>
Economic Development	<ul style="list-style-type: none"> <li>• Newly released Economic &amp; Tourism Development Strategy with goal of Business Development</li> <li>• Shire representation at Pilbara Inland Chamber of Commerce Meetings</li> <li>• Provision of linkages to other support organisations</li> <li>• Letters of support for grant applications</li> </ul>	<ul style="list-style-type: none"> <li>• Business grants and other actions as per newly released Economic &amp; Tourism Development Strategy</li> <li>• Networking events with home based businesses</li> <li>• Increased collaboration with local Chambers of commerce</li> </ul>

The existing practices can be added to the list of small business friendly initiatives to be further promoted, with the future initiatives identified by each department to be implemented for the benefit of the business sector and to maximize the program.

Clearly, some of the improvements may require a review of staffing resources and an acceptance of the significance of staff turnover.

Feedback from other local governments has been sought, with overwhelming positive feedback about the initiative and benefits to the business community, they encourage the Shire of Ashburton to join the program. Additionally, formalising a partnership with SBDC through this program means SBDC have an obligation to assist our Shire in our economic development efforts. This could be beneficial for the Shire it effectively get a team of economic development staff for no cost, to help the Shire deliver improved services to the business community.

### **Consultation**

Executive Management Team

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**Statutory Environment**

Complies with all statutory requirements.

**Financial Implications**

Although there is no cost to Council to join the 'Small Business Friendly Local Government' program, it is likely there will be a cost in relation to the officer's time for the future initiatives and a cost associated to the identified initiatives.

**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
Objective 3	Well-managed tourism

Shire of Ashburton Economic & Tourism Development Strategy 2019

Goal 03	Promote Business Development
Action 2.6	Become a 'Small Business Friendly Local Government' through the Small Business Development Corporation

**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" as the outcomes of the report do not pose a risk to the Shire's operations.

**Policy Implications**

*Economic and Tourism Strategy 2019*

**Voting Requirement**

Simple Majority Required

**Officers Recommendation and Council Decision**

**MOVED: Cr M Lynch**

**SECONDED: Cr P Foster**

**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.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Diver, Lynch and Gallanagh voted for the motion**

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**11.4 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"**

**MINUTE:** 635/2019

**FILE REFERENCE:** RD.0299

**AUTHOR'S NAME AND POSITION:** Rob Paull  
Chief Executive Officer

**AUTHORISING OFFICER AND POSITION:** Rob Paull  
Chief Executive Officer

**NAME OF APPLICANT/ RESPONDENT:** Kevin Michel MLA

**DATE REPORT WRITTEN:** 10 September 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**

Kevin Michel MLA and State Member for the Pilbara is requesting Council's views on naming the eventual road that will link Karratha to Tom Price to "Red Dog Highway". The position of Council concerning the request is sought.

**Background**

Landgate's Geographic Names Committee is the primary source and official register for all approved named geographic features, administrative boundaries and road names.

Kevin Michel MLA and State Member for the Pilbara has written to the Shire as follows:

*"I am writing to ask you for your support in renaming the Karratha - Tom Price Road to Red Dog Highway. The story of Red Dog has captured audiences across Australia and worldwide since the movie's release in 2011.*

*It is the remarkable story of a kelpie who travelled the Pilbara region in the 1970's, gaining the nickname Red Dog due to the red dirt of the Pilbara. We have the perfect opportunity to use this sentiment to help boost tourism and local jobs in the Pilbara.*

*With the sealing of the Tom Price to Karratha Road underway, I think it is fitting we honour this Pilbara legend and rename the road Red Dog Highway - the road Red Dog was often seen wandering along. The iconic Karijini National Park will be unlocked with the sealing of this stretch of road, encouraging more tourists to visit the wonders of the Pilbara, boosting local jobs and tourism opportunities.*

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*It will give Pilbara local governments the opportunity to provide amenities along the highway promoting and building the Pilbara tourism industry. The story of Red Dog is essentially a story about the Pilbara and the remarkable people who live here. It is fitting the Red Dog Highway goes through the heart of the Pilbara and will offer tourists a unique and wonderful experience.*

*I hope you can consider this request, and I look forward to discussing with you further."*

**Comment**

It is understood that the portion of roads to be named 'Red Dog Highway' as referred by Kevin Michel MLA includes Warlu Road, 50km portion of Roebourne-Wittenoom Road that is currently being sealed and the future road connection to Tom Price (which is likely to have an alignment that mirrors the RTIO Access Road).

It is anticipated that MRWA will total care and control when the sealed road from Karratha to Tom Price is sealed. The public section of the road is often locally referred to as 'Karratha -Tom Price Road. The following seeks to define the section of road to be named 'Red Dog Highway.'

Whilst the suggestion of naming the road section 'Red Dog Highway' may have merit (as outlined in the correspondence), it is suggested that the views of the community be sought before Council determines its position.

On this basis, it is open for Council to request the Shire 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'.

Once completed, a further report on the community response will be provided to Council.

**Consultation**

Councillors  
Executive Management Team

**Statutory Environment**

Landgate's Geographic Names Committee is the primary source and official register for all approved named geographic features, administrative boundaries and road names in Western Australia.

**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.

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**Voting Requirement**  
Simple Majority Required

**Officers Recommendation and Council Decision**

**MOVED: Cr L Rumble**

**SECONDED: Cr D Dias**

**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.**

**VOTE 4/4**

**Councillor White, Rumble, Diver and Lynch voted for the motion  
Councillor Thomas, Dias, Gallanagh and Foster voted against the motion  
Shire President, Cr White casting vote  
CARRIED 5/4**

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## 12. CORPORATE SERVICES REPORTS

### 12.1 MONTHLY FINANCIALS AND SCHEDULE OF ACCOUNTS PAID

MINUTE: 636/2019

<b>FILE REFERENCE:</b>	FM03
<b>AUTHOR'S NAME AND POSITION:</b>	John Bingham Director Corporate Services
<b>AUTHORISING OFFICER AND POSITION:</b>	Rob Paul Chief Executive Officer
<b>NAME OF APPLICANT/RESPONDENT:</b>	Not Applicable
<b>DATE REPORT WRITTEN:</b>	19 August 2019
<b>DISCLOSURE OF FINANCIAL INTEREST:</b>	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
<b>PREVIOUS MEETING REFERENCE:</b>	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 August 2019 are presented with comments on variances for Actuals to 2019/20 Budget amounts.

#### Background

*Regulation 34 of the Local Government (Financial Management) Regulations* requires the Shire to prepare a monthly statement of Financial Activity for Consideration by Council 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 Reports.

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

#### Comment

The following budget variations are recommended for September 2019:

GL/Job No.	General Ledger Description	Current Budget	Variation Amount	Revised Budget	Reason
120002	Aerodrome Consultant Fees	30,000	25,000	55,000	Additional consultancy services required to assist in price submission for proposed rotary wing base.

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<b>GL/Job No.</b>	<b>General Ledger Description</b>	<b>Current Budget</b>	<b>Variation Amount</b>	<b>Revised Budget</b>	<b>Reason</b>
19089	Kiosk Fit Out	40,000	(25,000)	15,000	This project is no longer going ahead as planned.
W290	Paraburdoo Parks and Reserves	186,994	(25,000)	161,994	Reduction in provision results in sufficient funds to complete planned program.
BN391	Paraburdoo Chub Cricket - Net Renewal	80,000	25,000	105,000	Given current quotes the initial cost estimate is insufficient to complete project.
NEW	Building Asbestos Containing Materials Audit	0	50,000	50,000	Audit required to prepare Asbestos Management Plan and Registers
041093	Consultant / Project Costs	296,945	(50,000)	246,945	Reduction in provision results in sufficient funds to complete planned program.
WTO2	School Holiday Programs	20,000	(8,000)	12,000	Dippers Destinations filming with MCR Productions.
WTO16	Miscellaneous Opportunities	18,000	8,000	26,000	Funding for 'Dippers Destinations' made available through Working Together Onslow.

### **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.



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**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

**Officers Recommendation and Council Decision**

**MOVED: Cr L Rumble**

**SECONDED: Cr M Lynch**

**That with respect to the Monthly Financial Report, Council:**

- 1. Receive the Financial Report for August 2019 ATTACHMENT 12.1A;**
- 2. Approve budget variations for the 2019/20 Budget as outlined below;**
  - a. Increase Expenditure Account GL 120002, Aerodrome Consultant Fees by \$25,000, from \$30,000 to \$55,000;**
  - b. Decrease Expenditure Job no. 19089, Kiosk Fit Out by \$25,000, from \$40,000 to \$15,000;**
  - c. Decrease Expenditure Job no. W290, Paraburdoo Parks and Reserves by \$25,000, from \$186,994 to \$161,994;**
  - d. Increase Expenditure Job no. BN391, Paraburdoo Chub Cricket Net Renewal by \$25,000, from \$80,000 to \$105,000;**
  - e. Increase New Expenditure Account, Building Asbestos Containing Materials Audit by \$50,000, from \$0 to \$50,000;**
  - f. Decrease Expenditure Account no. 041093, Consultants / Project Costs by \$50,000 from \$296,945 to \$246,945;**
  - g. Increase Expenditure Job no. WTO16, Miscellaneous Opportunities by \$8,000 from \$18,000 to \$26,000;**
  - h. Decrease Expenditure Job no. WTO2 School Holiday Programs by \$8,000 from \$20,000 to \$12,000; and**
  - i. Note that the Budgeted Surplus position carried forward (Net Current Assets position) forecast as at 30 June 2020 is \$1,500,000.**

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- 3. Receive the Capital Expenditures Progress Tracker for August 2019 ATTACHMENT 12.1B;**
- 4. Receive the Budget Amendment Register as at 31 August 2019 ATTACHMENT 12.1C; and**
- 5. Receive the Schedule of Accounts and Credit Card payments made in August 2019 (approved by the Chief Executive Officer in accordance with delegation DA03-1 Payments from Municipal Fund and Trust Funds) ATTACHMENT 12.1D.**

**CARRIED BY ABSOLUTE MAJORITY 8/0  
Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Diver and Lynch voted for  
the motion**

UNCONFIRMED MINUTES

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**12.2 2020/21 PRE BUDGET SUBMISSION**

**MINUTE:** 637/2019

**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:** 3 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 consider that the Shire prepare and submit a 2020/21 Budget submission to the State Government of West Australia ("State").

**Background**

On 20 February 2019 the Shire President prepared and sent a 2019/20 pre-budget submission to the State's Treasurer, Hon. Ben Wyatt MLA. The submission highlighted in detail the Shire of Ashburton's future economic, service and infrastructure priorities and further requested the Treasurer's assistance when he determines the State's allocation of funds for 2019/20.

**Comment**

It is appropriate to prepare and submit a pre-budget submission to the Treasurer in relation to the State's 2020/21 Budget. Important Shire projects, including the Tom Price Child Care Facility and Onslow Marina would benefit from State Government investment. Regional projects such as Stage 4 of the Tom Price - Karratha Road (backed now by Federal funding) and the Tom Price Hospital upgrade are potential beneficiaries also.

**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**

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."

**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 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.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Diver and Lynch voted for the motion**

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**13. PROPERTY AND DEVELOPMENT SERVICES REPORTS**

**13.1 PROPOSED ADOPTION OF THE SHIRE OF ASHBURTON'S LOCAL  
GOVERNMENT HERITAGE INVENTORY (FORMERLY KNOWN AS THE  
MUNICIPAL HERITAGE INVENTORY)**

The Chief Executive Officer advised this item 13.1 has been withdrawn from this agenda due to matters associated with the incorrect attachment.

UNCONFIRMED MINUTES

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**13.2 COMMERCIAL VEHICLE PARKING STATION – RESERVE 52322,  
NAMELESS VALLEY DRIVE**

**MINUTE:** 638/2019

**FILE REFERENCE:** LE34

**AUTHOR'S NAME AND POSITION:** Kyle Cameron  
Senior Ranger

**AUTHORISING OFFICER AND POSITION:** Chantelle Bryce  
Acting Director Property and Development Services

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

**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 13.4 (Minute No. 623/2019) Ordinary Meeting of Council 13 August 2019

**Summary**

On 13 August 2019, Council resolved to adopt Reserve 52322 as a Parking Station under the '*Parking and Parking Facilities Local Law 2013*' ('Local Law').

Subsequent to the resolution, discussion ensued amongst Councillors and staff in relation to the wording of conditions of entry to the Parking Station.

Council is requested to review the wording and if acceptable, revoke the previous decision and adopt revised wording.

**Background**

On 13 August 2019, Council resolved to adopt Reserve 52322 as a *Parking Station* under the Local Law, thus allowing for the control of *Class of Vehicle* permitted to enter, as well as the *time allowable* for vehicle parking. The conditions of entry were adopted directly from Main Roads WA for their parking stations.

Subsequent to the resolution, discussion ensued amongst Councillors and staff in relation to the wording of conditions of entry to the Parking Station.

**Comment**

The Shire provided this Truck Laydown Area (TLA) to assist the transport industry and heavy vehicle drivers meet their lawful requirements relating to reconfiguring loads and *Occupational Safety and Health Act 1984* and associated Regulations relating to fatigue management. The TLA is not a long term stay area, the maximum time permitted is 48 hours without seeking Shire approval.

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The Shire does not take any responsibility for any malicious acts, theft or damage that may occur within the TLA. It is the user's responsibility to ensure they take all measures to provide security for their vehicle and have adequate insurance cover.

Based on discussions with Councillors, the suggested revised wording of the conditions of entry are underlined in red:

- *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, Hi-vis shirts and safety boots are to be worn at all times.*
- *When exiting your vehicle in the TLA, it is recommended that high visibility shirts and safety boots are worn at all times.*
- *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.*
- *The TLA is not to be used to perform maintenance on vehicles, unless the situation is an emergency or genuine breakdown.*

*Dangerous Goods*

- *Drivers must not leave their vehicles unattended when parked at the TLA except for a brief toilet break*
- *Drivers must not park their vehicle standing within 15 metres of any building of which there is likely to be a concentration of people such as toilet blocks*
- *Drivers must not park their vehicle standing within 8 metres of another vehicle which is transporting dangerous goods*
- *Drivers must not park their vehicles within 20 metres of another vehicle which is identified transporting dangerous goods.*

*To assist with the maintenance management and safety of the TLA drivers are requested to report any concerns to the appropriate authority in relation to damage, maintenance or suspicious activity or acts of vandalism.*

Should Council prefer the revised wording, it is appropriate to revoke the decision under Agenda Item 13.4 (Minute No. 623/2019) Ordinary Meeting of Council 13 August 2019 and adopt the wording accordingly.

The establishment of a 'Commercial Vehicle' parking station will not only allow officers authorised under the Local Law to enforce the provisions of the Local law, it will also provide officers with the powers to remove unauthorised campers/vehicles from the parking station (Reserve 52322). Two (2) signs to be installed providing clear instructions on the conditions of entry.

**ATTACHMENT 13.2A**

**Consultation**

Executive Management Team

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**Statutory Environment**

(Subdivision 1 of the *Local Government Act 1995* – Local Laws made under this act.

3.5. *Legislative power of local governments*

(1) *A local government may make local laws under this Act prescribing all matters that are required or permitted to be prescribed by a local law, or are necessary or convenient to be so prescribed, for it to perform any of its functions under this Act.*

**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
Objective 2	Accessible and safe towns
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 'Moderate' risk that will be managed by policy, procedures and monitoring by Ranger Services.

**Policy Implications**

There are no known policy implications for this matter.

**Voting Requirement**

Absolute Majority Required (Recommendation 1)

Simple Majority (Recommendation 2)

**Council Decision**

**MOVED: Cr L Rumble**

**SECONDED: Cr M Lynch**

**That Council suspend Standing Orders at 2.10 pm.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Lynch and Diver voted for the motion**

**Council Decision**

**MOVED: Cr M Lynch**

**SECONDED: Cr L Thomas**

**That Council resume Standing Orders at 2.21 pm.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Lynch and Diver voted for the motion**



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**Officers Recommendation and Council Decision**

**MOVED: Cr M Lynch**

**SECONDED: Cr P Foster**

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:

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.”

be REVOKED.

**CARRIED BY ABSOLUTE MAJORITY 7/1**

**Councillor White, Dias, Thomas, Foster, Gallanagh, Diver and Lynch voted for the motion  
Councillor Rumble voted against the motion**

**Officers Recommendation**

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. In accordance with Parts 1.2 and 2.1 of the Local Law (ATTACHMENT 13.2A); and
2. Recognise Reserve 52322 on Nameless Valley Drive Tom Price as a Parking Station. ATTACHMENT 13.2B.

**Council Decision**

**MOVED: Cr P Foster**

**SECONDED: Cr L Thomas**

That with respect to Commercial Vehicle Parking Station – Reserve 52322, Nameless Valley Drive, Council:

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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.

**CARRIED 7/1**

**Councillor White, Rumble, Thomas, Foster, Diver, Gallanagh and Lynch voted for the motion  
Councillor Dias voted against the motion**

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**13.3 PROPOSAL TO LEASE TOM PRICE TOURIST PARK – SUMMERSTAR  
PTY LTD**

**MINUTE:** 639/2019

<b>FILE REFERENCE:</b>	RC38762
<b>AUTHOR'S NAME AND POSITION:</b>	Janelle Fell Manager Land and Asset Compliance
<b>AUTHORISING OFFICER AND POSITION:</b>	Chantelle Bryce Acting Director Property and Development Services
<b>NAME OF APPLICANT/ RESPONDENT:</b>	Summerstar Investments Pty Ltd
<b>DATE REPORT WRITTEN:</b>	30 August 2019
<b>DISCLOSURE OF FINANCIAL INTEREST:</b>	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
<b>PREVIOUS MEETING REFERENCE:</b>	Not Applicable

**Summary**

The Lessee and Owner of Tom Price Tourist Park, Summerstar Pty Ltd, propose to negotiate a new lease for the caravan and tourist park located on Reserve 38762.

The new lease will provide surety to the lessee as they propose investing ~\$16,000,000 over a ten year period.

**Background**

Lot 66 on Deposited Plan 186857 (Tom Price Tourist Park) Nameless Valley Drive, Tom Price, is a Crown reserve created under the *Land Administration Act 1997* for the purpose of "Caravan Park and Chalets". The lot comprises 24.9562 hectares and is appropriately zoned "Tourism" under the Shire of Ashburton Town Planning Scheme No. 7.

The Shire holds a Management Order for Reserve 38762, with Power to Lease for up to 21 years. In 2001, the Shire entered into a Lease with Arther Drage and Karen Drage to operate the Caravan Park, with this lease expiring on 3 November 2011. A Deed of Extension of Lease was executed in 2012, exercising the Lessee's option to a further 12 year term; consequently, the Lease expires in 2032.

On 1 April 2005, the Lease was assigned from Arther Drage and Karen Drage to Kaussie Holdings Pty Ltd (proprietors being Arther Drage and Karen Drage).

A Deed of Variation in 2008 introduced a nightly occupancy fee and documented development works to be undertaken by the Lessee.

Council endorsed the assignment of the Lease to complete the sale of the business by Kaussie Holdings Pty Ltd to Summerstar Pty Ltd in June 2017.

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In November 2018, Summerstar Director, John Layman and Town Planner, Marc Halsall presented a concept plan to Council to gauge Council's view for the proposed vision for the site to allow further planning and scoping for the estimated \$16,000,000 investment required. After being received favourably by Council, Summerstar have progressed investigations and present a request for a new lease with a 21 year term with further term of 21 years to secure the capital required for the development.

**Comment**

Summerstar has shown commitment in the short time they have held the Lease at the Tom Price Tourist Park by renovating the existing ablutions (\$400,000), undertaking improvements to the water bore for landscaping improvements (\$48,000) and investing in marketing, an online booking platform and search engine optimization (\$50,000).

The proposed development term, totaling 42 years, allows for the investment (and return on investment) over the life of the Lease.

It is proposed the site be developed in stages over ten years to expand and improve accommodation options. Flexibility in the staging arrangement is required to allow for market forces, economic circumstances and experiences within the park. It is requested that Council support development applications in consecutive submissions based on the stages as defined in the business case. Any application would be assessed against the Development Plan appended to the Lease, with variations only permitted where they meet the overall design intent.

The improvements will provide quality accommodation options and park experiences, maximizing the peak season (July-September) in addition to improving the Pilbara experience and attracting and retaining tourists for longer durations. The stages proposed are:

Stage 1a - ~\$2,575,000

- 10 x two bedroom chalets (western edge)
- 10 x ensuite powered sites (northern edge)
- Playground with bouncing pillow

Stage 1b - ~\$1,510,000

- 10 x ensuite powered sites (northern edge)
- 55 x powered sites (northern edge)
- Camp kitchen, laundry and ablutions
- Outdoor cinema

Stage 2a - ~\$3,600,000

- 10 x two bedroom chalets (southern edge)
- 10 x one bedroom chalets (western edge)
- Dog minding facility
- Solar panel bank
- BBQ area

Stage 2b - ~\$1,850,000

- Indigenous themed nature play area
- Fencing of effluent areas
- 15 x ensuite powered sites (southern edge)
- 10 x campsites
- Automatic car wash
- Indigenous interpretive centre

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Stage 3a - ~\$600,000

- Waterpark
- Relocation of effluent disposal area

Stage 3b - ~\$7,000,000

- 40 x chalets/transient and semi-professional workers units

Stage 3b endeavors to generate income outside the tourism season making the park financially viable, allowing further investment and development by the owners.

**ATTACHMENT 13.3A**

A Flora and Fauna Significance Assessment and Bushfire Management Plan have been provided, which provide technical support and compliance of the proposal. These reports are required when considering development applications by the proponent.

**ATTACHMENT 13.3B  
ATTACHMENT 13.3C**

The particulars of the proposed Lease are:

Length of Lease: Twenty-one years with a twenty-one year option of renewal  
 Commencement: Upon approval from the Minister for Lands  
 Annual Rent: \$45,000 (ex GST) per annum payable by quarterly payments in advance of \$11,250 (ex GST) on the first day of each calendar month  
 Rent Review: CPI on each anniversary

Market Review on each fifth anniversary

Permitted Use: Caravan Park comprising cabins, chalets, park homes and camping and related ancillary uses including a convenience store, workers accommodation

Outgoings: Lessee to pay:

- All utilities including water consumption, electricity and telecommunications and installation of services
- Local government authority rates and land tax
- Insurance for:
  - all buildings for its full reinstatement and replacement value
  - public liability not less than \$20 million
  - glass
  - the Tenant's fixtures
  - loss from burglary
  - breakdown and replacement for all plant and equipment
  - workers compensation
  - any other policy which the Landlord acting reasonably requires
- All maintenance at the site
- All costs associated with compliance with statutory requirements

The lease income for the total term of the lease (42 [21 +21] years) exceeds the \$2,000,000 threshold at which a Major Land Transaction Plan is required in accordance with Section 3.59 of the *Local Government Act 1995* and Clause 8A(b) of the *Local Government (Functions and General) Regulations 1996*. As such, this proposal requires the development, advertising and consideration of submissions of a Major Land Transaction Plan.

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The Department of Planning, Lands and Heritage (DPLH) were requested to consider a change to the Management Order to increase the Power to Lease term to 21 years with a further term of 21 years.

DPLH requested a business case which included justification/details, investment required and community benefit of the proposed expansion and, details on seasonal occupancy.

**ATTACHMENT 13.3D**

DPLH have provided in-principle support of the proposal as precedent exists; Summerstar lease several local government managed reserves with a 21 year term with a further term of 21 years.

**Consultation**

Executive Management Team  
Development Control Group  
Principal Planner

**Statutory Environment**

In accordance with the requirements of section 3.59 of the *Local Government Act 1995* pertaining to a major land transaction a business plan is to be prepared and advertised with any submissions to be considered by Council. The business plan shall include details of:

- a) its expected effect on the provision of facilities and services by the local government;
- b) its expected effect on other persons providing facilities and services in the district;
- c) its expected financial effect on the local government;
- d) its expected effect on matters referred to in the local government's current plan prepared under section 5.56;
- e) the ability of the local government to manage the undertaking or the performance of the transaction;
- f) any other matter prescribed for the purposes of this subsection.

*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."*

Under the Shire of Ashburton *Town Planning Scheme No 7*, the subject site is zoned 'Tourism'. The intent is to accommodate development which has a primary focus on providing a tourism service.

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Section 18 of the *Land Administration Act 1997* requires the Minister for Lands approval to vary Power to Lease on the Management Order and to enter into a new lease.

**Financial Implications**

The current lease fee is \$26,462.18 per annum. In addition to the lease fee a nightly fee is charged for bays (\$0.75) and structured accommodation (\$1.10). The following income was generated from these fees:

- 18/19 - \$43,459.93
- 17/18 - \$42,812.24
- 16/17 - \$37,299.79

The lease fee proposed in the new agreement is \$45,000 (ex GST) per annum. It is estimated this, combined with CPI and Market Rental review over the term of the lease (21 year initial period with one 21 year option), will be in excess of \$2,000,000. The lease fee proposed is considered reasonable when considering the investment and improvements proposed by Summerstar.

Costs associated with preparation and advertising of the business plan, administration and legal costs are estimated to be \$2,000. External charges will be on-charged to the lessee.

**Strategic Implications**

The proposal from Summerstar strongly aligns with the following goals in the 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 partnership with industry and government
Objective 3	Well-managed tourism

Goal 04	Quality Services and Infrastructure
Objective 1	Quality public infrastructure

Goal 05	Inspiring Governance
Objective 1	Effective planning for the future

**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 "Moderate" due to the financial impact of the proposal. The risk will be managed by specific monitoring and response procedures.

**Policy Implications**

ENG09 Asset Management Policy – the Lessee is responsible for renovation, renewal and replacement of all assets under the terms of the lease.

**Voting Requirement**

Absolute Majority Required

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**Council Decision**

**MOVED: Cr L Rumble**

**SECONDED: Cr P Foster**

**That Council suspend Standing Orders at 2.32 pm.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Diver, Gallanagh and Lynch voted for the motion**

**Council Decision**

**MOVED: Cr L Rumble**

**SECONDED: Cr M Gallanagh**

**That Council resume Standing Orders at 2.37 pm.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Diver, Gallanagh and Lynch voted for the motion**

**Officers Recommendation and Council Decision**

**MOVED: Cr P Foster**

**SECONDED: Cr M Lynch**

**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*;**



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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.

**CARRIED BY ABSOLUTE MAJORITY 8/0**  
Councillor White, Rumble, Dias, Thomas, Foster, Diver, Gallanagh and Lynch voted for the motion

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**13.4 PROPOSED DEDICATION OF LAND (1280m<sup>2</sup>) AS A PUBLIC ROAD (WARRIRDA ROAD) UNDER THE CARE, CONTROL AND MANAGEMENT OF THE COMMISSIONER FOR MAIN ROADS**

**MINUTE:** 640/2019

**FILE REFERENCE:** RD11

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

**AUTHORISING OFFICER AND POSITION:** Chantelle Bryce  
Acting Director Property and Development Services

**NAME OF APPLICANT/RESPONDENT:** Main Road Western Australia

**DATE REPORT WRITTEN:** 30 August 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. 439/2018) – Ordinary Meeting of Council 23 October 2018

**Summary**

At the October 2018 Ordinary Meeting of Council, Council resolved to dedicate Warrirda Road, depicted as Lot 804 on Deposited Plan 413049 as a public road pursuant to section 56 of the *Land Administration Act 1997*. The land is to be dedicated as a State Road under the care, control and management of the Commissioner of Main Roads.

Main Road Western Australia request an additional resolution in relation to a small portion of land (1280m<sup>2</sup>) depicted as Lot 606 on Deposited Plan 402524.

**Background**

Main Roads Western Australia (MRWA) has progressed dedication of the Ashburton North Strategic Industrial Area access road in Onslow to satisfy the conditions imposed under the Wheatstone Project State Development Agreement. The road depicted as Lot 804 on Deposited Plan 413049 is now officially named Warrirda Road following formal approval by Landgate's Geographic Naming Committee on 28 August 2018.

**ATTACHMENT 13.4**

MRWA intended for Warrirda Road to automatically be dedicated as a public road upon approval of Deposited Plan 413049 however, due to a recent policy change by the Department of Planning, Lands and Heritage (DPLH), and Native Title existing over the land comprising the proposed road, it must be dedicated pursuant to section 56 of the *Land Administration Act 1997* (LAA).

Once approved by the Minister, Warrirda Road will be proclaimed as a State Road under the Main Roads Act 1930 and be placed under the care, control and management of the Commissioner for Main Roads.

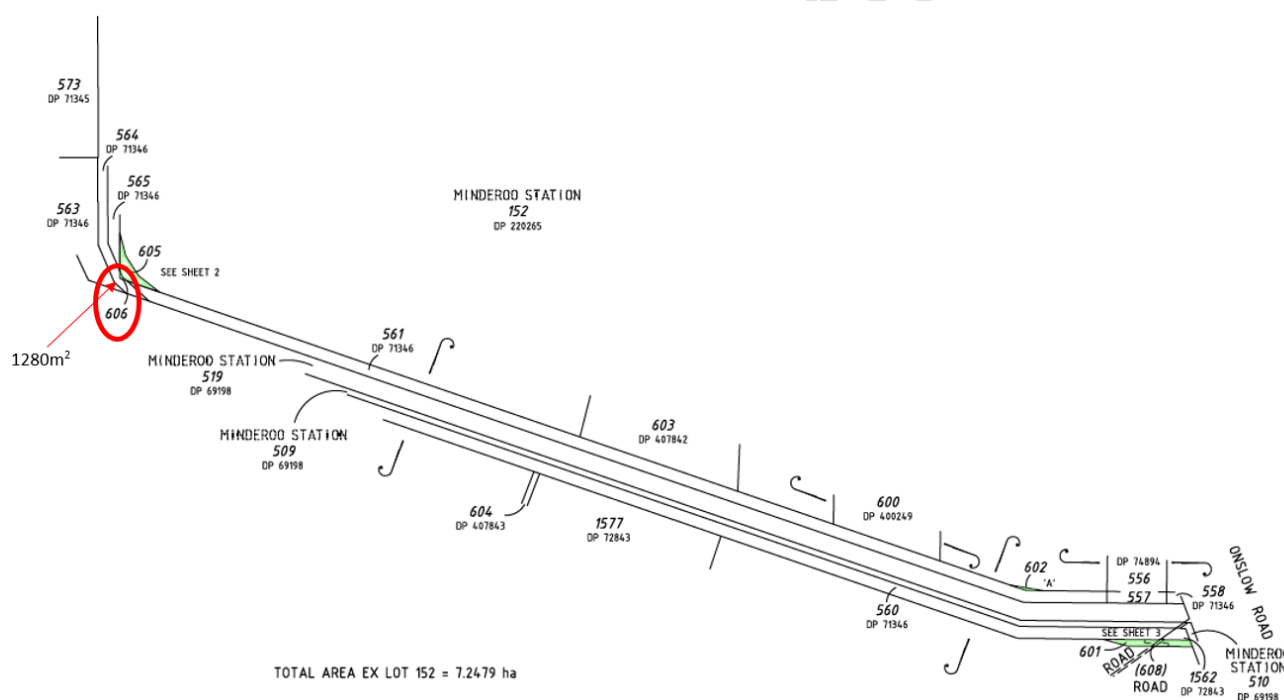
**PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL  
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At its meeting held on 23 October 2018, Council:

1. Resolve to dedicate Warrirda Road, depicted as Lot 804 on Deposited Plan 413049, as a public road pursuant to section 56 of the *Land Administration Act 1997*;
2. Request the Minister for Planning, Heritage and Lands, to dedicate Warrirda Road as a public road pursuant to section 56 of the *Land Administration Act 1997*;
3. Indemnify the Minister for Planning, Lands and Heritage against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred in considering and granting the request; and
4. Advise the Minister for Planning, Lands and Heritage that Council has agreed to indemnify the Minister on the basis of written confirmation provided by Main Roads Western Australia, on behalf of the Commissioner of Main Roads, of its agreement to indemnify the Shire of Ashburton against any claim for compensation that may arise from the road dedication proposal and pay all associated costs.

**Comment**

MRWA request an additional resolution in relation to a small portion of land that is now to be included as part of the road reserve. The land is depicted as Lot 606 on DP 402524 and is a 1280m<sup>2</sup> portion approximately 10 kilometres from the Onslow Road intersection.



Lot 606 was not included in the original report to Council as it was uncertain at the time if Lot 606 would become available for inclusion into the road.

DPLH recently advised that they will be lodging a 'taking order' to take all interests over the land comprised in DP 402524, and that Lot 606 can be included in the road reserve following the taking.

As DPLH will be taking all interests over Lot 606 prior to dedication, there is no requirement for Council to indemnify Minister of Lands as part of this resolution in accordance with S.56(4) of the LAA.

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**Consultation**

Executive Management Team  
Main Roads Western Australia

**Statutory Environment**

The road dedication requires actions under *Section 56 of the Land Administration Act 1997* and *Land Administration Regulations 1998*.

**Financial Implications**

There are no known meaningful financial implications relative to this matter in excess of officer time and minor administrative costs.

**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**

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 Proposed Dedication of Land as a Public Road (Warrirda Road) Under the Care, Control and Management of the Commissioner for Main Roads, Council:**

- 1. Resolve to dedicate Lot 606 on DP 402524 pursuant to section 56 of the Land Administration Act 1997, to facilitate the inclusion of Lot 606 into the Warrirda Road reserve under Main Road Western Australia's control (ATTACHMENT 13.4); and**
- 2. Request the Department of Planning, Lands and Heritage (on behalf of the Minister for Lands), to dedicate Lot 606 on DP 402524 as a road pursuant to section 56 of the Land Administration Act 1997.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Diver and Lynch voted for the motion**

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**13.5 ROAD REGISTER UPDATE – REMOVAL OF JUNA DOWNS ROAD AND  
PACKSADDLE ROAD, JUNA DOWNS**

**MINUTE:** 641/2019

<b>FILE REFERENCE:</b>	RD.0274 RC.0273
<b>AUTHOR'S NAME AND POSITION:</b>	Janelle Fell Manager Land and Asset Compliance
<b>AUTHORISING OFFICER AND POSITION:</b>	Chantelle Bryce Acting Director Property and Development Services
<b>NAME OF APPLICANT/RESPONDENT:</b>	Not Applicable
<b>DATE REPORT WRITTEN:</b>	2 September 2019
<b>DISCLOSURE OF FINANCIAL INTEREST:</b>	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
<b>PREVIOUS MEETING REFERENCE:</b>	Agenda Item 15.6 (Minute No. 153/17) Ordinary Meeting of Council 26 April 2017

**Summary**

At the 2017 April Ordinary Meeting of Council, Council endorsed ENG13 Road Management Policy to establish a policy relating to the management of roads within the Shire's boundaries. This Policy is intended to apply only to those roads and road reserves for which the Shire of Ashburton is the responsible authority.

Juna Downs Road and Packsaddle Road are on the Shire's Asset Register and Unsealed Road Hierarchy Plan however are not gazetted or maintained by the Shire.

Conditional in the Policy, any updates to the Road Register require a resolution by Council.

**Background**

To holistically manage its entire road network, ENG13 Road Management Policy and the broader Road Management Framework was endorsed by Council in 2017. An audit of the Road Register as undertaken to determine the validity of the roads contained on it, firstly from a legal perspective; then to assess the broader network where the functionality of a road may be compromised by external activities such as mining and should be closed or responsibility transferred.

The criteria for determining consideration for inclusion on the Road Register are as follows:

- is gazetted;
- provides primary access to at least one full-time occupied property (i.e. the property is otherwise land-locked and without any road frontage);
- has previously been constructed by, or regularly maintained by the Shire;
- provides clear benefit to several property owners (not just one);
- connects into and forms part of the wider network of Public Roads;

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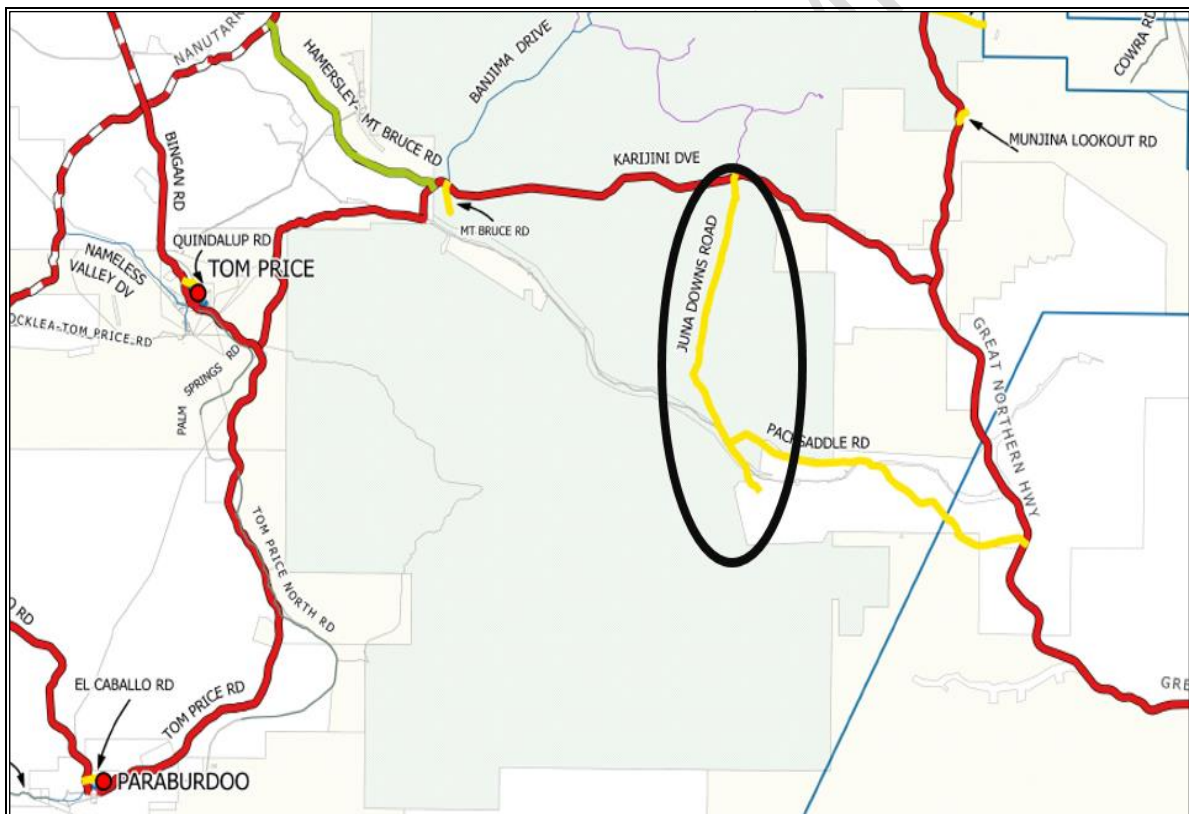
- serves a defined purpose or function for the public (i.e. there would be consequences if public access was removed and / or the needs for public use cannot be readily accommodated with alternatives); and
- provides for a social or economic benefit such as tourism.

**Comment**

Juna Downs Road and Packsaddle Road predominantly service Hamersley Iron's mining operations in the area however, are listed on the Shire's Road Register and Asset Register.

Juna Downs Road is a 40 kilometre unsealed road from Karijini Drive, running in a north-south direction through Karijini National Park, crossing Rio Tinto's West Angeles rail lease and terminating in the vicinity of Rio Tinto's West Angeles Mine.

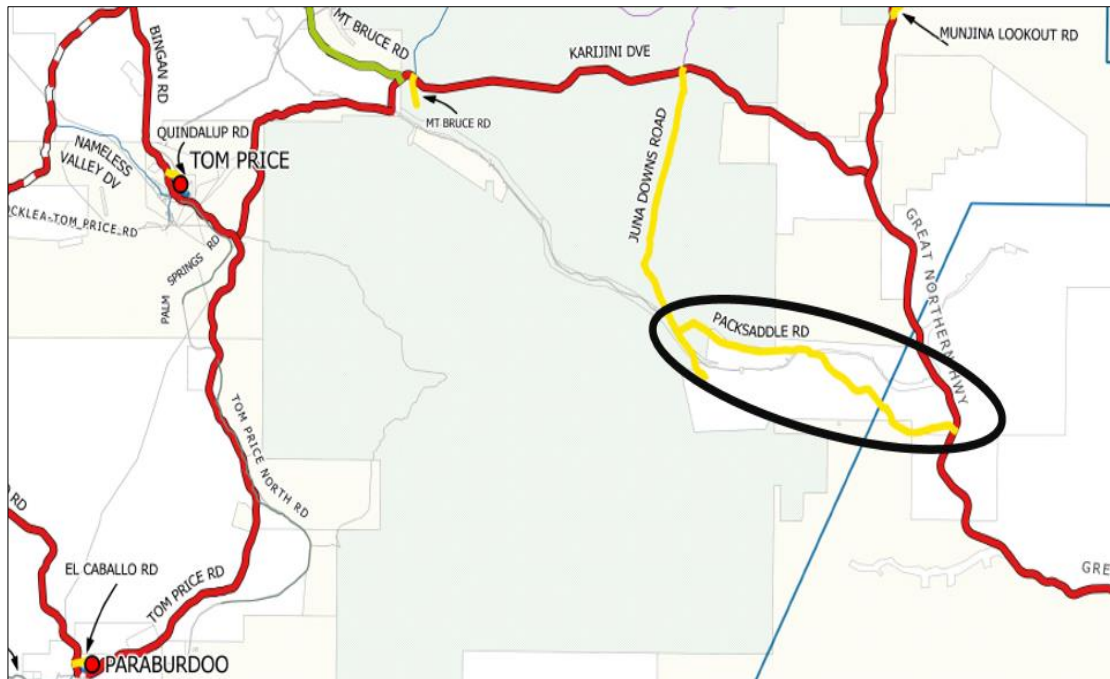
The official survey for the land that Juna Downs Road (Lot 300 on Deposited Plan 729977) is constructed through has no defined road parcel shown on the approved cadastral survey. The constructed road is not dedicated as it has not been excised or excluded from the current pastoral lease. Landgate has confirmed Juna Downs Road is not gazetted as a public road. Juna Downs Road is on the Shire's Asset Register as Asset Number 0274 and depicted on the unsealed road hierarchy plan as a local road (hachured black below).



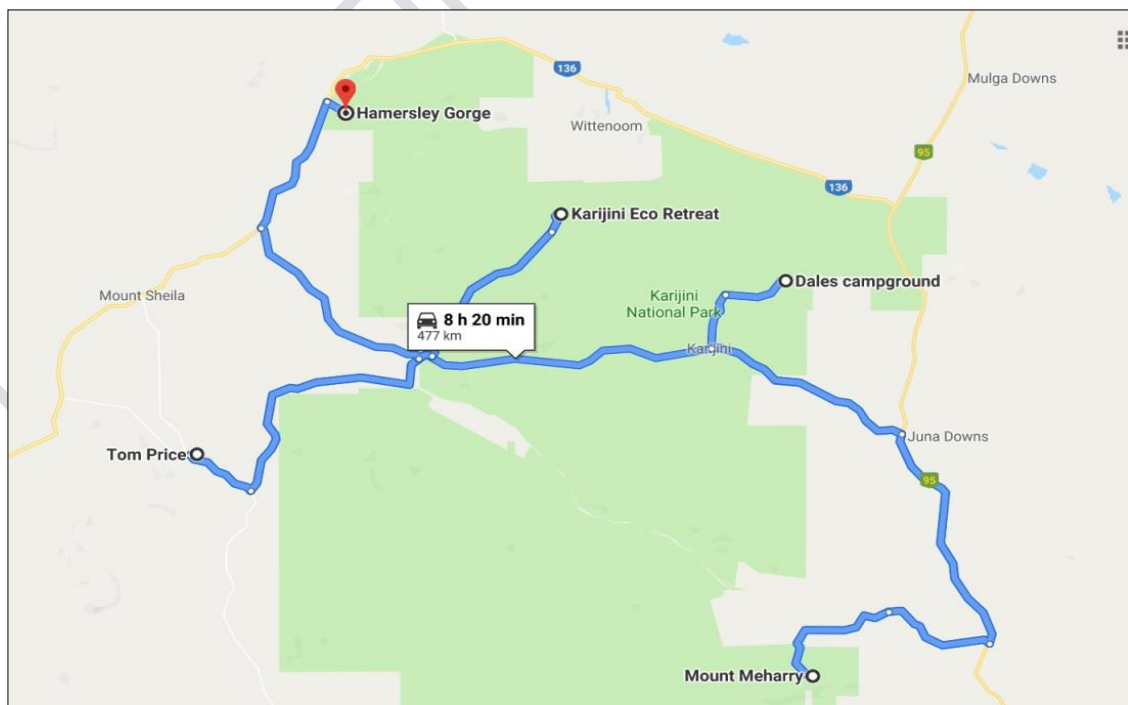
Packsaddle Road is a 43 kilometre unsealed road running in an east-west direction from Juna Downs Road – Rio Tinto West Angeles - Hope Downs rail lease to the Shire of Ashburton/East Pilbara boundary east of the Great Northern Highway. The official survey for the land that Packsaddle Road (Lot 1563 on Deposited Plan 67603) is constructed through has no defined road parcel shown on the approved cadastral survey. The constructed road is not dedicated as it has not been excised or excluded from the current pastoral lease. Landgate has confirmed Packsaddle Road is not gazetted as a public road.

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Packsaddle Road is on the Shire’s Asset Register as Asset Number 0273 and depicted on the unsealed road hierarchy plan as a local road (hachured black below).



Packsaddle Road provides public access to Mt Meharry located in the south-east of Karijini National Park. This access will not be impeded with the removal of the road from the Shire’s Asset Register as the access road can be classified private with public access by the Western Australian Land Information Authority, Landgate. The location of Mt Meharry within Karijini National Park and the access road from the Great Northern Highway (Hwy 95) are shown below.



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**Consultation**

Executive Management Team  
Landgate (Spatial Data - Property Location)

**Statutory Environment**

*Local Government Act 1995*  
*Main Roads Act 1930*  
*Land Administration Act 1997*

**Financial Implications**

Despite no maintenance works being carried out on these roads for the past 8 years, removing these roads will have a positive impact on important financial indications including the Sustainability Index and Asset Renewal Ratio.

**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**

ENG13 Road Management Policy  
ENG09 Asset Management Policy

**Voting Requirement**

Simple Majority Required

**Officers Recommendation and Council Decision**

**MOVED: Cr L Rumble**

**SECONDED: Cr M Gallanagh**

**That with respect to the Road Register Update – Removal of Juna Downs Road and Packsaddle Road, Juna Downs, Council:**

**1. Endorse the removal of:**

- a. Juna Downs Road on Lot 301 on DP72977, and**
- b. Packsaddle Road on Lot 1563 on DP67603**

**from the Shire's Asset Register;**

**2. Request the Chief Executive Officer to notify Main Roads Western Australia and any other relevant authority of the removal from the Shire's Asset Register with a view to updating their systems; and**



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3. Request Landgate classify the road from the Great Northern Highway to Mt Meharry private with public access or as deemed an appropriate classification for unfettered public access.

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Lynch and Diver voted for the motion**

UNCONFIRMED MINUTES

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**13.6 PARABURDOO DOG EXERCISE AREA, FINAL LOCATION AND DESIGN**

**MINUTE:** 642/2019

<b>FILE REFERENCE:</b>	PR6
<b>AUTHOR'S NAME AND POSITION:</b>	Chantelle Bryce Acting Director Property Development Services
<b>AUTHORISING OFFICER AND POSITION:</b>	Rob Paull Chief Executive Officer
<b>NAME OF APPLICANT/RESPONDENT:</b>	Not Applicable
<b>DATE REPORT WRITTEN:</b>	3 September 2019
<b>DISCLOSURE OF FINANCIAL INTEREST:</b>	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
<b>PREVIOUS MEETING REFERENCE:</b>	Not Applicable

**Summary**

Council is requested to consent to the location of the new Paraburdoos Dog Exercise Area along with the final design, and for the project to progress to formal Request for Quote for construction.

**Background**

Paraburdoos Ward Councillors and the Community of Paraburdoos have been advocating for a Dog Exercise Area for several years to be considered as part of the annual capital works program and budget.

In 2018, underspent funds from the 2012/2017 Rio Tinto Community Infrastructure and Services Partnership were identified. The Shire and Rio Tinto identified several projects the underspend could be allocated to, one being the Paraburdoos Dog Exercise Area. Committed funds from the underspend for the project is \$100,000.00.

**ATTACHMENT 13.6A**

**Comment**

Community consultation was completed on 27 August 2019, with two sessions made available in Paraburdoos for the community. Three community members attended the first session along with Ward Councillors for the second session. Media consultation invited written responses closing on the 2 September 2019. The consultation also provided the community to review final design and location of the Dog Exercise Area and was well received overall with 1 written response which was also positive.

**ATTACHMENT 13.6B**

**Consultation**

Executive Management Team  
Community consultation as outlined in the Report

**Statutory Environment**

There are no known statutory impediments for this matter.

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**Financial Implications**

The following budget allocations are provided in the 2019/20 budget; 19075 Paraburdoo Dog Exercise Area from the 2012/2017 Rio Tinto Community Infrastructure and Services Partnership.

**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 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).

**Council Decision**

**MOVED: Cr D Dias**

**SECONDED: Cr L Rumble**

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.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Lynch and Diver voted for the motion**

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Reason for change: Council sought to clarify that the fence will be in alignment with the 2nd external wall expansion joint.

UNCONFIRMED MINUTES

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

**MINUTE:** 643/2019

**FILE REFERENCE:** CM10.19

**AUTHOR'S NAME AND POSITION:** Chantelle Bryce  
Acting 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:** Agenda Item 7.1 Minute No. 543/2019 – Ordinary Meeting of Council 23 April 2019

**Summary**

Request for Tender (RFT) 10.19 Design and Construct Softball, Soccer and Rugby Facilities was advertised via the Shire eTendering Portal Tenderlink. The Tender was released Friday 2 August 2019 closing on Wednesday 28 August 2019. The Tender was also publically advertised in the West Australian on the Wednesday 31 July 2019.

RFT 10/19 closed with one compliant submission received. The evaluation panel have conducted their assessment and present the report to Council for consideration.

**Background**

At Ordinary Meeting of Council held on 23 April 2019 the 'Pre Tender Plans and associated budget' for the Paraburdoo Softball Diamond and Soccer Facilities was presented for review. The Paraburdoo Community Hub Committee recommended to Council that the plans be endorsed for progression to Request for Tender which was confirmed.

**ATTACHMENT 13.7A**

**Comment**

The compliant submission was received from Byblos Constructions and was assessed by the tender evaluation panel against the following criteria:

Relevant Experience	10%
Key Personnel	10%
Past Company Performance	10%
Resources, Plant & equipment	5%
Methodology/Quality & OHS Systems/ Life cycle/Risk Management	15%
Tendered Price	50%

**CONFIDENTIAL ATTACHMENT 13.7B**

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The submission was evaluated and deemed compliant, however the submitted price was over the approved budget allocation of \$450,000. The evaluation panel requests a budget variation to proceed with the proposed full scope of works. Note that negotiations will be held with the successful tender, prior to final contracts being issued.

Should Council decline the budget variation request, another option is to not award this tender and readvertised works with a reduced scope.

**Consultation**

Executive Management Team  
Senior Procurement 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.*

**Financial Implications**

Evaluation panel are requesting a budget variation to the 2019/20 Budget for an additional \$80,000 in borrowings for new Loan no.125 – Paraburdoo CHUB from \$726,000 to \$806,000.

**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, associations and facilities

**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". The high level of risk is being driven by "the high financial value of this project" or "the risk to the Shire's reputation in the event that this project cannot be delivered on time/budget."

As a high risk matter, the Director Property & Development Services is monitoring progress.

**Policy Implications**

ELM10 Financial Sustainability Policy  
ENG09 Asset Management Policy  
FIN12 Purchasing Policy

**Voting Requirement**

Absolute Majority Required

**Officers Recommendation and Council Decision**

**MOVED: Cr L Rumble**

**SECONDED: Cr M Lynch**

**That with respect to RFT 10/19 Design and Construct Paraburdoo Softball Diamond, Soccer and Rugby Facility, Council:**

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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~~; **CORRECTION – Capital Expenditure Job no AP2009 – Paraburdoo Softball Diamond (New Softball Field) \$450,000 to \$530,000**;
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.

**CARRIED BY ABSOLUTE MAJORITY 7/1**

**Councillor White, Rumble, Dias, Foster, Gallanagh, Lynch and Diver voted for the motion  
Councillor Thomas voted against the motion**

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**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**

**MINUTE:** 644/2019

**FILE REFERENCE:** ES08

**AUTHOR'S NAME AND POSITION:** Chantelle Bryce  
Acting 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 13.8**

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:



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*“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 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.*

*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.*

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*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 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.

**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.

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**Voting Requirement**

Simple Majority Required

**Council Decision**

**MOVED: Cr K White**

**SECONDED: Cr L Rumble**

**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 6/2**

**Councillor White, Rumble, Foster, Diver, Lynch and Gallanagh voted for the motion  
Councillor Thomas and Dias voted against the motion**

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**14. COMMUNITY SERVICES REPORTS**

**14.1 PROVISION OF IN-KIND SUPPORT TO THE DEPARTMENT OF TRANSPORT TO PROVIDE LICENCING SERVICES IN PANNAWONICA AND PARABURDOO**

**MINUTE:** 645/2019

**FILE REFERENCE:** CR01

**AUTHOR'S NAME AND POSITION:** Sarah Johnston  
Acting Director Community Services

**AUTHORISING OFFICER AND POSITION:** Rob Paull  
Chief Executive Officer

**NAME OF APPLICANT/RESPONDENT:** Department of Transport

**DATE REPORT WRITTEN:** 29 August 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 Department of Transport (DoT) are proposing to provide licencing services to the communities of Pannawonica and Paraburadoo and are seeking support from the Shire for in-kind venue hire.

**Background**

The Department of Transport (DoT) are proposing to visit Pannawonica and Paraburadoo on a monthly basis to provide licensing services to the community. Depending on the utilisation of the service DoT will review the frequency at a later date to determine whether the service should be increased or decreased dependence on demand.

At present, DoT are providing licencing services in DoT Onslow from the Beadon Creek Harbour office and from the existing office in Tom Price. To extend the services to the other towns in Ashburton, DoT are seeking support from the Shire to provide services from Office 16 at the Mayu Maya Centre in Pannawonica and the Lesser Hall in Paraburadoo at no charge.

**Comment**

The proposed services to be offered would be the same as if a client visited a DoT office in Karratha or the metro, some of these are:

- Theory testing
- "C" Class driving tests as well as higher classes such as "HR"
- Transfer of Eastern States and overseas driver licenses
- Transfer of Eastern States vehicles

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- Reissue of cancelled licenses
- Issue of Extra Ordinary licenses
- Any other service that the Department of Transport provides.

**Consultation**

Executive Management Team  
Community Services Officers

**Statutory Environment**

There are no known statutory impediments for this matter.

**Financial Implications**

Due to the leasing arrangements in place with Rio Tinto in Pannawonica there is nil costs to the Shire for the provision of the office at the Mayu Maya Centre.

The cost of Lesser Hall in Paraburdoo is \$116 per day, there are currently no meeting rooms/office space available in Paraburdoo listed on the fees and charges. Should the service be conducted every month, for the entire day, for the balance of the current financial year, the estimated cost is \$1160.

**Strategic Implications**

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

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

**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 makes provision for the CEO to provide a small assistance donation up to \$500 per financial year.

**Voting Requirement**

Absolute Majority Required

**Officers Recommendation and Council Decision**

**MOVED: Cr P Foster**

**SECONDED: Cr M Gallanagh**

**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**

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- 3. Request the Chief Executive Officer to review the arrangements in place after April 2020.**

**CARRIED BY ABSOLUTE MAJORITY 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Diver and Lynch voted for the motion**

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**14.2 EMERGENCY SERVICES GRANTS**

**MINUTE:** 646/2019

**FILE REFERENCE:** CR13

**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:** 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:** Not Applicable

**Summary**

The revisions to the Shire Policy REC08 Community Donations, Grants and Funding was endorsed by Council at the November OCM. The policy review incorporated a new class of support through the provision of an annual donation to emergency service brigades across Ashburton. This agenda item seeks clarification from Council as the extent support will be provided.

**Background**

Amendments to REC08 Community Donations, Grants and Funding were endorsed by Council at the November OCM, the review of the policy aimed at providing additional clarity to clubs and groups of what could be applied for through the grants. In recognition of the important role that local emergency management brigades play in each community they were removed from the community support grant component and a specific donation category was created.

**Comment**

The Shire of Ashburton is committed to supporting local emergency management organisations and the provision of the emergency services donation recognises the important role the brigades play in each of the towns and collectively when larger situations occur.

There are a number of emergency services brigades and organisations across the Shire, clarity is sought to the extent that the donation would be provided if it would include fee for service organisations such as St John Ambulance or the WA Police.

The WA Police have periodically applied for small assistance donations to cover the cost of venue hire on blue light disco events for the children in the town, this has been accommodated through the small assistance donation process and would be difficult for the Police to receive a donation of cash without a committee as such set up.

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**Consultation**

Executive Management Team

**Statutory Environment**

There are no known statutory impediments for this matter.

**Financial Implications**

The financial implications of the grants are detailed below:

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

The donation is proposed to be commenced in 2019/20.

**Strategic Implications**

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

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

**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 – implications The Shire of Ashburton is committed to supporting local emergency management organisations and automatically makes an annual donation of \$1000 to each emergency services brigade in May of each year.

**Voting Requirement**

Absolute Majority Required

**Officers Recommendation and Council Decision**

**MOVED: Cr P Foster**

**SECONDED: Cr L Thomas**

**That with respect to the Emergency Services Grants, donation to emergency services brigades, Council:**

- 1. Endorse the following emergency services donations to be paid:**



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<b>Bush Fire Brigade</b>	<b>Tom Price</b>	<b>\$1000</b>
<b>Volunteer Fire and Rescue Services</b>	<b>Onslow</b>	<b>\$1000</b>
<b>Volunteer Fire and Rescue Services</b>	<b>Tom Price</b>	<b>\$1000</b>
<b>Volunteer Fire and Rescue Services</b>	<b>Paraburdoo</b>	<b>\$1000</b>
<b>Volunteer Fire and Rescue Services</b>	<b>Pannawonica</b>	<b>\$1000</b>
<b>Volunteer Marine Rescue</b>	<b>Onslow</b>	<b>\$1000</b>
<b>State Emergency Services</b>	<b>Tom Price</b>	<b>\$1000</b>
<b>Volunteer Emergency Services Unit</b>	<b>Onslow</b>	<b>\$1000</b>

2. Acknowledge the above decision to inform future emergency services donations.

**CARRIED BY ABSOLUTE MAJORITY 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Diver and Lynch voted for the motion**

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**15. INFRASTRUCTURE SERVICES REPORTS**

There are no Infrastructure Services reports for this Agenda.

**16. COUNCILLOR AGENDA ITEMS / NOTICES OF MOTIONS**

**16.1 CAMPING ARRANGEMENTS AT THREE MILE POOL, MINDEROO STATION**

FILE REFERENCE: RC01  
RV32

Cr White tabled the following Notice of Motion in regard to the Camping Arrangements at Three Mile Pool, Minderoo Station.

**Notice of Motion:**

**That the Chief Executive Officer prepare as a matter of urgency, a report to Council that addresses the resolution of Council in relation to Item 9.6 Minutes of the SoA Tourism Development Committee Meeting of 23 April 2018 insofar as the:**

- **Ownership and interests of land associated with camping along the Ashburton River;**
- **Responsibilities if any, associated with the direction of the above resolution; and**
- **Any potential legal risk implications on the Shire for its involvement in arranging.**

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

Cr White presented to Council an Item that had not been included in the Agenda and requested that it be accepted by Council.

**Council Decision**

**MOVED:** Cr M Lynch

**SECONDED:** Cr P Foster

**That Council accept the following New Business of an Urgent Nature:**

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

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Diver, Gallanagh and Lynch voted for the motion**

Mrs M Lewis left the Chambers at 3.00 pm.

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

**MINUTE:** 647/2019

**FILE REFERENCE:** ED01.01

**AUTHOR'S NAME AND POSITION:** Cr Kerry White, Onslow Ward

**DATE REPORT WRITTEN:** 18 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**

Cr White advised Council that the sign erected by the Shire at Ashburton River associated with camping and caravanning is causing confusion with respect to the period of stay and the payment of a 'donation' to the Onslow Visitor Centre.

**Background**

At the 23 April 2018 Ordinary meeting, Council resolved as follows:

*"That with respect to camping arrangements at Three Mile Pool, Minderoo Station the Ashburton Tourism Development Committee recommend to Council, that Council:*

1. *Adopt in principle a \$5 camping fee for Three Mile Pool (fee calculated per vehicle, per night) inclusive of GST;*

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2. *Request Council to include in the 2018/19 Fees & Charges Schedule a \$5 camping fee for Three Mile Pool (fee calculated per vehicle, per night) inclusive of GST;*
3. *Liaise with the Onslow Visitor Centre to process camping payments and permits with the intent that fees raised would be donated to the Onslow Visitor Centre;*
4. *Authorise the income received from the camping fees to be donated to the Onslow Visitor Centre for the purpose of maintaining the Good Shed Museum; and*
5. *Request the Chief Executive Officer to advise the Pastoral lease holder of Minderoo Station in relation to camping at Three Mile Pool (Ashburton River) that:*
  - a) *The Shire will not erect a fence to limit access of campers to Minderoo Station or introduce skip bins;*
  - b) *The Shire will improve signage (including defining camping areas, advising campers that toilet facilities are not available and to remove their rubbish) and establish a permit system;*
  - c) *The Shire will is to carry out Ranger inspections three times per week during peak season;*
  - d) *Council has adopted an 'in principle' \$5 camping fee for Three Mile Pool (fee calculated per vehicle, per night) inclusive of GST;*
  - e) *Council is to include the \$5 camping fee for Three Mile Pool (fee calculated per vehicle, per night) inclusive of GST in the 2018/19 Fees & Charges Schedule;*
  - f) *The Council is prepared to allow the Onslow Visitor Centre to process camping payments and permits with the intent that fees raised are a donation to the Onslow Visitor Centre;*
  - g) *In consultation with the Onslow Visitor Centre Council request the Shire to pursue a camp host at the site as a voluntary arrangement;*
  - h) *The Pastoral lease holder of Minderoo Station is requested to confirmation in writing the acceptance (or otherwise) of Council's decisions as per above.*
  - i) *Should the Pastoral lease holder of Minderoo Station not accept the arrangements as outlined that:*
    - i. *Council will consider this response as an objection to the camping arrangements at Three Mile Pool, Minderoo Station; and*
    - ii. *The lease holder is asked to advise how they intend to manage camping at Three Mile Pool (Ashburton River)."*

**Comment**

Cr White advised Council that the sign erected by the Shire at Ashburton River associated with camping and caravanning is causing confusion with respect to the period of stay and the payment of a 'donation' to the Onslow Visitor Centre.

Cr White advised that the Onslow Visitor Centre welcomed the information on the sign but considered the period of stay and the payment of a 'donation' to the Onslow Visitor Centre was unnecessary. Cr White advised that the Visitor Centre was unable to accept the donation.

**Consultation**

Elected Members

Chief Executive Officer

**Statutory Environment**

There are no known statutory impediments for this matter

**Financial Implications**

There would be a cost to Council however it would be accounted for within the Council's 2019/20 Budget.

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**Strategic Implications**

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

Goal 05 Inspiring Governance  
Objective 3 Council Leadership

**Policy Implications**

There are no known policy implications for this matter

**Voting Requirement**

Simple Majority Required

Mrs. M Lewis returned to the Chambers at 3.02 pm.
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**Council Decision**

**MOVED: Cr P Foster**

**SECONDED: Cr M Lynch**

**That Council suspend Standing Orders at 3.04 pm.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Lynch and Diver voted for the motion**

**Council Decision**

**MOVED: Cr M Lynch**

**SECONDED: Cr P Foster**

**That Council resume Standing Orders at 3.15 pm.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Lynch and Diver voted for the motion**

**Council Decision**

**MOVED: Cr P Foster**

**SECONDED: Cr M Lynch**

**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.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Diver and Lynch voted for the motion**

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**18. CONFIDENTIAL MATTERS**

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

**1. 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:**

- (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.**

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**Council Decision**

**MOVED: Cr M Lynch**

**SECONDED: Cr P Foster**

**That Council close the meeting to the public at 3.18 pm pursuant to sub section 5.23 (2) (a) and (b) of the *Local Government Act 1995*.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Diver, Lynch and Gallanagh voted for the motion**

There were no members of the public present in the Chambers.

**18.1 CONFIDENTIAL ITEM – REQUEST FROM ASHBURTON INVESTMENTS PTY LTD (LESSEE) – ONSLOW SUN CHALETs**

**MINUTE:** 648/2019

**FILE REFERENCE:**

SEC.0588

**AUTHOR'S NAME AND POSITION:**

Janelle Fell  
Manager Land and Asset Compliance

**AUTHORISING OFFICER AND POSITION:**

Chantelle Bryce  
Acting 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 18.4 (Minute No. 540/2019) – Ordinary Meeting of Council 12 March 2019  
Agenda Item 18.1 (Minute No. 313/2018) – Ordinary Meeting of Council 13 February 2018

**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.*

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**Council Decision**

**MOVED: Cr P Foster**

**SECONDED: Cr M Lynch**

**That Council suspend Standing Orders at 3.19 pm.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Diver, Lynch and Gallanagh voted for the motion**

**Council Decision**

**MOVED: Cr M Lynch**

**SECONDED: Cr L Rumble**

**That Council resume Standing Orders at 3.33 pm.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Diver, Lynch and Gallanagh voted for the motion**

**Officers Recommendation**

That with respect to the request from Ashburton Investments Pty Ltd (Lessee) – Onslow Sun Chalets, Council:

1. Determine the appropriate arrangement for a review of the lease fee for the Onslow Sun Chalets as addressed in the report (CONFIDENTIAL ATTACHMENT 18.1).

**Council Decision**

**MOVED: Cr M Lynch**

**SECONDED: Cr L Rumble**

**That with respect to the request from Ashburton Investments Pty Ltd (Lessee) – Onslow Sun Chalets, Council:**

1. Defer consideration of the request;
2. Request the Chief Executive Officer to seek the following information from the Lessee:
  - a complete Profit and Loss Statement for the 2018/19 financial period, including detailed breakdown of the management fee;
  - occupancy rate per accommodation type for the 2018/19 financial period;
  - further information regarding the breakdown of capital expenditure undertaken by the Lessee during the term of the lease; and
3. Refer the matter back to Council once the information required in 2 above is received.

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Diver and Lynch voted for the motion**



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Reason for change: Council sought additional detailed financial information from the Lessee prior to making a decision on the matter.

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**18.2 CONFIDENTIAL ITEM – INTERFACE AGREEMENTS FOR ROEBOURNE-WITTENOOM ROAD**

**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 Lynch declared a proximity financial interest  
Cr Foster declared a financial interest  
Cr Diver declared a financial interest  
Cr Gallanagh declared a financial interest***

***See item 6.2 for details of the interest declared.***

**RECORDED ON REGISTER GV07**

Councillor Dias, Gallanagh and Foster left the Chambers at 3.34 pm due to a declaration of interest for financial interests in Confidential Agenda Item 18.2.

Councillor Lynch, Diver 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:** 649/2019

**FILE REFERENCE:** RD.0299

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

**AUTHORISING OFFICER AND POSITION:** Chantelle Bryce  
Acting Director Property and Development Services

**NAME OF APPLICANT/RESPONDENT:** Western Australia Local Government Association

**DATE REPORT WRITTEN:** 6 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 8.1 (Minute No. 29/2018) – Ordinary Meeting of Council 23 October 2018.

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**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):

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

**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.**

**CARRIED 5/0**

**Councillor White, Rumble, Thomas, Lynch and Diver voted for the motion**

Councillor Dias, Gallanagh and Foster returned to the Chambers at 3.36 pm. The Presiding Members advised the Councillors of the outcome of the vote for this item.

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**18.3 CONFIDENTIAL ITEM - STATUS OF NATIVE TITLE CLAIMS WITHIN THE SHIRE OF ASHBURTON**

**MINUTE:** 650/2019

**FILE REFERENCE:** LS22

**AUTHOR'S NAME AND POSITION:** Keith Pearson  
Special Projects Advisor

**AUTHORISING OFFICER AND POSITION:** Rob Paul  
Chief Executive Officer

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

**DATE REPORT WRITTEN:** 3 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

**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.*

**Officers Recommendation and Council Decision**

**MOVED:** Cr P Foster

**SECONDED:** Cr L Rumble

**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.**

**CARRIED 8/0**  
**Councillor White, Rumble, Dias, Thomas, Foster, Diver, Gallanagh and Lynch voted for the motion**

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**18.4 CONFIDENTIAL ITEM - RATES WRITE OFF**

**MINUTE:** 651/2019

**FILE REFERENCE:** RV1/RV12

**AUTHOR'S NAME AND POSITION:** Saul-Reves Gordon  
Rates Officer

Robyn Smith  
Contract Manager Finance & Administration

**AUTHORISING OFFICER AND POSITION:** John Bingham  
Director Corporate Services

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

**DATE REPORT WRITTEN:** 3 September 2019

**DISCLOSURE OF FINANCIAL INTEREST:** The author has 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) *the personal affairs of any person; and*
- (b) *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 L Rumble

**SECONDED:** Cr P Foster

**That with respect to the Confidential Item – Rates Write Off, Council:**

- 1 Write off all rates and interest of debt totaling \$5,173.13 to allow the Department of Planning, Lands & Heritage to lease the land quickly and for the Shire to rate accordingly as to not miss any revenue from interim rates of the 2019/20 financial year; and**
- 2. Request the Chief Executive Officer to write to the Department of Fire & Emergency Services to request a credit for the total of \$344.33 of Emergency Service Levy owing as only the Minister can give permission to write off ESL from previous years.**

**CARRIED BY ABSOLUTE MAJORITY 8/0**  
Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Diver and Lynch voted for the motion

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All staff left the Chambers at 3.39 pm due to Confidential Agenda items 18.5, 18.6 and 18.7. CEO Rob Paull remained in the Chambers. Minutes were taken by the CEO except for Confidential Agenda item 18.7 where Cr P Foster took the Minutes.

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**PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL  
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**18.5 CONFIDENTIAL ITEM - APPOINTMENT OF DIRECTOR COMMUNITY SERVICES**

At the Ordinary Meeting of Council of 13 August 2019, this matter was laid on the table.

**Council Decision**

**MOVED: Cr P Foster**

**SECONDED: Cr M Lynch**

That Item 18.5 Confidential Item - Appointment of Director Community Services” be raised from the table.

**CARRIED BY ABSOLUTE MAJORITY 8/0**  
Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Diver and Lynch voted for the motion

**MINUTE:** 652/2019

**FILE REFERENCE:** PE.1237

**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:** 11 September 2019

**DISCLOSURE OF FINANCIAL INTEREST:** The author has no financial, proximity or impartiality interests in the proposal.

**PREVIOUS MEETING REFERENCE:** Agenda Item 18.2 (Minute No. 432/2018) – Ordinary Meeting of Council 19 September 2018.

**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.*

**PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL  
18 SEPTEMBER 2019**

**Officers Recommendation and Council Decision**

**MOVED: Cr M Lynch**

**SECONDED: Cr L Thomas**

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

- 1. Accept the Chief Executive Officer's recommendation to appoint the preferred applicant (as outlined in the report) for the position of Director Community Services for a Contract of Employment for a period of 5 years;**
- 2. Continue the arrangements for the role of (acting) Director Community Services, pursuant to s5.37 (2) of the Local Government Act 1995, until the preferred applicant referred to in 1. above commences with the Shire.**
- 3. Should the recommended appointee not accept the offer of position of Director Community Services then the position be readvertised (with the same Councillor representation as previously endorsed by Council).**

**CARRIED BY ABSOLUTE MAJORITY 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Diver, Lynch and Gallanagh voted for the motion**



**PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL  
18 SEPTEMBER 2019**

**18.6 CONFIDENTIAL ITEM - POSITION OF DIRECTOR INFRASTRUCTURE SERVICES**

**MINUTE:** 653/2019

**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:** 3 September 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):

- (d) *a matter affecting an employee or employees; and*
- (e) *the personal affairs of any person; and*
- (f) *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.*

**Council Decision**

**MOVED:** Cr M Lynch

**SECONDED:** Cr P Foster

**That Council suspend Standing Orders at 3.47 pm.**

**CARRIED 7/1**

**Councillor White, Rumble, Thomas, Foster, Diver, Lynch and Gallanagh voted for the motion**

**Councillor Dias voted against the motion**

**PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL  
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**Council Decision**

**MOVED: Cr M Lynch**

**SECONDED: Cr M Gallanagh**

**That Council resume Standing Orders at 4.20 pm.**

**CARRIED 8/0**

**Councillor White, Rumble, Thomas, Foster, Diver, Lynch and Gallanagh voted for the motion**

**Officers Recommendation**

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: .....; and

Councillor: .....

to participate in the selection of candidate/s for the permanent appointment of a Director Infrastructure Services position.

**PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL  
18 SEPTEMBER 2019**

**Council Decision**

**MOVED: Cr M Lynch**

**SECONDED: Cr L Thomas**

**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.**

**CARRIED BY ABSOLUTE MAJORITY 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Diver, Lynch and Gallanagh voted for the motion**

**Reason for change: Council nominated two Councillors to participate in the selection of candidate/s for the permanent appointment of a Director Infrastructure Services position.**

**PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL  
18 SEPTEMBER 2019**

**18.7 CONFIDENTIAL ITEM - STAFF AND ORGANISATION MATTERS**

**Declaration of Interest**

***Prior to consideration of this Agenda Item:***

***Mr R Paull declared a financial interest  
See item 6.2 for details of the interest declared.***

**RECORDED ON REGISTER GV07**

**Council Decision**

**MOVED: Cr M Lynch**

**SECONDED: Cr P Foster**

**That Council suspend Standing Orders at 4.24 pm.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Diver, Lynch and Gallanagh voted for  
the motion**

CEO, Mr. R Paull left the Chambers at 4.40pm before the vote for the Recommendation took place due to his Financial Declaration of Interest for Confidential Agenda item 18.7.

**Council Decision**

**MOVED: Cr L Rumble**

**SECONDED: Cr L Thomas**

**That Council resume Standing Orders at 4.55 pm.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Diver, Lynch and Gallanagh voted for  
the motion**

**MINUTE:** 654/2019

**FILE REFERENCE:**

GV05

**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:**

10 September 2019

**PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL  
18 SEPTEMBER 2019**

**DISCLOSURE OF FINANCIAL INTEREST:**

The authorising officer has a financial interest in the matter as he is employed as the CEO and receives remuneration along with accommodation and vehicle

**PREVIOUS MEETING REFERENCE:**

Agenda Item 7.1 (Minute No. 43 486/2019 ) – Confidential Item - Chief Executive Officer Performance Review 15 January 2019.

**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; 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 Recommendation and Council Decision**

**MOVED: Cr P Foster**

**SECONDED: Cr M Lynch**

**That Council notes the matters addressed in the CEO's report.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Diver and Lynch voted for the motion**

Cr Gallanagh left the Chambers at 4.56 pm.

**Council Decision**

**MOVED: Cr P Foster**

**SECONDED: Cr M Lynch**

**That Council re-open the meeting to the public at 4.56 pm pursuant to sub section 5.23 (2) (a) and (b) of the *Local Government Act 1995*.**

**CARRIED 8/0**

**Councillor White, Rumble, Dias, Thomas, Foster, Gallanagh, Diver and Lynch voted for the motion**

Cr Gallanagh and Mr Paull returned to the Chambers at 4.57 pm. The Presiding Member advised Mr Paull of the outcome of the vote for item 18.7. No staff returned to the Chambers. Cr Foster continued taking the Minutes until the closure of this meeting.

**PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL  
18 SEPTEMBER 2019**

**19. NEXT MEETING**

The next Ordinary Meeting of Council will be held on 22 October 2019, Clem Thompson Sports Pavilion, Stadium Road, Tom Price commencing at 1.00 pm.

**20. CLOSURE OF MEETING**

There being no further business to discuss the Presiding Member closed the meeting at 4.57 pm.

UNCONFIRMED MINUTES



# State Council Summary Minutes

6 September 2019



## NOTICE OF MEETING

Meeting No. 6 of 2019 of the Western Australian Local Government Association State was held at the Shark Bay Recreation Centre, Francis Street Denham, on Friday 6 September 2019. The meeting commenced at 11:23am.

### 1. ATTENDANCE, APOLOGIES & ANNOUNCEMENTS

#### 1.1 Attendance

Members	President of WALGA Chair Deputy President of WALGA, North Metropolitan Zone Avon-Midland Country Zone Central Country Zone Central Metropolitan Zone East Metropolitan Zone East Metropolitan Zone Goldfields Esperance Country Zone Gascoyne Country Zone Great Eastern Country Zone Great Southern Country Zone Murchison Country Zone North Metropolitan Zone North Metropolitan Zone Northern Country Zone Peel Country Zone South East Metropolitan Zone South Metropolitan Zone South Metropolitan Zone South Metropolitan Zone South West Country Zone	President Cr Lynne Craigie OAM Mayor Tracey Roberts JP  Cr Jan Court JP President Cr Philip Blight Cr Jenna Ledgerwood Cr Brooke O'Donnell Cr Kate Driver President Cr Malcolm Cullen President Cr Cheryl Cowell President Cr Stephen Strange President Cr Keith House JP Cr Les Price Cr Giovanni Italiano JP Cr Nige Jones (Deputy) President Cr Karen Chappel JP President Cr Michelle Rich Cr Julie Brown Cr Jon Strachan (Deputy) Cr Doug Thompson Mayor Logan Howlett JP President Cr Tony Dean
Guests	Chief Executive Officer LGIS Chief Executive Officer, Shire of Shark Bay	Mr Jonathon Seth Mr Paul Anderson
Secretariat	Chief Executive Officer EM Environment & Waste EM Governance & Organisational Services EM Finance & Marketing EM People and Place EM Infrastructure EM Business Solutions Manager Strategy & Association Governance Economics Policy Manager Executive Officer Governance	Mr Nick Sloan Mr Mark Batty Mr Tony Brown Mr Zac Donovan Ms Joanne Burges Mr Ian Duncan Mr John Filippone Mr Tim Lane Mr Nebojsa Franich Ms Margaret Degebrodt

#### 1.2 Apologies

South Metropolitan Zone North Metropolitan Zone Kimberley Country Zone Kimberley Country Zone Pilbara Country Zone South East Metropolitan Zone Central Metropolitan Zone Local Government Professionals WA (Ex Officio) Chair of Commissioners, City of Perth (Ex Officio) Chair, LGIS	Mayor Carol Adams OAM Cr Russ Fishwick JP Cr Chris Mitchell JP President David Menzel (Deputy) President Cr Kerry White Cr Brian Oliver Cr Paul Kelly Mr Ian Cowie Mr Andrew Hammond Mr Howard King
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## **ORDER OF PROCEEDINGS**

### **1. OPEN and WELCOME by President Cr Lynne Craigie OAM**

The Chair declared the meeting open at 11:23am.

- Acknowledgement of Country
- Welcome to State Councillors;
- Gascoyne Country Zone Delegates;
- Mr Jonathon Seth, Chief Executive Officer LGIS; and
- WALGA Secretariat

### **MEETING ASSESSMENT**

The Chair invited Cr Brooke O'Donnell to undertake a meeting assessment at the conclusion of the meeting.

### **ANNOUNCEMENTS**

The Chair extended thanks to President Cr Cheryl Cowell for hosting the September Regional State Council.

### **2. MINUTES OF THE PREVIOUS MEETINGS**

#### **2.1 Minutes of 3 July 2019 State Council Meeting.**

#### **RECOMMENDATION:**

**Moved: President Cr Phillip Blight**

**Seconded: Cr Giovanni Italiano**

**That the Minutes of the Western Australian Local Government Association (WALGA) State Council Meeting held on 3 July 2019 be confirmed as a true and correct record of proceedings.**

#### **RESOLUTION 90.6/2019**

**CARRIED**

#### **2.1.1 Business Arising from the Minutes of 3 July 2019.**

Nil



### 3. DECLARATION OF INTEREST

Pursuant to our Code of Conduct, State Councillors must declare to the Chair any potential conflict of interest they have in a matter before State Council as soon as they become aware of it.

I note that there are several State Councillors and deputies that may be directly or indirectly associated with the recommendations of the Selection Committee. I ask that if you are affected by these recommendations, that you excuse yourself from the meeting and do not participate in deliberations.

*Cr Jon Strachan declared an interest in item 5.13 Selection Committee Minutes.*

### PAPERS

The following papers were distributed to State Councillors prior to the meeting under separate cover:

- Program State Council 5-6 September 2019;
- Strategic Forum Agenda;
- Item 5.10 State Council and Zone Structure and Process Working Group Report
- Item 5.11 Select Committee Submission
- Item 5.12 Executive Committee Minutes and Financials Packs
- Item 5.13 Selection Committee Minutes;
- Item 5.14 LGIS Minutes;
- Item 5.15 LGIS Trust Deed – Confidential
- Item 5.16 LGIS Review Action – Confidential
- Item 5.17 2019 Annual General Meeting
- CEO's report to State Council; and
- President's Report (previously emailed to your Zone meeting)



## 4. EMERGING ISSUES

### 4.1 Proposed Elected Member 'Welfare/Counselling' Program(s)

*By Mayor Logan Howlett, State Councillor, South Metropolitan Zone*

**Moved:** President Cr Michelle Rich

**Seconded:** Cr Brooke O'Donnell

**That the Emerging Issue relating to Proposed Elected Member 'Welfare/Counselling' Program(s), be considered by State Council.**

#### **RESOLUTION 91.6/2019**

**CARRIED**

#### **BACKGROUND**

1. The provision of a 'welfare/counselling' program(s) [both pro-active and re-active] through WALGA for Elected Members aimed at addressing mental health and well-being challenges that Elected Members face in carrying out their role.
2. Coverage of Elected Members through LGIS in terms of insurance relating to point 1 above.

#### **COMMENT**

LGIS currently provides Employee Assistance Programs' to our members, designed to enhance the emotional, mental and general psychological wellbeing of Local Government employees. This program is in the format of a short term counselling service which aims is to provide preventive and proactive support for the early detection, identification and/or resolution of both work and personal problems that may adversely affect performance and wellbeing.

The Confidential Counselling service helps employees resolve issues and stress before they become overwhelming, or can provide assistance following the aftermath of a tragic event, for example.

LGIS with WALGA, would be pleased to consider the design and development of a tailored support service for Elected Members including the provision of a short term counselling service that provides access to support for variety of work and / or personal issues.

Whilst this program is intended to mitigate against the potential of Elected Members suffering mental health issues, it is also important to have strategies to transfer any residual risk. Therefore, LGIS have been working with the Elected Member Personal Accident insurer to provide a loss of income / lumps sum benefit cover, should Elected Members suffer mental anguish due to their capacity as an Elected Member. We expect to be in a position to present this to members in 2020.

Further, through the Councillors and Officers insurance arranged by LGIS on behalf of members, Elected Members also have access to a complimentary legal helpline to support them in matters concerning alleged wrong doings in their capacity as an Elected Member.

**Moved:** Mayor Logan Howlett

**Seconded:** Cr Les Price

**That WALGA requests LGIS to investigate the design and development of a tailored support service for Elected Members including the provision of a short term counselling service.**

#### **RESOLUTION 92.6/2019**

**CARRIED**



## 5. MATTERS FOR DECISION

### 5.1 Interim Submission – Draft Position Statement: Fibre Ready Telecommunications Infrastructure (05-036-0300048 VJ)

*By Vanessa Jackson, Policy Manager Planning and Improvement*

#### WALGA RECOMMENDATION

**That the interim submission to the WA Planning Commission on the draft Position Statement: Fibre Ready Telecommunications Infrastructure, be endorsed.**

<b>Avon Midland Country Zone</b>	WALGA Recommendation noted
<b>Central Country Zone</b>	WALGA Recommendation supported
<b>Central Metropolitan Zone</b>	WALGA Recommendation supported
<b>East Metropolitan Zone</b>	WALGA Recommendation supported
<b>Gascoyne Zone</b>	Meeting held Thursday 5 September 2019
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation supported
<b>Great Eastern Country Zone</b>	WALGA Recommendation supported
<b>Great Southern Country Zone</b>	WALGA Recommendation supported
<b>Kimberley Zone</b>	WALGA Recommendation supported
<b>Murchison Country Zone</b>	No meeting held
<b>Northern Country Zone</b>	WALGA Recommendation supported
<b>North Metropolitan Zone</b>	WALGA Recommendation supported (no quorum)
<b>Peel Zone</b>	WALGA Recommendation supported
<b>Pilbara Zone</b>	No meeting held
<b>South Metropolitan Zone</b>	WALGA Recommendation supported
<b>South West Country Zone</b>	WALGA Recommendation supported

#### SOUTH EAST METROPOLITAN ZONE

That the Zone supports the WALGA Recommendation, subject to:

Recommendation 7 of the Submission, being modified to read:

7. That the Position Statement be amended to specify that the conditions to be placed on a subdivision assigned responsibility to the WAPC rather than the Local Government – “arrangements being made to the satisfaction of the WAPC...”.

#### **SECRETARIAT COMMENT**

Recommendation 7 was based on advice from the Department of Planning, Lands & Heritage (DPLH) that either the Western Australian Planning Commission (WAPC) and/or the Local Government could be assigned the responsibility to sign off the condition, depending on whether the Local Government was supportive of undertaking this role.

Support the proposed amendment to the interim submission to put sole responsibility for the clearance of this subdivision condition onto the WAPC.



**Moved: Mayor Logan Howlett**  
**Seconded: Mayor Tracey Roberts**

**That the interim submission on Draft Position Statement: Fibre Ready Telecommunications Infrastructure, be endorsed, subject to the following amendment:**

**Recommendation 7 of the Submission, being modified to read:**

- 7. That the Position Statement be amended to specify that the conditions to be placed on a subdivision assigned responsibility to the WAPC rather than the Local Government – “arrangements being made to the satisfaction of the WAPC...”.**

**RESOLUTION 93.6/2019**

**CARRIED**



## 5.2 Interim Submission on the WA Motorsport Strategy (05-053-03-0012 MM)

*By Marissa MacDonald, Senior Policy Advisor, Community*

### WALGA RECOMMENDATION

**That the interim submission on the WA Motorsport Strategy be endorsed.**

<b>Avon Midland Country Zone</b>	WALGA Recommendation noted
<b>Central Country Zone</b>	WALGA Recommendation supported
<b>Central Metropolitan Zone</b>	WALGA Recommendation supported
<b>East Metropolitan Zone</b>	WALGA Recommendation supported
<b>Gascoyne Zone</b>	Meeting held Thursday 5 September 2019
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation supported
<b>Great Eastern Country Zone</b>	WALGA Recommendation supported
<b>Great Southern Country Zone</b>	WALGA Recommendation supported
<b>Kimberley Zone</b>	WALGA Recommendation supported
<b>Murchison Country Zone</b>	No meeting held
<b>Northern Country Zone</b>	WALGA Recommendation supported
<b>Peel Zone</b>	WALGA Recommendation supported
<b>Pilbara Zone</b>	No meeting held
<b>South East Metropolitan Zone</b>	WALGA Recommendation supported
<b>South Metropolitan Zone</b>	WALGA Recommendation supported
<b>South West Country Zone</b>	WALGA Recommendation supported

### **NORTH METROPOLITAN ZONE (No Quorum)**

That the interim submission on the WA Motorsport Strategy be endorsed with implementation of the strategy in terms of new and/or upgraded facilities focuses on, as a priority, existing facilities and the opportunities that exist to expand these facilities to cater for additional motor sporting activities and to ensure that motor sports within Western Australia can attract state, national and international motor sporting events.

### **SECRETARIAT COMMENT**

The Zone recommendation is incorporated in the composite recommendation

**Moved: President Cr Karen Chappel**  
**Seconded: Mayor Tracey Roberts**

**That the interim submission on the WA Motorsport Strategy be endorsed with implementation of the strategy in terms of new and/or upgraded facilities focuses on, as a priority, existing facilities and the opportunities that exist to expand these facilities to cater for additional motor sporting activities and to ensure that motor sports within Western Australia can attract state, national and international motor sporting events.**

**RESOLUTION 94.6/2019**

**CARRIED**



### 5.3 Interim Submission on the State Strategy to Respond to the Abuse of Older People (Elder Abuse) (05-057-03-0001 MM)

*By Marissa MacDonald, Senior Policy Advisor, Community*

#### WALGA RECOMMENDATION

That the interim submission on the State Strategy to Respond to the Abuse of Older People (Elder Abuse) is endorsed.

<b>Avon Midland Country Zone</b>	WALGA Recommendation noted
<b>Central Country Zone</b>	WALGA Recommendation supported
<b>Central Metropolitan Zone</b>	WALGA Recommendation supported
<b>East Metropolitan Zone</b>	WALGA Recommendation supported
<b>Gascoyne Zone</b>	Meeting held Thursday 5 September 2019
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation supported
<b>Great Eastern Country Zone</b>	WALGA Recommendation supported
<b>Great Southern Country Zone</b>	WALGA Recommendation supported
<b>Kimberley Zone</b>	WALGA Recommendation supported
<b>Murchison Country Zone</b>	No meeting held
<b>Northern Country Zone</b>	WALGA Recommendation supported
<b>North Metropolitan Zone</b>	WALGA Recommendation supported (no quorum)
<b>Peel Zone</b>	WALGA Recommendation supported
<b>Pilbara Zone</b>	No meeting held
<b>South East Metropolitan Zone</b>	WALGA Recommendation supported
<b>South Metropolitan Zone</b>	WALGA Recommendation supported
<b>South West Country Zone</b>	WALGA Recommendation supported

#### WALGA RECOMMENDATION

Moved: Cr Doug Thompson  
 Seconded: President Cr Keith House

That the interim submission on the State Strategy to Respond to the Abuse of Older People (Elder Abuse) is endorsed.

**RESOLUTION 95.6/2019**

**CARRIED**





## 5.4 WA Public Libraries Strategy Forum (05-012-03-0001 KD)

By Kirstie Davis, Policy Manager Community

### WALGA RECOMMENDATION

That WALGA:

1. Supports the proposed repurposing of the accounting treatment of existing capital funds to recurrent funding.
2. Supports the proposed transfer of ownership of stock from State to Local Governments for Tier 1 Local Governments.
3. Requests State Library WA to advise the Local Government sector of the State Government corporate budget schedule and expedite annual funding allocation notifications to Local Government as soon as possible in the new financial year.

<b>Avon Midland Country Zone</b>	WALGA Recommendation noted
<b>Central Country Zone</b>	WALGA Recommendation supported
<b>Central Metropolitan Zone</b>	WALGA Recommendation supported
<b>East Metropolitan Zone</b>	WALGA Recommendation supported
<b>Gascoyne Zone</b>	Meeting held Thursday 5 September 2019
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation supported
<b>Great Eastern Country Zone</b>	WALGA Recommendation supported
<b>Great Southern Country Zone</b>	WALGA Recommendation supported
<b>Kimberley Zone</b>	WALGA Recommendation supported
<b>Murchison Country Zone</b>	No meeting held
<b>Northern Country Zone</b>	WALGA Recommendation supported
<b>North Metropolitan Zone</b>	WALGA Recommendation supported (no quorum)
<b>Pilbara Zone</b>	No meeting held
<b>South East Metropolitan Zone</b>	WALGA Recommendation supported
<b>South Metropolitan Zone</b>	WALGA Recommendation supported
<b>South West Country Zone</b>	WALGA Recommendation supported

### PEEL ZONE

That an additional point be included as point 4.

4. Requests that the State Government make a commitment that the funding to libraries will not decrease; that it will be indexed each financial year and that the discretion of how to expend the funding should remain with Local Government.

### SECRETARIAT COMMENT

The Zone's position is incorporated in the composite recommendation.



**Moved:** President Cr Michelle Rich  
**Seconded:** Cr Julie Brown

**That WALGA:**

1. Supports the proposed repurposing of the accounting treatment of existing capital funds to recurrent funding.
2. Supports the proposed transfer of ownership of stock from State to Local Governments for Tier 1 Local Governments.
3. Requests State Library WA to advise the Local Government sector of the State Government corporate budget schedule and expedite annual funding allocation notifications to Local Government as soon as possible in the new financial year.
4. Requests that the State Government make a commitment that the funding to libraries will not decrease; that it will be indexed each financial year and that the discretion of how to expend the funding should remain with Local Government.

**RESOLUTION 96.6/2019**

**CARRIED**



## 5.5 Submission on the Draft Compliance and Enforcement Policy (01-006-02-0003 MB)

By Mark Batty, Executive Manager Environment and Waste

### WALGA RECOMMENDATION

That the submission to the Department of Water and Environmental Regulation relating to the draft Compliance and Enforcement Policy be endorsed.

Avon Midland Country Zone	WALGA Recommendation noted
Central Country Zone	WALGA Recommendation supported
Central Metropolitan Zone	WALGA Recommendation supported
East Metropolitan Zone	WALGA Recommendation supported
Goldfields Esperance Country Zone	WALGA Recommendation supported
Great Eastern Country Zone	WALGA Recommendation supported
Great Southern Country Zone	WALGA Recommendation supported
Kimberley Zone	WALGA Recommendation supported
Murchison Country Zone	No meeting held
Northern Country Zone	WALGA Recommendation supported
North Metropolitan Zone	WALGA Recommendation supported (no quorum)
Peel Zone	WALGA Recommendation supported
Pilbara Zone	No meeting held
South East Metropolitan Zone	WALGA Recommendation supported
South Metropolitan Zone	WALGA Recommendation supported
South West Country Zone	WALGA Recommendation supported

### GASCOYNE COUNTRY ZONE

That the submission to the Department of Water and Environmental Regulation relating to the draft Compliance and Enforcement Policy be endorsed, subject to:

1. Noting the lack of enforcement resources dedicated to rural and remote areas; and,
2. A request that other Government officers be trained to undertake enforcement actions on behalf of the Department of Water and Environmental Regulation.

**Moved: President Cr Cheryl Cowell**  
**Seconded: President Cr Stephen Strange**

**That the submission to the Department of Water and Environmental Regulation relating to the draft Compliance and Enforcement Policy be endorsed subject to:**

1. **Noting the lack of enforcement resources dedicated to rural and remote areas; and,**
2. **A request that other Government officers be trained to undertake enforcement actions on behalf of the Department of Water and Environmental Regulation.**

**RESOLUTION 97.6/2019**

**CARRIED**



## 5.6 Submission on the Environment Protection Authority's Greenhouse Gas Emissions Guidance (05-025-03-0001 LS)

By Laura Simes, Environment Policy Advisor

### WALGA RECOMMENDATION

That the WALGA submission on the Environmental Protection Authority's proposed Greenhouse Gas Emissions Guidance be endorsed.

Avon Midland Country Zone	WALGA Recommendation noted
Central Country Zone	WALGA Recommendation supported
Central Metropolitan Zone	WALGA Recommendation supported
East Metropolitan Zone	WALGA Recommendation supported
Gascoyne Zone	Meeting held Thursday 5 September 2019
Goldfields Esperance Country Zone	WALGA Recommendation supported
Great Eastern Country Zone	WALGA Recommendation supported
Great Southern Country Zone	WALGA Recommendation supported
Kimberley Zone	WALGA Recommendation supported
Murchison Country Zone	No meeting held
Northern Country Zone	WALGA Recommendation supported
North Metropolitan Zone	WALGA Recommendation supported (no quorum)
Peel Zone	WALGA Recommendation supported
Pilbara Zone	No meeting held
South East Metropolitan Zone	WALGA Recommendation supported
South Metropolitan Zone	WALGA Recommendation supported
South West Country Zone	WALGA Recommendation supported

Moved: Cr Julie Brown  
Seconded: Cr Kate Driver

That the WALGA submission on the Environmental Protection Authority's proposed Greenhouse Gas Emissions Guidance be endorsed.

**RESOLUTION 98.6/2019**

**CARRIED**



## 5.7 Road Safety Strategy for WA Beyond 2020 (05-009-03-0014 TAP)

By Terri-Anne Pettet, Manager RoadWise Program

### WALGA RECOMMENDATION

That the submission to the Road Safety Council, for consideration in developing the next road safety strategy for Western Australia, be endorsed.

Central Country Zone	WALGA Recommendation supported
East Metropolitan Zone	WALGA Recommendation supported
Gascoyne Zone	Meeting held Thursday 5 September 2019
Goldfields Esperance Country Zone	WALGA Recommendation supported
Great Eastern Country Zone	WALGA Recommendation supported
Great Southern Country Zone	WALGA Recommendation supported
Kimberley Zone	WALGA Recommendation supported
Murchison Country Zone	No meeting held
North Metropolitan Zone	WALGA Recommendation supported (no quorum)
Peel Zone	WALGA Recommendation supported
Pilbara Zone	No meeting held
South East Metropolitan Zone	WALGA Recommendation supported
South Metropolitan Zone	WALGA Recommendation supported
South West Country Zone	WALGA Recommendation supported

### NORTHERN COUNTRY ZONE

That The Northern Country Zone of WALGA endorses the WALGA Officers' recommendation for State Council Agenda Item 5.7, with the proviso that the Northern Country Zone does not support the reduction of the speed limit to 100km an hour on rural roads.

### CENTRAL METROPOLITAN ZONE

1. That the submission to the Road Safety Council, for consideration in developing the next road safety strategy for Western Australia, be endorsed, subject to the word management being changed to reform in each case in points 4 and 5; and
2. That the Central Metropolitan Zone thank Terri-Anne Pettit, Manager Road Wise Program for her comprehensive submission

### AVON-MIDLAND COUNTRY ZONE

That the Zone recommends that consideration be given to a 120km/h speed limit on rural highways where these highways (a) have been reconstructed to an appropriate standard to safely allow for a 120km/h speed limit and (b) include a one metre wide separation centre line with double audible markers.

### SECRETARIAT COMMENT

The existing policy position of the Association is that Local Governments support retention of WA's default open road speed limit at 110 km/h and oppose the proposed reduction to 100 km/h. This was considered in consultation, prior to developing the submission to the Road Safety Council and has been implicitly retained.

The proposed approach, involving the implementation of comprehensive speed management plans seeks to draw from evidence based practice in other jurisdictions. Such plans would be more than engineering based assessments of road segments, installation of speed limit signs and enforcement activities. Effective speed management plans would create safe speed environments taking into consideration people and place aspects. A key element of comprehensive speed



management plans is to reform existing regulations and policies that would ensure that the decision making framework is strongly focussed on these place and people aspects, providing Local Governments seeking lower speed limits, specifically in built up areas, much stronger influence.

Significant research in Australian conditions (for example Cameron, M 2003 Potential Benefits and Costs of Speed Changes on Rural Roads) has been undertaken to estimate the optimal speed limit on various classes of rural roads. This concludes that the optimum speed limit on rural freeways is 120km/h for cars and light commercial vehicles and 95 km/h for trucks. On fully divided rural roads, the optimum speed limits are 110km for cars and light commercials and 90km/h for trucks.

The standards to which rural highways are being constructed in WA, including those with a one metre wide central separation and double audible edge markers are well below those required of rural freeways and fully divided rural roads. Rural highways in WA have uncontrolled access from side roads and driveways and do not provide a second lane for continuous passing opportunities.

The research findings, considering all costs and benefits, indicate that on undivided rural roads, even those with sealed shoulders and audible edge lines the optimal speed limit is approximately 100km/h on generally straight sections and less on winding sections of road.

**Moved: Cr Jan Court**  
**Seconded: Cr Nige Jones**

**That the submission to the Road Safety Council, for consideration in developing the next road safety strategy for Western Australia, be endorsed with the word 'management' being replaced with the word 'reform' in each case in points 4 and 5.**

#### **AMENDMENT**

**Moved: President Cr Phillip Blight**  
**Seconded: President Cr Karen Chappel**

**That point 2 be added as follows:**

- 2 WALGA opposes the blanket reduction in speed limits and confirms the existing policy position supporting retention of WA's default open road speed limit at 110kms per hour.**

**CARRIE**

**D**

#### **THE MOTION AS AMENDED NOW READS:**

**That the submission to the Road Safety Council, for consideration in developing the next road safety strategy for Western Australia, be endorsed subject to;**

- 1. the word 'management' being replaced with the word 'reform' in each case in points 4 and 5; and**
- 2. WALGA opposes the blanket reduction in speed limits and confirms the existing policy position supporting retention of WA's default open road speed limit at 110kms per hour.**

**RESOLUTION 99.6/2019**

**THE MOTION AS AMENDED WAS PUT AND CARRIED**



## 5.8 Interim Submission – Revitalising Agricultural Region Freight Strategy (05-006-02-0006 ID)

*By Ian Duncan, Executive Manager Infrastructure*

### WALGA RECOMMENDATION

That the interim submission to the Department of Transport on the draft Revitalising Agricultural Region Freight Strategy be endorsed.

<b>Avon Midland Country Zone</b>	WALGA Recommendation supported
<b>Central Country Zone</b>	WALGA Recommendation supported
<b>Central Metropolitan Zone</b>	WALGA Recommendation supported
<b>East Metropolitan Zone</b>	WALGA Recommendation supported
<b>Gascoyne Zone</b>	Meeting held Thursday 5 September 2019
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation supported
<b>Great Eastern Country Zone</b>	WALGA Recommendation supported
<b>Great Southern Country Zone</b>	WALGA Recommendation supported
<b>Kimberley Zone</b>	WALGA Recommendation supported
<b>Murchison Country Zone</b>	No meeting held
<b>Northern Country Zone</b>	WALGA Recommendation supported
<b>North Metropolitan Zone</b>	WALGA Recommendation supported (no quorum)
<b>Peel Zone</b>	WALGA Recommendation supported
<b>Pilbara Zone</b>	No meeting held
<b>South East Metropolitan Zone</b>	WALGA Recommendation supported
<b>South West Country Zone</b>	WALGA Recommendation supported

### SOUTH METROPOLITAN ZONE

That the interim submission to the Department of Transport on the draft Revitalising Agricultural Regional Freight Strategy be endorsed, subject to the following paragraph being included in the Submission.

“Industry investment to increase road transport efficiency, largely through increased payloads per truck, inevitably requires increased investment in roads if these vehicles are able to operate end to end. There is currently no mechanism to enable part of the productivity benefit to be used to fund the infrastructure improvement needed. This potentially results in lost opportunities”.

### **SECRETARIAT COMMENT**

The paragraph identified can be usefully added to Section 4.7 (Funding System Deficiencies) of the submission and a revision provided to the Department of Transport.



**Moved: President Cr Stephen Strange**  
**Seconded: President Cr Malcolm Cullen**

**That the interim submission to the Department of Transport on the draft Revitalising Agricultural Regional Freight Strategy be endorsed, with the addition to Section 4.7 of the following paragraph:**

**“Industry investment to increase road transport efficiency, largely through increased payloads per truck, inevitably requires increased investment in roads if these vehicles are able to operate end to end. There is currently no mechanism to enable part of the productivity benefit to be used to fund the infrastructure improvement needed. This potentially results in lost opportunities”.**

**RESOLUTION 100.6/2019**

**CARRIED**





**5.9 Policy Templates: (1) Works in the Local Government Road Reserve; and (2) Events in the Local Government Road Reserve (05-001-02-0008 MS)**

*By Mal Shervill, Policy Officer Road Safety and Mark Bondiotti, Policy Manager Transport and Roads*

**WALGA RECOMMENDATION**

That the following Policy Templates be endorsed:

1. Works in the Local Government Road Reserve; and
2. Events in the Local Government Road Reserve.

<b>Avon Midland Country Zone</b>	WALGA Recommendation supported
<b>Central Country Zone</b>	WALGA Recommendation supported
<b>Central Metropolitan Zone</b>	WALGA Recommendation supported
<b>East Metropolitan Zone</b>	WALGA Recommendation supported
<b>Gascoyne Zone</b>	Meeting held Thursday 5 September 2019
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation supported
<b>Great Eastern Country Zone</b>	WALGA Recommendation supported
<b>Great Southern Country Zone</b>	WALGA Recommendation supported
<b>Kimberley Zone</b>	WALGA Recommendation supported
<b>Murchison Country Zone</b>	No meeting held
<b>Northern Country Zone</b>	WALGA Recommendation supported
<b>North Metropolitan Zone</b>	WALGA Recommendation supported (no quorum)
<b>Peel Zone</b>	WALGA Recommendation supported
<b>Pilbara Zone</b>	No meeting held
<b>South East Metropolitan Zone</b>	WALGA Recommendation supported
<b>South West Country Zone</b>	WALGA Recommendation supported

**SOUTH METROPOLITAN ZONE**

That the following Policy Templates be endorsed:

1. Works in the Local Government Road Reserve, subject to adding, "other utility providers that have exemptions" in Item 5; and
2. Events in the Local Government Road Reserve

**SECRETARIAT COMMENT**

The Zone's recommendation has been incorporated in the composite recommendation.

**Moved: Cr Julie Brown**  
**Seconded: Cr Doug Thompson**

That the following Policy Templates be endorsed:

1. Works in the Local Government Road Reserve, subject to adding, 'other utility providers that have exemptions' in Item 5; and
2. Events in the Local Government Road Reserve.

**RESOLUTION 101.6/2019**

**CARRIED**



**MATTERS FOR CONSIDERATION BY STATE COUNCILLORS  
(UNDER SEPARATE COVER)**

**5.10 State Council and Zone Structure and Process Working Group Report  
(01-004-05-0002 TL)**

Moved: President Cr Tony Dean  
Seconded: President Cr Keith House

That:

1. The Working Group's Final Report be noted and released to the Local Government sector for information and consultation;
2. Recommendations 5, 6, 7, and 8 be endorsed for immediate implementation; and,
3. Recommendations 1, 2, 3, 4, 9, and 10 be endorsed in principle subject to sector and Zone consultation being undertaken during September, October, and November 2019, with a report brought to the December 2019 State Council meeting for final endorsement.

**RESOLUTION 102.6/2019**

**CARRIED**

**5.11 Select Committee Submission (05-034-01-0007 TB)**

Moved: Mayor Logan Howlett  
Seconded: Cr Les Price

That the Interim Submission to the Select Committee into Local Government be endorsed.

**RESOLUTION 103.6/2019**

**CARRIED**

**5.12 Executive Committee Minutes (01-006-03-0006 TB)**

Moved: President Cr Karen Chappel  
Seconded: President Cr Phillip Blight

That the Minutes of the Executive Committee Meetings held 17 July and 21 August 2019 be endorsed.

**RESOLUTION 104.6/2019**

**CARRIED**



### **5.13 Selection Committee Minutes (01-006-03-0011 CO)**

*Cr Jon Strachan declared an interest in item 5.13 and left the room at 12:20pm.*

**Moved:** Cr Doug Thompson  
**Seconded:** Mayor Logan Howlett

**That:**

1. The recommendations contained in the 20 August 2019 Selection Committee Minutes be endorsed; and
2. The resolution contained in the 20 August 2019 Selection Committee Minutes be noted.

**RESOLUTION 105.6/2019**

**CARRIED**

*Cr Jon Strachan returned to the meeting at 12:21pm.*

### **5.14 LGIS Board Minutes**

**Moved:** Cr Julie Brown  
**Seconded:** Cr Doug Thompson

**That the Minutes of the LGIS Board meetings held 27 June and 15 August 2019 be endorsed.**

**RESOLUTION 106.6/2019**

**CARRIED**

*Jonathan Seth left the room at 12:21pm*

### **5.15 WALGA LGIS Trust Deed Variations - CONFIDENTIAL**

### **5.16 WALGA LGIS Review Actions - CONFIDENTIAL**

### **5.17 2019 Annual General Meeting (01-003-02-0003 TB)**

*Jonathan Seth returned to the room at 12:31pm.*

**Moved:** Mayor Logan Howlett  
**Seconded:** President Cr Karen Chappel

**That:**

1. The Motions passed by the 2019 Annual General Meeting be noted; and,
2. All items be forwarded to the relevant State Council Policy Team/Forum/Committee for action.
3. A report on the progress and action taken in respect to the AGM items be presented to State Council no later than the March 2020 State Council Meeting.

**RESOLUTION 109.6/2019**

**CARRIED**



## 6. MATTERS FOR NOTING / INFORMATION

### 6.1 Submission to the Select Committee into Local Government (05-034-02-0014 TB/TL)

*By Tony Brown, Executive Manager Governance and Organisational Services, and Tim Lane, Manager Strategy and Association Governance*

#### WALGA RECOMMENDATION

That State Council note:

1. Establishment of the Select Committee into Local Government; and,
2. The Process for the development of WALGA's submission to the Committee.

Avon Midland Country Zone	WALGA Recommendation noted
Central Country Zone	WALGA Recommendation noted
Central Metropolitan Zone	WALGA Recommendation noted
East Metropolitan Zone	WALGA Recommendation noted
Gascoyne Zone	Meeting held Thursday 5 September 2019
Goldfields Esperance Country Zone	WALGA Recommendation noted
Great Eastern Country Zone	WALGA Recommendation noted
Great Southern Country Zone	WALGA Recommendation noted
Kimberley Zone	WALGA Recommendation noted
Murchison Country Zone	No meeting held
North Metropolitan Zone	WALGA Recommendation noted (no quorum)
Northern Country Zone	WALGA Recommendation noted
Peel Zone	WALGA Recommendation noted
Pilbara Zone	No meeting held
South East Metropolitan Zone	WALGA Recommendation noted
South Metropolitan Zone	WALGA Recommendation noted
South West Country Zone	WALGA Recommendation noted

Moved: Mayor Logan Howlett  
 Seconded: Cr Giovanni Italiano

That State Council note:

1. Establishment of the Select Committee into Local Government; and,
2. The Process for the development of WALGA's submission to the Committee.

**RESOLUTION 110.6/2019**

**CARRIED**



## 6.2 Cooperation and Shared Services (05-015-03-0001 ABM)

By Anne Banks-McAllister, Regional Capacity Building

### WALGA RECOMMENDATION

That State Council notes the *Cooperation & Shared Services (June 2019)* document.

<b>Avon Midland Country Zone</b>	WALGA Recommendation noted
<b>Central Country Zone</b>	WALGA Recommendation noted
<b>Central Metropolitan Zone</b>	WALGA Recommendation noted
<b>East Metropolitan Zone</b>	WALGA Recommendation noted
<b>Gascoyne Zone</b>	Meeting held Thursday 5 September 2019
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation noted
<b>Great Eastern Country Zone</b>	WALGA Recommendation noted
<b>Great Southern Country Zone</b>	WALGA Recommendation noted
<b>Kimberley Zone</b>	WALGA Recommendation noted
<b>Murchison Country Zone</b>	No meeting held
<b>North Metropolitan Zone</b>	WALGA Recommendation noted (no quorum)
<b>Northern Country Zone</b>	WALGA Recommendation noted
<b>Peel Zone</b>	WALGA Recommendation noted
<b>Pilbara Zone</b>	No meeting held
<b>South East Metropolitan Zone</b>	WALGA Recommendation noted
<b>South Metropolitan Zone</b>	WALGA Recommendation noted
<b>South West Country Zone</b>	WALGA Recommendation noted

Moved: Mayor Logan Howlett  
 Seconded: Cr Giovanni Italiano

That State Council notes the *Cooperation & Shared Services (June 2019)* document.

**RESOLUTION 111.6/2019**

**CARRIED**



### 6.3 Draft Terms of Reference for an Inquiry into Local Government Fees and Charges (05-001-03-0006 NF)

*By Nebojsa Franich, Policy Manager Economics*

#### WALGA RECOMMENDATION

That State Council note the Draft Terms of Reference for an Inquiry into Local Government Fees and Charges.

<b>Avon Midland Country Zone</b>	WALGA Recommendation noted
<b>Central Country Zone</b>	WALGA Recommendation noted
<b>Central Metropolitan Zone</b>	WALGA Recommendation noted
<b>East Metropolitan Zone</b>	WALGA Recommendation noted
<b>Gascoyne Zone</b>	Meeting held Thursday 5 September 2019
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation noted
<b>Great Eastern Country Zone</b>	WALGA Recommendation noted
<b>Great Southern Country Zone</b>	WALGA Recommendation noted
<b>Kimberley Zone</b>	WALGA Recommendation noted
<b>Murchison Country Zone</b>	No meeting held
<b>North Metropolitan Zone</b>	WALGA Recommendation noted (no quorum)
<b>Northern Country Zone</b>	WALGA Recommendation noted
<b>Peel Zone</b>	WALGA Recommendation noted
<b>Pilbara Zone</b>	No meeting held
<b>South East Metropolitan Zone</b>	WALGA Recommendation noted
<b>South Metropolitan Zone</b>	WALGA Recommendation noted
<b>South West Country Zone</b>	WALGA Recommendation noted

**Moved: Mayor Logan Howlett**  
**Seconded: Cr Giovanni Italiano**

That State Council note the Draft Terms of Reference for an Inquiry into Local Government Fees and Charges.

**RESOLUTION 112.6/2019**

**CARRIED**



## 6.4 Public Health Advocacy Plan (05-031-01-0001 KD)

By Kirstie Davis, Policy Manager Community

### WALGA RECOMMENDATION

That State Council note the WALGA Public Health Advocacy Plan.

<b>Avon Midland Country Zone</b>	WALGA Recommendation noted
<b>Central Country Zone</b>	WALGA Recommendation noted
<b>Central Metropolitan Zone</b>	WALGA Recommendation noted
<b>East Metropolitan Zone</b>	WALGA Recommendation noted
<b>Gascoyne Zone</b>	Meeting held Thursday 5 September 2019
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation noted
<b>Great Eastern Country Zone</b>	WALGA Recommendation noted
<b>Great Southern Country Zone</b>	WALGA Recommendation noted
<b>Kimberley Zone</b>	WALGA Recommendation noted
<b>Murchison Country Zone</b>	No meeting held
<b>North Metropolitan Zone</b>	WALGA Recommendation noted (no quorum)
<b>Northern Country Zone</b>	WALGA Recommendation noted
<b>Peel Zone</b>	WALGA Recommendation noted
<b>Pilbara Zone</b>	No meeting held
<b>South East Metropolitan Zone</b>	WALGA Recommendation noted
<b>South Metropolitan Zone</b>	WALGA Recommendation noted
<b>South West Country Zone</b>	WALGA Recommendation noted

Moved: Mayor Logan Howlett  
 Seconded: Cr Giovanni Italiano

That State Council note the WALGA Public Health Advocacy Plan.

**RESOLUTION 113.6/2019**

**CARRIED**



**6.5 Completion of the Managing Alcohol in Our Communities Guide (06-045-01-0001 KD)**

*By Kirstie Davis, Policy Manager Community*

**WALGA RECOMMENDATION**

**That State Council note the completion of the Managing Alcohol in Our Communities Guide.**

<b>Avon Midland Country Zone</b>	WALGA Recommendation noted
<b>Central Country Zone</b>	WALGA Recommendation noted
<b>Central Metropolitan Zone</b>	WALGA Recommendation noted
<b>East Metropolitan Zone</b>	WALGA Recommendation noted
<b>Gascoyne Zone</b>	Meeting held Thursday 5 September 2019
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation noted
<b>Great Eastern Country Zone</b>	WALGA Recommendation noted
<b>Great Southern Country Zone</b>	WALGA Recommendation noted
<b>Kimberley Zone</b>	WALGA Recommendation noted
<b>Murchison Country Zone</b>	No meeting held
<b>North Metropolitan Zone</b>	WALGA Recommendation noted (no quorum)
<b>Northern Country Zone</b>	WALGA Recommendation noted
<b>Peel Zone</b>	WALGA Recommendation noted
<b>Pilbara Zone</b>	No meeting held
<b>South East Metropolitan Zone</b>	WALGA Recommendation noted
<b>South Metropolitan Zone</b>	WALGA Recommendation noted
<b>South West Country Zone</b>	WALGA Recommendation noted

**Moved: Mayor Logan Howlett**  
**Seconded: Cr Giovanni Italiano**

**That State Council note the completion of the Managing Alcohol in Our Communities Guide.**

**RESOLUTION 114.6/2019**

**CARRIED**





**6.6 Local Government Coastal Hazard Planning – Issues Paper (05-036-03-0065 AR)**

*By Ashley Robb, Project Officer, Planning and Improvement*

**WALGA RECOMMENDATION**

That State Council note the Association's preparation of the *Local Government Coastal Hazard Planning – Issues Paper (2019)*.

<b>Avon Midland Country Zone</b>	WALGA Recommendation noted
<b>Central Country Zone</b>	WALGA Recommendation noted
<b>Central Metropolitan Zone</b>	WALGA Recommendation noted
<b>East Metropolitan Zone</b>	WALGA Recommendation noted
<b>Gascoyne Zone</b>	Meeting held Thursday 5 September 2019
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation noted
<b>Great Eastern Country Zone</b>	WALGA Recommendation noted
<b>Great Southern Country Zone</b>	WALGA Recommendation noted
<b>Kimberley Zone</b>	WALGA Recommendation noted
<b>Murchison Country Zone</b>	No meeting held
<b>North Metropolitan Zone</b>	WALGA Recommendation noted (no quorum)
<b>Northern Country Zone</b>	WALGA Recommendation noted
<b>Peel Zone</b>	WALGA Recommendation noted
<b>Pilbara Zone</b>	No meeting held
<b>South East Metropolitan Zone</b>	WALGA Recommendation noted
<b>South Metropolitan Zone</b>	WALGA Recommendation noted
<b>South West Country Zone</b>	WALGA Recommendation noted

Moved: Mayor Logan Howlett  
 Seconded: Cr Giovanni Italiano

That State Council note the Association's preparation of the *Local Government Coastal Hazard Planning – Issues Paper (2019)*.

**RESOLUTION 115.6/2019**

**CARRIED**



## 6.7 Climate Resilient Councils – Preparing for the Impacts of Climate Change (06-076-01-0001 LS)

By Laura Simes, Environment Policy Advisor

### WALGA RECOMMENDATION

That State Council note the commencement of the Climate Resilient Councils project, following WALGA's successful bid for Commonwealth Natural Disaster Resilience Program funding.

Avon Midland Country Zone	WALGA Recommendation noted
Central Country Zone	WALGA Recommendation noted
Central Metropolitan Zone	WALGA Recommendation noted
East Metropolitan Zone	WALGA Recommendation noted
Gascoyne Zone	Meeting held Thursday 5 September 2019
Goldfields Esperance Country Zone	WALGA Recommendation noted
Great Eastern Country Zone	WALGA Recommendation noted
Great Southern Country Zone	WALGA Recommendation noted
Kimberley Zone	WALGA Recommendation noted
Murchison Country Zone	No meeting held
North Metropolitan Zone	WALGA Recommendation noted (no quorum)
Northern Country Zone	WALGA Recommendation noted
Peel Zone	WALGA Recommendation noted
Pilbara Zone	No meeting held
South East Metropolitan Zone	WALGA Recommendation noted
South Metropolitan Zone	WALGA Recommendation noted
South West Country Zone	WALGA Recommendation noted

Moved: Mayor Logan Howlett  
 Seconded: Cr Giovanni Italiano

That State Council note the commencement of the Climate Resilient Councils project, following WALGA's successful bid for Commonwealth Natural Disaster Resilience Program funding.

**RESOLUTION 116.6/2019**

**CARRIED**



## 6.8 Report Municipal Waste Advisory Council (MWAC) (01-006-03-008 RNB)

*By Rebecca Brown, Manager Waste and Recycling*

### WALGA RECOMMENDATION

That State Council note the resolutions of the Municipal Waste Advisory Council at its 26 June 2019 meeting.

<b>Avon Midland Country Zone</b>	WALGA Recommendation noted
<b>Central Country Zone</b>	WALGA Recommendation noted
<b>Central Metropolitan Zone</b>	WALGA Recommendation noted
<b>East Metropolitan Zone</b>	WALGA Recommendation noted
<b>Gascoyne Zone</b>	Meeting held Thursday 5 September 2019
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation noted
<b>Great Eastern Country Zone</b>	WALGA Recommendation noted
<b>Great Southern Country Zone</b>	WALGA Recommendation noted
<b>Kimberley Zone</b>	WALGA Recommendation noted
<b>Murchison Country Zone</b>	No meeting held
<b>North Metropolitan Zone</b>	WALGA Recommendation noted (no quorum)
<b>Northern Country Zone</b>	WALGA Recommendation noted
<b>Peel Zone</b>	WALGA Recommendation noted
<b>Pilbara Zone</b>	No meeting held
<b>South East Metropolitan Zone</b>	WALGA Recommendation noted
<b>South Metropolitan Zone</b>	WALGA Recommendation noted
<b>South West Country Zone</b>	WALGA Recommendation noted

**Moved: Mayor Logan Howlett**  
**Seconded: Cr Giovanni Italiano**

That State Council note the resolutions of the Municipal Waste Advisory Council at its 26 June 2019 meeting.

**RESOLUTION 117.6/2019**

**CARRIED**



## **7. ORGANISATIONAL REPORTS**

### **7.1 Key Activity Reports**

#### **7.1.1 Report on Key Activities, Environment and Waste (01-006-03-0017 MJB)**

**Moved: Mayor Tracey Roberts**  
**Seconded: President Cr Phillip Blight**

That the Key Activities Report from the Environment and Waste Unit to the September 2019 State Council meeting be noted.

**RESOLUTION 118.6/2019**

**CARRIED**

#### **7.1.2 Report on Key Activities, Governance and Organisational Services (01-006-03-0007 TB)**

**Moved: Mayor Tracey Roberts**  
**Seconded: President Cr Phillip Blight**

That the Key Activities Report from the Governance and Organisational Services Unit to the September 2019 State Council meeting be noted.

**RESOLUTION 119.6/2019**

**CARRIED**

#### **7.1.3. Report on Key Activities, Infrastructure (05-001-02-0003 ID)**

**Moved: Mayor Tracey Roberts**  
**Seconded: President Cr Phillip Blight**

That the Key Activities Report from the Infrastructure Unit to the September 2019 State Council meeting be noted.

**RESOLUTION 120.6/2019**

**CARRIED**

#### **7.1.4 Report on Key Activities, People and Place (01-006-03-0014 JB)**

**Moved: Mayor Tracey Roberts**  
**Seconded: President Cr Phillip Blight**

That the Key Activities Report from the People and Place Unit to September 2019 State Council meeting be noted.

**RESOLUTION 121.6/2019**

**CARRIED**

*Cr Nige Jones left the room 12:50pm*

**7.2 Policy Forum Reports (01-006-03-0007 TB)**

**Moved:** Mayor Tracey Roberts  
**Seconded:** President Cr Phillip Blight

That the reports on the key activities of the Association's Policy Forums to the September 2019 State Council meeting be noted.

**RESOLUTION 122.6/2019**

**CARRIED**

**7.3 President's Report**

**Moved:** Cr Julie Brown  
**Seconded:** Cr Giovanni Italiano

That the President's Report for September 2019 be received.

**RESOLUTION 123.6/2019**

**CARRIED**

*Cr Nige Jones returned to the room at 12:53pm*

**7.4 CEO's Report**

**Moved:** Mayor Logan Howlett  
**Seconded:** President Cr Malcolm Cullen

That the CEO's Report for September 2019 be received.

**RESOLUTION 124.6/2019**

**CARRIED**



## **8. ADDITIONAL ZONE RESOLUTIONS**

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**Moved:** President Cr Phillip Blight  
**Seconded:** Mayor Tracey Roberts

**That the following Central Country Zone item be discussed.**

### **Report on Key Activities, Environment and Waste Unit – Environment and Waste**

That the Central Country Zone advise WALGA that it is opposed to the use of the words “climate emergency” in place of the words “climate change” and the Zone State Councillor Cr Blight be requested to pursue this change on the Zone’s behalf.

### **RESOLUTION 125.6/2019**

**CARRIED**

**Moved:** President Cr Phillip Blight  
**Seconded:** Cr Jenna Ledgerwood

**That WALGA’s Climate Change policy be reviewed.**

**LOST**

**Moved:** Mayor Logan Howlett  
**Seconded:** Cr Giovanni Italiano

**That the additional Zone Resolutions from the August 2019 round of Zone meetings as follows, be referred to the appropriate policy area for consideration and appropriate action.**

### **RESOLUTION 126.6/2019**

**CARRIED**

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## **GASCOYNE COUNTRY ZONE**

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### **Local Government Innovation Fund – Governance and Organisational Services**

That WALGA advocate for the State Government to establish a Local Government Innovation Fund, for Local Governments with a small rate base, to fund innovative projects with a broad Local Government benefit.

### **Financial Assistance Grants – Economics**

That the Gascoyne Zone request WALGA to:

1. Vigorously pursue the release of the findings of the 2013 FAGs Review;
2. Note the position taken at the ALGA National General Assembly supporting a review of the FAGs allocations; and,
3. Develop a policy position supporting a review of the FAGs methodology.

### **Nyngulu (Ningaloo) Coastal Reserves Draft Joint Management Plan – Environment and Waste**

That the Gascoyne Zone request WALGA to follow up on the Ningaloo Coast Regional Strategy Carnarvon to Exmouth – Nyngulu (Ningaloo) Coastal Reserves, Draft Joint Management Plan seeking a response before the November meeting.

### **Restricted Access Vehicle Operating Condition – Infrastructure**



That the Gascoyne Zone request WALGA to establish a Working Group relating to the Restricted Access Vehicle Operating Condition issue as soon as possible, to allow the Working Group to develop possible options prior to meeting with Main Roads.

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## CENTRAL COUNTRY ZONE

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### **Lack of Respect and Responsiveness to Local Government and Managing Unwarranted, Untruthful and Sensationalised Reporting of Local Government – 4WDL VROC –**

1. Governance & Organisational Services 2. Marketing & Finance

1. That the Central Country Zone request WALGA to take a more proactive approach in insisting that the State Government (including its agencies and departments) cooperate properly and respectfully in its dealings with Local Government as an equal partner, in trying to achieve outcomes for the community at large.
2. That WALGA continue its concerted effort to dispel mistruths perpetuated by some sections of the media and strive to ensure that a more balanced reporting regime prevails

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## SOUTH WEST COUNTRY ZONE

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### **Assessment Standards of Financial Sustainability of Councils – Governance and Organisational Services**

That the SW Zone request WALGA lobby;

- A. For a review of DLGC sustainability measures (ratio benchmarks) in conjunction with the AOG and consider;
  1. That Adverse trends identified by auditors based on ratios should be made on three- or five-year rolling averages rather single years to account for year to year anomalies including revaluations or accounting reclassifications.
  2. That Separate benchmarks be established in accordance with individual Councils band level as the current methodology is a one size fits all approach and does not reflect financial capacity or geographical area.
- B. DLGC to provide support and advocacy to the local government sector on issues including the rate ability of land under state agreement acts with a view to improving the sustainability of Local governments.

### **Amendments to CALM Act – Environment and Waste**

That the SW Zone request WALGA lobby;

- A. For policy change of the Conservation and Land Management Act 1984 to ensure impacted landholders are adequately supported and recompensed in the instance where State Government activities and/or incidents resulting in damage to property; and
- B. Seek clarification on the status of the Department of Conservation and Attractions Good Neighbor Policy and when (or if) it applies; and
- C. That the State Government widely communicate the amendments made in 2016 to Section 132 of the Conservation and Land Management Act 1984 and the implications of these amendments on landholders; and
- D. That the State Government recompense impacted landholders from the Lewana and Blackwood Complex bushfires.




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## **CENTRAL METROPOLITAN ZONE**

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### **WALGA Preferred Supplier Arrangements – Business Solutions**

WALGA provide the spend and save reports including the amount of rebates earned by WALGA from the preferred supplier arrangements under the program to every member Council annually, or six monthly on request.

### **Traffic Speeds in Urban West Australia - Infrastructure**

That the WA Local Government Association develop a policy on the traffic speeds in urban West Australia to meet the needs of current and future Australians based on national and international evidence regarding safety, amenity, illness prevention and sustainability. That the policy statement be used to progress speed reform in urban WA.

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## **SOUTH EAST METROPOLITAN ZONE**

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### **Local Government Role in Building Control – People & Place**

That WALGA Officers:

1. Continue to advocate for the “Top Ten issues” resolved by State Council in 2017 and prepare a State Council report detailing the current status of WALGA’s advocacy on building safety, structural integrity and regulation issues;
2. Consult with the sector to determine what the role of Local Government should be in building regulation control; and
3. Develop an advocacy strategy on behalf of Local Governments for State Government to urgently prioritise legislative reform that addresses systemic failures that are eroding confidence in the safety and structural integrity of buildings in Western Australia.

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## **SOUTH METROPOLITAN ZONE**

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### **Advocacy for Improvement in the Provision of Pavement Marking Services by Main Roads WA - Infrastructure**

That WALGA:

1. Raise with Main Roads Western Australia concerns regarding the long delays being experienced by Local Governments in the provision of pavement marking services, the implications of these delays and advocate for improvement in this service.
2. Approach Main Roads WA to request that they set up a panel contract that Local Government can access for the line marking contractors, to create greater efficiencies.

### **Grant Program Advocacy – Local Government Greening Perth – Environment and Waste**

That as the voice of Local Government in Western Australia, that WALGA advocates for a ‘Local Government Greening Perth grant program allocating \$10 - \$20 million annually, for Perth metropolitan Local Governments to grow and maintain their urban forests.





## 9. SPECIAL URGENT BUSINESS

Moved: President Cr Tony Dean  
 Seconded: President Cr Michelle Rich

That the item of Special Urgent Business relating to Action to Reduce Run-off Road Crashes in Rural WA be considered.

RESOLUTION 127.6/2019

CARRIED

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### 9.1 Action to Reduce Run-off Road Crashes in Rural WA

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Single vehicle crashes are the most common crash type resulting in death and serious injury on rural roads in WA. In the five year period from 2013 to 2017, 61% of all fatalities and serious injuries in regional areas were as a result of single vehicle crashes.<sup>1</sup> For the same period, run off road crashes was the crash type resulting in the largest number of fatalities and serious injuries on Local Government managed roads in rural and remote WA.

There is evidence that specific road and roadside treatments aimed at reducing run-off road crashes are effective. The report *An Evaluation of the Effectiveness and Cost-effectiveness of a Rural Run-off road Crash Program in Western Australia* (Chow K, Meuleners L, Wong A, August 2016) examined approximately 984 kilometres of rural WA roads with specific run-off road treatments funded by the Rural Run-off Road Crash Program (2012/13, 2013/14 and 2014/15). Specific treatments examined included shoulder widening and/or sealing and audible edge-lines or white-lines. The before-and-after study period was from February 2007 to December 2015. The evaluation considered 57 sites and overall the sites reported a 35.5% reduction in run-off road crashes; an 18.4% reduction in run-off road casualty crashes; and a 25.6% reduction in run-off road KSI crashes.

The Western Australian Government invests approximately \$25 million per year from the Road Trauma Trust Account in targeted treatment of State highways to reduce run-off road crashes plus a similar amount to upgrade specific road sections for safety and productivity benefits. There has been an approach from the State to the Federal Government to fund a large scale program of work to treat 17,000km of State highways. The proposal is to invest \$100 million per year over 9 years, funded \$80 million per year by the Federal Government and \$20 million per year from the State Government.

Given the impact of road trauma on rural communities, Local Governments may wish to individually and collectively support this initiative through activities to encourage the Federal Government to financially support the program. It is anticipated that the motoring association, RAC WA will be advocating for this initiative in the 2020/21 pre-budget submission.

State Council will today be considering a submission to the Road Safety Council concerning the State's road safety strategy from 2020. The draft WALGA submission proposes the development and implementation of a speed management plan, rather than blanket reductions in speed limits. If this position is supported, then alternatives need to be considered to address the comparatively high rate of road trauma in regional Western Australia. Low cost treatments to upgrading significant lengths of roads and road sides is one measure that has been shown to be effective in reducing the frequency of death and serious injury from run off road crashes

In the 2019/20 and previous State budget submissions, WALGA has unsuccessfully advocated for funding to address run-off road crashes on targeted roads under Local Government control. State Government investment in reducing run-off road crashes would not necessarily need to increase should this initiative to secure Federal funding be successful. Consequently supporting the proposed investment is not directly competitive with the bid for investment in Local Government roads.

Issues to be considered are:

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<sup>1</sup> Road Safety Commission 29 August 2019



- The benefits and risks of WALGA and Councils advocating to the Federal Government for investment in reducing run off road crashes on rural Western Australian highways; and
- The advocacy approaches and activities State Council support, if any; and
- Timing and resourcing for any proposed activity.

*Cr Jenna Ledgerwood left the meeting at 1:26 and returned at 1:27pm.*

**Moved: President Cr Stephen Strange**  
**Seconded: Cr Julie Brown**

**That WALGA actively supports Federal and State Government investing in \$100m per year to seal shoulders and install edge lines to 17,000kms of State Highways over the next 10 years.**

**RESOLUTION 128.6/2019**

**CARRIED**

**10. MEETING ASSESSMENT**

Cr Brooke O'Donnell provided feedback as to the effectiveness of the meeting.

**11. DATE OF NEXT MEETING**

That the next meeting of the WALGA State Council be held at WALGA, on **Wednesday 4 December** to commence at 4pm.

**12. THANK YOU**

The Chair sincerely thanked President Cheryl Cowell, the Shire of Shark Bay and the Gascoyne Country Zone for hosting a very successful Regional Meeting.

President Cowell acknowledged the thanks on behalf of the Shire of Shark Bay and the Gascoyne Country Zone.

**13. CLOSURE**

There being no further business the Chair declared the meeting closed at 1:30pm.

<b>1 October 2019</b> <b>1100hrs</b> <b>Onslow Volunteer Fire &amp; Emergency Services</b> <b>Dial-In Details</b> <b>1800 672 949 PIN: 7546 0945 4040#</b>		
No	Item	Speaker
<b>1.</b>	<b>Welcome</b> 1.1 Meeting opened 1.2 Members and visitors welcomed	Chair
<b>2.</b>	<b>2.1 Attendance and apologies (please complete attendance register)</b> Morgwn Jones (SoA Chair) Adam Conwell (VFES) Brian Cameron (SoA) Lexen Mills (DoT) Pauline Howrie (DoC) Phil Avery (SoA) Oliver Lund (WAPOL) Paul Leiper (DFES) Brody Baker (WAPOL) Brendon Archer (Watercorp) Nathan Ireland (Onslow VFES)  <b>Apologies</b> Rob Paull (CEO SoA) Grant Mettam (SoA) Rod Baker (Onslow Salt) Doug Wilson (SJA)	Chair
<b>4.</b>	<b>Confirmation of previous minutes</b>  4.1 The minutes of the Onslow LEMC meeting held on May 7, 2019, confirmed as true and correct  <b>Moved:</b> Adam Conwell <b>Seconded:</b> Brendon Archer	
<b>5.</b>	<b>Business arising from previous minutes</b>  5.1 Review action item list 5.2 Business arising <ul style="list-style-type: none"> <li>DoC &amp; SoA MOU for Welfare Centres to be updated</li> <li>Cyclone Signs to be ordered, locations have been finalised</li> <li>Shire to look at engaging a consultant to implement the BFRMS</li> </ul>	Chair
<b>6.</b>	<b>Correspondance</b>  <b>6.1 Inward</b> <ul style="list-style-type: none"> <li>DEMC Minutes May 2019</li> <li>Disaster Recovery Funding Arrangements</li> <li>State Exercise Management Framework</li> </ul>	Chair

	<ul style="list-style-type: none"> <li>• DEMC Annual Report</li> </ul> <p><b>6.2 Outward</b></p> <ul style="list-style-type: none"> <li>• May Minutes and Contact List</li> <li>• Annual Preparedness report</li> </ul>	
7.	<p><b>General Business</b></p> <ul style="list-style-type: none"> <li>• <b>State Exercise Framework</b></li> <li>• <b>Onslow LEMC Risk Review &amp; LEMA review</b> - Onslow LEMA &amp; Risk Analysis is due for review. Look at establishing a subcommittee to do this</li> <li>• <b>Pre Cyclone Clean-Up-</b> is scheduled for October 23</li> <li>• <b>Firebreak Inspections-</b> Firebreak and block inspections will commence in coming weeks, all in all, the town looks OK</li> <li>• <b>Review of LTCP</b> – DFES currently reviewing all Local Cyclone Plans, Paul will send the 1<sup>st</sup> draft in the coming days and we may have to hold an out of session discussion to finalise the document. Pre Formed ISG still to be in place.</li> </ul>	Chair
8.	<p><b>Agency Reports</b></p> <ul style="list-style-type: none"> <li>• <b>VFES</b> – LANDSAR at the Ashburton last week</li> <li>• Structural Fire in Onslow</li> <li>• Assisted the Police with the sudden death in Bindi Bindi last week</li> <li>• Mosquito Mitigation Burn was completed as much as possible still a lot of water lying around, Brian stated that the Dredging shouldn't have long to go</li> <li>• Good competency through the group bar BA where we are lacking a bit. Need some more Storm Damage training for some members</li> <li>• 14 Volunteers on the books, Christmas will be light on but Adam will develop and share a roster at the December meeting.</li> <li>• <b>WAPOL</b> – Oliver is only 2 days into his position so doing a review of everything.</li> <li>• Has been a busy couple of weeks before Oliver arriving with the LANDSAR and the Sudden Death.</li> <li>• Will organise Marine rescue Exercise as soon as we can. Morgwn to give Oliver Dean Hathaways details.</li> <li>• <b>DoC</b> – Cyclone training has been rolled out all DoC staff</li> <li>• Welfare Centre is ready to go</li> <li>• Look at the Response &amp; recovery Training for SoA Community Services Staff</li> <li>• <b>DoT</b> – Groin Training wall works almost complete, by the end of November it should be opened to the Public</li> <li>• <b>Water Corp</b> - Team Structures for Water Corp to support their teams</li> <li>• Pre Staging resources such as water tankers ect</li> <li>• Displacement information for critical assets such as the bores at Cane river and the Pump Station in McGrath Ave</li> <li>• Contingencies in place for Onslow for potable water</li> <li>• Cyclone preparations are underway along with site cleanups</li> <li>• Tank repairs at Cane River to be carried out should be fine for this cyclone season</li> <li>• Access to Cane River is being improved</li> </ul>	All

	<ul style="list-style-type: none"> <li>• Morgwn questioned assets that could be under threat from Bush Fire out at Cane River, Brendon stated that some bores could be under threat, however, the main pump station and infrastructure are well protected</li> <li>• <b>DFES</b> – Cyclone season preparedness is underway</li> <li>• There will be no BoM Community Visit to Onslow this year</li> <li>• Happy to support any other initiatives that we may think of for Onslow</li> <li>• There should be an Onslow specific presentation that we will be able to share</li> <li>• PIA into Cyclone Veronica has been completed but is yet to be released.</li> <li>• <b>SoA</b> – on behalf of the CEO we would like pass on our thanks for everyone's assistance during the lead up to TC Veronica</li> <li>• Morgwn stated the Shire has now signed the MOU for Bush Fires, this may mean some more jobs for Onslow VFES. Still not sure of all of the logistical requirements but it is something to bear in mind. The CBFCO now sits with DFES and the DO Pilbara position picks up this role</li> <li>• Hope the community embraces the Bulk Rubbish Pick up</li> <li>• Please make sure all agencies are aware that we are now entering our high threat period for fire and cyclone season not far away.</li> </ul>	
9.	<p><b>Next Meeting Date December 3 2019</b></p> <p><b>Close 1150hrs</b></p>	Chair

# 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 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	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	31/10/19	50%
15	11972	17/06/15	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%
27	17.2	19/08/16	Notice of Motion in regards to a review of the Transient Worker Accommodation Policy	CEO to initiate a review of LPP13 transient worker accommodation policies and any other related planning in light of other related Councilors opposition to double bunking. Councilors have expressed concerns as Chevron's intentions to double bunk at their Wheatstone Project.	Is prepared to suspend Stage 2 development for period of 12 months (to be reviewed in March 2020); and proposed strategy to review and update all LPPs submitted to Director PDS	Property and Development Services	31/03/20	70%
33	28	27/09/16	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%

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
39	27/09/16	OCM	Notice of Motion – Request a report on the formulation of a policy on Greening Ashburton.	That Council: 1. Approve the development of a whole of district integrated Landscaping Plan; and 2. At its 2016/17 Annual Budget Review, consider the potential of providing additional funds to progress district landscaping as outlined in the Plan. 3. Not progress a Local Law to control removal of trees on private property.	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 90Lts 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	31/10/19	65%
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	31/10/19	10%
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	24/10/19	90%

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
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	24/10/19	70%
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	24/10/19	30%

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Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
285/2017	15/12/17		Planning Scheme Amendment No.32 - Conversion of Existing Local Planning Scheme No.7	<p>PART 2</p> <p>iii.Clause 61(1)(m) The advertisements contained in Schedule 2 of this Scheme do not require development approval.</p> <p>iv.Clause 61(1)(n) The erection of a boundary fence in a zone where the R Codes do not apply.</p> <p>v.Clause 61(1)(o) The carrying out of works urgently necessary to ensure public safety, for the safety or security of plant or equipment or for the maintenance of essential services.</p> <p>i.Clause 61(1)(p) The use of land which is a permitted (P) or incidental (I) use in the zone in which that land is situated provided it does not involve the carrying out of any building or other works or requires the provision of additional car parking.</p> <p>vii.Clause 61 (1)(q) The carrying out of works associated with low impact telecommunications facilities as defined by the Telecommunications (Low Impact Facilities) Determination 1997.</p> <p>c.Deleting Appendix 11 – Ashburton North Strategic Industrial Area (SIA).</p> <p>d.Amending the Scheme Maps in accordance with Tables 1, 2, and 3 contained in the Officer's report;</p> <p>2.That the Amendment is complex under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason(s):</p> <p>a.the amendment is not addressed by any local planning strategy; and</p> <p>b.the amendment relates to development that is of a scale, or will have a significant impact relative to development in the locality;</p> <p>3.To request the Acting Chief Executive Officer to prepare the necessary documentation accurately describing the proposed Scheme Amendment for submission to the Western Australian Planning Commission, and for the purpose of public advertising and referral to the Environmental Protection Authority for assessment.</p>	Principal Planner preparing documents for submission to EPA &WAPC (August 2019); see part 1	Property and Development Services	24/10/19	30%
357/2018	23/04/18	OCM	Ocean View Caravan Park – Realignment of boundary and excision for dedication as a road	<p>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:</p> <p>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);</p> <p>2.Resolve, in accordance with section 51 of the Land Administration Act 1997, to request the Minister for Planning, Lands and Heritage to:</p> <p>a.Excise from Reserve 24405 that land identified on Lot 3001 on Deposited Plan 48469 as 'Road Widening' ; and</p> <p>b.Modify Reserve 24405 to include Lots 300, 3502, and 3508 on Deposited Plan 408851;</p> <p>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;</p> <p>a.Advertise the proposed road closure in accordance with regulation 9 of the Land Administration Regulations 1998; and</p> <p>b.If no objections are received, Request the Minister for Planning, Lands and Heritage to permanently close that portion of First Avenue;</p> <p>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</p> <p>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.</p>	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. (September 2019)	Property and Development Services	31/12/19	80%
371/2018	22/05/18	OCM	Request for Excision and Dedication of Portions of Unallocated Crown Land and Portion of Mine Road as a Road	<p>That with respect to the request to dedicate the subject portions of Unallocated Crown Land and Mine Road, Tom Price, Council:</p> <p>1.Resolve, in accordance with section 56 of the Land Administration Act 1997, to request the excision and dedication of the portions of Unallocated Crown Land as depicted in the attached plans, being Lots 23, 24 and 26 on Deposited Plan 241873 and Lot 500 on Plan 409463, for the purpose of public roads;</p> <p>2.Advise the Department of Planning, Lands and Heritage in writing of the Shire of Ashburton's commitment to indemnify the State, the Department and the Minister for Planning, Lands and Heritage;</p> <p>3.Resolve, in accordance with section 56 of the Land Administration Act 1997, to request the excision and dedication of that portion of Mine Road being Lot 9 on Plan 047815 as depicted in the attached plan, for the purpose of a public road; and</p> <p>4.Request Main Roads Western Australia of the Recommendations 1 and 3, above for the purposes of updating the Heavy Vehicle Network Road Network database.</p>	DPLH progressing. Street names yet to be supplied by Traditional Owners and endorsed by Council. (September 2019)	Property and Development Services	31/10/19	50%

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
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. Further item to October 2019 OCM. (September 2019)	Office of the CEO	31/12/19	5%
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. (September 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. (September 2019)	Property and Development Services	31/10/19	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.	Kick-off meeting with cemetery conservation contractor undertaken in February 2019. Cemetery conservation works expected to be completed EOM September. (August 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%

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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	24/10/19	90%
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	31/10/19	50%
537/2019	12/03/19	OCM	Confidential Item - Position of Director Community Services	That with respect to the matter of the position of Director Community Services, that Council: 1. Note the report with respect to permanent arrangements for the appointment of a Director Community Services. 2. Accept the Chief Executive Officer's invitation to have two (2) Councillors participate in the selection of candidate/s for the permanent appointment to the position of Director Community Services. 3. In relation to 2. above, Council nominates: Councillor Cr Diver; and Councillor White; to participate in the selection of candidate/s for the permanent appointment of a Director Community Services position.	Advertising commenced and applications late May 2019 Completed, position to commence in 2 January 2020	Office of the CEO	24/10/19	99%
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. DPLH processing request. (September 2019)	Property and Development Services	31/12/19	95%

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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 Coolbah 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.	Reconsideration of selected site to be considered at October Council meeting	Property and Development Services	01/05/20	80%
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%
555/2019	21/05/19	AT	Stakeholder Feedback: Draft Economic and Tourism Development Strategy	That with respect to the draft Economic and Tourism Development Strategy, the Ashburton Tourism Development Committee recommend Council: 1. Note the submissions as provided in ATTACHMENT 7.2B; 2. Adopt the changes to the Economic and Tourism Development Strategy as recommended in ATTACHMENT 7.2B; and 3. Request the Chief Executive Officer to make the necessary formatting changes to the document for it to feature a clearer and more impactful strategy component and be referred back to the Committee for final approval.	Report to be prepared for August 2019 Committee/Council meeting. Completed and finalised	Office of the CEO	24/10/19	99%
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 D Diver Tom Price Council Chambers, Central Road, Tom Price Cr M Lynch Cr P Foster Cr L Thomas Paraburdoo Library, Ashburton Avenue, Paraburdoo Cr L Rumble Cr I Dias Pannawonica Library, Pannawonica Cr M Gallanagh Koordarrie Station Cr 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	24/10/19	99%

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
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	24/10/19	99%
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. (September 2019)	Property and Development Services	31/10/19	50%
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	31/10/19	20%
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	24/10/19	99%
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	24/10/19	99%
597/2019	16/07/19	PCHC	Paraburdoo Community Hub Project Update July 2019	That with respect to the Paraburdoo Community Hub Project Update July 2019, the Paraburdoo Community Hub (CHUB) Committee recommend Council: 1.Accept the CHUB Project Update and Variation Update as outlined in the Shire Report and ATTACHMENT 7.1A and ATTACHMENT 7.1B; 2.Accept the CHUB financial figures as of July 2019 and resolves to take the \$726,000 loan; and 3.To ensure the high level of cleaning services at the CHUB facility, authorise additional Cleaning Staff, comprising: •1 x full time equivalent cleaner; and •1 x casual cleaner.	Completed.	Property and Development Services	31/10/19	99%

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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	24/10/19	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. (September 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 to commence 10 October 2019. (September 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	01/11/19	50%

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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	24/10/19	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	24/10/19	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	01/11/19	50%
502 615/2019	13/08/19	AT	Final Economic & Tourism Development Strategy	That with respect to the draft Economic and Tourism Development Strategy, the Ashburton Tourism Development Committee recommend Council: 1.Approve and adopt the Economic and Tourism Development Strategy ATTACHMENT 7.1B as final; and 2.Request the Chief Executive Officer to give public notice of the Economic and Tourism Development Strategy and make the document available for public viewing.	Finalised and completed	Office of the CEO	24/10/19	99%
506 619/2019	13/08/19	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 July 2019 ATTACHMENT 12.1A; and 2.Approve budget variations for the 2019/20 Budget as outlined below; a)Increase Income Account 040025, Novated Lease Income by \$40,000, from \$0 to \$40,000; b)Increase Expenditure Account 040026, Novated Lease Expense by \$40,000, from \$0 to \$40,000; c)Increase New Expenditure Job Code, Roebourne Wittenoom Road by \$350,000, from \$0 to \$350,000; d)Decrease Expenditure Job Code RU202, Pannawonica Millstream Road by \$350,000 from \$720,033 to \$370,033; e)Decrease Expenditure Account 130037, Consultants Project Costs (Economic Development) by \$20,000, from \$151,500 to \$131,500; f)Increase New Expenditure Account, Consultants Land and Assets Compliance by \$20,000, from \$0 to \$20,000; and g)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 Schedule of Accounts and Credit Card payments made in July 2019 (approved by the Chief Executive Officer in accordance with delegation DA03-1 Payments from Municipal Fund and Trust Funds) ATTACHMENT 12.1B. That with respect to the Monthly Financials and Schedule of Accounts Paid, Council: 1.Receive the Financial Report for July 2019 associated with Muzzy's Hardware (Tom Price) ATTACHMENT 12.C.	Finalised and completed	Corporate Services	24/10/19	99%

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete	
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	30/10/19	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%
512	625/2019	13/08/19	OCM	The Buurabalyni Thalanyji Aboriginal Corporation Request for In Kind Support for the 2019 Onslow Basketball Carnival	That with respect to the request for ‘In Kind’ support from the Buurabalyni Thalanyji Aboriginal Corporation for the 2019 Onslow Basketball Carnival, Council: 1.Acknowledge the important role the 2019 Onslow Basketball Carnival plays in the community; and 2.Authorise the Chief Executive Officer to negotiate the terms of the donation as stated below: Item 5 x 240L Waste bins Cost per unit \$25 per bin Cost \$125.00 Item Additional rubbish removal 5 x 240L bins Cost per unit \$35 per 2 bins Cost \$105.00 Item 2 x 1100L bins Cost per unit \$125.00 per bin Cost \$250.00 Item 2 x Additional rubbish removal 2 x 1100L bins Cost per unit \$175.00 per bin Cost \$350.00 TOTAL \$830.00	Bins ordered and letter sent to Thalanyji re donation	Community Services	30/10/19	99%
513	626/2019	13/08/19	OCM	Fifteen (15) Year Carpark Renewal Program	That with respect to the Fifteen (15) Year Carpark Renewal Program referred to in this report, Council adopt: 1.An annual budget of \$137,000 for the Carpark Renewal Program, to commence in 2020/2021; and 2.The 15 year Carpark Renewal Program provided in ATTACHMENT 15.1 be reviewed annually.	Completed.	Infrastructure Services	24/10/19	99%
514	627/2019	13/08/19	OCM	Confidential Item - Appointment of Director Community Services	That Council ‘Lay the Matter on the Table.’	Agenda item will go back to Council 18 September 2019	Office of the CEO	24/10/19	99%
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	24/10/19	50%
516	629/2019	18/09/19	AC	Pool Inspection Report 2018/19	That with respect to the Pool Inspection Report 2018/19, the Audit and Risk Committee recommend Council: 1.Note that the Shire undertook a Pool Inspection Program between January 2019 and July 2019 whereby: •The Shire has 532 pools on its register; and •520 pools were inspected during the inspection program with nil pools overdue for inspection.	Finalised and Completed	Office of the CEO	24/10/19	99%
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	24/10/19	50%
518	631/2019	18/09/19	AC	Confidential Item - Update on Wittenoom Litigation, Wittenoom Steering Committee, Senior Counsel Legal Advice and Roebourne - Wittenoom 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	24/10/19	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	24/10/19	50%



Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
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%
523 636/2019	18/09/19	OCM	Monthly Financials and Schedule of Accounts Paid	That with respect to the Monthly Financial Report, Council: 1.Receive the Financial Report for August 2019 ATTACHMENT 12.1A; 2.Approve budget variations for the 2019/20 Budget as outlined below: a.Increase Expenditure Account GL 120002, Aerodrome Consultant Fees by \$25,000, from \$30,000 to \$55,000; b.Decrease Expenditure Job no. 19089, Kiosk Fit Out by \$25,000, from \$40,000 to \$15,000; c.Decrease Expenditure Job no. W290, Paraburdoo Parks and Reserves by \$25,000, from \$186,994 to \$161,994; d.Increase Expenditure Job no. BN391, Paraburdoo Chub Cricket Net Renewal by \$25,000, from \$80,000 to \$105,000; e.Increase New Expenditure Account, Building Asbestos Containing Materials Audit by \$50,000, from \$0 to \$50,000; f.Decrease Expenditure Account no. 041093, Consultants / Project Costs by \$50,000 from \$296,945 to \$246,945; g.Increase Expenditure Job no. WTO16, Miscellaneous Opportunities by \$8,000 from \$18,000 to \$26,000; h.Decrease Expenditure Job no. WTO2 School Holiday Programs by \$8,000 from \$20,000 to \$12,000; and i.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 August 2019 ATTACHMENT 12.1B; 4.Receive the Budget Amendment Register as at 31 August 2019 ATTACHMENT 12.1C; and 5.Receive the Schedule of Accounts and Credit Card payments made in August 2019 (approved by the Chief Executive Officer in accordance with delegation DA03-1 Payments from Municipal Fund and Trust Funds) ATTACHMENT 12.1D.	Completed.	Corporate Services	24/10/19	99%
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	24/10/19	90%

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
638/2019	18/09/19	OCM	Commercial Vehicle Parking Station - Reserve 52322, Nameless Valley Drive	<p>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:</p> <p>“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);</p> <p>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</p> <p>3. Recognise Reserve 52322 on Nameless Valley Drive Tom Price as a Parking Station. ATTACHMENT 13.4C.”</p> <p>be REVOKED.</p> <p>That with respect to Commercial Vehicle Parking Station – Reserve 52322, Nameless Valley Drive, Council:</p> <p>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</p> <p>the two (2) signs to be installed providing clear instructions on the conditions of entry as follows:</p> <p>“In accordance with Parts 1.2 and 2.1 of the Local Law:</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• All vehicles are to be driven in a slow and safe manner adhering to signs (if applicable).</li> <li>• When exiting your vehicle in the TLA, it is recommended that all necessary safety precautions are taken at all times.</li> <li>• Operators are responsible for their own vehicle loads and vehicles while in the TLA.</li> <li>• 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.</li> <li>• The TLA is not to be used to perform maintenance on vehicles, unless the situation is an emergency or genuine breakdown.” <p>2. Recognise Reserve 52322 on Nameless Valley Drive Tom Price as a Parking Station. ATTACHMENT 13.2B.</p> </li></ul>	Signs being produced for onsite	Property and Development Services	28/10/19	99%
639/2019	18/09/19	OCM	Proposal to Lease Tom Price Tourist Park - Summerstar Pty Ltd	<p>That with respect to Proposal to Lease Tom Price Tourist Park – Summerstar Pty Ltd, Council:</p> <p>1. Receive the offer from Summerstar Pty Ltd to Lease and Operate the Tom Price Tourist Park;</p> <p>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;</p> <p>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;</p> <p>4. Authorise the Chief Executive Officer to request the Minister for Lands to:</p> <p>a. Amend the Management Order ‘Power to Lease’ to 21 years plus 21 years; and</p> <p>b. Approve the finalised Lease agreement in accordance with section 18 of the Land Administration Act 1997;</p> <p>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;</p> <p>6. Terminate the existing lease (expiring in 2032) upon execution of the new lease agreement; and</p> <p>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.</p>	Major Land Transaction Plan being advertised, closing 11 November 2019. (September 2019)	Property and Development Services	31/12/19	25%
640/2019	18/09/19	OCM	Proposed Dedication of Land (1280m2) as a Public Road (Warrirda Road) Under the Care, Control and Management of the Commissioner for Main Roads	<p>That with respect to Proposed Dedication of Land as a Public Road (Warrirda Road) Under the Care, Control and Management of the Commissioner for Main Roads. Council:</p> <p>1. Resolve to dedicate Lot 606 on DP 402524 pursuant to section 56 of the Land Administration Act 1997, to facilitate the inclusion of Lot 606 into the Warrirda Road reserve under Main Road Western Australia’s control (ATTACHMENT 13.4); and</p> <p>2. Request the Department of Planning, Lands and Heritage (on behalf of the Minister for Lands), to dedicate Lot 606 on DP 402524 as a road pursuant to section 56 of the Land Administration Act 1997.</p>	MRWA advised of outcome. (September 2019)	Property and Development Services	30/11/19	99%

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Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
528 641/2019	18/09/19	OCM	Road Register Update - Removal of Juna Downs Road and Packsaddle Road, Juna Downs	That with respect to the Road Register Update – Removal of Juna Downs Road and Packsaddle Road, Juna Downs, Council: 1.Endorse the removal of: a.Juna Downs Road on Lot 301 on DP72977, and b.Packsaddle Road on Lot 1563 on DP67603 from the Shire's Asset Register; 2.Request the Chief Executive Officer to notify Main Roads Western Australia and any other relevant authority of the removal from the Shire's Asset Register with a view to updating their systems; and 3.Request Landgate classify the road from the Great Northern Highway to Mt Meharry private with public access or as deemed an appropriate classification for unfettered public access.	Road Register to be updated. (September 2019)	Property and Development Services	31/10/19	50%
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	28/10/19	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	28/10/19	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	28/10/19	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.	Progressing	Office of the CEO	24/10/19	50%

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete	
535	648/2019	18/09/19	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.Defer consideration of the request; 2.Request the Chief Executive Officer to seek the following information from the Lessee: •a complete Profit and Loss Statement for the 2018/19 financial period, including detailed breakdown of the management fee; •occupancy rate per accommodation type for the 2018/19 financial period; •further information regarding the breakdown of capital expenditure undertaken by the Lessee during the term of the lease; and 3.Refer the matter back to Council once the information required in 2 above is received.	Additional information requested. Pending receipt of accountant prepared P&L, a further report will be presented to Council. (September 2019)	Property and Development Services	30/11/19	75%
536	649/2019	18/09/19	OCM	Confidential Item - Interface Agreements for Roebourne - Wittenoam Road	That with respect to Interface Agreements for Roebourne-Wittenoam Road, Council: 1.Endorse the Chief Executive Officer request the Minister for Roads accept the control and management of Roebourne-Wittenoam 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-Wittenoam 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-Wittenoam 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. (September 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	24/10/19	50%
538	651/2019	18/09/19	OCM	Confidential Item - Rates Write Off	That with respect to the Confidential Item – Rates Write Off, Council: 1 Write off all rates and interest of debt totaling \$5,173.13 to allow the Department of Planning, Lands & Heritage to lease the land quickly and for the Shire to rate accordingly as to not miss any revenue from interim rates of the 2019/20 financial year; and 2.Request the Chief Executive Officer to write to the Department of Fire & Emergency Services to request a credit for the total of \$344.33 of Emergency Service Levy owing as only the Minister can give permission to write off ESL from previous years.	DPLH advised of Council resolution. (September 2019)	Corporate Services	31/10/19	99%
539	652/2019	18/09/19	OCM	Confidential Item - Appointment of Director Community Services	That with respect to Confidential Item - Appointment of Director Community Services, Council: 1.Accept the Chief Executive Officer's recommendation to appoint the preferred applicant (as outlined in the report) for the position of Director Community Services for a Contract of Employment for a period of 5 years; 2.Continue the arrangements for the role of (acting) Director Community Services, pursuant to s5.37 (2) of the Local Government Act 1995, until the preferred applicant referred to in 1. above commences with the Shire. 3.Should the recommended appointee not accept the offer of position of Director Community Services then the position be readvertised (with the same Councillor representation as previously endorsed by Council).	Successful candidate is due to commence in position 2 January 2020.	Office of the CEO	24/10/19	99%
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%
541	654/2019	18/09/19	OCM	Confidential Item - Staff and Organisation Matters	That Council notes the matters addressed in the CEO's report.	Completed and finalised	Office of the CEO	24/10/19	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
06/09/19	DA08-1		WATLING GROUP PTY LTD	Take-Away Food Outlet - Lot 1 Stadium Road, Tom Price WA 6751	Property & Development Services
09/09/19	DA08-1		Billie Jones	Home Occupation (Beauty Services) - Lot 504 Sirius Street, Tom Price WA 6751	Property & Development Services
11/09/19	DA08-1		360 CIVIL AND CONSTRUCTION	Single House (Additions to existing for a carport and rear patio) - 473 Robe Avenue, PARABURDOO WA 6754	Property & Development Services
13/09/19	DA08-1		Chevron	Industry - Resource Processing (incidental Boat Shed) - Butler Park Accommodation Village, Barrow Island WA 6710	Property & Development Services
19/09/19	DA08-1		Sophine Pfuhl Architect	EMERGENCY SERVICES (ST JOHN AMBULANCE SUB CENTRE) Lot 932 McGrath Ave, Onslow WA 6710	Property & Development Services
23/09/19	DA08-1		Modular WA	Storage facility/depot/laydown area (and incidental office) Lot 566 and Lot 567 Beadon Creek Road, Onslow	Property & Development Services

Monthly Report of Actions Performed under Delegated Authority by Delegation DA06-6 Award Tenders

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	Under Evaluation			
08.19	House Refurbishment 1143 Yanagin St Tom Price	27/07/2019	15/08/2019	Under Evaluation			
09.19	TBC	31/10/2019	28/11/2019				
10.19	D&C of Paraburdoo Softball and Soccer facilities	31/07/2019	28/08/2019	Under Evaluation			
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				
14.19	Urban Stormwater Drainage Renewals	2/10/2019	17/10/2019				
EOI 12.19	Expression of Interest Tom Price Child Care Centre	29/08/2019	19/09/2019	Under Evaluation			



# Delegations Register

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# Introduction

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## Purpose of Delegating Authority

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

## Legislation

The *Act* allows for a local government to delegate to the Chief Executive Officer (CEO) the exercise of any of its powers or the discharge of any of its duties under the *Act* except those listed in s. 5.43. All delegations made by the Council must be by absolute majority decision. {s.5.42 (1)}.

## Associated Legislation

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

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

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

When dealing with functions under other legislation, one of the following may apply:

- Delegation, where that legislation includes express powers to delegate and those powers are capable of being used by Local Government
- Authorisation, where that legislation includes express powers to appoint authorised persons, and those powers are capable of being used by Local Government
- Implied Authorisation, where the function requires discretion and the parliament in drafting the legislation did not intend for the power to only be exercised by the office in which it is vested and the function is undertaken so frequently so as to be administratively unreasonable for it only to be exercised by the office in which it is vested.

The *Planning and Development Act 2005* recognises the WA Planning Commission to delegate under S16(1) and (3)(e) "any function of the Commission under this *Act* or any other written law, except this power of delegation, a local government, a committee established under the *Act* or an employee of a local government."

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

Section 5.42 of the *Local Government Act 1995*, provides power for Local Governments to delegate s.214 (2), (3) or (5) of the *Planning and Development Act*.

### Delegation by the Chief Executive Officer

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

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

The record is to contain the following information:

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

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

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

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

### Acting through another person

Local Government Act 1995 – Section 5.45 (2)

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

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

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

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

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

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

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

# PART 1 FUNCTIONS OF LOCAL GOVERNMENTS

## PART 3 OF THE LOCAL GOVERNMENT ACT 1995

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DA01-6

## DECLARING AN IMPOUNDED VEHICLE TO BE AN ABANDONED WRECK

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power inclusive of conditions [see below].</i>	To declare a vehicle to be an abandoned vehicle wreck
Legislative Power or duty delegated:	Section 3.40A(4) <del>and 3.50(4)</del> Local Government Act 1995
Legislative power to delegate	Section 5.42 and Section 5.44 Local Government Act 1995
Delegation to:	Chief Executive Officer
Delegation:	To declare a vehicle to be an abandoned vehicle wreck if – (a) after 7 days from the removal of the vehicle under Section 3.40A(1) of the Local Government Act 1995, the owner of the vehicle has not been identified; or (b) after 7 days from being given notice under Section 3.40A(2) of the Local Government Act 1995, the owner of the vehicle has not collected it.
Conditions and Exceptions:	Nil
CEO delegates to:	Director Property & Development Services All Rangers
Delegation delegated by the CEO	The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.
Reporting Requirements:	<ul style="list-style-type: none"> <li>• <b>Action taken to must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</b></li> <li>• <b>Notification of the delegated decision must be made to Councillors via EMACCESS within 7 working days of the decision.</b> <ul style="list-style-type: none"> <li>• <del>Delegation Form CEO 078 must be recorded in Synergy File GV01.18.19</del></li> </ul> </li> </ul>
Details of Review:	23 October 2018 <a href="#">22 October 2019</a>

DA01-7

SALE/DISPOSAL OF VEHICLES, ANIMALS OR GOODS,  
CONFISCATED OR OTHERWISE.

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power inclusive of conditions [see below].</i>	To dispose of any vehicles, animals or goods that have been impounded/seized/confiscated or surrendered under the provisions of Section 3.47 of the <i>Local Government Act 1995</i> .
Legislative Power or duty delegated:	Section 3.47 and 3.48 of <i>Local Government Act 1995</i>
Legislative power to delegate	Section 5.42 and Section 5.44 <i>Local Government Act 1995</i>
<a href="#">Policy</a>	<a href="#">FIN23 Disposal of Property (Other than land)</a>
Delegation to:	Chief Executive Officer
Delegation:	To sell or otherwise dispose of any goods which have not been collected in accordance with a notice given, as per s3.47 <i>Local Government Act 1995</i> . Authority to recover expense incurred for removing, impounding, and disposing of confiscated or uncollected goods s3.48.
Conditions and Exceptions:	The Chief Executive Officer is authorised <del>pursuant to Section 5.43 (b) of the <i>Local Government Act 1995</i></del> , to dispose of any item up to the value of \$5,000. Items exceeding \$5,000 in value shall be referred to Council for consideration.
CEO delegates to:	Director Property & Development Services Director Infrastructure Services Manager Airport All Rangers
Delegation delegated by the CEO	The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.
Reporting Requirements:	<ul style="list-style-type: none"> <li>• <b>Action taken to must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</b></li> <li>• <b>Notification of the delegated decision must be made to Councillors via EMACCESS within 7 working days of the decision.</b></li> <li>• <b>Delegation Form CEO 078 must be recorded in Synergy File GV01.18.19</b></li> </ul>
Details of Review:	23 October 2018 <a href="#">22 October 2019</a>

## DA01-8

## CLOSING CERTAIN THOROUGHFARES TO VEHICLES

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power inclusive of conditions [see below].</i>	A local government may close any thoroughfare that it manages to the passage of vehicles, wholly or partially, for a period not exceeding 4 weeks. A local government may, by local public notice, order a thoroughfare to be wholly or partially closed to vehicles for a period exceeding 4 weeks.
Legislative Power or duty delegated:	Section 3.50 (1),(1a) and 3.50(4) <i>Local Government Act 1995</i>
Legislative power to delegate	Section 5.42 and Section 5.44 <i>Local Government Act 1995</i>
Policy	ENG06 Road Closures
Delegation to:	Chief Executive Officer
Delegation:	The CEO is delegated the power to close a thoroughfare, wholly or partially, subject to Section 3.50 of the <i>Local Government Act 1995</i> .
Conditions and Exceptions:	<p>S.3.50 (4)</p> <p>Before it makes an order wholly or partially closing a thoroughfare to the passage of vehicles for a period exceeding 4 weeks or continuing the closure of a thoroughfare, the local government is to —</p> <p>(a) give local public notice of the proposed order giving details of the proposal, including the location of the thoroughfare and where, when, and why it would be closed, and inviting submissions from any person who wishes to make a submission; and</p> <p>(b) give written notice to each person who —</p> <p style="margin-left: 20px;">(i) is prescribed for the purposes of this section; or</p> <p style="margin-left: 20px;">(ii) owns land that is prescribed for the purposes of this section; and</p> <p>(c) allow a reasonable time for submissions to be made and consider any submissions made.</p> <p>The permanent closure of thoroughfares to be referred to Council for determination <a href="#">in accordance with the Land Administration Act 1997</a>.</p>
CEO delegates to:	<p>Director Infrastructure Services</p> <p>Director Property &amp; Development Services</p>
Delegation delegated by the CEO	The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.
Reporting Requirements:	<ul style="list-style-type: none"> <li>• <b>Action taken to close thoroughfares must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</b></li> <li>• <b>Notification of the delegated decision must be made to Councillors via EMACCESS within 7 working days of the decision.</b> <ul style="list-style-type: none"> <li>• <a href="#">Delegation Form CEO 078 must be recorded in Synergy File GV01.18.19</a></li> </ul> </li> </ul>
Details of Review:	<p>11 December 2013 PREVIOUSLY DA024 and DA029</p> <p>16 July 2014</p> <p>15 July 2015</p> <p>19 July 2016</p> <p>18 July 2017</p> <p>23 October 2018</p> <p><a href="#">22 October 2019</a></p>

# PART 2 ADMINISTRATION

## PART 5 OF *THE LOCAL GOVERNMENT ACT 1995*

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## DA02-1

## APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

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

Appointment of an Acting Chief Executive Officer from the class of persons as identified in Policy ELM24 Appointment of an Acting Chief Executive Officer for periods of 10 working days or less to undertake the CEO's functions.

Head of Power

ELM24 Appointment of an Acting Chief Executive Officer

Legislative power to delegate:

Section 5.41 and 5.42 of the *Local Government Act 1995*

Policy:

ELM24 Appointment of an Acting Chief Executive Officer

Delegation to:

Chief Executive Officer

Delegation:

To undertake the CEO's functions.

Conditions and Exceptions:

- The following shall in all circumstances, be undertaken in consultation with the President;

The appointment of an Acting CEO is to be from a class of persons as defined in the Policy ELM24 Appointment of an Acting Chief Executive;

Shall only be granted for appointments to the position of Acting Chief Executive Officer covering a period of 10 working days or less and only following consultation with the Shire President;

In instances where an appointment is required for a period exceeding 10 days, then that proposed appointment must be presented to Council for determination prior to the appointment taking effect;

In the event of an unforeseen absenteeism of the CEO then the default CEO will be the Director, Corporate Services for a period of no more than 10 working days; and

Where the Director Corporate Services is unavailable, the President will choose an Acting CEO from the remaining persons as defined in Policy ELM24 Appointment of an Acting Chief Executive Officer

Reporting Requirements:

- **The Chief Executive Officer must advise Elected Members, upon use of the delegation, of any appointments which are made to the position of Acting Chief Executive Officer under delegated authority [via EMACCESS](#).**
- **Details of the appointments must be recorded in Synergy under the appropriate File Number record to meet legislative requirements (including personal file).**
  - **[Delegation Form CEO 078 must be recorded in Synergy File GV01.18.19.](#)**

Details of Review:

11 December 2013  
 16 July 2014  
 15 July 2015  
 19 July 2016  
 18 July 2017  
 23 October 2018  
[22 October 2019](#)

## DA02-2

## LEGAL PROCEEDINGS – LOCAL GOVERNMENT ACT 1995

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	To allow the Chief Executive Officer to authorise legal expenses for Elected Members and Officers where a report cannot be presented to Council for approval and the expenses do not exceed \$5,000.																
Legislative Power or duty delegated:	Section 3.1, <del>Section 9.56</del> of the <i>Local Government Act 1995</i>																
Legislative power to delegate	Section 5.42 of the <i>Local Government Act 1995</i>																
Policy	ELM27 Legal Proceedings																
Delegation to:	Chief Executive Officer																
Delegation:	The Chief Executive Officer is delegated the power to authorise legal expenses for Elected Members and Officers where a report cannot be presented to Council for approval subject to the <i>Local Government Act 1995</i> .																
Conditions and Exceptions:	Subject to - <ul style="list-style-type: none"> <li>• Funds being available in the Shire's Annual Budget;</li> <li>• An approved Application that complies with ELM27 Legal Proceedings;</li> <li>• Legal expenses do not exceed \$5,000 in respect of each application; and</li> <li>• For any applications anticipated to be or are over \$5,000, a report must be presented to Council in all instances.</li> </ul>																
CEO delegates to:	N/A																
Delegation delegated by the CEO	N/A																
Reporting Requirements:	<ul style="list-style-type: none"> <li>• Elected Members will be given at least 24 hours' notice via EMACCESS of the CEO's intent to use this delegated authority.</li> <li>• Details of the <a href="#">appointments-delegation exercised</a> must be recorded in Synergy under the appropriate File Number record to meet legislative requirements. <ul style="list-style-type: none"> <li>• <del>Delegation Form CEO 078 must be recorded in Synergy File GV01.18.19</del></li> </ul> </li> </ul>																
Details of Review:	<table border="0"> <tr> <td>15 September 1998</td> <td>30 October 2011</td> </tr> <tr> <td>16 October 2001</td> <td>11 December 2013 PREVIOUSLY DA018</td> </tr> <tr> <td>17 June 2003</td> <td>16 July 2014</td> </tr> <tr> <td>24 October 2006</td> <td>15 July 2015</td> </tr> <tr> <td>19 February 2008</td> <td>19 July 2016</td> </tr> <tr> <td>17 March 2009</td> <td>18 July 2017</td> </tr> <tr> <td>17 February 2010</td> <td>23 October 2018</td> </tr> <tr> <td></td> <td><a href="#">22 October 2019</a></td> </tr> </table>	15 September 1998	30 October 2011	16 October 2001	11 December 2013 PREVIOUSLY DA018	17 June 2003	16 July 2014	24 October 2006	15 July 2015	19 February 2008	19 July 2016	17 March 2009	18 July 2017	17 February 2010	23 October 2018		<a href="#">22 October 2019</a>
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24 October 2006	15 July 2015																
19 February 2008	19 July 2016																
17 March 2009	18 July 2017																
17 February 2010	23 October 2018																
	<a href="#">22 October 2019</a>																

## DA02-4

## DELEGATION OF POWERS AND DUTIES OF THE LOCAL GOVERNMENT ACT TO THE CHIEF EXECUTIVE OFFICER

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	The Chief Executive Officer's functions to be performed shall encompass the Local Government Act and Associated Regulations. As such, it is necessary for the Chief Executive Officer to hold those powers necessary for them to perform the functions required of them in an expeditious and competent manner.		
Legislative Power or duty delegated:	Section 5.42 of the <i>Local Government Act 1995</i>		
Legislative power to delegate	Section 5.41(i) of the <i>Local Government Act 1995</i>		
Delegation to:	Chief Executive Officer		
Delegation:	Council delegates to the Chief Executive Officer all of the delegable functions of the local government under the Local Government Act and Associated Regulations for the effective management of the Shire of Ashburton. This delegation is supplementary to the prescribed delegations in the Delegated Authority Register.		
Conditions and Exceptions:	The delegation takes into account s5.43 of the Local Government Act. The delegation shall only be used when; an urgent operational function needs to be implemented and is not already prescribed as a delegated function; or, it is problematic for Council to convene to otherwise make the decision. Elected members will where possible be given at least 24 hours' notice via EMACCESS of the CEO's intent to use this delegated authority.		
Specification:	This delegation is limited only to the extent that a constraint is outlined by the statute within which the Chief Executive Officer is operating, to any Council resolutions in effect, and the following limitations and clarifications:  LIMITATIONS – The CEO's delegated authority is subject to the following limitations:-  a) State Administrative Tribunals (SAT) negotiations and mediations up to a value of \$250,000 where there is a budget provision approved; or b) Dispose of minor plant and equipment with a depreciated value of not more than \$49,999 without the requirement of Council approval.  In all proposed actions, notification of the intent to undertake a delegated decision must be made to Councillors via EMACCESS and Councillors given not less than 5 working days to request the matter be referred to the next available Council meeting for decision.		
CEO delegates to:	Nil		
Delegation delegated by the CEO	N/A		
Reporting Requirements:	<ul style="list-style-type: none"> <li>• <b>Details of the appointments must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</b></li> <li>• <b>Elected members must be informed of approved applications at the next ordinary meeting of Council via OCM Agenda Item via the Executive Officer.</b></li> <li>• <b>Notification of the delegated decision must be made to Councillors via EMACCESS within 7 working days of the decision.</b></li> <li>• <b>Delegation Form CEO 078 must be recorded in Synergy File GV01.19.208-19</b></li> </ul>		
Details of Review:	<table border="0"> <tr> <td style="vertical-align: top;">11 December 2013 16 July 2014 15 July 2015</td> <td style="vertical-align: top;">19 July 2016 18 July 2017 23 October 2018 <a href="#">22 October 2019</a></td> </tr> </table>	11 December 2013 16 July 2014 15 July 2015	19 July 2016 18 July 2017 23 October 2018 <a href="#">22 October 2019</a>
11 December 2013 16 July 2014 15 July 2015	19 July 2016 18 July 2017 23 October 2018 <a href="#">22 October 2019</a>		

## DA02-5

## GIFT FOR ALL RETIRED COUNCILLORS

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Council delegates the function of authorising gifts for all retired Councillors as prescribed in 34AC of the <i>Local Government (Administration) Regulations 1996</i> .
Legislative Power or duty delegated:	Section 5.100A of the <i>Local Government Act 1995</i> <i>34AC Local Government (Administration) Regulations 1996</i>
Legislative power to delegate	Section 5.41 <i>Local Government Act</i>
Delegation to:	Chief Executive Officer
Delegation:	Council delegates to the Chief Executive Officer the delegable function of authorising gifts for all retired Councillors.
Conditions and Exceptions:	The following shall in all circumstances, be undertaken in consultation with the President; <ol style="list-style-type: none"> <li>1. The retirement of a council member who has served at least one full 4 year term of office is prescribed under s5.100A (a) as circumstances in which a gift can be given to the Council member.</li> <li>2. The amount as prescribed under section 5.100A (b) in respect of a gift given to a council member in the circumstances set out in sub-regulation (1).</li> </ol>
CEO delegates to:	Executive <del>Officer</del> <u>Coordinator</u> , <del>Office of the CEO</del>
Delegation delegated by the CEO	Functions delegated by the CEO to be undertaken by the Executive <del>Officer</del> , <u>Office of the CEO</u> <u>Coordinator</u> to organise gifts for all retired Councillors as prescribed in 34AC of the <i>Local Government Act (Administration) Regulations 1996</i> .
Reporting Requirements:	<ul style="list-style-type: none"> <li>• <b>Details of the appointments must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</b></li> <li>• <b>Notification of the delegated decision must be made to Councillors via EMACCESS within 7 working days of the decision.</b></li> <li>• <b>Delegation Form CEO 078 must be recorded in Synergy File GV01.19.208-49</b></li> </ul>
Details of Review:	11 December 2013 16 July 2014 15 July 2015 19 July 2016 18 July 2017 23 October 2018 <u>22 October 2019</u>

# PART 3 FINANCIAL MANAGEMENT

## PART 6 OF THE LOCAL GOVERNMENT ACT 1995

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## DA03-1

## PAYMENTS FROM MUNICIPAL FUND AND TRUST FUND

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, each payment from the municipal fund or the trust fund is to be noted on a list compiled for each month which is to be presented to the next ordinary meeting of council.	
Legislative Power or duty delegated:	Regulation 12(1)(a) of the <i>Local Government (Financial Management) Regulations 1996</i>	
Legislative power to delegate	Section 5.42 and Section 5.44 <i>Local Government Act 1995</i>	
Delegation to:	Chief Executive Officer	
Delegation:	The Chief Executive Officer is delegated the power to make payments from the municipal fund or the trust fund, subject to Regulation 12(1) of the <i>Local Government (Financial Management) Regulations 1996</i> and Council's Accounting Policy.	
Conditions and Exceptions:	Subject to the requirements of Regulation 13 of the <i>Local Government (Financial Management) Regulations 1996</i> .	
CEO delegates to:	Directors	
Delegation delegated by the CEO	The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.	
Reporting Requirements:	<ul style="list-style-type: none"> <li>• <del>Details of the appointments must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</del></li> <li>• <b>Elected members must be informed of approved payments at the next ordinary meeting of Council via OCM Agenda Item.</b></li> </ul>	
Details of Review:	15 September 1998 in 16 October 2001 17 June 2003 24 October 2006 19 February 2008 17 March 2009 24 June 2009 17 February 2010	30 October 2011 31 December 2013 PREVIOUSLY DA004 16 July 2014 15 July 2015 19 July 2016 18 July 2017 23 October 2018 <a href="#">22 October 2019</a>

## DA03-2

## WRITE OFF OF MONIES OWING

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government may write off any amount of money that it is owed to the local government		
Legislative Power or duty delegated:	Section 6.12(1)(c) <i>Local Government Act 1995</i>		
Legislative power to delegate	Section 5.42 and Section 5.44 <i>Local Government Act 1995.</i>		
Delegation to:	Chief Executive Officer		
Delegation:	The CEO is delegated the power to write off any amount of money owed to the Shire, subject to section 6.12(2) of the <i>Local Government Act 1995.</i>		
Conditions and Exceptions:	<ul style="list-style-type: none"> <li>• CEO authorisation shall apply to an amount up to a value of \$2,499 per debtor;</li> <li>• Director Corporate Services has the authorisation up to a value of \$750 per debtor;</li> <li>• Finance Manager has the authorisation to an amount up to the value of \$500 per debtor;</li> <li>• Finance Officer - Rates has the authorisation to an amount up to the value of \$10 per debtor;</li> </ul> <p>With the exception of the last dot point relating to the <a href="#">Rates-Finance Officer - Rates</a>, none of the above shall be construed as authorising rate or service charge debts being able to be written off.</p> <p>Authorised staff will need to take into consideration when making such decisions include:</p> <ul style="list-style-type: none"> <li>• The amount involved;</li> <li>• Impact of the writing off of the debt will have on the Council's finances and the debtor;</li> <li>• The likelihood of ever recovering the debt.</li> </ul>		
CEO delegates to:	<a href="#">Director Corporate Services</a> <a href="#">Finance Manager</a> <a href="#">Finance Officer - Rates</a>		
Delegation delegated by the CEO	The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.		
Reporting Requirements:	<ul style="list-style-type: none"> <li>• <b>Details of write off must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</b></li> <li>• <b>Elected members must be informed via EMACCESS of write off values above \$750, within 7 working days of the decision.</b></li> </ul>		
Details of Review:	<table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top;"> 16 October 2001  17 June 2003  24 October 2006  19 February 2008  17 March 2009  17 February 2010  30 October 2011 </td> <td style="vertical-align: top;"> 11 December 2013  16 July 2014  15 July 2015  19 July 2016  18 July 2017  23 October 2018  <a href="#">22 October 2019</a> </td> </tr> </table>	16 October 2001 17 June 2003 24 October 2006 19 February 2008 17 March 2009 17 February 2010 30 October 2011	11 December 2013 16 July 2014 15 July 2015 19 July 2016 18 July 2017 23 October 2018 <a href="#">22 October 2019</a>
16 October 2001 17 June 2003 24 October 2006 19 February 2008 17 March 2009 17 February 2010 30 October 2011	11 December 2013 16 July 2014 15 July 2015 19 July 2016 18 July 2017 23 October 2018 <a href="#">22 October 2019</a>		

## DA03-10

## CONCESSION FOR MINOR CHARGES

<p>Function to be performed:  <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i></p>	<p>A local government may approve the waiving or granting concessions in relation to any amount of money but shall not apply to an amount of money owing in respect of rates and service charges.</p>		
<p>Legislative Power or duty delegated:</p>	<p>Section 6.12(1)(b) and 6.12(2) and (3) of the <i>Local Government Act 1995</i></p>		
<p>Legislative power to delegate</p>	<p>Section 5.42 of the <i>Local Government Act 1995</i></p>		
<p>Delegation to:</p>	<p>Chief Executive Officer</p>		
<p>Delegation:</p>	<p>The Chief Executive Officer is delegated the power to approval concessions for minor charges where appropriate.</p>		
<p>Conditions and Exceptions:</p>	<p>Authorisation only applies to charges less than \$500. The delegate has the authority to deal with such matters relevant to the delegation.</p>		
<p>CEO delegates to:</p>	<p>Director Corporate Services  Director Community Services  Director Property &amp; Development Services</p>		
<p>Delegation delegated by the CEO</p>	<p>The CEO delegates to the above Officers the exercise of this delegated power subject to a limit of \$ 500. The exercise of the delegated power does not include the power of delegation.</p>		
<p>Reporting Requirements:</p>	<ul style="list-style-type: none"> <li>• <b>Details of minor variation must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</b></li> <li>• <b>Notification of the delegated decision must be made to Councillors via the next available information bulletin.</b></li> <li>• <b>Delegation Form CEO 078 must be recorded in Synergy File <a href="#">GV01.19.208.19</a></b></li> </ul>		
<p>Details of Review:</p>	<table border="0"> <tr> <td style="vertical-align: top;"> <p>15 September 1998  16 October 2001  17 June 2003  24 October 2006  19 February 2008  17 March 2009  17 February 2010</p> </td> <td style="vertical-align: top;"> <p>30 October 2011  11 December 2013 PREVIOUSLY DA002  16 July 2014  15 July 2015  19 July 2016  18 July 2017  23 October 2018  <a href="#">22 October 2019</a></p> </td> </tr> </table>	<p>15 September 1998  16 October 2001  17 June 2003  24 October 2006  19 February 2008  17 March 2009  17 February 2010</p>	<p>30 October 2011  11 December 2013 PREVIOUSLY DA002  16 July 2014  15 July 2015  19 July 2016  18 July 2017  23 October 2018  <a href="#">22 October 2019</a></p>
<p>15 September 1998  16 October 2001  17 June 2003  24 October 2006  19 February 2008  17 March 2009  17 February 2010</p>	<p>30 October 2011  11 December 2013 PREVIOUSLY DA002  16 July 2014  15 July 2015  19 July 2016  18 July 2017  23 October 2018  <a href="#">22 October 2019</a></p>		



# PART 4

## MISCELLANEOUS PROVISIONS

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DA04-1

## WITTENOOM CLAIMS – LEGAL

## Function to be performed:

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

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

## File No:

AS-WI-2

## Section / Act

S9.29 of the *Local Government Act 1995*.

## Date of Decision

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

## Authority Delegated:-

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

## Conditions:

Limit of Shire of Ashburton's portion of claim able to be settled to be either:

- a maximum of \$125,000; or
- a portion not greater than 12.5% of the claim..

## Officer (s) upon whom Delegation conferred:

Chief Executive Officer

## CEO delegates to:

Nil

## Method of Recording Use of Delegation:

- **Details of outcomes must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.**
- **Notification of the delegated decision must be made to Council via the Audit & Risk Committee.**
- **Delegation Form CEO 078 must be recorded in Synergy File GV01.189.20.19**

## Details of Review

19 February 2008  
17 March 2009  
17 February 2010  
30 October 2011  
11 December 2013 PREVIOUSLY DA036  
16 July 2014  
15 July 2015  
19 July 2016  
18 July 2017  
23 October 2018  
[22 October 2019](#)

**PART 5**  
**LOCAL GOVERNMENT**  
**(UNIFORM LOCAL PROVISION)**  
**REGULATIONS 1996**

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## DA05-1

## PRIVATE WORKS ON, OVER OR UNDER PUBLIC PLACES

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government may grant permission to a person to construct anything on, over or under a public thoroughfare or other public place that is local government property.
Legislative Power or duty delegated:	Regulation R17(5) and 17(6)(c) of the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> .
Legislative power to delegate	Section 5.42 and Section 5.44, <i>Local Government Act 1995</i>
Policy:	PLA03 Standard Development and Subdivision Conditions and Grounds of Refusal Policy
Delegation to:	Chief Executive Officer
Delegation:	The Chief Executive Officer is delegated the power to grant permission to a person to construct anything on, over or under a public thoroughfare or other public place that is local government property, subject to Regulation 17 of the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> .
Conditions and Exceptions:	<del>Nil That due process for the issuing of a notice under section 3.25 of the Act is followed.</del>
CEO delegates to:	Director Infrastructure Services Director of Property & Development Services Principal Town Planner
Delegation delegated by the CEO	The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.
Reporting Requirements:	<ul style="list-style-type: none"> <li>• <b>Details of the appointments must be recorded in Synergy under the appropriate File Number record to meet legislative requirements, (including personal file).</b></li> <li>• <b>Notification of the delegated decision must be made to Councillors via the next available information bulletin.</b></li> <li>• <del>Delegation Form CEO-078 must be recorded in Synergy File GV01.18.19</del></li> </ul>
Details of Review:	11 December 2013 16 July 2014 15 July 2015 19 July 2016 18 July 2017 23 October 2018 <u>22 October 2019</u>

**PART 6**  
**LOCAL GOVERNMENT**  
**(FUNCTION AND GENERAL)**  
**REGULATIONS 1996**

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## DA06-1

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

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government does not have to publicly invite tenders before it enters into a contract for the supply of goods or services even though the consideration under the contract is, or is expected to be, worth more than \$150,000 if it has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier.
Legislative Power or duty delegated:	Section 3.57(1) of the <i>Local Government Act 1995</i> and Regulation 11(2)(f) of the <i>Local Government (Function and General) Regulations 1996</i> .
Legislative power to delegate	Section 5.42 and Section 5.44 <i>Local Government Act 1995</i>
Policy:	FIN12 Purchasing Policy
Delegation to:	Chief Executive Officer
Delegation:	The Chief Executive Officer is delegated the power to determine that the Shire has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier and not publicly invite tenders before the Shire enters into a contract for the supply of goods or services even though the consideration under the contract is, or is expected to be, worth more than \$150,000.
Conditions and Exceptions: 	In all proposed actions, notification of the intent to undertake a delegated decision must be made to Councillors via EMACCESS and Councillors given not less than <u>5 working days/72 hours</u> to request the matter be referred to the next available Council meeting for decision.  The determination is to be supported by a detailed report and subject to the requirements and conditions of Council's FIN12 Purchasing Policy.
CEO delegates to:	<u>Nil N/A</u>
Delegation delegated by the CEO	N/A
Reporting Requirements:   	<ul style="list-style-type: none"> <li>• Details of the determination must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</li> <li>• Delegation Form CEO 078 must be recorded in Synergy File GV01.19.208-19.</li> <li>• If the Chief Executive Officer seeks, and has approved, a determination of Sole Supplier through DA06-1, a copy of the authorised DA must accompany any purchase order's raised for that supplier. <u>Please ensure you include the authorised DA with the PO, or Finance may reject your PO.</u></li> <li>• Notification of the delegated decision must be made to Councillors via EMACCESS within 7 working days of the decision.</li> <li>• A copy of the authorised DA must also be sent to the Procurement Unit for notification and filing.</li> </ul>
Details of Review: 	<ul style="list-style-type: none"> <li>11 December 2013</li> <li>16 July 2014</li> <li>15 July 2015</li> <li>19 July 2016</li> <li>18 July 2017</li> <li>23 October 2018</li> <li><u>22 October 2019</u></li> </ul>

## DA06-2

## TENDERS EVALUATION CRITERIA

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	The local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.	
Legislative Power or duty delegated:	Regulation 14(2a) of the <i>Local Government (Function and General) Regulations 1996</i> .	
Legislative power to delegate	Section 5.42 and Section 5.44 <i>Local Government Act 1995</i>	
Policy:	FIN12 Purchasing Policy	
Delegation to:	Chief Executive Officer	
Delegation:	The Chief Executive Officer is delegated the power to amend, in writing, the tender evaluation criteria from that of FIN12 Purchasing Policy prior to tenders being advertised.	
Conditions and Exceptions:	Nil	
CEO delegates to:	Directors	
Delegation delegated by the CEO	The CEO authorises the Directors to amend, in writing the tender evaluation criteria from that of FIN12 Purchasing Policy prior to tenders being advertised.	
<b>Reporting Requirements:</b>	<ul style="list-style-type: none"> <li>• <b>Details of the variation to the evaluation criteria must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</b></li> <li>• <b>Delegation Form CEO 078 must be recorded in Synergy File GV01.19.208.19</b></li> <li>• <b><u>Details of delegation exercised to be included in the next available Information Bulletin</u></b></li> <li>• <del>A copy of the authorised DA must also be sent to Procurement for notification and filing.</del></li> <li>• <del>Notification of the delegated decision must be made to Councillors via EMACCESS within 7 working days of the decision.</del></li> </ul>	
Details of Review:	<ul style="list-style-type: none"> <li>• 15 September 1998</li> <li>• 16 October 2001</li> <li>• 17 June 2003</li> <li>• 24 October 2006</li> <li>• 19 February 2008</li> <li>• 17 March 2009</li> <li>• 17 February 2010</li> <li>• 30 October 2011</li> <li>• 12 February 2013</li> </ul>	<ul style="list-style-type: none"> <li>• 11 December 2013</li> <li>• 16 July 2014</li> <li>• 15 July 2015</li> <li>• 19 July 2016</li> <li>• 18 July 2017</li> <li>• 23 October 2018</li> <li>• <u>22 October 2019</u></li> </ul>

## DA06-3

## MINOR VARIATION FOR GOODS OR SERVICES

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government may, with the approval of the tenderer, make a minor variation in a contract for goods or services before it enters the contract with the successful tenderer.
Legislative Power or duty delegated:	Regulation 20(1) of the <i>Local Government (Function and General) Regulations 1996</i> .
Legislative power to delegate	Section 5.42 and Section 5.44 <i>Local Government Act 1995</i>
Delegation to:	Chief Executive Officer
Policy:	FIN12 Purchasing Policy
Delegation:	The Chief Executive Officer is delegated the power, with the approval of the tenderer, to make a minor variation in a contract for goods or services before the Shire enters the contract with the successful tenderer, subject to Regulation 20(1) of the <i>Local Government (Functions and General) Regulations 1996</i> .
Conditions and Exceptions:	That the variation is minor having regard to the total goods or services that tenderers were invited to supply.  That the variation is in the opinion of the Chief Executive Officer within the criteria established for that tender.
CEO delegates to:	Nil
Delegation delegated by the CEO	<u>N/A</u>
Reporting Requirements:	<ul style="list-style-type: none"> <li>• <b>Details of the minor variation must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</b></li> <li>• <b>Delegation Form CEO 078 must be recorded in Synergy File <a href="#">GV01.18-499.20</a></b></li> <li>• <b>A copy of the authorised DA must also be sent to Procurement for notification and filing.</b></li> <li>• <b>Notification of the delegated decision must be made to Councillors via EMACCESS within 7 working days of the decision.</b></li> </ul>
Details of Review:	<ul style="list-style-type: none"> <li>11 December 2013</li> <li>16 July 2014</li> <li>15 July 2015</li> <li>19 July 2016</li> <li>18 July 2017</li> <li>23 October 2018</li> <li><a href="#">22 October 2019</a></li> </ul>



## DA06-4

## EXPRESSIONS OF INTEREST FOR GOODS AND SERVICES

<p>Function to be performed:  <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power inclusive of conditions [see below].</i></p>	<p>Authority to determine when to seek Expressions of Interest and to invite Expressions of Interest for the supply of goods or services.</p> <p>Authority to consider Expressions of Interest which have not been rejected and determine those which are capable of satisfactorily providing the goods or services, for listing as acceptable tenderers.</p>																		
<p>Legislative Power or duty delegated:</p>	<p>S3.57 of the <i>Local Government Act 1995</i>  <i>Local Government (Function and General) Regulations 1996</i>  r.21 Limiting who can tender, procedure for  r.23 Rejecting and accepting expressions of interest to be acceptable tenderer</p>																		
<p>Legislative power to delegate</p>	<p><i>Local Government Act 1995:</i>  s5.42 Delegation of some powers or duties to the Chief Executive Officer; and  s5.43 Limitations on delegations to the Chief Executive Officer</p>																		
<p>Policy:</p>	<p>FIN12 Purchasing Policy</p>																		
<p>Delegation to:</p>	<p>Chief Executive Officer</p>																		
<p>Delegation:</p>	<p>Authorisation is given to call for Expressions of Interest for the supply of goods or services where appropriate.  Authorisation is given consider Expressions of Interest received and determine a list of acceptable tenderers.</p>																		
<p>Conditions and Exceptions:</p>	<p>The delegate has the authority to deal with such matters relevant to this <del>declaration</del><a href="#">delegation</a>.</p> <p>Details of the expression of interest sought must be recorded in the appropriate record and in the Tender Register as required by the <i>Local Government (Functions and General) Regulations 1996</i>, Regulation 17.</p> <p>A determination to call a tender must only occur where the procurement is identified in Annual Budget allocations.</p>																		
<p>CEO delegates to:</p>	<p>Directors</p>																		
<p>Reporting Requirements:</p>	<ul style="list-style-type: none"> <li>• Delegation Form CEO 078 must be recorded in Synergy File GV01.19.208.19</li> <li>• Details to be recorded in the <a href="#">Expression of Interest Tender Register</a> to meet legislative requirements (Procurement).</li> <li>• A copy of the authorised DA must also be sent to Procurement <del>for notification and filing.</del></li> </ul>																		
<p>Details of Review:</p>	<table border="0"> <tr> <td>16 March 1999</td> <td>17 February 2010</td> </tr> <tr> <td>16 October 2001</td> <td>30 October 2011</td> </tr> <tr> <td>17 June 2003</td> <td>11 December 2013 PREVIOUSLY DA007</td> </tr> <tr> <td>24 October 2006</td> <td>16 July 2014</td> </tr> <tr> <td>19 February 2008</td> <td>15 July 2015</td> </tr> <tr> <td>17 March 2009</td> <td>19 July 2016</td> </tr> <tr> <td></td> <td>18 July 2017</td> </tr> <tr> <td></td> <td>23 October 2018</td> </tr> <tr> <td></td> <td><a href="#">22 October 2019</a></td> </tr> </table>	16 March 1999	17 February 2010	16 October 2001	30 October 2011	17 June 2003	11 December 2013 PREVIOUSLY DA007	24 October 2006	16 July 2014	19 February 2008	15 July 2015	17 March 2009	19 July 2016		18 July 2017		23 October 2018		<a href="#">22 October 2019</a>
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24 October 2006	16 July 2014																		
19 February 2008	15 July 2015																		
17 March 2009	19 July 2016																		
	18 July 2017																		
	23 October 2018																		
	<a href="#">22 October 2019</a>																		

## DA06-6

## AWARD TENDERS

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government must consider any submissions that have not been rejected and decide which ones could satisfactorily supply the goods or services. The local government may then execute the associated contract.		
Legislative Power or duty delegated:	S3.57 of the <i>Local Government Act 1995</i> and Regulation 18 of the <i>Local Government (Functions and General Regulations) 1996</i> .		
Legislative power to delegate	<i>Local Government Act 1995</i>		
Delegation to:	Chief Executive Officer		
Delegation:	The Chief Executive Officer is authorised to accept the tenders and to execute the associated contracts.		
Policy:	FIN12 Purchasing Policy		
Conditions and Exceptions:	In order for the CEO to exercise this delegation: <ul style="list-style-type: none"> <li>• the provision of the goods or services are time critical;</li> <li>• not exceeding \$250,000; <del>and</del></li> <li>• <u>an endorsed Budget allocation must be provided for; and</u></li> <li>• <u>Elected Members will be given at least 48 hours' notice via EMACCESS of the CEO's intent to use this delegated authority-</u></li> </ul>		
CEO delegates to:	Nil		
Delegation delegated by the CEO	<u>N/A Nil</u>		
Reporting Requirements:	<ul style="list-style-type: none"> <li>• <b>All awarded tenders to be recorded in the Tender Register to meet legislative requirements (Procurement).</b></li> <li>• <b>Elected Members must be informed via OCM Agenda <del>Item via the Executive Officer.</del></b></li> <li>• <b>Elected Members will be given at least 48 hours' notice via EMACCESS of the CEO's intent to use this delegated authority under "Conditions and Exceptions".</b></li> <li>• <b>Delegation Form CEO 078 must be recorded in Synergy File GV01.19.208-19</b></li> </ul>		
Details of Review:	<table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top;"> 15 September 1998  16 October 2001  17 June 2003  24 October 2006  19 February 2008  17 March 2009  17 February 2010  30 October 2011  13 February 2013 </td> <td style="vertical-align: top;"> 11 December 2013 PREVIOUSLY DA001  16 July 2014  15 July 2015  19 July 2016  18 July 2017  23 October 2018  <u>22 October 2019</u> </td> </tr> </table>	15 September 1998 16 October 2001 17 June 2003 24 October 2006 19 February 2008 17 March 2009 17 February 2010 30 October 2011 13 February 2013	11 December 2013 PREVIOUSLY DA001 16 July 2014 15 July 2015 19 July 2016 18 July 2017 23 October 2018 <u>22 October 2019</u>
15 September 1998 16 October 2001 17 June 2003 24 October 2006 19 February 2008 17 March 2009 17 February 2010 30 October 2011 13 February 2013	11 December 2013 PREVIOUSLY DA001 16 July 2014 15 July 2015 19 July 2016 18 July 2017 23 October 2018 <u>22 October 2019</u>		

## DA06-7

## STAFF AND EMPLOYEE PROPERTY LEASES CONTRACTS

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	That authority is delegated to the Chief Executive Officer for the acquisition of property by way of leases for the purpose of staff housing and employee accommodation up to the value outlined in the budget.
Legislative Power or duty delegated:	<p>(a) <i>Local Government Act 1995</i> Section 3.58 The local government in this section — acquire has a meaning that accords with the meaning of dispose ; dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;</p> <p>(b) Exempt land transactions prescribed (Act s. 3.59) it is the leasing of land to an employee of the local government for use as the employee's residence <i>Local Government (Functions and General) Regulation 1996</i> 30(2)(d) Section 3.58</p>
Legislative power to delegate	Section 5.42 and Section 5.44, <i>Local Government Act 1995</i>
Delegation to:	Chief Executive Officer
Delegation:	The authorisation is given for the acquisition of property by way of leases for the purpose of staff housing and employee accommodation up to the value outlined in the budget.
Conditions and Exceptions:	N/A
CEO delegates to:	Director Property & Development Services
Delegation delegated by the CEO	The delegated authority to sign all leases for staff housing and employee accommodation.
Reporting Requirements:	<ul style="list-style-type: none"> <li>• <b>Details of outcomes must be recorded in Lease Register and recorded in Synergy under the appropriate File Number record to meet legislative requirements.</b></li> </ul>
Details of Review:	<p>23 January 2013 8 May 2013 11 December 2013 PREVIOUSLY DA049 16 July 2014 15 July 2015 - Change in Legislative Powers to reflect the functions to be performed. 19 July 2016 18 July 2017 23 October 2018 <a href="#">22 October 2019</a></p>

DA06-8

## LEASE AGREEMENTS INCLUDING USER AND LICENCE AGREEMENTS

### Function to be performed:

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

That authority be delegated to the Chief Executive Officer to :

- establish, renew and vary existing Lease Agreements including User and License Agreements as the “Lessor”, for properties that are under the care, control and Management of the Shire of Ashburton;
- establish, renew and vary existing Lease Agreements including User and License Agreements and subsequent Sub-Lease Agreements (e.g. SES) as the “Lessee”, for properties owned or controlled by:
  - The Crown;
  - A third party (e.g. Rio Tinto).

Legislative Power or duty delegated:

Section 3.58 *Local Government Act 1995*, Disposing of Property  
[Residential Parks \(Long-Stay Tenants\) Regulations 2007](#)

Legislative power to delegate

Section 5.44, *Local Government Act 1995*

Policy

REC05 Community Lease and Licence Agreements of the Shire Assets (Facilities, Buildings and Land)

Delegation to:

Chief Executive Officer

Delegation:

The delegation is given for the establishment, renewal and variation of User and License Agreements, Commercial Lease Agreements, Community Lease Agreements and Sub-Lease Agreements both as the Lessor (care, control and Management of property) and Lessee (Crown or third party ownership of property) limited to:

- Each agreement not exceeding a total value of \$150,000 per annum; and
- Multi-year contracts not exceeding a total value of \$1,000,000.

Conditions and Exceptions:

Complies with Council Policy REC05 Community Lease and Licence Agreements of the Shire Assets (Facilities, Buildings and Land)  
Compliance with *Local Government Act 1995* s. 3.58(d),

CEO delegates to:

Director Property & Development Services

Delegation delegated by the CEO

That authority be delegated to the Director Property & Development Services to sign ~~lease contracts~~ [agreements and notices in accordance with the Residential Parks \(Long-Stay Tenants\) Regulations 2007](#) for the Ocean View Caravan Park as required.

Reporting Requirements:

- **Details of outcomes must be recorded in the Lease Register and must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.**
- **Delegation Form CEO 078 must be recorded in Synergy File GV01.19.208-49.**

Details of Review:

10 December 2014  
15 July 2015  
19 July 2016  
18 July 2017  
23 October 2018  
[22 October 2019](#)

# PART 7 OTHER LEGISLATION

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

*Building Act 2011*

*Bush Fires Act 1954*

*Cat Act 2011*

*Dog Act 1976*

*Food Act 2008*

## BUILDING ACT 2011

## DA07-1

## APPROVE OR REFUSE BUILDING PERMIT

## Function to be performed:

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

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

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

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

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

## Legislative Power or duty delegated:

*Building Act 2011:*

s.18 Further Information

s.20 Grant of building permit

s.22 Further grounds for not granting an application

s.27(1) and (3) Impose Conditions on Permit

*Building Regulations 2012:*

r.23 Application to extend time during which permit has effect (s.32)

r.24 Extension of time during which permit has effect (s.32(3))

r.26 Approval of new responsible person (s.35(c))

## Legislative power to delegate

*Building Act 2011:*

s.127(1) & (3) Delegation: special permit authorities and local government

## Delegation to:

[Chief Executive Officer/CEO](#)

## Delegation:

1. Authority to require an applicant to provide any documentation or information required to determine a building permit application [s.18 (1)].
2. Authority to grant or refuse to grant a building permit [s.20 (1) & (2) and s.22].
3. Authority to impose, vary or revoke conditions on a building permit [s.27 (1) and (3)].
4. Authority to determine an application to extend time during which a building permit has effect [r.23].
  - Subject to being satisfied that work for which the building permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)]
  - Authority to impose any condition on the building permit extension that could have been imposed under s.27 [r.24 (2)].
5. Authority to approve, or refuse to approve, an application for a new responsible person for a building permit [r.26].

## Conditions and Exceptions:

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

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

## CEO delegates to:

Director Property & Development Services  
Building Surveyor and Compliance Officer

## Reporting Requirements:

- **Details of the action must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.**
  - ◆ [Delegation Form CEO-078 must be recorded in Synergy File GV01.18.19](#)

## Details of Review:

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

19 July 2016  
18 July 2017  
23 October 2018  
[22 October 2019](#)

## BUILDING ACT 2011

## DA07-2

## APPROVE OR REFUSE DEMOLITION PERMIT

## Function to be performed:

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

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

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

Legislative Power or duty  
delegated:

*Building Act 2011:*  
s.18 Further Information  
s.21 Grant of demolition permit  
s.22 Further grounds for not granting an application  
s.27(1) and (3) Impose Conditions on Permit

*Building Regulations 2012*  
r.23 Application to extend time during which permit has effect (s.32)  
r.24 Extension of time during which permit has effect (s.32(3))  
r.26 Approval of new responsible person (s.35(c))

## Legislative power to delegate

*Building Act 2011:*  
s.127(1) & (3) Delegation: special permit authorities and local government

## Delegation to:

[Chief Executive Officer CEO](#)

## Delegation:

1. Authority to require an applicant to provide any documentation or information required to determine a demolition permit application [s.18(1)].
2. Authority to grant or refuse to grant a demolition permit on the basis that all s.21(1) requirements have been satisfied [s.20(1) & (2) and s.22].
3. Authority to impose, vary or revoke conditions on a demolition permit [s.27(1) and(3)].
4. Authority to determine an application to extend time during which a demolition permit has effect [r.23].
  - i. Subject to being satisfied that work for which the demolition permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)]
  - ii. Authority to impose any condition on the demolition permit extension that could have been imposed under s.27 [r.24(2)].
5. Authority to approve, or refuse to approve, an application for a new responsible person for a demolition permit [r.26].

## Conditions and Exceptions:

Delegation does not apply to places listed on the State's Register of Heritage Places or Council's Heritage Register, or to places classified by the National Trust.  
In undertaking the functions of this delegation, Building Surveyors must be [engaged](#)/employed by the Shire in accordance with section 5.36 of the *Local Government Act 1995*.

## CEO delegates to:

Director Property & Development Services  
[Building Surveyors & Compliance Officer](#)

## Delegation delegated by the CEO

Nil

## Reporting Requirements:

- **Details must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.**
  - ~~Delegation Form CEO 078 must be recorded in Synergy File GV01.18.19.~~

## Details of Review:

11 December 2013 PREVIOUSLY DA 39, 40 AND 41  
16 July 2014  
15 July 2015  
19 July 2016

18 July 2017  
23 October 2018  
[22 October 2019](#)

## BUILDING ACT 2011

## DA07-3

GRANT OF OCCUPANCY PERMIT OR BUILDING APPROVAL  
CERTIFICATE

## Function to be performed:

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

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

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

Legislative Power or duty  
delegated:

*Building Act 2011:*  
s.55 Further information  
s.58 Grant of occupancy permit, building approval certificate  
s.62(1) and (3) Conditions imposed by permit authority  
s.65(4) Extension of period of duration

Building Regulations 2012  
r.40 Extension of period of duration of time limited occupancy permit or building approval certificate (s.65)

## Legislative power to delegate

*Building Act 2011:*  
s.127(1) & (3) Delegation: special permit authorities and local government

## Delegation to:

[Chief Executive Officer CEO](#)

## Delegation:

1. Authority to require an applicant to provide any documentation or information required in order to determine an application [s.55].
2. Authority to grant, refuse to grant or to modify an occupancy permit or building approval certificate [s.58].
3. Authority to impose, add, vary or revoke conditions on an occupancy permit [s.62(1) and (3)].
4. Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect [s.65(4) and r.40].

## Conditions and Exceptions:

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

## CEO delegates to:

Director Property & Development Services  
Building Surveyor & Compliance Officer

## Delegation delegated by the CEO

Nil

## Reporting Requirements:

- **Details of the action must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.**
  - [Delegation Form CEO 078 must be recorded in Synergy File GV01.18.19.](#)

## Details of Review:

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

19 July 2016  
18 July 2017  
23 October 2018  
[22 October 2019](#)



## BUILDING ACT 2011

## DA07-5

## ISSUE AND REVOCATION OF BUILDING ORDERS

## Function to be performed:

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

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

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

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

## Legislative Power or duty delegated:

*Building Act 2011:*

- s.110(1) A permit authority may make a building order
- s.111(1) Notice of proposed building order other than building order (emergency)
- s.117(1) and (2) A permit authority may revoke a building order or notify that it remains in effect
- s.118(2) and (3) Permit authority may give effect to building order if non-compliance
- s.133(1) A permit authority may commence a prosecution for an offence against this Act

## Legislative power to delegate

*Building Act 2011:*

- s.127(1) & (3) Delegation: special permit authorities and local government

## Delegation to:

Chief Executive Officer

## Delegation:

1. Authority to make Building Orders in relation to:
  - a. Building work
  - b. Demolition work
  - c. An existing building or incidental structure [s.110(1)].
2. Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(c)].
3. Authority to revoke a building order [s.117].
4. If there is non-compliance with a building order, authority to cause an authorised person to:
  - a. take any action specified in the order ; or
  - b. commence or complete any work specified in the order; or
  - c. if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease [s.118(2)].
5. Authority to take court action to recover as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order [s.118(3)].
6. Authority to initiate a prosecution pursuant to section 133(1) for non-compliance with a building order made pursuant to section 110 of the *Building Act 2011*.

## Conditions and Exceptions:

~~Building Surveyor & Compliance Officer~~~~Coordinator Building Approvals~~ may:

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

## CEO delegates to:

Director Property & Development Services  
Building Surveyor ~~and~~ Compliance Officer

## Reporting Requirements:

- **Details of the action must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.**
- ~~Delegation Form CEO 078 must be recorded in Synergy File GV01.18.19.~~

## Details of Review:

11 December 2013 PREVIOUSLY DA 39, 40 AND 41  
16 July 2014  
15 July 2015  
19 July 2016

18 July 2017  
23 October 2018  
[22 October 2019](#)

## BUILDING ACT 2011

## DA07-10

## APPOINTMENT OF AUTHORISED PERSONS – BUILDING ACT 2011

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions of the <i>Building Act 2011</i> and the <i>Building Regulations 2012</i>																		
Legislative Power or duty delegated:	<i>Building Act 2011:</i> s.96(3) authorised persons																		
Legislative power to delegate	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government																		
Delegation to:	Chief Executive Officer																		
Delegation: 	The CEO is delegated the power to appoint authorised persons for the purpose of enforcing section 96.3of the provisions of the Act -1. Authority to designate an employee as an authorised person [s.96 (3)]. 2. Authority to revoke or vary a condition of designation as an authorised person or give written notice to an authorised person limiting powers that may be exercised by that person [s.99(3)].																		
Conditions and Exceptions:	The Delegation is subject to <i>section 100(2) of the Building Act 2011:</i>  <i>"The authorised person is not entitled to enter a part of a place in use as a residence, except –</i> a) <i>with the consent of an adult occupier; or</i> b) <i>under the authority of an entry warrant; or</i> c) <i>to take action under section 118(2) in relation to a building order emergency); and</i>  <i>Section 127 (3) of the Building Act 2011</i> <i>(3) A delegation of a local government's powers or duties may be only to a local government employee"</i> Governance to be advised of the appointment of all authorised persons. <del>External authorised organisations to be identified.</del>																		
CEO Appoints: 	Director Property & Development Services Manager Community Safety All Rangers Building Surveyor <del>and</del> Compliance Officer																		
Appointment:	The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.																		
Reporting Requirements: 	<ul style="list-style-type: none"> <li>• <b>Details of the recovery and court action must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</b></li> <li>• <del>Delegation Form CEO 078 must be recorded in Synergy File GV01.18.19</del></li> </ul>																		
Details of Review: 	<table border="0"> <tr> <td>15 September 1988</td> <td>11 December 2013 PREVIOUSLY DA022</td> </tr> <tr> <td>16 July 2002</td> <td>28 February 2014</td> </tr> <tr> <td>17 June 2003</td> <td>16 July 2014</td> </tr> <tr> <td>24 October 2006</td> <td>15 July 2015</td> </tr> <tr> <td>19 February 2008</td> <td>19 July 2016</td> </tr> <tr> <td>17 March 2009</td> <td>18 July 2017</td> </tr> <tr> <td>24 June 2009</td> <td>23 October 2018</td> </tr> <tr> <td>17 February 2010</td> <td><u>22 October 2019</u></td> </tr> <tr> <td>30 October 2011</td> <td></td> </tr> </table>	15 September 1988	11 December 2013 PREVIOUSLY DA022	16 July 2002	28 February 2014	17 June 2003	16 July 2014	24 October 2006	15 July 2015	19 February 2008	19 July 2016	17 March 2009	18 July 2017	24 June 2009	23 October 2018	17 February 2010	<u>22 October 2019</u>	30 October 2011	
15 September 1988	11 December 2013 PREVIOUSLY DA022																		
16 July 2002	28 February 2014																		
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24 October 2006	15 July 2015																		
19 February 2008	19 July 2016																		
17 March 2009	18 July 2017																		
24 June 2009	23 October 2018																		
17 February 2010	<u>22 October 2019</u>																		
30 October 2011																			

## BUSH FIRES ACT 1954

DA07-11

## POWERS AND DUTIES – BUSH FIRES ACT 1954

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	All powers, duties and functions of the local government under the Bush Fires Act 1954.
Legislative Power or duty delegated:	<i>Bush Fires Act 1954</i>
Legislative power to delegate	Section 48 – Delegation by local governments <i>Bush Fires Act 1954</i>
Delegation to:	Chief Executive Officer
Delegation:	No statutory power provided to sub-delegate s48(3)
Conditions and Exceptions:	Excludes powers and duties that: <ul style="list-style-type: none"> <li>• are subject to separate delegated authority within this Register as set out below Delegation 7.12 Appointment of Bush Fire Control Officers; Delegation 7.13 Variation of Prohibited Burning Times; and Delegation 7.14 Prosecutions;</li> <li>• are prescribed in the Act with the requirement for a resolution by the local government</li> <li>• are prescribed in the Act for performance by prescribed offices; or</li> <li>• are subject to separate delegate authority within this register.</li> </ul>
CEO delegates to:	<a href="#">Nil N/A</a>
Delegation delegated by the CEO	N/A
Reporting Requirements:	<ul style="list-style-type: none"> <li>• <b>Details of all notices issued must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</b> <ul style="list-style-type: none"> <li>• <b><a href="#">Delegation Form CEO 078 must be recorded in Synergy File GV01.18.19</a></b></li> </ul> </li> </ul>
Details of Review:	11 December 2013 16 July 2014 15 July 2015 19 July 2016 18 July 2017 23 October 2018 <a href="#">22 October 2019</a>

*BUSH FIRES ACT 1954*

## DA07-12

## APPOINTMENT OF BUSH FIRE CONTROL OFFICERS

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Appointing a bush fire officer to carry out the powers and functions in the <i>Bush Fires Act 1954</i>
Legislative Power or duty delegated:	To appoint such persons under section 38 of the Act to be bush fire control officers to undertake powers and duties under the <i>Bush Fires Act 1954</i>
Legislative power to delegate	Section 48 – Delegation by local governments <i>Bush Fires Act 1954</i>
Delegation to:	Chief Executive Officer
Delegation:	No statutory power provided to sub-delegate s48(3)
Conditions and Exceptions:	Excludes powers and duties that: <ul style="list-style-type: none"> <li>• are prescribed in the Act with the requirement for a resolution by the local government;</li> <li>• are prescribed in the Act for performance by prescribed offices; or</li> <li>• are subject to separate delegated authority within this register (DA07-13, DA07-14).</li> </ul>
CEO delegates to:	<a href="#">Nil N/A</a>
Delegation delegated by the CEO	N/A
Reporting Requirements:	<ul style="list-style-type: none"> <li>• <b>Details of all notices issued must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</b></li> <li>• <b><a href="#">Delegation Form CEO 078 must be recorded in Synergy File GV01.18.19</a></b></li> </ul>
Details of Review:	23 October 2018 <a href="#">22 October 2019</a>

## BUSH FIRES ACT 1954

## DA07-13

## PROHIBITED BURNING TIMES

## Function to be performed:

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

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

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

## Legislative Power or duty delegated:

*Bush Fires Act 1954:*

s.17(7) Prohibited burning times may be declared by Minister

*Bush Fire Regulations 1954:*

r.15 Permit to burn (Act s.18), form of and apply for after refusal etc.

r. 38A Use of engines, plant or machinery likely to cause a bush fire

r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times

r.39B Crop dusters etc., use of in restricted or prohibited burning times

## Legislative power to delegate

*Bush Fires Act 1954:*

s.48 Delegation by local government

## Delegation to:

Shire President and [Deputy](#) Chief Bush Fire Control Officer ([DCBFCO](#)) (jointly)

## Delegation:

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

## Conditions and Exceptions:

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

## Reporting Requirements:

- **Details of all notices issued must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.**

• **[Delegation Form CEO-078 must be recorded in Synergy File GV01.18.19](#)**

## Details of Review:

15 September 1998

16 October 2001

17 June 2003

24 October 2006

20 March 2007

19 February 2008

17 March 2009

24 June 2009

17 February 2010

11 December 2013 PREVIOUSLY DA017

16 July 2014

15 July 2015

19 July 2016

18 July 2017

23 October 2018

[22 October 2019](#)

## BUSH FIRES ACT 1954

## DA07-14

## PROSECUTIONS

## Function to be performed:

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

## Issue Infringement Notices.

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

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

Legislative Power or  
duty delegated:

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

## Legislative power to delegate

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

## Delegation to:

Director Property & Development Services  
Manager Community Safety  
All Fire Control Officers  
All Rangers

## Delegation:

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

## Conditions and Exceptions:

Nil

## Reporting Requirements:

- **Details of all notices issued must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.**
- **[Delegation Form CEO 078 must be recorded in Synergy File GV0118.19](#)**

## Details of Review:

15 September 1998	30 October 2011
16 October 2001	11 December 2013 PREVIOUSLY DA016
17 June 200	16 July 2014
24 October 2006	15 July 2015
20 March 2007	19 July 2016
19 February 2008	18 July 2017
17 March 2009	23 October 2018
24 June 2009	<a href="#">22 October 2019</a>
17 February 2010	

## FOOD ACT 2008

## DA07-15

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

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

Authority to appoint authorised officers under the Food Act, Public Health Act and authority to appoint an Authorised Officer to be a Designated Officer for the purposes contained in S126 (6),(7) of the Food Act.

Legislative Power or  
duty delegated:

*Food Act 2008*  
s122 Appointment of Authorised Officers and s126 Infringement Notices

Legislative power to delegate

*Food Act 2008:*  
s.118 Functions of enforcement agencies and delegation  
(2)(b) Enforcement agency may delegate a function conferred on it  
(3) Delegation subject to conditions [s.119] and guidelines adopted [s.120]  
(4) Sub-delegation permissible only if expressly provided in regulations

Delegation to:

Chief Executive Officer

Delegation:

1. Authority to appoint a person to be an authorised officer for the purposes of the Food Act 2008 [s.122 (2)].
2. Authority to appoint an Authorised Officer appointed under s.122 (2) of this Act or the s.24 (1) of the *Public Health Act 2016*, to be a Designated Officer for the purposes of issuing Infringement Notices under the *Food Act 2008* [s.126(13)].
3. Authority to appoint an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s.126(6)] and determining withdrawal of an infringement notice [s.126(7)].

CEO Authorises:

The Chief Executive Officer appoints Authorised Officers, namely:

- Director Property & Development Services
- Manager Development Services; and
- Environmental Health Officers;

as Authorised Officers for all food premise types and under the *Food Act 2008*

Conditions and Exceptions:

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

The Director Property & Development Services and the Environmental Health Officers as the Designated Officer for the purposes of Section 126 of the *Food Act 2008*:

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

Manager Development Services and Environmental Health Officers:

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

The power to prosecute any person is only exercised by agreement of the Director Property & Development Services

Reporting Requirements:

- **Details of all authorised officers appointed must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.**
  - ~~Delegation Form CEO 078 must be recorded in Synergy File GV01.18.19~~

Details of Review:

30 October 2011  
11 December 2013 PREVIOUSLY DA047  
16 July 2014  
15 July 2015  
19 July 2016

18 July 2017  
23 October 2018  
22 October 2019

## FOOD ACT 2008

## DA07-16

## PROHIBITION ORDERS

## Function to be performed:

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

## An enforcement agency may:

1. Authority to serve a prohibition order on the proprietor of a food business in accordance with s.65 of the Food Act 2008 [s.65(1)].
2. Authority to give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices [s.66].
3. Authority to give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection s.67(4)].

## Legislative Power or duty delegated:

*Food Act 2008:*  
s.65(1) Prohibition orders  
s.66 Certificate of clearance to be given in certain circumstances  
s.67(4) Request for re-inspection

## Legislative power to delegate

Section 118 of the *Food Act 2008*

## Delegation to:

Chief Executive Officer  
Director Property & Development Services  
Manager Development Services  
All Environmental Health Officers

## Delegation:

Environmental Health Officers are delegated the power to issue prohibition orders in accordance with section 65 of the *Food Act 2008*;  
Environmental Health Officers are delegated the power to initiate appropriate legal action in accordance with section 125 of the *Food Act 2008*.  
Environmental Health Officers are delegated the power to clear and remove a prohibition order in accordance with section 66 of the Food Act 2008, and to provide written notification as required with respect to any decision made not to issue a certificate of clearance following an inspection under either Section 66 or 67

## Conditions and Exceptions:

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

## Reporting Requirements:

- **Details of all prosecutions must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.**
  - [Delegation Form CEO 078 must be recorded in Synergy File GV01.18.19](#)

## Details of Review:

11 December 2013 PREVIOUSLY DA047  
16 July 2014  
15 July 2015  
19 July 2016  
18 July 2017  
23 October 2018  
[22 October 2019](#)



## CAT ACT 1954

## DA07-19

## APPOINTMENT OF AUTHORISED PERSONS – CAT ACT 2011

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	All the powers and duties of the local government under the <i>Cat Act 2011, Cat Regulations 2012</i>
Legislative Power or duty delegated:	Section 48 of the <i>Cat Act 2011</i>
Legislative power to delegate	<i>Cat Act 2011</i> s.44 Delegation by local government
Delegation to:	Chief Executive Officer
Delegation:	1. All the powers and duties of the local government under the <i>Cat Act 2011, Cat Regulations 2012</i>
Conditions and Exceptions:	Nil
CEO delegates to:	Director Property & Development Services Manager Community Safety All Rangers All Environmental Health Officers Records Coordinator Customer Service Officers
Delegation delegated by the CEO	The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.
Reporting Requirements:	<ul style="list-style-type: none"> <li>• <b>Details of all decision made must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</b></li> </ul>
Details of Review:	11 December 2013 16 July 2014 15 July 2015 19 July 2016 18 July 2017 23 October 2018 <a href="#">22 October 2019</a>

## DOG ACT 1976

## DA07-20

## APPOINTMENT OF AUTHORISED PERSONS – DOG ACT 1976

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	All the powers and duties of the local government under the <i>Dog Act 1976 and Dog Regulations 2013</i> .								
Legislative Power or duty delegated:	<del>Section 10AA, 10AB and 26(3) of the Dog Act 1976</del> Section 3.2 of the Shire of Ashburton Dogs Local Law 2012								
Legislative power to delegate	Section 10AA, 10AB <del>and 26(3)</del> of the <i>Dog Act 1976</i> Section 3.2 of the Shire of Ashburton Dogs Local Law 2012								
Delegation to:	Chief Executive Officer and nominated <u>d</u> authorised officers under this Act.								
Delegation:	All the powers and duties of the local government under the <i>Dog Act 1976 and Dog Regulations 2013</i> .								
Conditions and Exceptions:	Withdrawal of an Infringement Notice can only to be approved by the Chief Executive Officer or Director Property & Development Services.  The authorised officers (excepting the Customer Service Officers) are appointed to undertake the powers of an authorised person under the <i>Dog Act 1976 the Dog Regulations 1976 and the Dog (Restricted Breeds) Regulations No 2 2002</i> . The appointment includes the power of an authorised person to declare a dog to be a dangerous dog under section 33E of the Act.  <u>Customer Service Officers are authorised only to perform functions which are limited to the registration of animals within the Shire.</u>								
CEO delegates to:	Director Property & Development Services Manager Community Safety All Rangers All Environmental Health Officers Records Coordinator Customer Service Officers								
Delegation delegated by the CEO	The above are authorised for the purposes of performing particular functions under the <i>Dog Act 1976</i> .								
Reporting Requirements:	<ul style="list-style-type: none"> <li><b>Details of all decision made must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</b></li> </ul>								
Details of Review:	<table border="0"> <tr> <td>11 December 2013</td> <td>18 July 2017</td> </tr> <tr> <td>16 July 2014</td> <td>23 October 2018</td> </tr> <tr> <td>15 July 2015</td> <td><u>22 October 2019</u></td> </tr> <tr> <td>19 July 2016</td> <td></td> </tr> </table>	11 December 2013	18 July 2017	16 July 2014	23 October 2018	15 July 2015	<u>22 October 2019</u>	19 July 2016	
11 December 2013	18 July 2017								
16 July 2014	23 October 2018								
15 July 2015	<u>22 October 2019</u>								
19 July 2016									

PART 8

*SHIRE OF ASHBURTON LOCAL PLANNING SCHEME No.7*

*PLANNING AND DEVELOPMENT ACT 2005*

*PLANNING AND DEVELOPMENT (LOCAL PLANNING  
SCHEMES) REGULATIONS 2015*

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*PLANNING AND DEVELOPMENT REGULATIONS 2009*

*STRATA TITLES ACT 1985*

*PLANNING AND DEVELOPMENT (DEVELOPMENT  
ASSESSMENT PANELS) REGULATIONS 2011*

## DA08-1

## TOWN PLANNING FUNCTIONS

## Function to be performed:

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

Assessing and determining applications for development approval;

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

All matters delegated to the Shire under the Planning and Development Act 2005 and the Planning and Development (Local Planning Schemes) Regulations 2015, or functions that the Shire is authorised to exercise under that Act and all associated Regulations.

The preparation and presentation of a report to Council may be required as a prerequisite to:

- Council's support for a proposal to rezone or reclassify land in the District;
- Council's support for an application to subdivide or amalgamate lots;
- Council's support for an application for a Local Development Plan, Activity Centre Plan, or Structure plan; or
- Council's consideration of an application for Development Approval.

## Legislative Power or duty delegated:

Shire of Ashburton Local Planning Scheme No 7 and the deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015, and Sections 5.45 and 5.46 of the *Local Government Act 1995*.

## Legislative power to delegate

Shire of Ashburton Local Planning Scheme

## Delegation to:

Chief Executive Officer

## Delegation:

A. ADVERTISING AND DETERMINING APPLICATIONS FOR DEVELOPMENT APPROVAL

**Power/Duty**

## 1. Notification and Advertising of Applications for Development Approval

Determine in accordance with the Shire of Ashburton Local Planning Scheme No 7 and Planning and Development (Local Planning Schemes) Regulations 2015, determine that a particular development application will be advertised and notify the applicant accordingly.

Determine those landowners and occupiers to whom notice of an application for Development Approval required to be advertised shall be provided pursuant to the Shire of Ashburton Local Planning Scheme No 7 and Planning and Development (Local Planning Schemes) Regulations 2015.

Determine the requirement for consultation with other authorities for an application for Development Approval pursuant to the Shire of Ashburton Local Planning Scheme No 7 and Planning and Development (Local Planning Schemes) Regulations 2015..

## 2. Consideration of Applications for Development Approval

Determine applications for Development Approval made in accordance with the Shire of Ashburton Local Planning Scheme No 7, Planning and Development (Local Planning Schemes) Regulations 2015 and/or Statement of Planning Policy No. 1 – Residential Design Codes, irrespective of whether objections have been received and impose conditions or grounds of refusal as required.

## 3. Determine requests for Amending or Revoking a Development Approval

Determine requests for Amending or Revoking a Development Approval made in accordance with the Shire of Ashburton Local Planning Scheme No 7 and Planning and Development (Local Planning Schemes) Regulations 2015 where the original permit was issued under delegated authority.

## 4. Conditions

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

B. ADVERTISING DEVELOPMENT PLANS, ACTIVITY CENTRE PLAN/S, OR STRUCTURE PLAN/S

**Power/Duty**

1. Determine whether or not an application for a Development Plan/s, Activity Centre Plan/s, or Structure Plan/s for assessment and advertising complies with the Shire of Ashburton Local Planning Scheme No. 7 and Planning and Development (Local Planning Schemes) Regulations 2015.

Consider the submitted Development Plan/s, Activity Centre Plan/s, or Structure Plan/s and notify the applicant if the Plan complies with the Shire of Ashburton Local Planning Scheme No. 7 and Planning and Development (Local Planning Schemes) Regulations 2015 or if further information is required prior to the Plan being accepted for assessment and advertising.

2. Notification and Advertising of Applications for a Development Plan/s, Activity Centre Plan/s , Structure Plan/s

Determine the requirement for advertising for public comment for Development Plan/s, Activity centre plan/s, or Structure Plan/s pursuant to the Shire of Ashburton Local Planning Scheme No 7 and Planning and Development (Local Planning Schemes) Regulations 2015 and readvertising of modified Plan/s where necessary

3. Consideration of Applications for Local Development Plan/s, Activity Centre Plan/s, Structure Plan/s

Prepare report to the WAPC advising of Council's support or otherwise, including recommendations of proposed modifications to Local Development Plan/s, Activity Centre Plan/s, or Structure plan/s where no objections have been received pursuant to the Shire of Ashburton Local Planning Scheme and Planning and Development (Local Planning Schemes) Regulations 2015.

4. Conditions

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

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

C. ADVERTISING EXTENSION FOR PLANNING SCHEME AMENDMENTS, LOCAL DEVELOPMENT PLANS, ACTIVITY CENTRE PLAN/S, STRUCTURE PLAN/S

**Power/Duty**

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

**Conditions**

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

D. SUBDIVISION AND DEVELOPMENT DESIGN

**Power/Duty**

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

**Conditions**

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

E. CONSIDERATION OF WAPC REFERRALS OF APPLICATIONS FOR SUBDIVISION APPROVAL

**Power/Duty**

Pursuant to the Planning and Development Act 2005, Planning and Development Regulations 2009 and Strata Titles Act 1985 provide comment to the Western Australian Planning Commission (WAPC) on matters associated with freehold and survey strata subdivision applications, proposed development plans (or similar) and licence or lease applications.

F. CLEARANCE OF LOCAL GOVERNMENT CONDITIONS ASSOCIATED WITH SUBDIVISION APPROVAL

**Power/Duty**

Pursuant to the Planning and Development Act 2005, Planning and Development Regulations 2009 and Strata Titles Act 1985 where the WAPC has included conditions on a subdivision approval relevant to the Shire, determine the 'clearance' of conditions designated (LG) in a freehold or survey strata subdivision approval issued by the WAPC.

G. ISSUE OF CERTIFICATES (STRATA TITLES).

**Power/Duty**

Pursuant to the provisions of Section 23 of the Strata Titles Act 1985, the Director of Property & Development Services and/or the Principal Town Planner is authorized to issue the appropriate certificates in respect to buildings as may be shown on a strata plan to be lodged for registration under the Act, where in the opinion of the Director of Property & Development Services and/or the Principal Town Planner:

The buildings shown on the strata plan have been confirmed, following physical inspection, as being compliant with all relevant a town planning, health and engineering requirements as provided for in the Shire of Ashburton Local Planning Scheme No 7 and Residential Design Codes and Shire Policies and Local Laws; and

The buildings are deemed to be of sufficient standard and suitable to be divided into lots pursuant to the Strata Titles Act 1985.

H. DIRECTIONS REGARDING UNAUTHORIZED DEVELOPMENT

**Power/Duty**

To give directions in relation to unauthorized development and to authorize any action available to the responsible authority under the Planning and Development Act 2005 and Planning and Development (Local Planning Schemes) Regulations 2015 incidental to such written direction, including but not limited to issuing a notice to correct or amend the development or to commence legal action.

**Conditions**

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

I. RESPONSIBLE AUTHORITY REPORTS TO THE DEVELOPMENT ASSESSMENT PANEL

**Power/Duty**

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

**Conditions**

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

Conditions and Exceptions:

Where advertising any matter as provided for under this Delegation, referral must be made to Councillors via EMACCESS and Councillors given not less than 5 working days to request the matter be referred to Council for decision.

Where the Shire receive an objection to any matter provided under this Delegation, the matter will be referred to Council for decision.

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

CEO delegates to:

Director Property & Development Services  
 Manager Development Services  
 Principal Town Planner  
[Town Planner](#)

Delegation delegated by the CEO

The Director Property & Development Services, the Manager Development Services and Principal Town Planner are delegated the power to take action for the administration and implementation of Shire of Ashburton Local Planning Scheme No.7 and the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Reporting Requirements:

- **Details of all approvals given and actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.**
- **Award letter or other approved recording method must be recorded in Synergy File [GV01.19.208.49](#)**

Details of Review:

24 October 2006	16 July 2014
19 February 2008	15 July 2015
17 March 2009	15 March 2016
24 June 2010	18 July 2017
17 February 2010	23 October 2018
30 October 2011	<a href="#">22 October 2019</a>
11 December 2013	
11 December 2013 (REVISED DA28 and DA35)	

# PART 9 COMMUNITY, LOCAL LAWS AND REGULATIONS

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DA09-1

SHIRE OF ASHBURTON LOCAL LAWS - APPOINTMENT OF  
AUTHORISED PERSONS

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government may, in writing, appoint persons or classes of persons to be authorised for the purpose of performing particular functions.
Legislative Power or duty delegated:	<i>Local Government Act 1995</i> S9.10 Appointment of authorised persons
Legislative power to delegate	Section 5.42 and Section 5.43, <i>Local Government Act 1995</i>
Policy:	N/A
Delegation to:	Chief Executive Officer
Delegation:	<i>Local Government Act 1995</i> S9.10 Appointment of authorised persons
Conditions and Exceptions:	The appointment of persons is to relate to those functions of an “authorised person” under the Shire of Ashburton Local Laws
CEO delegates to:	Nil
Delegation delegated by the CEO	N/A
<b>Reporting Requirements:</b>	Nil
Details of Review: 	23 October 2018 <a href="#">22 October 2019</a>

## DA09-2

## AUTHORITY TO APPROVE DONATIONS

<p>Function to be performed:  <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i></p>	<p>Authority to approve donations in accordance with the provision of Council's REC08 Community Donations, Sponsorships and Funding Policy and the Fees and Charges Schedule as advertised annually;</p>
<p>Legislative Power or duty delegated:</p>	<p>Section 3.1 <i>Local Government Act 1995</i></p>
<p>Legislative power to delegate</p>	<p>Section 5.42 and Section 5.44, <i>Local Government Act 1995</i></p>
<p>Policy:</p>	<p>REC08 Community Donations, Sponsorships and Funding Policy Fees and Charges Schedule as advertised annually;</p>
<p>Delegation to:</p>	<p>Chief Executive Officer</p>
<p>Delegation:  </p>	<p>The CEO is delegated the power to approve donations, sponsorship and waive fees and charges, subject to <a href="#">section 6.7(2) of the Local Government Act 1995</a> REC08 Policy.-</p>
<p>Conditions and Exceptions:</p>	<p>Subject to –</p> <ul style="list-style-type: none"> <li>▫ conditions contained in Council's REC08 Community Donations, Sponsorships and Funding Policy and the Fees and Charges Schedule;</li> <li>▫ funding being allocated in the Annual Budget</li> </ul>
<p>CEO delegates to:</p>	<p>Nil</p>
<p>Delegation delegated by the CEO</p>	<p>N/A</p>
<p>Reporting Requirements:   </p>	<ul style="list-style-type: none"> <li>• <b>Details of all donations made on behalf of the Shire must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.</b></li> <li>• <b>Notification of the delegated decision must be made to Councillors via the next available information bulletin Delegation Form CEO 078 must be recorded in Synergy File GV01.19.208-49</b></li> </ul>
<p>Details of Review:   </p>	<p>11 December 2013  16 July 2014  15 July 2015  19 July 2016  18 July 2017  23 October 2018  <a href="#">22 October 2019</a></p>

**REGULATIONS**

DA09-8

**LOCAL GOVERNMENT (PARKING FOR PEOPLE WITH DISABILITIES) REGULATIONS 2014**

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government may, in writing, appoint persons or classes of persons to be authorised for the purpose of performing particular functions. The regulations apply as if they were local laws.
Legislative Power or duty delegation:	Powers of the local government as prescribed in the <i>Local Government (Parking for People with Disabilities) Regulations 2014</i> .
Legislative power to delegate	Section 9.10 of the <i>Local Government Act 1995</i>
Delegation to:	Chief Executive Officer
Delegation:	The Chief Executive Officer is delegated the power to appoint persons or classes of persons to be authorised for the purpose of performing particular functions, subject to Section 9.10 of the <i>Local Government Act 1995</i> .
Conditions and Exceptions:	The appointment of persons is to relate to those functions of an authorised person as prescribed in Section 9.10 of the <i>Local Government Act 1995</i> .
CEO delegates:	Director Infrastructure Services Director Corporate Services Director Property & Development Services Manager Development Services Manager Community Safety All Rangers
Authorisation by the CEO:	The CEO authorises the above Officers the exercise of this authorisation power.
Reporting Requirements:	<ul style="list-style-type: none"> <li>• <b>The authorisations are to be in writing and recorded in Synergy under the appropriate File Number record to meet legislative requirements (including the personnel file).</b></li> <li>• <b>A copy of the written authorisation <del>and Delegation Form CEO-078</del> must be recorded in Synergy File GV01.19.208.19</b></li> </ul>
Details of Review:	21 November 2014 15 July 2015 19 July 2016 18 July 2017 23 October 2018 <a href="#">22 October 2019</a>

## DA09-9

## SHIRE OF ASHBURTON LOCAL LAWS - ADMINISTRATION

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

Authority to administer the Shire's local laws and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the local government under the Shire's Local Laws

**Legislative Power or duty delegated:**

*Powers of the local government as prescribed in:*

- Shire of Ashburton Activities on Thoroughfares and Public Places and Trading Local Law 2013
- Shire of Ashburton Dogs Local Law 2013
- Shire of Ashburton Cemeteries Local Law 2013
- Shire of Ashburton Extractive Industries Local Law 2013
- Shire of Ashburton Health Local Law 2013
- Shire of Ashburton Local Government Property Local Law 2013
- Shire of Ashburton Standing Orders Local Law 2012
- Shire of Ashburton Parking and Parking Facilities Local Law
- Shire of Ashburton Fencing Local Law 2014

**Legislative power to delegate**

Section 5.42 of the *Local Government Act 1995*

**Policy:**

N/A

**Delegation to:**

Chief Executive Officer

**Delegation:**

The Chief Executive Officer is delegated the power to administer the Shire's local laws and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the local government under the Shire's Local Laws

**Conditions and Exceptions:**

Determinations and decisions under the Shire of Ashburton Local Laws having regard to the relevant Council policies in force at the time.

**CEO delegates to:**

[Nil N/A](#)

**Reporting Requirements:**

Nil

**Details of Review:**

23 October 2018  
[22 October 2019](#)

**DOC Version Control Register**

<b>Delegation Number</b>	<b>Title</b>	<b>Action</b>	<b>Date of Ordinary Meeting of Council</b>



## **COUNCIL APPROVED AUTHORISATIONS REGISTER**

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## COUNCIL APPROVED AUTHORISATIONS

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

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*CARAVAN PARKS AND CAMPING GROUNDS ACT 1995*

*CONTROL OF VEHICLES (OFF-ROAD AREAS) ACT 1978*

*LITTER ACT 1979*

*CRIMINAL PROCEDURES ACT 2004*



## CARAVAN PARKS AND CAMPING GROUNDS ACT 1995

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

<p>Function to be performed: <i>This text is provided as a reference only. Authorisers shall only act in full understanding of the authorised statutory power, inclusive of conditions [see below].</i></p>	<p>A local government —</p> <p>(a) may appoint such persons to be authorised persons for the purposes of this Act as the local government considers necessary; and</p> <p>(b) must issue each person appointed under paragraph (a) with an identity card, in the prescribed form, certifying that the person is an authorised person under this Act.</p>
<p>Legislative Power or duty Authorised:</p>	<p>The powers of a “authorised person” under the Caravan Parks and Camping Grounds Act 1995 and the Caravan and Camping Grounds Regulations 1997.</p>
<p>Legislative power to Authorise</p>	<p>Section 17(1) of the Caravan Parks and Camping Grounds Act 1995</p>
<p>Appointed as Authorised Person</p>	<p>For the purposes of Division 1 of Part 2 and Sections 22 and 23(5) and (7) of the <i>Caravan Parks and Camping Grounds Act 1995</i>:-</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Directors</li> <li>• Environmental Health Officers</li> <li>• Project Officers (Onslow)</li> <li>• Manager, Caravan Park (Onslow)</li> </ul> <p>For the purposes of section 23(2) of the <i>Caravan Parks and Camping Grounds Act 1995</i>:-</p> <ul style="list-style-type: none"> <li>• All Environmental Health Officers</li> <li>• All Rangers</li> <li>• Project Officers (Onslow)</li> <li>• Manager, Caravan Park (Onslow)</li> </ul>
<p>Conditions and Exceptions:</p>	<p>The Environmental Health Officers, <b>Building &amp; Compliance Officer</b>, Project Officer (Onslow), Manager, Caravan Park (Onslow) and Rangers are empowered to sign such documents, issue notices and initiate appropriate legal action on behalf of the Shire when a breach of the said Act and related legislation warrants such action provided that the power to prosecute any person is only exercised by agreement of the Directors.</p>
<p>Reporting Requirements:</p>	<p>Any actions taken or notices issued are to be recorded on the appropriate file or record. Copies of applications, licences and notices are to be recorded on the appropriate file or record.</p>
<p>Details of Review:</p>	<p>11 December 2013 21 July 2014 15 July 2015 19 July 2016 18 July 2017 23 October 2018 <u>22 October 2019</u></p>

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

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

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

## Details of Review:

11 December 2013 PREVIOUSLY DA013  
21 July 2014  
15 July 2015  
19 July 2016  
18 July 2017  
23 October 2018  
22 October 2019

## LITTER ACT 1979

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

<p>Function to be performed: <i>This text is provided as a reference only. Authorisers shall only act in full understanding of the authorised statutory power, inclusive of conditions [see below].</i></p>	<p>(4) An infringement notice may, whether or not the prescribed penalty has been paid, be withdrawn, at any time within 28 days after the service of the notice, by the sending of a notice, in the prescribed form, to the alleged offender at his last known place of residence or business, advising the alleged offender that the infringement notice has been withdrawn, and, in that event, the amount of any prescribed penalty that has been paid shall be refunded.</p> <p>(4a) A withdrawal notice sent under subsection (4) shall be signed by a person appointed in writing to withdraw infringement notices by the public authority.</p>
<p>Legislative power or duty of appointment</p>	<p>To sign withdrawal of infringement notices under section 30(4) of the <i>Litter Act 1979</i>.</p>
<p>Legislative power to Authorise</p>	<p>To sign withdrawal of infringement notices under section 30(4) of the <i>Litter Act 1979</i>.</p>
<p>Appointed as Authorised Person</p>	<p>Chief Executive Officer Director Infrastructure Services Director Corporate Services Director Property &amp; Development Services</p>
<p>Reporting Requirements:</p>	<p>Details of withdrawal notices made must be recorded in the appropriate record to meet legislative requirements.</p>
<p>Details of Review:</p>	<p>11 December 2013 21 July 2014 15 July 2015 19 July 2016 18 July 2017 23 October 2018 <u>22 October 2019</u></p>

## CRIMINAL PROCEDURES ACT 2004

CAA01-11 APPOINTMENT OF AUTHORISED AND APPROVED OFFICERS  
INFRINGEMENT NOTICES – CRIMINAL PROCEDURES ACT  
2004

Function to be performed: <i>This text is provided as a reference only. Authorisers shall only act in full understanding of the authorised statutory power, inclusive of conditions [see below].</i>	The local government may appoint persons or class of persons to be authorised or approved officers for the purposes of Part 2 of the <i>Criminal Procedure Act 2004</i> to allow infringement notices to be issued.
Legislative Power or duty Authorised:	Regulation 15D(5) <i>Health Asbestos Regulations 1992</i>
Legislative power to Authorise:	Part 2 Criminal Procedure Act 2004
Appointment of authorised and approved persons:	<p><b>Authorised Officers:</b> Director Property &amp; Development Services Environmental Health Officers Rangers</p> <p><b>Approved Officers:</b> Chief Executive Officer</p>
Appointment:	<p>Authorised officers for the purposes of Part 2 of the <i>Criminal Procedures Act 2004</i> are the persons who are authorised to issue infringement notices under the Regulations on behalf of the local government. This appointment must be in writing.</p> <p>Approved officers for the purpose of Part 2 of the <i>Criminal Procedure Act 2004</i> are the persons authorised to extend the period to pay or withdraw an infringement notice. A person appointed as an approved officer is not eligible to also be appointed as an authorised officer for the purposes of Part 2 of the <i>Criminal Procedures 2004 Act</i>. This appointment must be in writing.</p>
Conditions and Exceptions:	The local government must issue a person authorised to issue infringement notices with a certificate, badge or identity card identifying the officer as a person authorised to issue infringement notices under the Regulations.
Reporting Requirements:	Details of all decision made must be recorded in the appropriate record to meet legislative requirements.
Details of Review:	<p>18 July 2017 23 October 2018 <u>22 October 2019</u></p>



## CEO APPROVED AUTHORISATIONS

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

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

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## FINES, PENALTIES AND INFRINGEMENT NOTICES ENFORCEMENT ACT 1994

CEO01-1 *FINES, PENALTIES AND INFRINGEMENT NOTICES ENFORCEMENT ACT 1994 – APPOINTMENT OF PROSECUTION OFFICERS*

<p>Function to be performed:  <i>This text is provided as a reference only. Authorisers shall only act in full understanding of the authorised statutory power, inclusive of conditions [see below].</i></p>	<p><del>(3)</del>—A prosecuting authority at any time may amend the written notice of designated prosecuting officers.</p>
<p>Legislative Power or duty Authorised:</p>	<p>Section 13 of the <i>Fines Penalties and Infringement Notices Enforcement Act 1994</i>.</p>
<p>Legislative power to Authorise:</p>	<p>Section 13(2) of the <i>Fines, Penalties and Infringement Notices Enforcement Act 1994</i>.</p>
<p>Appointment of authorised persons:</p>	<p>Director Infrastructure Services          Director Property &amp; Development Services          Environmental Health Officers          Manager Community Safety          Rangers</p>
<p>Appointment:</p>	<p>The CEO is Authorised the power to appoint officers that are prosecution officers for the purposes of sections 16 and 22 of the <i>Fines, Penalties and Infringement Notices Enforcement Act 1994</i>.</p>
<p>Conditions and Exceptions:</p>	<p>In relation to local laws the designation allows -Signing of Enforcement Certificates to initiate prosecution (Section 16);</p> <p>Signing of Withdrawal of Proceedings Notices (Section 2) for those matters already registered with Fines Enforcement;</p>
<p>Reporting Requirements:</p>	<p>Details of all decision made must be recorded in the appropriate record to meet legislative requirements.</p>
<p>Details of Review:</p>	<p>11 December 2013          21 July 2014          15 July 2015          19 July 2016          18 July 2017          23 October 2018 (moved from Council Register)  <u>22 October 2019</u></p>

## CEMETERIES ACT 1986

## CEO01-2 APPOINTMENT OF AUTHORISED PERSONS – CEMETERIES ACT 1986

Function to be performed: <i>This text is provided as a reference only. Authorisers shall only act in full understanding of the authorised statutory power, inclusive of conditions [see below].</i>	A Board means a cemetery board established under Section 7 or deemed to have been established under this Act an in relation to a cemetery means the Board responsible for the care, control and management of that Cemetery.
Legislative Power or duty Authorised:	Under Sections 10 and 47 of the <i>Cemeteries Act 1986</i> – <ul style="list-style-type: none"> <li>• A Board may authorise funds to be expended for the performance of any of the functions or any other purpose approved by the Minister;</li> <li>• A Board may appoint such employees, either full time or part time, as it considers necessary to enable it to carry out its functions; and</li> <li>• A Board may engage under contract for services such professional and technical and other assistance as it considers necessary to enable it to carry out its functions.</li> </ul>
Legislative Power or duty authorisation:	Powers of the local government as prescribed in the <i>Parking and Parking Facilities Local Law 2013</i> .  Section 9.10 of the <i>Local Government Act 1995</i>
Legislative power to Authorise	Section 10 and Section 47 of the <i>Cemeteries Act 1986</i>
Appointed as Authorised Person	The Board shall consist of: <ol style="list-style-type: none"> <li>1. Chief Executive Officer</li> <li>2. Director Corporate Services</li> <li>3. <del>Administration Coordinator Corporate Service</del> <u>Manager Finance &amp; Administrations</u></li> <li>4. Administration Services Support Officer (Onslow &amp; Tom Price)</li> </ol>
Conditions and Exceptions:	Nil
Reporting Requirements:	Any actions taken or notices issued are to be recorded on the appropriate file or record.
Details of Review:	11 December 2013 21 July 2014 15 July 2015 19 July 2016 18 July 2017 23 October 2018 (moved from Council Register) <u>22 October 2019</u>



BUILDING ACTCEO01-3 INFRINGEMENT NOTICES – BUILDING REGULATIONS 2012

<u>Function to be performed:</u> <u><i>This text is provided as a reference only.</i></u> <u><i>Authorisers shall only act in full understanding of the authorised statutory power, inclusive of conditions [see below].</i></u>	<u>Authorised officers the authority to issue <i>Building Act 2011</i> Infringement Notices in accordance with section 6(b) of the <i>Criminal Procedures Act 2004</i>.</u>
<u>Legislative Power or duty Authorised:</u>	<u>Section 70(2) of the <i>Building Regulations 2012</i></u> <u>Section 6(b) <i>Criminal Procedure Act 2004</i></u>
<u>Legislative power to Authorise:</u>	<u>Section 9.10 (1) of the <i>Local Government Act 1995</i>.</u>
<u>Appointment of authorised persons:</u>	<u>Manager Development Services</u> <u>Manager Community Safety</u> <u>Rangers</u> <u>Environmental Health Officers</u>
<u>Appointment:</u>	<u>The CEO is delegated the power to appoint authorised officers for the purpose of issuing <i>Building Act 2011</i> Infringement notices.</u>
<u>Conditions:</u>	<u>Only persons who are appropriately qualified and trained may be appointed as Authorised persons.</u> <u>Authorised persons must carry and produce when requested, a Shire issued identity card.</u>
<u>Reporting Requirements:</u>	<u><b>Details of all decision made must be recorded in the appropriate record to meet legislative requirements.</b></u> <u><b>Copies of the identity card and certificate of authorisation (signed by the person exercising delegated authority to appoint the authorised person and the authorised person so appointed) must be retained on the relevant personnel file.</b></u>
<u>Details of Review:</u>	<u>22 October 2019</u>

## **AUDIT AND RISK MANAGEMENT COMMITTEE INSTRUMENT OF APPOINTMENT AND DELEGATION**

### **INTRODUCTION**

The Council of the Shire of Ashburton (hereinafter called the "Council") hereby establishes a committee under the powers given in section 5.8 and section 7.1 A of the *Local Government Act 1995*, and *Local Government (Audit) Regulations 1996*, such committee to be known as the Audit and Risk Management Committee, (hereinafter called the "Committee").

The Council appoints to the Committee those persons whose names appear in Section 4.0 below. Membership of the Committee shall, unless otherwise specified, be for a term ceasing at the date of the Local Government election in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term.

The Committee shall act for and on behalf of Council in accordance with provisions of the *Local Government Act 1995*, and the *Local Government (Audit) Regulations 1996*, local laws and policies of the Shire of Ashburton and this Instrument.

### **NAME**

The name of the Committee shall be the Audit and Risk Management Committee.

### **OBJECTIVES OF THE COMMITTEE**

The role of the Committee is to:

- a) Assist the Chief Executive Officer (CEO) to carry out the review under Regulation 17 of the *Local Government (Audit) Regulations 1996* of systems and procedures concerning risk management, internal control and legislative compliance;
- b) Monitor and advise the CEO in reviews of certain systems prescribed by the audit and financial management regulations;
- c) Support the auditor as required and have functions to oversee:
  - The implementation of audit recommendations made by the auditor, which have been accepted by Council; and
  - Accepted recommendations arising from reviews of local government systems and procedures.
- d) Receive and verify the annual Local Government Statutory Compliance Return; and
- e) Advise Council on significant high level strategic risk management issues related to the Shire of Ashburton.
- f) Discharge the functions outlined in Regulation 16 of the *Local Government (Audit) Regulations 1996*.

### **MEMBERSHIP**

Membership of the Committee shall be:

- a) All Councillors of the Shire of Ashburton (with the President as Chair); and
- b) Deputy President as Chair in the absence of the President.

No member of staff including the CEO is to be a member of the Committee, but the CEO may participate as Council's principal advisor, unless expressly excluded by resolution of the Committee.

### **PRESIDING MEMBER**

The Committee shall appoint a Presiding Member and Deputy Presiding Member to conduct its business. The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the *Shire of Ashburton Standing Orders (Local Law)*.

The *Local Government Act 1995* places responsibility for speaking on behalf of Council with the President, or the CEO if the President agrees.

The Presiding Member if different from the President is to refrain from speaking publicly on behalf of the committee or Council, or to issue any form of written material purporting to speak on behalf of the committee or Council without the prior approval of the President.

### **CONDUCT OF MEETINGS**

The Committee shall meet at least four times per year. A schedule of meetings will be developed and agreed to by the members. As an indicative guide, meetings would be arranged to coincide with relevant Council reporting deadlines, for example in February to discuss the Statutory Compliance Return, in July to discuss the year's financial performance and to discuss the annual audit program and in November to discuss the Annual Financial Report.

Additional meetings shall be convened at the discretion of the Presiding Member. Any three members of the Committee collectively or the internal or external auditor themselves may request the Presiding Member to convene a meeting.

From a time management point of view, urgent matters which may arise should be referred directly to Council through the monthly meetings or to a Special Council meeting.

1. Notice of meetings shall be given to members at least 3 days prior to each meeting.
2. The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall, not later than 7 days after each meeting, provide Council with a copy of such minutes. Council shall provide secretarial and administrative support to the Committee.
3. All members of the Committee shall have one vote. If the vote of the members present is equally divided, the person presiding must cast a second vote.
4. The Chief Executive Officer should attend all meetings, except when the Committee chooses to meet in camera with the exclusion of the CEO.
5. Representatives of the external auditor should be invited to attend at the discretion of the Committee but must attend meetings either in person or by telephone link up considering the draft annual financial report and results of the external audit.
6. The internal auditor or representative shall be invited to attend meetings, at the discretion of the Committee, to consider internal audit matters.

### **QUORUM**

Quorum for a meeting shall be at least 50% of the number of members, whether vacant or not. A decision of the Committee does not have effect unless a simple majority has made it.

### **DELEGATED POWERS**

The Committee has no delegated powers under the *Local Government Act 1995* and is to advise and make recommendations to Council only. The Committee is a formally appointed committee of Council and is responsible to that body.

The Committee does not have executive powers or authority to implement actions in areas over which management has responsibility and does not have any delegated financial responsibility.

The Committee's role is to report to Council and provide appropriate advice and recommendations on matters relevant to its objectives in order to facilitate decision-making by Council in relation to the discharge of its responsibilities.

### **REPORTING POWERS**

The Audit and Risk Management Committee shall report to Council and provide recommendations on matters pertaining to its terms of reference by assisting elected members in the discharge of their responsibilities for oversight and corporate governance of the local government.

The Audit and Risk Management Committee does not have executive powers or authority to implement actions in areas that management has responsibility. By not having any management functions, the Audit and Risk Management Committee is therefore independent of the roles of the CEO and senior staff.

The Audit and Risk Management Committee does not have any role pertaining to matters normally addressed by the Local Emergency Management Committee and Council in relation to financial management responsibilities in relation to budgets, financial decisions and expenditure priorities. The Audit & Risk Management Committee is a separate activity and does not have any role in relation to day-to-day financial management issues or any executive role or power.

The Committee shall after every meeting forward the minutes of that meeting to the next Ordinary meeting of the Council (which may be on the same day as the Committee), including a report explaining any specific recommendations and key outcomes.

Recommendations of Committee meetings are to be presented to Council by Shire Staff for noting or further consideration as soon as practicable after unconfirmed minutes of Committee meetings are available.

### **TERMINATION OF COMMITTEE**

Termination of the Committee shall be:

1. in accordance with the *Local Government Act 1995*; or
2. at the direction of the Council.

### **AMENDMENT TO THE INSTRUMENT OF APPOINTMENT AND DELEGATION**

This document may be altered at any time by the Council.

### **COMMITTEE DECISIONS**

The Committee recommendations are advisory only and shall not be binding on Council.

## **CEO PERFORMANCE REVIEW OCCASIONAL COMMITTEE INSTRUMENT OF APPOINTMENT AND DELEGATION**

### **1.0 NAME**

The Committee shall be known as the CEO Performance Review Occasional Committee ('Committee').

### **2.0 ROLE OF THE COMMITTEE**

To advise Council on the outcome of Chief Executive Officer's (CEO) annual performance review.

### **3.0 OBJECTIVES OF THE COMMITTEE**

- Compile the consensus response for each of the key result areas detailed in clause of the CEO contract of employment.
- Conduct a performance review feedback session with the CEO.
- Prepare and submit for Council approval a report describing the assessment developed during the performance review, changes to be made, special tasks to be done, or decisions to follow as a result of the evaluation.
- Prepare and submit for Council approval the agreed performance objectives for the next review period.
- Prepare and submit for Council approval any variations to the CEO's conditions of employment.

### **4.0 MEMBERSHIP**

The Council appoints to the Committee those categories of membership outlined below.

Membership of the Committee shall, unless otherwise specified, be for a term ceasing at the date of the Local Government election in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term. Membership of the Committee shall be all Councillors.

### **5.0 PRESIDING MEMBER**

The Shire President is the Presiding Member to chair committee meetings. The Deputy Shire President is the Deputy Presiding Member to chair in the absence of the Presiding Member. The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the *Shire of Ashburton Standing Orders*.

The minutes of the Committee are to be submitted to the next ordinary meeting of the committee for confirmation. The person presiding at the meeting at which the minutes are confirmed is to sign the minutes and certify the confirmation. The *Local Government Act 1995* places responsibility for speaking on behalf of Council with the President.

With the exception of the Shire President, individual members of the Committee are to refrain from speaking publicly on behalf of the committee or Council, or to issue any form of written material purporting to speak on behalf of the committee or Council without the prior approval of the Shire President.

## **6.0 CONDUCT OF MEETINGS**

The Committee is established by the Council of the Shire of Ashburton under the powers given in s5.8 of the *Local Government Act 1995*. Meetings are to be held each year on a date to be determined by the Presiding Member in consultation with the Committee Members.

Notice of meetings, quorum requirements of the members and all other matters pertaining to the conduct of the committee shall be carried out in accordance with the *Local Government Act 1995*. As the matter relates to a member of the Shire's staff, the meeting, agenda and minutes will be considered 'Confidential Business' so that Council may discuss the item, which behind closed doors.

## **7.0 DELEGATED POWERS**

The Shire President may appoint an independent facilitator to assist with the performance review process, whom is acceptable to both the CEO and the Shire President.

The Committee has no delegated powers and is a committee to Council only. Recommendations of Committee meetings are to be presented to Council by the Shire President for noting or for consideration as soon as practicable after unconfirmed minutes of Committee meetings are available.

## **SHIRE OF ASHBURTON RECONCILIATION ACTION PLAN COMMITTEE INSTRUMENT OF APPOINTMENT AND DELEGATION**

### **1.0 NAME**

The Committee shall be known as the Shire of Ashburton Reconciliation Action Plan ('Committee').

### **2.0 ROLE OF THE COMMITTEE**

To advise Council on the outcome of developing a Reconciliation Action Plan (RAP) for the Shire.

### **3.0 OBJECTIVES OF THE COMMITTEE**

- The primary objective of the Committee is to advise and assist the Shire of Ashburton in developing a Reconciliation Action Plan (RAP) in consultation with Reconciliation Australia, using their toolkit, templates and resources.
- The first essential 'minimum element' for developing a RAP is to establish a Committee made up of Aboriginal and Torres Strait Islander staff and/or stakeholders and non-Aboriginal and Torres Strait Islander staff and/or stakeholders.

### **4.0 MEMBERSHIP**

The Working Group shall consist of elected members, designated Shire of Ashburton employees and Aboriginal and Torres Strait Islander community members as follows:

- Five (5) Elected Members;
- Shire of Ashburton CEO or nominated Director;
- Minimum of Four Aboriginal and Torres Strait Community members (to be invited by way of public advertisement); and
- Two staff members who have nominated for the group. It will also include a RAP Champion from the Executive level of the Shire of Ashburton.

The roles to be divided among the RAP working group include:

- Taking and disseminating minutes to the RAP working group.
- Planning up-coming meetings.
- Locating and sharing research or other documents as determined by the working group members.
- Facilitating consultation with interested staff, external stakeholders (as decided by the RAP working group), and Reconciliation Australia.

### **5.0 PRESIDING MEMBER**

The Committee shall elect a Presiding Member to chair committee meetings and also, a Deputy Presiding Member to chair in the absence of the Presiding Member. The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the Shire of Ashburton Standing Orders.

The minutes of the Committee are to be submitted to the next ordinary meeting of the committee for confirmation.

The person presiding at the meeting at which the minutes are confirmed is to sign the minutes and certify the confirmation. The *Local Government Act 1995* places responsibility for speaking on behalf of Council with the President, or the CEO if the President agrees.

The Presiding Member if not the Shire President as well as individual members of the Committee are to refrain from speaking publicly on behalf of the committee or Council, or to issue any form of written material purporting to speak on behalf of the committee or Council without the prior approval of the Shire President.

#### **6.0 CONDUCT OF MEETINGS**

The Committee is established by the Council of the Shire of Ashburton under the powers given in section 5.8 of the *Local Government Act 1995*. Meetings are to be held as required on a date to be determined by the Presiding Member in consultation with the committee Members.

Notice of meetings, quorum requirements of the members and all other matters pertaining to the conduct of the committee shall be carried out in accordance with the *Local Government Act 1995*.

#### **7.0 DELEGATED POWERS**

The Committee has no delegated powers and is an advisory committee to Council only. Recommendations of Committee meetings are to be presented to Council by Shire officers for noting or for consideration as soon as practicable after unconfirmed minutes of Committee meetings are available.



## **ASHBURTON ECONOMIC AND TOURISM DEVELOPMENT COMMITTEE INSTRUMENT OF APPOINTMENT AND DELEGATION**

### **1.0 NAME**

The Committee shall be known as the Ashburton Economic and Tourism Development Committee ('Committee').

### **2.0 ROLE OF THE COMMITTEE**

To advise Council on the economic and tourism strategies aligned with the Shire's adopted *Economic and Tourism Strategy (2019)*.

### **3.0 OBJECTIVES OF THE COMMITTEE**

- To identify and develop strategies to promote tourism so there is a positive 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.

### **4.0 MEMBERSHIP**

The Council appoints to the Advisory Committee those categories of membership outlined below. Membership of the Committee shall, unless otherwise specified, be for a term ceasing at the date of the Local Government election in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term. Membership of the Committee shall be six (6) Councillors.

### **5.0 PRESIDING MEMBER**

The Committee shall elect a Presiding Member to chair committee meetings and also, a Deputy Presiding Member to chair in the absence of the Presiding Member. The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the *Shire of Ashburton Standing Orders*.

The minutes of the Committee are to be submitted to the next ordinary meeting of the committee for confirmation. The person presiding at the meeting at which the minutes are confirmed is to sign the minutes and certify the confirmation. The *Local Government Act 1995* places responsibility for speaking on behalf of Council with the President, or the CEO if the President agrees.

The Presiding Member if not the Shire President as well as individual members of the Committee are to refrain from speaking publicly on behalf of the committee or Council, or to issue any form of written material purporting to speak on behalf of the committee or Council without the prior approval of the Shire President.

### **6.0 CONDUCT OF MEETINGS**

The Committee is established by the Council of the Shire of Ashburton under the powers given in section 5.8 of the *Local Government Act 1995*. Meetings are to be held as required on a date to be determined by the Presiding Member in consultation with the committee Members.

Notice of meetings, quorum requirements of 50% of the members and all other matters pertaining to the conduct of the committee shall be carried out in accordance with the *Local Government Act 1995*.

## 7.0 DELEGATED POWERS

The Committee has no delegated powers and is an advisory committee to Council only. Recommendations of Committee meetings are to be presented to Council by Shire officers for noting or for consideration as soon as practicable after unconfirmed minutes of Committee meetings are available.

## 8.0 REFERENCE DOCUMENTS & KEY AGENCIES

<p><b>Shire of Ashburton 10 year Community Strategic Plan 2017 – 2027 (Living Life)</b></p> <p>The Shire of Ashburton is committed to working with stakeholders to translate the activity in the region into tangible and sustainable gains for local towns and remote Aboriginal Communities. Living Life is the Shire of Ashburton’s plan to achieve this. It captures the views of our diverse community, our vision for the future, our planning imperatives and provides direction for the next decade.</p>
<p><b>SoA Corporate Business Plan 2018 - 2022</b></p> <p>The Corporate Business Plan shows the first four years of implementing Living Life, the Strategic Community Plan. The theme of the next four years is “community building – now and for the future”. This reflects the challenges and opportunities facing the Shire over the medium term. In the context of both temporary and permanent growth associated particularly with the resources sector, it is critical to build a legacy for the future, while addressing today’s pressing needs. The Corporate Business Plan has developed priorities in six theme areas. The Plan shows how these priorities will be progressed in the context of a comprehensive approach to service delivery and asset management.</p>
<p><b>REC07 Tourism Policy 2016</b></p> <p>Current Shire of Ashburton Council Policy. The Shire recognises that tourism will continue to be a major employer and contributor to the economy within the Shire of Ashburton, and also that it needs to play an active role to facilitate the growth and development of tourism in Ashburton. The Shire will continue to work with State, regional and tourism industry stakeholders to promote local tourism opportunities.</p>
<p><b>SoA Economic and Tourism Strategy 2019</b></p> <p>The Strategy is a result of key stakeholder consultation about the Shire’s future direction to facilitate and promote Tourism and Economic growth. The Strategy has three main goals:</p> <ul style="list-style-type: none"> <li>- Encourage Infrastructure Development and Investment;</li> <li>- Promote the District; and</li> <li>- Promote Business Development.</li> </ul>

<b>SoA Tourism Destination Development Strategy 2011</b>
The Strategy identifies key issues that should be addressed by the Shire in order to achieve its full potential as a vibrant visitor destination. The report is divided into three key areas of review namely; Visitor Servicing; Marketing and Destination Promotion; and Tourism Investment.
<b>SoA Economic Development Opportunities Study 2016</b>
RPS Group have undertaken a desktop analysis exercise informed by consultation with local businesses, government agencies and residents undertaken during the development of the Pilbara Regional Investment Blueprint.
<b>Pilbara Tourism Development Plan 2014 (PDC, PRC, Tourism WA)</b>
Through research, analysis and consultation, this project has identified a number of tourism product development priorities for the region over the short-term (i.e. 1-5 years) and long-term (i.e. 5-15 years).
<b>Pilbara Regional Investment Blueprint 2015 (PRC)</b>
The Blueprint is the outcome of extensive engagement and analytical understanding of the region. It has been prepared by the Pilbara Development Commission (the Commission) and it incorporates the efforts, skills and knowledge of local government, key state and federal government agencies and the nongovernment, community and non-profit sectors. The Blueprint has been structured through a logical process of understanding: <ul style="list-style-type: none"> <li>• where we are</li> <li>• where we want to be (and why)</li> <li>• how we can get there.</li> </ul>
<b>Pilbara Region Trails Blueprint Final Report</b>
This report summarises the key features of all the existing and proposed trails in each of the 4 local governments and sets out a plan for the development of a “top priority” trail in each of the 4 local governments.
<b>Pilbara Regional Signage Strategy (UN-ENDORSED DRAFT)</b>
The Strategy supports a consistent tourism experience in the Pilbara. The intent of this Strategy is to provide a framework upon which all future direction on signage within the region can be coordinated. The Strategy forms part of a broader set of projects are designed to contribute to a broader regional destination marketing objective, all leveraging the PTPDP as the overarching strategic vision for the region.
<b>DRAFT Local Government and Tourism Discussion Paper WALGA</b>
This paper identifies the context of tourism for Local Government, its current roles and future roles determined by Local Government feedback, with the backdrop of evidence from the economy Commonwealth and State Government agencies, their strategies and activities as well as other stakeholders.
<b>Tourism WA -</b> <a href="http://www.tourism.wa.gov.au/Pages/welcome_to_tourism_western_australia.aspx">http://www.tourism.wa.gov.au/Pages/welcome_to_tourism_western_australia.aspx</a>
Tourism WA is the State Government agency responsible for promoting Western Australia as an extraordinary holiday destination. Its focus is on marketing the State; developing, attracting and promoting major sporting, cultural and business events; and supporting the development of significant tourism infrastructure and projects. A wide range of research, reports and statistics on tourism in Western Australia is available.

<b>Australia's North West</b> - <a href="http://www.australiasnorthwest.com/">http://www.australiasnorthwest.com/</a>
Australia's North West Tourism is the peak tourism marketing body for the Kimberley and Pilbara regions of Western Australia. It is responsible for the promotion of the North West as a premier tourism destination in both domestic and international markets on behalf of its members. The activities of Australia's North West Tourism are undertaken with assistance and financial support from the tourism industry and <a href="#">Tourism Western Australia</a> .
<b>Pilbara Development Commission / Tourism WA / Pilbara Regional Council</b>
The Pilbara Tourism Product Development Plan Nov 2014 is the key guiding document for promoting regional tourism in the Pilbara for all agencies (including SoA and ANWT). The three priority projects from that plan identified by the Steering Committee for implementation are: <ol style="list-style-type: none"> <li>1. Regional Tourism Trails.</li> <li>2. Regional/ Destination Marketing: which is split into increased signage in the Pilbara, Digital/Mobile engagement and Targeted online marketing campaign.</li> <li>3. A Diverse Range of Accommodation.</li> </ol> <p>The Warlu Way falls across both the Regional Signage Strategy and the Pilbara Region Trails Masterplan. Of these three priority areas PRC is the lead agency on:</p> <ol style="list-style-type: none"> <li>1. Regional Tourism Trails (SoA identified its key project in this as upgrading the Ian Blair Boardwalk and new interpretive signage; this was also the subject of one of three recent PDC grant applications).</li> <li>2. Regional/Destination Marketing: increased signage in the Pilbara and Digital/Mobile Engagement. SoA utilised the regional signage strategy in another of its PDC grant applications; for Info Bays and signage.</li> </ol> <p>ANWT is the lead agency for the targeted online marketing campaign. PDC is the lead agency on diverse range of accommodation. Each group in the Steering Committee works collaboratively on these projects e.g. Tourism WA, PDC and PRC all work together on the Camping with Custodians initiative, as an example of diverse range of accommodation. RV Friendly status is another example of the diverse range of accommodation priority (although it was endorsed by the PRC Council at a later date).</p>
<b>Pilbara Regional Council (disbanded)</b>
The PRC undertook the following in conjunction with the above projects. <ol style="list-style-type: none"> <li>1. Signage for the Warlu Way</li> <li>2. A digital media strategy <ul style="list-style-type: none"> <li>o Digital Mobile Engagement</li> <li>o Mobile App</li> </ul> </li> <li>3. The trails project <ul style="list-style-type: none"> <li>o Regional Tourism Trails</li> <li>o Pilbara Trails Blueprint</li> <li>o Ian Blair Boardwalk &amp; interpretation signage (Grant application)</li> <li>o Unique Driver Rest Stops in the Pilbara</li> <li>o RV Friendly Feasibility Study</li> <li>o Regional Signage Strategy</li> <li>o Regional Brand Signage</li> </ul> </li> </ol>
Visitor Centres Back Office Federation
Visitors Centre Website Management
Old Onslow Conservation Plan and Tourism
Welcome Wi-Fi (Roadside Rest Stops & Public Centres)
Regional Event Attraction
Destination Pilbara
Regional Investment Tour

<b>Pilbara Regional Council (disbanded)</b>
Pilbara Mountain Bike Master Planning
East x West Forum
<b>PRC / PDC Joint Projects</b>
Tourism Capacity Building / Camping with Custodians
Provision of Wi-Fi at Karijini
<b>Shire of Ashburton Projects</b>
Information Bays – Grant
Shell Museum - Grant

**PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE  
INSTRUMENT OF APPOINTMENT AND DELEGATION**

**1.0 NAME**

The Committee shall be known as the Paraburdoo Community Hub (CHUB) Committee ('Committee').

**2.0 ROLE OF THE COMMITTEE**

To advise Council on the implementation of the development of the CHUB.

**3.0 OBJECTIVE OF THE COMMITTEE**

The Committee is to undertake the task of overseeing the CHUB project and to make recommendations to Council as per the Roles and Responsibilities as follows:

- a) Updated designs and reports regarding estimated cost, risk and deliverables;
- b) The register of design changes, including impact to cost / size / scope;
- c) Final documented designs before presentation to Council for endorsement;
- d) Major variations (over \$100,000 in cost, or exceed total budget, or change in scope that effects functionality or purpose of area) for recommendation to Council;
- e) Proposed variations to the terms of the funding agreements (via request to the Project Steering Group);
- f) Requests and feedback from the Project Reference Group; and
- g) Monthly project progress reports and major variation requests during construction.

**4.0 MEMBERSHIP**

The Council appoints to the Advisory Committee those categories of membership outlined below. Membership of the Committee shall, unless otherwise specified, be for a term ceasing at the date of the Local Government election in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term. Membership of the Committee shall be six (3) Councillors.

**5.0 PRESIDING MEMBER**

The Committee shall elect a Presiding Member to chair committee meetings and also, a Deputy Presiding Member to chair in the absence of the Presiding Member. The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the *Shire of Ashburton Standing Orders*.

The minutes of the Committee are to be submitted to the next ordinary meeting of the committee for confirmation. The person presiding at the meeting at which the minutes are confirmed is to sign the minutes and certify the confirmation. The *Local Government Act 1995* places responsibility for speaking on behalf of Council with the President, or the CEO if the President agrees.

The Presiding Member if not the Shire President as well as individual members of the Committee are to refrain from speaking publicly on behalf of the committee or Council, or to issue any form of written material purporting to speak on behalf of the committee or Council without the prior approval of the Shire President.

#### **6.0 CONDUCT OF MEETINGS**

The Committee is established by the Council of the Shire of Ashburton under the powers given in section 5.8 of the *Local Government Act 1995*. Meetings are to be held as required on a date to be determined by the Presiding Member in consultation with the committee Members.

Notice of meetings, quorum requirements of 50% of the members and all other matters pertaining to the conduct of the committee shall be carried out in accordance with the *Local Government Act 1995*.

#### **7.0 DELEGATED POWERS**

The Committee has no delegated powers and is an advisory committee to Council only. Recommendations of Committee meetings are to be presented to Council by Shire officers for noting or for consideration as soon as practicable after unconfirmed minutes of Committee meetings are available.

**BUSH FIRE ADVISORY COMMITTEE  
INSTRUMENT OF APPOINTMENT AND DELEGATION**

**1.0 NAME**

The Committee shall be known as the Bush Fire Advisory Committee ('Committee').

**2.0 ROLE OF THE ADVISORY COMMITTEE**

To formulate for Council's consideration, recommendations and policy on matters relating to bush fire prevention, control and extinguishment.

**3.0 OBJECTIVES OF THE ADVISORY COMMITTEE**

- To advise Council on all matters relating to the operations of the *Bush Fires Act 1954*.
- To advise Council on the best and most efficient means of maximising fire control resources in the district

**4.0 MEMBERSHIP**

The Council appoints to the Committee those ex officio representatives listed in the categories of membership outlined below. Membership of the Committee shall, unless otherwise specified, be for a term ceasing at the date of the Local Government election in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term.

Membership of the Committee shall be as per Council Policy ENG008.

**5.0 PRESIDING MEMBER**

Reflecting Council Policy ENG008, the members of the Committee shall elect a Presiding Member and a Deputy to chair in the absence of the Presiding Member.

The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the *Shire of Ashburton Standing Orders*.

The minutes of the Committee are to be submitted to the next ordinary meeting of the committee for confirmation. The person presiding at the meeting at which the minutes are confirmed is to sign the minutes and certify the confirmation.

The *Local Government Act 1995* places responsibility for speaking on behalf of Council with the President, or the CEO if the President agrees.

The Presiding Member along with individual members of the Committee are to refrain from speaking publicly on behalf of the committee or Council, or to issue any form of written material purporting to speak on behalf of the committee or Council without the prior approval of the Shire President.

**6.0 CONDUCT OF MEETINGS**

Ordinary meetings of the Committee shall be held quarterly on a day as determined by the Presiding Member. Written notice shall be given to all Committee members, at least 7 days prior to the meeting.



The Committee is established by the Council of the Shire of Ashburton under the powers and given in section 5.8 of the *Local Government Act 1995* and under section 67 (Advisory Committees) of the *Bush Fires Act 1954*.

Notice of meetings, quorum requirements of 50% of members and all other matters pertaining to the conduct of the committee shall be carried out in accordance with the *Local Government Act 1995*.

#### **7.0 DELEGATED POWERS**

The Committee has no delegated powers and is an advisory committee to Council only.

Recommendations of committees meetings are to be presented to Council by Shire staff for noting or for consideration as soon as practicable after unconfirmed minutes of Committee meetings are available.

## **ONSHOW LOCAL EMERGENCY MANAGEMENT COMMITTEE INSTRUMENT OF APPOINTMENT AND DELEGATION**

### **1.0 NAME**

The Committee shall be known as the Onslow Local Emergency Management Committee ('Committee').

### **2.0 ROLE OF THE ADVISORY COMMITTEE**

The Committee deals with emergency management within the areas/suburbs contained within the Onslow area.

### **3.0 OBJECTIVES OF THE ADVISORY COMMITTEE**

The Committee will work towards:

- The preparation and maintenance of local emergency management arrangements for use as the main coordinating tool for the response to; and to assist the community to recover from; emergency incidents in the Onslow area;
- The promotion of community awareness about emergency management issues and the community's role in preparing for emergencies in the Onslow area;
- Maintaining a forum for cooperation between Local Emergency Coordinators, HMA's, combat agencies, support agencies, local governments and other relevant stakeholders on emergency management in the Onslow area;
- The testing of local emergency management arrangements in partnership with significant facilities and relevant organisations in the Onslow area.

### **4.0 MEMBERSHIP**

- Elected Member
- Elected Member
- Director Property and Development Services
- Manager Community Safety
- Local Police
- Fire & Emergency Services Authority
- Fire and Rescue Service
- District manager Bush Fire Service
- Chief Bush Fire Control Officer
- State Emergency Service Local Manager
- Department of Environment and Conservation
- Department for Child Protection
- Western Power

Additional Key Stakeholders

The Committee may determine other Key Stakeholders as required.

## **5.0 PRESIDING MEMBER**

Committee meetings will be presided over by a Presiding Member nominated by the Council.

In the absence of the Presiding Member the deputy chair person shall preside over the meeting.

In the absence of both the Presiding Member and the deputy chairperson a presiding officer may be elected by the members at the meeting.

Members of the Committee shall have a single vote in the formal decision making process with the chairperson having a casting vote which can be used to break a deadlock.

The casting vote must always maintain the status quo. It is important that member delegates from all organisations have sufficient authority to participate in emergency management planning and issues on behalf of their organisation to support the Committee's emergency preparedness activities. Members are required to appoint a proxy to fulfil their role in their absence. Attendance at Committee meetings is "open" with all key stakeholders welcome to attend.

The quorum for Committee meetings is 50% of the membership.

The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the *Shire of Ashburton Standing Orders*.

The minutes of the Committee are to be submitted to the next ordinary meeting of the committee for confirmation. The person presiding at the meeting at which the minutes are confirmed is to sign the minutes and certify the confirmation.

The Local Government Act 1995 (LGA) places responsibility for speaking on behalf of Council with the President, or the CEO if the President agrees. The Presiding Member along with individual members of the Committee are to refrain from speaking publicly on behalf of the committee or Council, or to issue any form of written material purporting to speak on behalf of the committee or Council without the prior approval of the Shire President.

## **6.0 CONDUCT OF MEETINGS**

Ordinary meetings of the Committee shall be held quarterly on a day as determined by the Presiding

Member. Written notice shall be given to all Committee members, at least 7 days prior to the meeting.

The Committee is established by the Council of the Shire of Ashburton under the powers and given in section 5.8 of the *Local Government Act 1995* and under section 67 (Advisory Committees) of the *Bush Fires Act 1954*.

Notice of meetings, quorum requirements of 50% of members and all other matters pertaining to the conduct of the committee shall be carried out in accordance with the *Local Government Act 1995*.

**7.0 DELEGATED POWERS**

The Committee has no delegated powers and is an advisory committee to Council only. Recommendations of committees meetings are to be presented to Council by Shire staff for noting or for consideration as soon as practicable after unconfirmed minutes of Committee meetings are available.

**ASHBURTON INLAND LOCAL EMERGENCY MANAGEMENT COMMITTEE  
INSTRUMENT OF APPOINTMENT AND DELEGATION**

**1.0 NAME**

The Committee shall be known as the Ashburton Inland Local Emergency Management Committee ('Committee').

**2.0 ROLE OF THE ADVISORY COMMITTEE**

The Committee deals with emergency management within the areas/suburbs contained within the Ashburton Inland area.

**3.0 OBJECTIVES OF THE ADVISORY COMMITTEE**

The Committee will work towards:

- The preparation and maintenance of local emergency management arrangements for use as the main coordinating tool for the response to; and to assist the community to recover from; emergency incidents in the Ashburton Inland area;
- The promotion of community awareness about emergency management issues and the community's role in preparing for emergencies in the Onslow area;
- Maintaining a forum for cooperation between Local Emergency Coordinators, HMA's, combat agencies, support agencies, local governments and other relevant stakeholders on emergency management in the Ashburton Inland area;
- The testing of local emergency management arrangements in partnership with significant facilities and relevant organisations in the Onslow area.

**4.0 MEMBERSHIP**

- Elected Member
- Elected Member
- Rio Tinto
- FMG
- Director Property and Development Services
- Manager Community Safety
- Local Police
- Fire & Emergency Services Authority
- Fire and Rescue Service
- District manager Bush Fire Service
- Chief Bush Fire Control Officer
- State Emergency Service Local Manager
- Department of Environment and Conservation
- Department for Child Protection

Additional Key Stakeholders

The Committee may determine other Key Stakeholders as required.

## **5.0 PRESIDING MEMBER**

Committee meetings will be presided over by a Presiding Member nominated by the Council.

In the absence of the Presiding Member the deputy chair person shall preside over the meeting.

In the absence of both the Presiding Member and the deputy chairperson a presiding officer may be elected by the members at the meeting.

Members of the Committee shall have a single vote in the formal decision making process with the chairperson having a casting vote which can be used to break a deadlock.

The casting vote must always maintain the status quo. It is important that member delegates from all organisations have sufficient authority to participate in emergency management planning and issues on behalf of their organisation to support the Committee's emergency preparedness activities. Members are required to appoint a proxy to fulfil their role in their absence. Attendance at Committee meetings is "open" with all key stakeholders welcome to attend.

The quorum for Committee meetings is 50% of the membership.

The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the *Shire of Ashburton Standing Orders*.

The minutes of the Committee are to be submitted to the next ordinary meeting of the committee for confirmation. The person presiding at the meeting at which the minutes are confirmed is to sign the minutes and certify the confirmation.

The *Local Government Act 1995* places responsibility for speaking on behalf of Council with the President, or the CEO if the President agrees. The Presiding Member along with individual members of the Committee are to refrain from speaking publicly on behalf of the committee or Council, or to issue any form of written material purporting to speak on behalf of the committee or Council without the prior approval of the Shire President.

## **6.0 CONDUCT OF MEETINGS**

Ordinary meetings of the Committee shall be held quarterly on a day as determined by the Presiding

Member. Written notice shall be given to all Committee members, at least 7 days prior to the meeting.

The Committee is established by the Council of the Shire of Ashburton under the powers and given in section 5.8 of the *Local Government Act 1995* and under *Emergency Management Act 2005* and *Emergency Management Regulations 2006*.

Notice of meetings, quorum requirements of 50% of members and all other matters pertaining to the conduct of the committee shall be carried out in accordance with the *Local Government Act 1995*.

**7.0 DELEGATED POWERS**

The Committee has no delegated powers and is an advisory committee to Council only. Recommendations of committees meetings are to be presented to Council by Shire staff for noting or for consideration as soon as practicable after unconfirmed minutes of Committee meetings are available.

## **ASHBURTON INLAND LOCAL RECOVERY MANAGEMENT COMMITTEE INSTRUMENT OF APPOINTMENT AND DELEGATION**

### **1.0 NAME**

The Committee shall be known as the Ashburton Inland Local Recovery Management Committee ('Committee').

### **2.0 ROLE OF THE ADVISORY COMMITTEE**

The Committee deals with emergency management recovery within the areas/suburbs contained within the Ashburton Inland area.

### **3.0 OBJECTIVES OF THE ADVISORY COMMITTEE**

- To prepare and continuously monitor and review the Local Emergency Management Arrangements for the Ashburton Inland area.
- To identify emergency risks or hazards within the Ashburton Inland area community and arrange to establish, maintain and test procedures set out in the Local Emergency Management Arrangements to mitigate these risks or hazards.
- To encourage and maintain communication and joint exercises between all stakeholders.
- To prepare and instil prevention, preparedness, response and recovery plans for a variety of identified risks or hazards within the Ashburton Inland area thereby preventing or minimising the effects of emergency events within the Ashburton Inland area.
- To increase the number and relative awareness of programmes through community awareness campaigns designed to make the community more resilient.
- To undertake the Ashburton Inland area Community Emergency Risk Management process.
- To carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed in the *Emergency Management Regulations 2006*.
- To prepare and submit each financial year an annual report of its activities in accordance with the requirements of the State Emergency Management Committee.
- To prepare an annual business plan in accordance with the requirements of the State Emergency Management Committee.

### **4.0 MEMBERSHIP**

- Elected Member
- Elected Member
- Rio Tinto
- Director Property and Development Services
- Manager Community Safety
- Local Police
- Fire & Emergency Services Authority
- Fire and Rescue Service
- District manager Bush Fire Service
- Chief Bush Fire Control Officer
- State Emergency Service Local Manager



- Department of Environment and Conservation
- Department for Child Protection
- Department of Health
- St John Ambulance
- Red Cross

#### Additional Key Stakeholders

The Committee may determine other Key Stakeholders as required.

### **5.0 PRESIDING MEMBER**

Committee meetings will be presided over by a Presiding Member nominated by the Council.

In the absence of the Presiding Member the deputy chair person shall preside over the meeting.

In the absence of both the Presiding Member and the deputy chairperson a presiding officer may be elected by the members at the meeting.

Members of the Committee shall have a single vote in the formal decision making process with the chairperson having a casting vote which can be used to break a deadlock.

The casting vote must always maintain the status quo. It is important that member delegates from all organisations have sufficient authority to participate in emergency management planning and issues on behalf of their organisation to support the Committee's emergency preparedness activities. Members are required to appoint a proxy to fulfil their role in their absence. Attendance at Committee meetings is "open" with all key stakeholders welcome to attend.

The quorum for Committee meetings is 50% of the membership.

The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the *Shire of Ashburton Standing Orders*.

The minutes of the Committee are to be submitted to the next ordinary meeting of the committee for confirmation. The person presiding at the meeting at which the minutes are confirmed is to sign the minutes and certify the confirmation.

The *Local Government Act 1995* places responsibility for speaking on behalf of Council with the President, or the CEO if the President agrees. The Presiding Member along with individual members of the Committee are to refrain from speaking publicly on behalf of the committee or Council, or to issue any form of written material purporting to speak on behalf of the committee or Council without the prior approval of the Shire President.

## **6.0 CONDUCT OF MEETINGS**

Ordinary meetings of the Committee shall be held quarterly on a day as determined by the Presiding

Member. Written notice shall be given to all Committee members, at least 7 days prior to the meeting.

The Committee is established by the Council of the Shire of Ashburton under the powers and given in section 5.8 of the *Local Government Act 1995* and under *Emergency Management Act 2005* and *Emergency Management Regulations 2006*.

Notice of meetings, quorum requirements of 50% of members and all other matters pertaining to the conduct of the committee shall be carried out in accordance with the *Local Government Act 1995*.

## **7.0 DELEGATED POWERS**

The Committee has no delegated powers and is an advisory committee to Council only.

Recommendations of committees meetings are to be presented to Council by Shire staff for noting or for consideration as soon as practicable after unconfirmed minutes of Committee meetings are available.

**PANNAWONICA LOCAL EMERGENCY MANAGEMENT COMMITTEE  
INSTRUMENT OF APPOINTMENT AND DELEGATION**

**1.0 NAME**

The Committee shall be known as the Pannawonica Local Emergency Management Committee ('Committee').

**2.0 ROLE OF THE ADVISORY COMMITTEE**

The Committee deals with emergency management within the areas/suburbs contained within the Pannawonica area.

**3.0 OBJECTIVES OF THE ADVISORY COMMITTEE**

The Committee will work towards:

- The preparation and maintenance of local emergency management arrangements for use as the main coordinating tool for the response to; and to assist the community to recover from; emergency incidents in the Pannawonica area;
- The promotion of community awareness about emergency management issues and the community's role in preparing for emergencies in the Onslow area;
- Maintaining a forum for cooperation between Local Emergency Coordinators, HMA's, combat agencies, support agencies, local governments and other relevant stakeholders on emergency management in the Pannawonica area;
- The testing of local emergency management arrangements in partnership with significant facilities and relevant organisations in the Onslow area.

**4.0 MEMBERSHIP**

- Elected Member
- Elected Member
- Rio Tinto
- Director Property and Development Services
- Manager Community Safety
- Local Police
- Fire & Emergency Services Authority
- Fire and Rescue Service
- District manager Bush Fire Service
- Chief Bush Fire Control Officer
- State Emergency Service Local Manager
- Department of Environment and Conservation
- Department for Child Protection

Additional Key Stakeholders

The Committee may determine other Key Stakeholders as required.

## **5.0 PRESIDING MEMBER**

Committee meetings will be presided over by a Presiding Member nominated by the Council.

In the absence of the Presiding Member the deputy chair person shall preside over the meeting.

In the absence of both the Presiding Member and the deputy chairperson a presiding officer may be elected by the members at the meeting.

Members of the Committee shall have a single vote in the formal decision making process with the chairperson having a casting vote which can be used to break a deadlock.

The casting vote must always maintain the status quo. It is important that member delegates from all organisations have sufficient authority to participate in emergency management planning and issues on behalf of their organisation to support the Committee's emergency preparedness activities. Members are required to appoint a proxy to fulfil their role in their absence. Attendance at Committee meetings is "open" with all key stakeholders welcome to attend.

The quorum for Committee meetings is 50% of the membership.

The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the *Shire of Ashburton Standing Orders*.

The minutes of the Committee are to be submitted to the next ordinary meeting of the committee for confirmation. The person presiding at the meeting at which the minutes are confirmed is to sign the minutes and certify the confirmation.

The *Local Government Act 1995* places responsibility for speaking on behalf of Council with the President, or the CEO if the President agrees. The Presiding Member along with individual members of the Committee are to refrain from speaking publicly on behalf of the committee or Council, or to issue any form of written material purporting to speak on behalf of the committee or Council without the prior approval of the Shire President.

## **6.0 CONDUCT OF MEETINGS**

Ordinary meetings of the Committee shall be held quarterly on a day as determined by the Presiding

Member. Written notice shall be given to all Committee members, at least 7 days prior to the meeting.

The Committee is established by the Council of the Shire of Ashburton under the powers and given in section 5.8 of the *Local Government Act 1995* and under *Emergency Management Act 2005* and *Emergency Management Regulations 2006*.

Notice of meetings, quorum requirements of 50% of members and all other matters pertaining to the conduct of the committee shall be carried out in accordance with the *Local Government Act 1995*.

**7.0 DELEGATED POWERS**

The Committee has no delegated powers and is an advisory committee to Council only. Recommendations of committees meetings are to be presented to Council by Shire staff for noting or for consideration as soon as practicable after unconfirmed minutes of Committee meetings are available.

**PANNAWONICA LOCAL RECOVERY COMMITTEE MANAGEMENT COMMITTEE  
INSTRUMENT OF APPOINTMENT AND DELEGATION**

**1.0 NAME**

The Committee shall be known as the Pannawonica Local Recovery Management Committee ('Committee').

**2.0 ROLE OF THE ADVISORY COMMITTEE**

The Committee deals with emergency management recovery within the areas contained within the Pannawonica area.

**3.0 OBJECTIVES OF THE ADVISORY COMMITTEE**

- To prepare and continuously monitor and review the Local Emergency Management Arrangements for the Pannawonica area.
- To identify emergency risks or hazards within the Pannawonica area community and arrange to establish, maintain and test procedures set out in the Local Emergency Management Arrangements to mitigate these risks or hazards.
- To encourage and maintain communication and joint exercises between all stakeholders.
- To prepare and instil prevention, preparedness, response and recovery plans for a variety of identified risks or hazards within the Pannawonica area thereby preventing or minimising the effects of emergency events within the Pannawonica area.
- To increase the number and relative awareness of programmes through community awareness campaigns designed to make the community more resilient.
- To undertake the Ashburton Inland area Community Emergency Risk Management process.
- To carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed in the *Emergency Management Regulations 2006*.
- To prepare and submit each financial year an annual report of its activities in accordance with the requirements of the State Emergency Management Committee.
- To prepare an annual business plan in accordance with the requirements of the State Emergency Management Committee.

**4.0 MEMBERSHIP**

- Elected Member
- Elected Member
- Rio Tinto
- Director Property and Development Services
- Manager Community Safety
- Local Police
- Fire & Emergency Services Authority
- Fire and Rescue Service
- District manager Bush Fire Service
- Chief Bush Fire Control Officer
- State Emergency Service Local Manager
- Department of Environment and Conservation
- Department for Child Protection

- Department of Health
- St John Ambulance
- Red Cross

#### Additional Key Stakeholders

The Committee may determine other Key Stakeholders as required.

### **5.0 PRESIDING MEMBER**

Committee meetings will be presided over by a Presiding Member nominated by the Council.

In the absence of the Presiding Member the deputy chair person shall preside over the meeting.

In the absence of both the Presiding Member and the deputy chairperson a presiding officer may be elected by the members at the meeting.

Members of the Committee shall have a single vote in the formal decision making process with the chairperson having a casting vote which can be used to break a deadlock.

The casting vote must always maintain the status quo. It is important that member delegates from all organisations have sufficient authority to participate in emergency management planning and issues on behalf of their organisation to support the Committee's emergency preparedness activities. Members are required to appoint a proxy to fulfil their role in their absence. Attendance at Committee meetings is "open" with all key stakeholders welcome to attend.

The quorum for Committee meetings is 50% of the membership.

The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the *Shire of Ashburton Standing Orders*.

The minutes of the Committee are to be submitted to the next ordinary meeting of the committee for confirmation. The person presiding at the meeting at which the minutes are confirmed is to sign the minutes and certify the confirmation.

The *Local Government Act 1995* places responsibility for speaking on behalf of Council with the President, or the CEO if the President agrees. The Presiding Member along with individual members of the Committee are to refrain from speaking publicly on behalf of the committee or Council, or to issue any form of written material purporting to speak on behalf of the committee or Council without the prior approval of the Shire President.

### **6.0 CONDUCT OF MEETINGS**

Ordinary meetings of the Committee shall be held quarterly on a day as determined by the Presiding Member. Written notice shall be given to all Committee members, at least 7 days prior to the meeting.

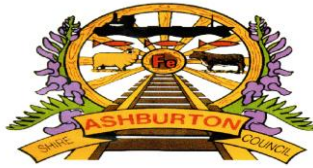
The Committee is established by the Council of the Shire of Ashburton under the powers and given in section 5.8 of the *Local Government Act 1995* and under *Emergency Management Act 2005* and *Emergency Management Regulations 2006*.

Notice of meetings, quorum requirements of 50% of members and all other matters pertaining to the conduct of the committee shall be carried out in accordance with the *Local Government Act 1995*.

#### **7.0 DELEGATED POWERS**

The Committee has no delegated powers and is an advisory committee to Council only. Recommendations of committees meetings are to be presented to Council by Shire staff for noting or for consideration as soon as practicable after unconfirmed minutes of Committee meetings are available.





**SHIRE OF ASHBURTON**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

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Sundry Debtors	16
Rates Debtors	17

**SHIRE OF ASHBURTON  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

	NOTE	September 2019 Actual \$	September 2019 Y-T-D Budget \$	2019/20 Original Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
<b>Operating</b>							
<b>Revenues/Sources</b>							
Governance		516,143	484,000	606,098	32,143	6.64%	▲
General Purpose Funding		754,845	820,665	3,295,729	(65,820)	(8.02%)	▼
Law, Order, Public Safety		26,848	19,023	76,103	7,825	41.13%	▲
Health		170,299	68,294	73,791	102,005	149.36%	▲
Education and Welfare		17,332	1,385,772	5,545,300	(1,368,440)	(98.75%)	▼
Housing		99,781	73,719	294,973	26,062	35.35%	▲
Community Amenities		1,946,679	4,494,519	13,951,710	(2,547,840)	(56.69%)	▼
Recreation and Culture		556,041	1,590,442	5,410,054	(1,034,401)	(65.04%)	▼
Transport		272,407	2,707,407	11,427,533	(2,435,000)	(89.94%)	▼
Economic Services		712,758	604,230	2,469,549	108,528	17.96%	▲
Other Property and Services		102,084	68,535	274,253	33,549	48.95%	▲
		<u>5,175,217</u>	<u>12,316,605</u>	<u>43,425,093</u>	<u>(7,141,389)</u>	<u>(57.98%)</u>	
<b>(Expenses)/(Applications)</b>							
Governance		(1,615,433)	(2,157,145)	(8,911,484)	541,712	25.11%	▼
General Purpose Funding		(3,724)	(20,778)	(83,136)	17,054	82.08%	▼
Law, Order, Public Safety		(164,143)	(343,472)	(1,374,419)	179,329	52.21%	▼
Health		(157,756)	(194,724)	(779,209)	36,968	18.98%	▼
Education and Welfare		(24,011)	(79,682)	(318,868)	55,671	69.87%	▼
Housing		(319,185)	(342,969)	(1,372,216)	23,784	6.93%	▼
Community Amenities		(1,400,748)	(2,219,243)	(9,138,000)	818,495	36.88%	▼
Recreation & Culture		(1,898,485)	(5,067,836)	(12,689,800)	3,169,351	62.54%	▼
Transport		(921,843)	(4,891,798)	(19,281,307)	3,969,955	81.16%	▼
Economic Services		(473,462)	(807,713)	(3,517,082)	334,251	41.38%	▼
Other Property and Services		(836,168)	(1,689,007)	(3,345,341)	852,839	50.49%	▼
		<u>(7,814,958)</u>	<u>(17,814,367)</u>	<u>(60,810,863)</u>	<u>9,999,409</u>	<u>(56.13%)</u>	
<b>Net Operating Result Excluding Rates</b>		<b>(2,639,741)</b>	<b>(5,497,761)</b>	<b>(17,385,770)</b>	<b>2,858,020</b>	<b>(51.99%)</b>	<b>▲</b>
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>							
(Profit)/Loss on Asset Disposals		(158,298)	18,387	0	(176,685)	960.92%	▼
Depreciation on Assets		0	2,899,599	11,603,060	(2,899,599)	100.00%	▼
<b>Capital Revenue and (Expenditure)</b>							
Purchase Land Held for Resale		0	(92,301)	(369,343)	92,301	100.00%	▼
Purchase Land and Buildings		(1,016,033)	(3,969,578)	(15,939,482)	2,953,545	74.40%	▼
Purchase Furniture and Equipment		(40,396)	(96,494)	(246,068)	56,098	58.14%	▼
Purchase Plant and Equipment		(40,929)	(538,056)	(1,742,848)	497,127	92.39%	▼
Purchase Infrastructure Assets - Roads		(1,504,308)	(3,003,191)	(9,282,487)	1,498,883	49.91%	▼
Purchase Infrastructure Assets - Footpaths		(46,005)	(189,063)	(756,556)	143,058	75.67%	▼
Purchase Infrastructure Assets - Drainage		(7,280)	(403,140)	(1,613,000)	395,860	98.19%	▼
Purchase Infrastructure Assets - Airports		(122,379)	(639,183)	(4,384,969)	516,804	80.85%	▼
Purchase Infrastructure Assets - Parks & Recreation		(339)	(879,306)	(11,018,636)	878,967	99.96%	▼
Purchase Infrastructure Assets - Town		(27,188)	(523,926)	(2,096,361)	496,738	94.81%	▼
Purchase Infrastructure Assets - Waste		(324,962)	(496,921)	(11,629,000)	171,959	34.60%	▼
Proceeds from Disposal of Assets		40,909	40,910	322,000	(1)	(0.00%)	▼
Repayment of Debentures		0	0	(767,734)	0	0.00%	▼
Proceeds from New Debentures		0	0	1,726,000	0	0.00%	▼
Transfers to Restricted Assets (Reserves)		(1,159)	(1,159)	(1,688,627)	0	0.00%	▼
Transfers from Restricted Asset (Reserves)		0	0	0	0	0.00%	▼
ADD Net Current Assets July 1 B/Fwd Adjusted		9,901,647	9,684,911	9,684,911	216,736	(2.24%)	
LESS Net Current Assets Year to Date		<u>41,032,844</u>	<u>1,500,000</u>	<u>1,500,000</u>	<u>39,532,844</u>	<u>2635.52%</u>	
<b>Amount Raised from General Rates</b>		<b><u>(37,019,307)</u></b>	<b><u>(9,478,980)</u></b>	<b><u>(37,931,090)</u></b>	<b><u>(27,540,327)</u></b>	<b><u>290.54%</u></b>	

**SHIRE OF ASHBURTON**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

	<b>2018/19 B/Fwd Per 2019/20 Original Budget \$</b>	<b>2018/19 B/Fwd Per Adjusted Actuals \$</b>	<b>September 2019 Actual \$</b>
<b>NET CURRENT ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	12,936,729	13,012,756	37,571,721
Cash - Restricted Unspent Grants	0	353,276	0
Cash - Restricted Reserves	47,635,883	46,612,524	46,613,682
Rates - Current	(2,444,074)	(2,438,569)	1,964,740
Sundry Debtors	740,868	1,192,938	2,482,982
Accrued Income	135,415	831,347	831,347
GST Receivable	193,941	290,784	251,213
Provision For Doubtful Debts	(203,460)	(368,905)	(368,905)
Inventories	698,855	697,072	1,154,253
	<u>59,694,157</u>	<u>60,183,223</u>	<u>90,501,033</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(141,384)	(1,657,426)	(137,808)
Accrued Expenditure	(691,293)	(768,827)	(691,693)
PAYG Payable	0	0	(295,616)
GST Payable	(333,622)	(92,129)	(39,335)
Other Payables	0	(2,553)	(6,471)
Accrued Interest on Debentures	(20,871)	(20,366)	(20,366)
Accrued Salaries and Wages	(288,447)	(288,447)	(288,447)
Current Employee Benefits Provision	(1,428,251)	(1,536,357)	(1,536,357)
	<u>(2,903,868)</u>	<u>(5,132,399)</u>	<u>(3,782,387)</u>
<b>NET CURRENT ASSET POSITION</b>	56,790,289	55,050,824	86,718,646
LESS: Reserves - Restricted	(47,635,883)	(46,612,524)	(46,613,682)
LESS: Unspent Grants - Restricted	0	(353,276)	(205,600)
ADD BACK: Component of Leave liability required to be funded	1,091,091	1,536,357	1,536,357
Less Non Current Inventories	(560,586)	(486,028)	(1,169,171)
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<u><u>9,684,911</u></u>	<u><u>9,901,647</u></u>	<u><u>41,032,844</u></u>

**SHIRE OF ASHBURTON**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2019**  
**Report on Significant Variances Greater than 10% and \$20,000**

**The Materiality variances adopted by Council are:**

Actual Variance to YTD Budget up to 5% - Not Reported

Actual Variance up to 10% of YTD Budget - Use Management Discretion

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

<b>REPORTABLE OPERATING REVENUE VARIATIONS</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Variance</b>
<p><b>Health - Variance above budget expectations</b>            Positive Variance as the Shire received First Quarter Aboriginal Grant payment that was not forecasted in July. The Shire also received 50% more Food Premises Registration Fees compared to budgeted.</p>	170,299	68,294	102,005
<p><b>Education &amp; Welfare - Variance below budget expectations</b>            Negative Variance mainly attributed to funding for Tom Price Child Care Centre not yet received from Rio Tinto.</p>	17,332	1,385,772	(1,368,440)
<p><b>Housing - Variance below budget expectations</b>            Positive Variance due to increase in use of Willow Road Transit House over the period under review and recoveries from staff housing.</p>	99,781	73,719	26,062
<p><b>Community Amenities - Variance below budget expectations</b>            Negative Variance mainly represents the funding from Rio Tinto &amp; Building Better Regions Fund not yet received for the Onslow Waste Management Facility.</p>	1,946,679	4,494,519	(2,547,840)
<p><b>Recreation and Culture - Variance below budget expectations</b>            Negative Variance attributed to the timing of the funds for Onslow Sports Club upgrade from Chevron &amp; Tom Price Bowling Club (Rio Tinto).</p>	556,041	1,590,442	(1,034,401)
<p><b>Transport - Variance below budget expectations.</b>            Negative Variance due to the timing of the funds for road construction and maintenance from Regional Road Group and Main Roads WA for Black Spot &amp; WANDRRA Events. Further notable Passenger Tax and Security Screening Fees under budget in the period under review.</p>	272,407	2,707,407	(2,435,000)
<p><b>Economic Services - Variance above budget expectations.</b>            Positive Variance highlighted by higher income realised from Ocean View Caravan Park in Onslow.</p>	712,758	604,230	108,528
<p><b>Other Properties and Services- Variances above budget expectations.</b>            Positive Variance attributed to higher Income received for Workers Compensation and paid maternity leave compared to budgeted.</p>	102,084	68,535	33,549
<b>REPORTABLE OPERATING EXPENSE VARIATIONS</b>			
<p><b>General Purpose Funding - Variance below budget expectations</b>            Positive Variance occurred due to lower actual than budgeted Legal and Valuation Expenditure &amp; Salaries. Also, the Admin Allocation for September are yet to be done.</p>			
<p><b>Law, Order &amp; Public Safety - Variance below budget expectations</b>            Positive Variance due to underspends in Salaries and Superannuation Accounts (Animal Control Eastern) against budgeted less than expected operating costs for Fire Prevention and animal control.</p>	(164,143)	(343,472)	179,329

**SHIRE OF ASHBURTON**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2019**  
**Report on Significant Variances Greater than 10% and \$20,000**

<b>Health - Variance below budget expectations</b>	<b>(157,756)</b>	<b>(194,724)</b>	<b>36,968</b>
Negative Variance following cumulative underspends under the Inspections and Administration Services Sub-Programme, highlighted by Salaries and Superannuation, Motor vehicle Expenses, and Mosquito control charges.			
<b>Education and Welfare - Variance below budget expectations</b>	<b>(24,011)</b>	<b>(79,682)</b>	<b>55,671</b>
Positive Variance attributed to Care of families and children's programs and projects not yet started.			
<b>Housing - Variance below expectations</b>	<b>(319,185)</b>	<b>(342,969)</b>	<b>23,784</b>
Positive variance due to lower Operating Expenditure for Staff & Other Shire controlled Houses.			
<b>Community Amenities - Variance below budget expectations</b>	<b>(1,400,748)</b>	<b>(2,219,243)</b>	<b>818,495</b>
Variance mainly due cumulative underspend in the Sanitation for Commercial, General Refuse as well as Salaries & Superannuation in Other Community Amenities.			
<b>Recreation &amp; Culture - Variance below budget expectations</b>	<b>(1,898,485)</b>	<b>(5,067,836)</b>	<b>3,169,351</b>
Positive Variance due to depreciation. Timing of events and community donations and projects.			
<b>Transport - Variance below budget expectations</b>	<b>(921,843)</b>	<b>(4,891,798)</b>	<b>3,969,955</b>
The significant positive variance is mainly attributed to Depreciation Expenses.			
<b>Economic Services - Variance below budget expectations</b>	<b>(473,462)</b>	<b>(807,713)</b>	<b>334,251</b>
Cumulative underspends in the Tourism & Area Promotion in Tom Price & Onslow. Further, Consultancy, Salaries and Superannuation under Economic Development way below budget.			
<b>Other Property and Services - Variance below budget expectations</b>	<b>(836,168)</b>	<b>(1,689,007)</b>	<b>852,839</b>
Positive variance highlighted by underspends in the Salary & Superannuation Accounts in various sub-programs; low expenditure towards Asset management Plans etc. Admin Allocations for September have not yet been done.			
<b>REPORTABLE CAPITAL EXPENSE VARIATIONS</b>			
<b>Purchase of Land Held for Resale - Variance below budget expectations.</b>	<b>-</b>	<b>(92,301)</b>	<b>92,301</b>
Residential & Land Development sub-divisions Projects - Landgate to issue Survey Instructions on proposed excision of portion of Lot 524 on Deposited Plan 69942 for amalgamation into adjoining Lot 350 in Tom Price. Lack of Expression of Interest on (Lot 9500) Mixed Business Development has had an effect on expenditure.			
<b>Purchase of Land &amp; Buildings - Variance below budget expectations.</b>	<b>(1,016,033)</b>	<b>(3,969,578)</b>	<b>2,953,545</b>
Building Projects highlighted by the big ticket items have not progressed due to either timing or confirmation of External Funding etc. or early planning stages. E.g. Tom Price Child Care Centre Project concept design and cost estimate Business Case was presented to Council in December 2018. The construction is pending confirmation of funding. The Gym/Childcare Facilities Project is at a Planning Stage.			
<b>Purchase of Furniture &amp; Equipment - Variance below budget expectations.</b>	<b>(40,396)</b>	<b>(96,494)</b>	<b>56,098</b>
ICT Software for Safety & Training Management System is near completion and projected at 50% under budget. The purchase of Laptops will occur in the Second Quarter of the Year, while the AIMS Share Point & Community Services Events Management Systems Projects have stalled at the planning stage.			
<b>Purchase of Plant &amp; Equipment - Variance below budget expectations.</b>	<b>(40,929)</b>	<b>(538,056)</b>	<b>497,127</b>

**SHIRE OF ASHBURTON  
FOR THE PERIOD ENDED 30 SEPTEMBER 2019  
Report on Significant Variances Greater than 10% and \$20,000**

Plant & Equipment Program for 2019/20 will be spread throughout the year with only 1 vehicle procured so far. Other Plant items have not yet been procured as projected e.g. AO Plotter, Material Handling & Lifting Equipment at Onslow Airport among others.

<b><i>Purchase of Infrastructure Assets Roads - Variance below budget expectations.</i></b> Only 50% spent on the roads so far, as the first half of the year will be primarily about planning, scoping and Request for Tenders.	<b>(1,504,308)</b>	<b>(3,003,191)</b>	<b>1,498,883</b>
<b><i>Purchases of Footpaths - Variance below budget expectations</i></b> 75% of the budget not spent due to shift of timelines for Kerb and Gutter Program Renewal to December 2019 & Footpath Renewal Program to February 2020 OCM.	<b>(46,005)</b>	<b>(189,063)</b>	<b>143,058</b>
<b><i>Purchase of Infrastructure Assets Drainage - Variance below budget expectations.</i></b> Drainage works, Irrigation Program, Waterway Structures and Culverts Upgrade all at a Planning Stage and pushed to 2nd and 3rd Quarter.	<b>(7,280)</b>	<b>(403,140)</b>	<b>395,860</b>
<b><i>Purchase of Aerodromes - Variance below budget expectations.</i></b> Most Onslow Airport Capital Works are still under administrative stage (sourcing RFQ or drafting Request for Tenders). Landside Infrastructure and the Solar Farm Expansion are progressing well.	<b>(122,379)</b>	<b>(639,183)</b>	<b>516,804</b>
<b><i>Purchases of Parks &amp; Recreation Assets - Variance below budget expectations.</i></b> Vic Hayton Pool Refurbishments to occur after the Pool Season, Foreshore Protection Project, Onslow Marina Upgrade & the Pump Track are all under planning.	<b>(339)</b>	<b>(879,306)</b>	<b>878,967</b>
<b><i>Purchases of Town Infrastructure - Variance below budget expectations.</i></b> Horizon Power Solar Program has just commenced with Stage 1 focusing on Shire staff housing. The Tom Price Tourist Bay Upgrade is still at a planning stage.	<b>(27,188)</b>	<b>(523,926)</b>	<b>496,738</b>
<b><i>Purchases of Waste Infrastructure - Variance below budget expectations.</i></b> Pilbara Regional Waste Management Facility in Onslow progressing with concrete slabs install over Gas Line and foundation preparation works in progress. However, the majority of the works will be done after the submission of RFT into October 2019 OCM. Other Waste Programs are still being scoped.	<b>(324,962)</b>	<b>(496,921)</b>	<b>171,959</b>

**SHIRE OF ASHBURTON**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

			Original Budget	Budget YTD	Actual YTD
<b>OFFICE OF CEO</b>					
<b>Office of CEO</b>					
092271		Projects to be Identified	25,000	0	0
			<b>25,000</b>	<b>0</b>	<b>0</b>
<b>Staff Housing</b>					
097800	BN000	Budget Only - New Staff Housing Stock	0	1,258,919	0
097800	BN147	215 Grevillea Tom Price (Demolish & New Build)	0	16,163	16,163
097800	BN148	61 Pine Street, Tom Price (Demolish & New Build)	0	2,615	2,615
097800	BN144	New Staff Housing Onslow	2,050,000	737,631	737,631
097800	BN146	New Staff Housing Paraburdo	0	40,600	40,600
097803	BC099	BUDGET ONLY Staff Housing - Security Improvements - All Houses	1,370,000	0	0
097803	BC270	CAP - 1143 Yanagin PI Tom Price	0	4,682	4,678
			<b>3,420,000</b>	<b>2,060,610</b>	<b>801,687</b>
<b>Tourism &amp; Area Promotion Eastern Sector</b>					
134855	19049	Paraburdo-Para Info Bay Toilet	260,000	10,755	10,755
134854	15151	Tom Price -Upgrade Tourist Info Bay Signage	468,361	117,090	0
135010	20008	Tourism Sign - Signage Installation on NWC Hwy (before Onslow T/off)	70,000	0	0
			<b>798,361</b>	<b>127,845</b>	<b>10,755</b>
<b>Museums</b>					
134851		Asset Expansion/Upgrade Visitors Cente Tom Price Furntiure & Equipment	10,000	2,499	0
114619	BC410	CAP - Building Prog Onslow Museum	104,527	26,121	8,510
130165		New Tourism Signage- Entry Statement to the National Parks	50,000	12,495	0
AB2002		Onslow Business House Structural & Remedial Works	65,000	16,242	0
AB2005		Onslow Goods Shed - Building Structural Compliance	160,000	0	0
139996		Tom Price Visitors Centre Wash Down Bay	27,900	0	0
			<b>417,427</b>	<b>57,357</b>	<b>8,510</b>
<b>Total</b>			<b>4,660,788</b>	<b>2,245,812</b>	<b>820,952</b>
<b>COMMUNITY SERVICES</b>					
<b>Care of Families and Children</b>					
AB2006		Onslow - Gym / Childcare Facilities Renewal	2,500,000	625,000	0
080301		Tom Price Child Care Project	5,100,000	1,275,000	0
			<b>7,600,000</b>	<b>1,900,000</b>	<b>0</b>
<b>Major Projects</b>					
AE2002		Horizon Power Solar Program	1,500,000	374,850	27,188
			<b>1,500,000</b>	<b>374,850</b>	<b>27,188</b>
<b>Total</b>			<b>9,100,000</b>	<b>2,274,850</b>	<b>27,188</b>
<b>CORPORATE SERVICES</b>					
<b>Administration General - Tom Price &amp; Paraburdo</b>					
AB2009		Tom Price - New Admin Facility Concept Planning	100,000	24,990	0
AB2010		Tom Price Current Admin Building - New Courtyard Shade Cover Installation	15,000	0	0
			<b>115,000</b>	<b>24,990</b>	<b>0</b>
<b>Administration General - Onslow</b>					
040369	19005	Onslow -Admin Building Balustrade and Hand rail	10,000	2,499	0
			<b>10,000</b>	<b>2,499</b>	<b>0</b>
<b>Cemetries</b>					
100100		Onslow Cemetery Upgrade	22,296	5,571	0
			<b>22,296</b>	<b>5,571</b>	<b>0</b>
<b>Information Technology</b>					
042464	18054	Event Management Software for Community Development- C/F	15,000	3,750	0
040466	17029	ICT AIMS (Sharepoint) Upgrade	28,842	7,209	0
040466	20007	ICT Hardware -Laptops	40,000	9,996	0
042464	19080	ICT Software - Training Management System	55,955	55,955	40,396
042464	19025	Tom Price-ICT Software - Training and Safety Management System	55,371	13,836	0
			<b>195,168</b>	<b>90,746</b>	<b>40,396</b>

SHIRE OF ASHBURTON  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 30 SEPTEMBER 2019

	Original Budget	Budget YTD	Actual YTD
<b>Total</b>	<b>342,464</b>	<b>123,806</b>	<b>40,396</b>

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**PROPERTY & DEVELOPMENT SERVICES**

**Emergency Management Services**

051685	Plant & Equipment Fire Prevention	36,553	9,135	0
		<b>36,553</b>	<b>9,135</b>	<b>0</b>



**SHIRE OF ASHBURTON**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

			Original Budget	Budget YTD	Actual YTD
<b><u>Fire Brigades</u></b>					
AR2001		Cyclone Warning Signs - Install New (Shire Wide)	50,000	12,495	0
			<b>50,000</b>	<b>12,495</b>	<b>0</b>
<b><u>Ranger Services</u></b>					
051735	19075	Para Dog Exercise Yard- alterations to the existing dog yard at para depot	100,000	24,990	2,738
AB2001		CCTV Program - Extend & Upgrade Shirewide	90,000	22,491	0
			<b>190,000</b>	<b>47,481</b>	<b>2,738</b>
<b><u>Old Onslow</u></b>					
114631	18070	Old Onslow PIP2- Cemetery Conservations Works	106,169	92,015	92,014
114631	18071	Old Onslow PIP2 - Erection of Heritage Street Signs & Main Roads Signage	58,432	14,601	2,585
114631	18072	Old Onslow PIP2- Old Onslow APP generation & Activation	13,500	3,375	0
114631	18073	Old Onslow PIP2- Pedestrian & Parking Access	88,850	22,203	0
114631	18074	Old Onslow PIP2- Opportunistic Works	80,875	20,211	0
			<b>347,826</b>	<b>152,405</b>	<b>94,599</b>
<b><u>Tom Price Industrial Land Development</u></b>					
140154	15190	Tom Price Industrial Land - Planning	135,000	33,738	0
140741		Tom Price Emergency Services Land	20,000	4,998	0
140054	18022	Tom Price Residential Land Development Subdivision and Survey	14,343	3,585	0
			<b>169,343</b>	<b>42,321</b>	<b>0</b>
<b><u>Onslow Mixed Business Development</u></b>					
147318		Onslow Mixed Business Development - Services Installation	200,000	49,980	0
			<b>200,000</b>	<b>49,980</b>	<b>0</b>
<b><u>Public Halls - Civic Centres, Pavilions</u></b>					
AB2007		Ashburton Hall Structural Rectification	100,000	24,990	0
AB2008		Paraburdoo Ashburton Hall - Install New Air Conditioner	100,000	24,990	0
AB2011		Tom Price Community Hall- Renewal of Air Conditioners	35,000	8,748	0
			<b>235,000</b>	<b>58,728</b>	<b>0</b>
<b><u>Swimming Pool - Tom Price</u></b>					
113308	20006	Vic Hayton Pool Refurbishments	180,000	44,982	0
			<b>180,000</b>	<b>44,982</b>	<b>0</b>
<b><u>Foreshore Areas - Onslow</u></b>					
AP2006		Foreshore Protection - Upgrade Sand & Groyne Plus Seawall Extension	400,000	99,960	0
AP2005		Onslow Back Beach - Shade Structure Renewal	50,000	12,495	0
AP2007		Onslow Marina Upgrade	7,500,000	0	0
			<b>7,950,000</b>	<b>112,455</b>	<b>0</b>
<b><u>Swimming Pool - Paraburdoo</u></b>					
112968	20005	Paraburdoo Quentin Broad Swimming Pool -Tiles Renewal	156,406	39,087	0
			<b>156,406</b>	<b>39,087</b>	<b>0</b>
<b><u>Onslow MPC</u></b>					
110365	19019	Onslow-Water Tank at MPC	80,000	19,992	1,800
110364	17030	Onslow MPC (Emergency Evacuation Centre)- Upgrade	80,000	0	0
AB2004		Onslow MPC - Install New Storage Shed	50,000	12,495	0
			<b>210,000</b>	<b>32,487</b>	<b>1,800</b>
<b><u>Other Recreation and Sport</u></b>					
100094		Golf Club Project (TP)	100,000	24,990	0
AP2009		Paraburdoo New Softball Field - Upgrade Lighting	450,000	112,455	0
113263	19056	Paraburdoo-Bench Seating Para Cricket Nets	13,000	3,249	0
113230	20002	Tom Price - Bowling Club Upgrade of Bowling Green & Patio Area	500,000	124,950	0
AB2012		Tom Price - Community Hub - Combine Bowling Club, Jnr Football, Squash & Gyn	100,000	24,990	0
AP2017		Tom Price - Minha Oval New Lighting	250,000	62,475	0
AB2013		Tom Price - Tennis Club Refurbishment of Playing Surface & Facilities	800,000	199,920	0
AP2013		Tom Price- Diamond Club Softball - Renewal of Oval Lighting	200,000	49,980	0
AP2014		Tom Price- Diamond Club Softball - Storage Facility Installation	50,000	12,495	0
AP2015		Tom Price- Diamond Club Softball - Upgrade of Playground Lighting	10,000	2,499	0
AP2016		Tom Price- Minha Oval New Shed & Bollards Installation	300,000	74,970	0
AP2018		Tom Price- Skate Park New Shade Structure Installation	250,000	62,475	0
AB2014		V.Swan Office Building - Upgrade	150,000	37,485	5,712
			<b>3,173,000</b>	<b>792,933</b>	<b>5,712</b>
<b><u>Public Toilets</u></b>					
AB2003		Community Gardens - Install Toilets Amenities	80,000	19,992	0
			<b>80,000</b>	<b>19,992</b>	<b>0</b>

**SHIRE OF ASHBURTON**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

			Original Budget	Budget YTD	Actual YTD
<b><u>Malls</u></b>					
100067		Tom Price Town Centre Revitalisation	128,000	31,986	0
			<b>128,000</b>	<b>31,986</b>	<b>0</b>
<b><u>Other Community Amenities</u></b>					
100102		Disability (All SOA Buildings)	250,000	62,475	0
			<b>250,000</b>	<b>62,475</b>	<b>0</b>
<b><u>Clem Thompson Sports Pavilion</u></b>					
AP2012		Tom Price Clem Thompson Oval - BBQ Facilities & Playground	25,000	6,246	0
AP2011		Tom Price Clem Thompson Oval - Install New Rebound Nets for AFL	30,000	7,497	0
			<b>55,000</b>	<b>13,743</b>	<b>0</b>
<b><u>Paraburdoo Sports Pavilion</u></b>					
AP2001		Paraburdoo Score Board	10,000	2,499	0
			<b>10,000</b>	<b>2,499</b>	<b>0</b>
<b><u>Paraburdoo CHUB</u></b>					
	BN386	External works	150,000	100,461	100,460
	BN391	Paraburdoo Chub - Cricket Net Renewal	80,000	0	0
113236	BN385	Swimming Pool Amenities	126,000	31,500	0
			<b>356,000</b>	<b>131,961</b>	<b>100,460</b>
<b><u>Parks</u></b>					
AP2008		Anzac Memorial - Re-design & Renewal	100,000	24,990	0
112746	19035	Mountain Bike track - scope of works	105,000	26,238	0
AP2002		Onslow Anzac Memorial - Install New Drink Fountain	11,340	2,835	0
AP2003		Onslow Anzac Memorial - Renewal of Flag Pole	20,000	4,998	0
112746	20004	Onslow Picnic Setting Installation	15,000	3,750	0
112749	20009	Paraburdoo Anzac Memorial & Red Dog Sculpture	90,000	22,491	0
112746	20000	Tom Price - Pump Track	950,000	237,405	339
			<b>1,291,340</b>	<b>322,707</b>	<b>339</b>
<b><u>Ovals</u></b>					
AP2010		Peter Sutherland Oval - Install New Bollards & Rope Rails	10,000	2,499	0
			<b>10,000</b>	<b>2,499</b>	<b>0</b>
<b><u>Other Housing</u></b>					
092268	BC299	Renovations - Senior Citizens Units (Budget only)	50,000	12,495	0
092269	BC289	Capital Upgrade Carinya Units (All)(Budget only)	50,000	12,495	0
			<b>100,000</b>	<b>24,990</b>	<b>0</b>
<b>Total</b>			<b>15,178,468</b>	<b>2,007,341</b>	<b>205,648</b>

**INFRASTRUCTURE SERVICES****Depots**

127380	BN417	Onslow Depot - New Shed Structure Installation	140,000	34,986	0
127387	19009	Onslow Depot Refurbishment	454,723	113,634	528
127387	19048	Onslow-Depot Boom Gates	70,000	17,493	0
127380	20001	Paraburdoo Depot New Crib Room	200,000	49,980	0
			<b>864,723</b>	<b>216,093</b>	<b>528</b>

**Road Plant Purchases**

AE2004	PR200	Budget Only - Various Plant Items	1,400,000	349,860	40,929
AE2003		Emergency Response Trailers Rural Roads Installation	50,000	12,495	0
AE2005		Onslow AO Plotter	6,295	1,572	0
			<b>1,456,295</b>	<b>363,927</b>	<b>40,929</b>

**Onslow Airport**

120058	19006	Airport - Emergency Access Rd Sealed next to Rotary Wing Hangar	35,000	8,748	0
120058	19000	Airport - Illuminated Wind Direction and Precision Approach Path Indicator	250,000	62,475	0
124086	19001	Airport - Material Handling and Lifting Equipment	150,000	150,000	0

**SHIRE OF ASHBURTON**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

			Original Budget	Budget YTD	Actual YTD
120058	19002	Airport - Scour Protection for Top Batters	1,475,613	368,757	0
120058	19003	Airport - Taxiway Delta Reseal	260,000	0	0
120017	19088	Airport Landside Infrastructure	48,750	36,364	36,364
120018	19089	Kiosk Fit out	40,000	0	0
AA2001		Onslow Airport General Aviation Development- Fencing, Water, Elec, Connection E	287,300	0	0
120016	18007	Onslow Airport Expansion to Solar Farm 150kW	320,000	86,016	86,015
AA2002		Onslow Airport Runway Enrichment Seal	200,000	0	0
AA2003		Onslow Airport Taxiway Renewal for Bravo & Charlie	1,488,306	0	0
120055		Runway/pavement line marking	20,000	4,998	0
			<b>4,574,969</b>	<b>717,358</b>	<b>122,379</b>
<b>Urban Stormwater Drainage</b>					
AD2001	IP200	Irrigation Renewals Various locations (19/20)	250,000	62,475	215
124470	19038	Drainage Renewals Program	500,000	125,001	7,065
AD2004		Tom Price Doradeen Rd / West Rd - Culvert Upgrade	650,000	162,435	0
AD2002		Waterway Structures - Major	13,000	3,249	0
AD2003		Waterway Structures - Minor	200,000	49,980	0
			<b>1,613,000</b>	<b>403,140</b>	<b>7,280</b>
<b>Construction Streets, Roads, Bridges, Depots</b>					
124441	C225	Construction of Cattle Grids	67,000	16,743	0
124441	18042	Installation of Electronic Variable Message Signs- Ashburton Downs	23,089	5,769	0
124450	19086	Mine Road, TP (Blackspot Funding 18/19)	400,689	100,131	0
124450	19092	Twitchen Road Sealing	198,000	49,479	0
124451	19087	Peedamulla Road (NTC- SOA Funded)	107,508	107,508	107,508
124460	C200	Works Prog Floodway Stablisations (Capital)	498,000	124,449	0
124461	19061	Road Renewals- Ashburton Downs Meekatharra Rd (18/19 RRG Funding)	679,784	169,878	0
124461	19062	Road Renewals- Pannawonica-Millstream Rd (16/17-18 RRG Funding)	1,218,140	357,220	354,321
124461	19059	Road Renewals-Pannawonica Millstream Rd(Re-allocated Roeb-Witt Rd 18/19 RF	407,072	101,727	999
AR2006	RU200	Onslow - Peedamulla Rd (R2R Funding 19/20)	1,203,180	1,030,639	1,030,639
AR2006	RU202	Pannawonica - Millstream Rd (RRG Funding 19/20)	720,033	0	0
AR2006	RU203	Towera - Lyndon Road (RRG Funding 19/20)	720,033	179,937	0
AR2006	RU201	Twitchen Road (R2R Funding 19/20)	922,959	230,646	86
AR2007		Safety Barriers Renewals - Shire Wide	53,000	13,245	0
AR2008		Significant Road Signs - Renewals	15,000	0	0
AR2009	UR200	Bidan St	56,444	0	0
AR2009	UR210	Court Rd	24,459	0	0
AR2009	UR211	Doradeen Rd	213,051	0	0
AR2009	UR201	Forrest CT	12,565	0	0
AR2009	UR202	Guliguru Way	10,079	0	0
AR2009	UR205	Hardy Av	43,509	0	0
AR2009	UR203	Hedditch St	9,223	0	0
AR2009	UR204	Laphorn Av	11,087	0	0
AR2009	UR206	Meeka Av	49,055	0	0
AR2009	UR212	Mine Rd	576,198	0	0
AR2009	UR207	Monte - Bello Avenue	25,875	0	0
AR2009	UR208	Pilbara Av	52,731	0	0
AR2009	UR209	Yampire Av	49,724	0	0
AR2010	RS200	Budget Only (Various Rural Roads Sealed)	520,000	0	0
AR2011		General Signage Renewal (Shire Wide)	15,000	0	0
			<b>8,902,487</b>	<b>2,487,371</b>	<b>1,493,553</b>
<b>Sanitation - General Refuse</b>					
100063	C065	Onslow Tip Closure	50,000	12,495	0
AW2003		Paraburdoo Operations Building Installation	185,000	46,230	0
AW2002		Paraburdoo Sieve Buckets Installation	30,000	7,497	0
100082	18063	Pilbara Regional Waste Management Facility - Project Management	250,000	146,220	145,184
100082	18060	Pilbara Regional Waste Management Facility (Onslow) - Project Management (So.	86,302	21,567	12,589
100082	18062	Pilbara Regional Waste Management Facility (Onslow) -Approvals	43,998	0	0
100082	18061	Pilbara Regional Waste Management Facility (Onslow)- Detailed Design	52,260	13,059	0
100082	18066	Pilbara Regional Waste Management Facility (Onslow)- Unallocated	38,546	9,633	0
100082	18058	Pilbara Regional Waste Management Facility (Onslow)- Waste Supply Agreement	58,415	14,598	7,068
100083	19091	PRWMF - Early Works	1,275,755	160,900	160,121
100083	19093	PRWMF - Main Works	9,343,724	0	0
AW2004		Tom Price Operations Building Installation	185,000	46,230	0
AW2001		Tom Price Sieve Buckets Installation	30,000	7,497	0
			<b>11,629,000</b>	<b>485,926</b>	<b>324,962</b>
<b>Footpaths</b>					
AR2003	FN200	Budget Only	140,000	34,986	0
AR2005	KR200	Budget Only Kerb Renewal	220,000	54,978	0
AR2004	FR200	Footpath Renewal Program 19/20	225,000	56,226	46,005
AR2003	FN201	Onslow - Back Beach Road New Footpath	115,000	28,740	0
AR2004	FR201	Onslow Ocean View Caravan Park - Footpath Renewal	56,556	14,133	0

SHIRE OF ASHBURTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2019

	Original Budget 756,556	Budget YTD 189,063	Actual YTD 46,005
<b>Total</b>	<b>29,797,030</b>	<b>4,862,878</b>	<b>2,035,635</b>
<b>Total YTD Capital Expenditure at 31 August 2019</b>	<b>59,078,750</b>	<b>11,514,687</b>	<b>3,129,819</b>

**SHIRE OF ASHBURTON**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

CASH BACK RESERVES	YTD Actual Budget		YTD ACTUAL Budget		YTD ACTUAL Budget		YTD ACTUAL Budget		YTD ACTUAL Budget	
	Opening Balance	(\$)	Interest Earned		Amount Set Aside / Transfer To Reserve		Amount Used / Transfer from Reserve		Ending balance	(\$)
<b>Employee Entitlement Reserve</b>	<b>1,090,385</b>	1,091,091	-	38,739	-	38,739	-	-	1,090,385	<b>1,129,830</b>
<b>Financial Risk Reserve</b>	<b>7,947,427</b>	7,977,185	-	282,352	-	282,352	-	(6,741,016)	7,947,427	<b>1,518,521</b>
<b>Future Projects Reserve</b>	<b>2,735,289</b>	2,743,065	-	97,178	-	97,178	-	(2,013,126)	2,735,289	<b>827,117</b>
<b>Housing Reserve</b>	<b>1,412,776</b>	1,418,600	-	50,192	-	50,192	-	(1,087,000)	1,412,776	<b>381,792</b>
<b>Infrastructure Reserve</b>	<b>3,451,714</b>	3,462,700	-	122,631	-	122,631	-	(2,800,130)	3,451,714	<b>785,201</b>
<b>Joint Venture Housing Reserve</b>	<b>102,218</b>	102,676	-	3,632	-	3,632	-	(100,000)	102,218	<b>6,308</b>
					-	-	-	(4,414,969)	-	<b>(4,414,969)</b>
<b>Onslow Community Infrastructure Reserve</b>	<b>191,401</b>	192,277	-	6,800	-	6,800	-	-	191,401	<b>199,077</b>
<b>Plant Replacement Reserve</b>	<b>490,921</b>	494,798	-	17,441	-	17,441	-	(512,000)	490,921	<b>239</b>
<b>Property Development Reserve</b>	<b>2,627,304</b>	2,639,332	-	93,341	-	93,341	-	(169,343)	2,627,304	<b>2,563,330</b>
<b>RIO Tinto Partnership Reserve</b>	<b>3,135,540</b>	3,162,561	-	111,398	-	111,398	-	(1,243,451)	3,135,540	<b>2,030,508</b>
<b>Tom Price Admin. Bldg. Reserve</b>	<b>6,022,178</b>	6,026,756	-	213,953	-	213,953	-	(100,000)	6,022,178	<b>6,140,709</b>
<b>Unspent Grants &amp; Contributions Reserve</b>	<b>594,842</b>	592,076	1,159	21,133	-	21,133	-	-	596,001	<b>613,209</b>
<b>Waste Services Reserve</b>	<b>3,022,178</b>	3,026,756	-	107,370	-	107,370	-	(737,184)	3,022,178	<b>2,396,942</b>
<b>TOTAL</b>	<b>32,824,174</b>	<b>32,929,873</b>	<b>1,159</b>	<b>1,166,160</b>	<b>-</b>	<b>1,166,160</b>	<b>-</b>	<b>(19,918,219)</b>	<b>32,825,333</b>	<b>14,177,814</b>

N.B. These figures are not up to date. The reserves module is currently being reconciled and reserves figures should be correct EOM October 2019 R.S. 03/10/2019

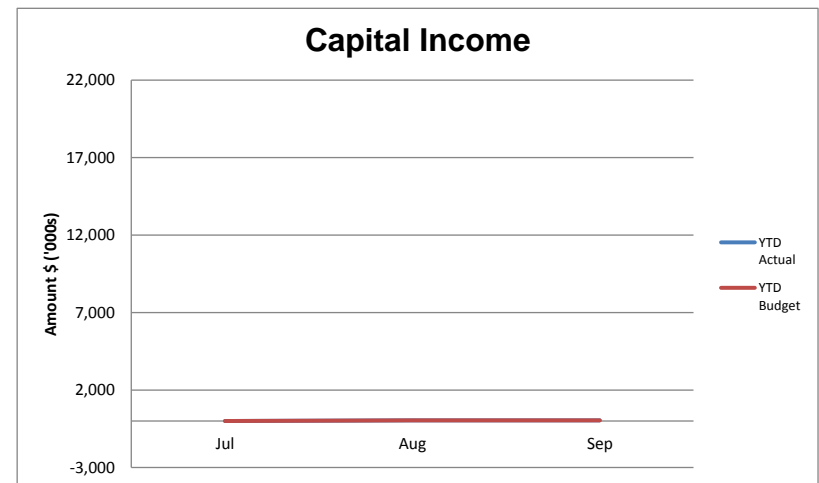
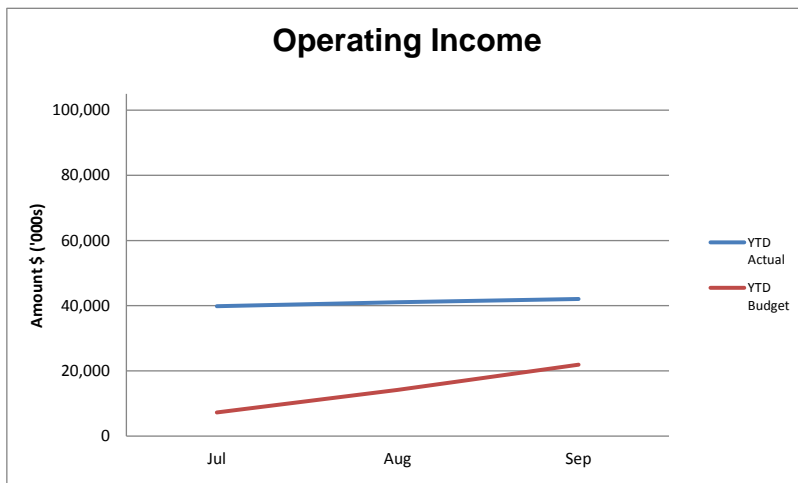
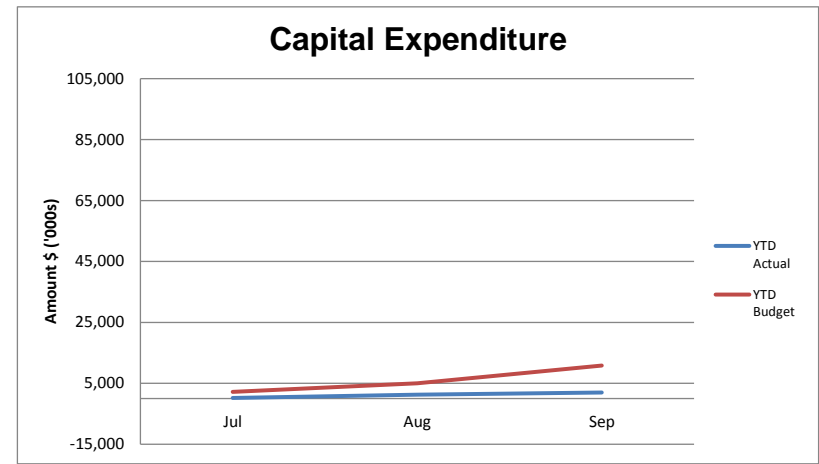
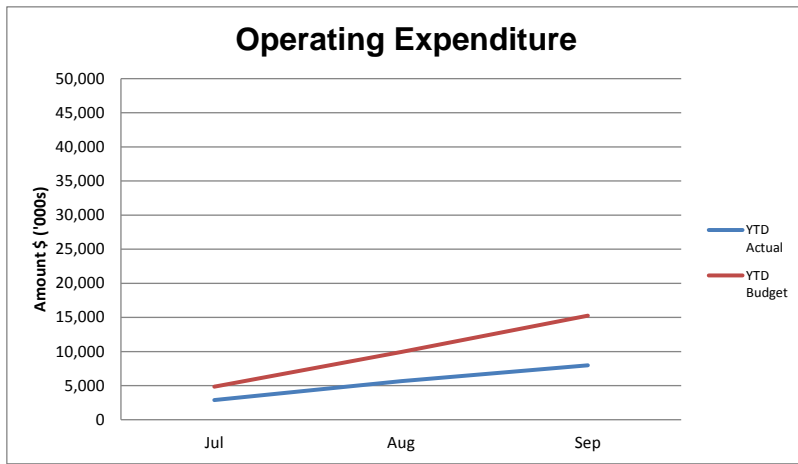
**SHIRE OF ASHBURTON**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

	Interest Rate	Unrestricted \$	Investment \$	Total Amount \$	Institution	Maturity Date	Rating
<b>Operating</b>							
Municipal Working	0.05%	995,471	0	995,471	Westpac		A1+
Commonwealth Bank Account	0.00%	14,941	0	14,941	CBA		A1+
Reserve Notice Saver - (On Hold)	1.25%	0	0	0	Westpac		A1+
Municipal Notice Saver - (On Hold)	2.15%	32,653,206	0	32,653,206	Westpac		A1+
Municipal Notice Saver - (On Notice)	1.25%	2,000,000		2,000,000	Westpac		
Trust Working	0.05%	253,228	0	253,228	Westpac		A1+
Reserve Term Deposit	1.50%		4,700,000	4,700,000	Bendigo	19/06/2020	A2+
Reserve Term Deposit	1.57%		5,159,290	5,159,290	ANZ	23/06/2020	A1+
Reserve Term Deposit	1.62%		19,000,000	19,000,000	NAB	22/06/2020	A1+
Reserve Term Deposit	1.62%		19,000,000	19,000,000	CBA	16/06/2020	A1+
<b>Total</b>		<b>35,916,847</b>	<b>47,859,290</b>	<b>83,776,137</b>			

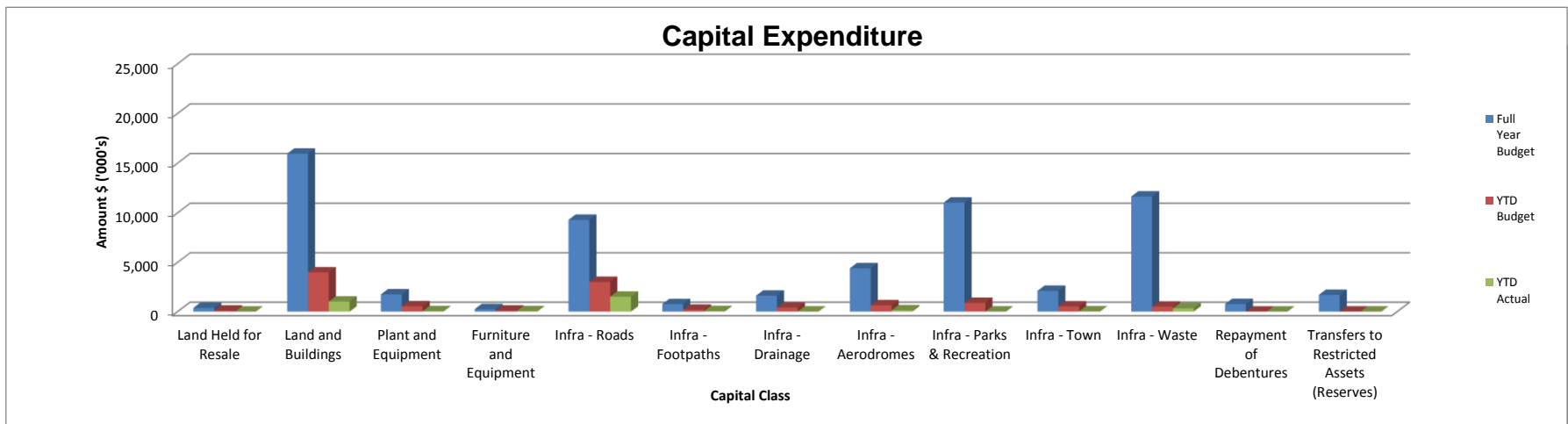
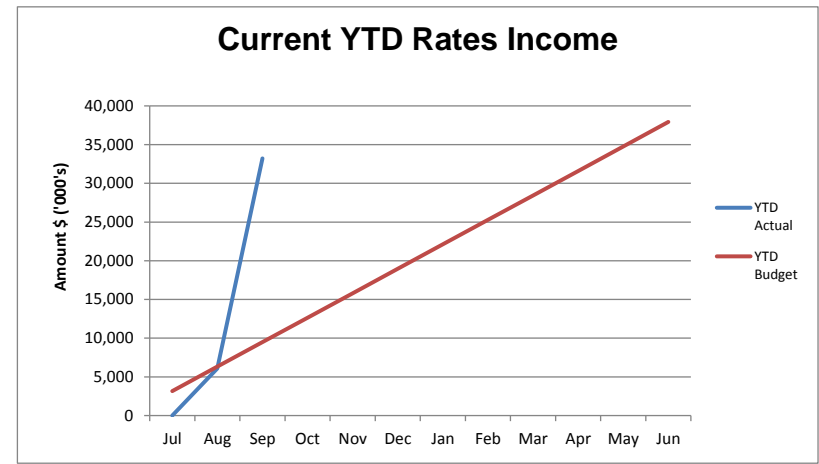
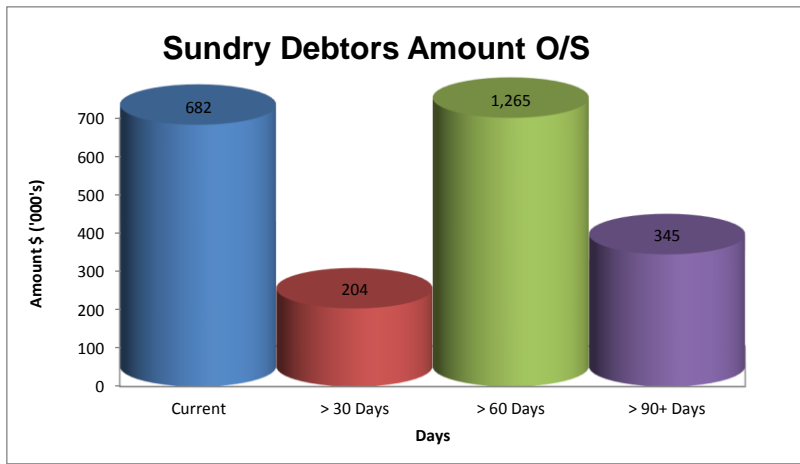
**Comments/Notes - Investments**

- \* On Call - Funds available to access on call.
- \* On Hold - Funds not available until 31 days notice given and maturity date set.
- \* On Notice - Funds available at maturity date.

SHIRE OF ASHBURTON  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 30 SEPTEMBER 2019



SHIRE OF ASHBURTON  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 30 SEPTEMBER 2019





**SHIRE OF ASHBURTON**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

Debtor Code	Top Ten Debtors	Current \$	<30 Days \$	<60 Days \$	<90 Days \$	Total \$
2544	1	-	-	131	369	500
695	2	1,230	287	13,041	14,576	29,134
1312	3	1,684	80	892	6,576	9,232
471	4	-	-	-	57,955	57,955
2393	5	-	146,543	-	-	146,543
2533	6	87	64	2,992	6,785	9,928
315	7	-	-	-	174,221	174,221
735	8	-	-	-	6,382	6,382
1032	9	5,910	4,065	48	3,164	13,187
186	10	3,465	-	1,221,000	246	1,224,711
	<b>Subtotal</b>	<b>12,376</b>	<b>151,039</b>	<b>1,238,103</b>	<b>270,276</b>	<b>1,671,794</b>
	<b>Others</b>	<b>669,410</b>	<b>53,513</b>	<b>27,013</b>	<b>74,317</b>	<b>824,253</b>
	<b>Total</b>	<b>\$681,786</b>	<b>\$204,552</b>	<b>\$1,265,116</b>	<b>\$344,593</b>	<b>\$2,496,047</b>



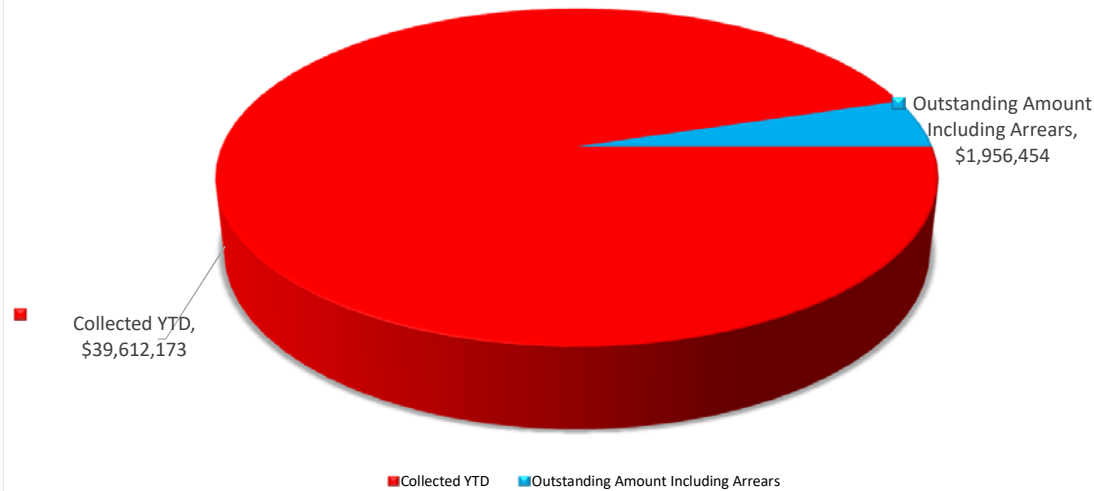
Debtor Code	Top Ten Debtors	Category	Progress for the recovery of funds
2544	10	PUPP/Waste	Have sent several demand letter to this organisation but has not responded at all. Contact number as per their website is disconnected.
695	10	PUPP	No correspondence has been received from this organisation. The Rates Officer is trying to make contact with the Financial Controller to resolve the matter of rates exemption application, which may also affect the PUPP account.
1312	10	Rental	23/9/19 - talked to tenant herself and requested her to clear the outstanding amount. The tenant paid \$2000 on 01/10/2019. Further follow up required.
471	10	Maintenance	The amount owing is a reimbursement for the cost of the routine upkeep and maintenance of the Minna Oval. 02/10/19 emailed a copy of the Statement of Account. Still awaiting payment.
2393	10	Grant	This is a grant funding agreement for the Onslow Boardwalk. 02/10/19 sent an End of Month Statement. Will follow up.
2533	10	PUPP	This ratepayer never responded to any correspondence, It was transferred to CS Legal for collection. Rates Officer is preparing the necessary paper work to take legal action through the Rates legal procedures to mitigate legal fees.
315	10	Funding	This is the WANDRRA account for Road Claim Damage. The invoice is in dispute and remains unpaid.
735	10	Waste	This company is located in Paraburdoo. Amount owing is for the use of waste site in Paraburdoo. Have sent many correspondence but no response. Waste coordinator advised that the company is in liquidation. No correspondence has been received from the Liquidator.
1032	10	Waste/License	The amount owing is for Health licenses and some for the use of TP waste site. I have been liaising with the Debtor's Manager to follow up the overdue invoices. Received payment of \$24,210 on 17/9/19 and \$5046.50 on 03/10/19. Will keep liaising with the Debtor's Manager to follow up the outstanding invoices.
186	10	Grant & waste	The amount owing represents grant agreed with the Shire for community funding of \$1,221,000.00. 02/10/2019 sent a EOM statement of account. On 08/10/19 a payment of \$528000 was received.

SHIRE OF ASHBURTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30th SEPTEMBER 2019

**Rate Debtors**

Type of Debtor	Total Levied 19/20 Plus Arrears	Collected YTD	Outstanding Amount Including Arrears	Total Collected by Percentage of Charge Type
General Rates	\$36,807,257	\$32,720,033	\$4,087,223	88.90%
Rates Arrears	\$2,952,343	\$2,308,163	\$644,180	78.18%
Emergency Service Levy	\$419,774	\$341,066	\$78,707	81.25%
Sanitation Charges	\$1,141,596	\$1,062,198	\$79,398	93.04%
Pool Levy	\$28,782	\$28,093	\$689	97.60%
Excess	\$0	\$3,099,957	-\$3,099,957	7.46%
Fees & Charges	\$218,874	\$52,662	\$166,212	24.06%
<b>Totals</b>	<b>\$41,568,627</b>	<b>\$39,612,173</b>	<b>\$1,956,454</b>	<b>95.29%</b>

Total Rates Levied for 2019/20 Plus All Arrears, Interest and Legal Charges \$41,568,627



Top Five Rate Debtors	TOP 5 Outstanding Rates Debtors	Total Owing	Status
1	A51876	1,817,550	Talking to both parties to work out payment terms and who will pay as this is a new rates assesment for 19/20 and has not been billed before.
2	A51857 & A33350	343,496	This company are on a 60 day payment term. Finance manger has written to them to explain rates are 35 pays and I am awaiting final payment date now.
3	A6392	326,391	This company is always hard to arrange payment from. Am in talks now to arrange installment options for them.
4	A7420, A7433, A6627, A51539, A51586	151,294	Capital has not been found as of yet. Proceeding to Creditors Statutory Demand. Sent to CS Legal. 09/10/19
5	A51145	45,555	Send Final notice on 07/10/19 if we don't hear back by 15/10/19 then we move to CS Legal for processing.

**SHIRE OF ASHBURTON  
2019/20 CAPITAL EXPENDITURE PROGRAM  
As at 30 September 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.												
100102	DA000	DAIP Infrastructure Remediation	250,000	0	●	To be advised.												
<b>TOTAL COMMUNITY DEVELOPMENT COSTS</b>			<b>275,000</b>	<b>0</b>														
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	●	Project at Planning Stage.												
042464	18054	ICT Software - Com. Dev. Events Mgmt.	15,000	0	●	Project at Planning Stage.												
042464	19025	ICT Software Safety Management System	55,371	0	●	This Project is combined with the Training Management System (19080)for a combined underspend.												
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	●	Project details & planning to be advised.												
134851	N/A	TP Visitors Centre Furniture Upgrade	10,000	0	●	Project details & planning to be advised.												
<b>TOTAL CORPORATE SERVICES COSTS</b>			<b>218,068</b>	<b>40,396</b>														
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 to be prepared.												
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 for October 2019 Council meeting to consider location sites.												
AB2010	N/A	Admin Building - Install New Courtyard Shade Cover	15,000	0	●	Shire Officer to discuss at Exec Meeting regarding scope.												
040369	N/A	Admin Building - Balustrade and Hand rail	10,000	0	●	Design and Certification being sought.												
AB2014	N/A	V Swans Office Building - Upgrade	150,000	5,712	●	RFQ closes on 07/10/2019.												
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	797,009	●	On-going with the purchase of 8 Arketell Onslow now complete.												
097803	Various	Staff Housing - Refurbishment	1,370,000	4,678	●	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.												

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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
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.												
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	80,000	0	●	Project will not go ahead; requesting variation of the budget to the Softball Diamond Project												
110365	19019	MPC - Water Tank installation	80,000	1,800	●	1st Qtr. involve planning with works projected in the 2nd Qtr.												
AB2004	N/A	MPC - Install New Storage Shed	50,000	0	●	1st Qtr. will be about developing the Project Design followed by procurement in Q2.												
113230	20002	Bowling Club - Upgrade Bowling Green and Patio Area	500,000	0	●	Project commencement is dependent on funding & location of the Admin Building.												
AB2013	NA	Tennis Club - Refurbishment of Playing Surface and Facilities	800,000	0	●	Geotechnical survey completed; currently waiting on reports.												
AP2013	NA	Diamond Club Softball - Renewal of Oval Lighting	200,000	0	●	Dependant on Funding												
AP2015	NA	Diamond Club Softball - Upgrade of Playground lighting	10,000	0	●	Dependant on Funding												
AP2014	NA	Diamond Club Softball - Install of Softball Storage Facility	50,000	0	●	Dependant on Funding												
100094	NA	Golf Club - Indoor Cricket Nets Repairs	100,000	0	●	1st & 2nd Quarter is about planning (requests for quotes etc.)												
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 Nov19 OCM.												
AP2003	NA	Anzac Memorial - Renewal of Flag Pole	20,000	0	●	Works to commence in Q2.												
AP2008	NA	Anzac Memorial - Re-design and Renewal	100,000	0	●	To be advised.												
AP2002	NA	Anzac Memorial - Install New Drink Fountain	11,340	0	●	Works to commence in Q2.												
112749	20009	Anzac Memorial and Red Dog Sculpture	90,000	0	●	To be advised.												
113236	BN386	Chub Project Completion Projects	150,000	100,460	●	Complete.												
AP2009	NA	New Softball Field - Upgrade Lightting	450,000	0	●	Tender closed report to council for consideration.												
AP2018	NA	Skate Park - Install New Shade Structures	250,000	0	●	Construction of the new shade structures at the Tom Price Skate Park. Planning and works project for 2nd Qtr. (Currently preparing Tender Documents)												
051735	19075	Dog Exercise Yard - Install New	100,000	2,738	●	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.												

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2019/20 CAPITAL EXPENDITURE PROGRAM  
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**Project Planning Stages**

- Planning Stage
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GL Code	Job Code	Project Title	Current Budget	YTD Actual	Code	Comments	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
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	●	The Project intends to install 2 custom curved roof steel shelters within ground post. These are under procurement for subsequent installation.												
AP2007	NA	Marina - Upgrade	7,500,000	0	●	1st & 2nd Qtr. is about Planning. This Project is in collaboration with the Ministry of Transport.												
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 projected for 2nd Qtr.												
AP2016	NA	Minha Oval - Install New Shed and Bollards	300,000	0	●	The project depends on confirmation of funding to proceed.												
AP2017	NA	Minha Oval - New Oval Lighting	250,000	0	●	The project depends on confirmation of funding to proceed.												
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	●	Ready to award works to be completed by end of Nov 2019.												
AP2010	NA	Peter Sutherland Oval - Install New Bollards and Rope Rails	10,000	0	●	Remove existing timber posts and rope and install composite steel bollards. Currently acquiring Quotes.												
AP2011	NA	Clem Thompson Oval - Install New Rebound Nets for AFL	30,000	0	●	Project for the installation of 20 x 10 netting. Currently acquiring Quotations.												
AP2001	NA	Scoreboard - Upgrade	10,000	0	●	Project completed in 18/19 as per the Project Officer. Funds can be re-deployed.												
112746	19035	Mountain Bike Track - Undertake Scope of Works	105,000	0	●	Planning in coordination with Town Planning Manager. More information will be provided at a later stage.												
112746	20000	Pump Track	950,000	339	●	Planning in coordination with Town Planning Manager. More information will be provided at a later stage.												
100067	C501	Town Centre - Refurbishment	128,000	0	●	Progress to be advised.												
134854	15151	Town Tourist Bay - Upgrade	468,361	0	●	Progress to be advised.												
114631	Various	Old Onslow Conservation & Tourism Activation	347,826	94,599	●	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 'Q4.												
139996	NA	TP Visitors Centre Wash Down Bay	15,000	0	●	Project to install outside kitchen sink for washing of dishes etc. for Tourists. This still at the Planning Stage with the works to occur in the 4th Quarter.												
134855	19049	Information Bay - Install New Toilet Block	260,000	10,755	●	Awarded to Byblos works commence 14/09/2019												
AB2003	NA	Community Gardens - Install Toilet Amenities	80,000	0	●	D & C Toilet Block amenities plumbed into sewer and water. Works are projected for Q4.												
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	●	To be advised.												
051685	19027	Electronic Fire Danger Index Signs	36,553	0	●	To be advised.												
AE2002	NA	Horizon Power Solar Program	1,500,000	27,188	●	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.												

**SHIRE OF ASHBURTON  
2019/20 CAPITAL EXPENDITURE PROGRAM  
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**Project Planning Stages**

■	Planning Stage
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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	0	●	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.												
<b>TOTAL PROPERTY &amp; DEVELOPMENT SERVICES COST</b>			<b>28,293,652</b>	<b>1,053,788</b>														
AA2003	NA	Airport - Taxiway Renewal for Bravo & Charlie	1,488,306	0	●	RFT specifications to be reviewed and amended to suit new changes to Airport regulations and requirements. Potential of significant financial savings.												
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												
AA2002	NA	Airport - Runway Enrichment Seal	200,000	0	●	Investigating different product options - to suit asphalt grooved runway.												
120055	NA	Airport- Runway Line Marking	20,000	0	●	Works on hold till end of September pending the outcome of hangar proposal Potential for additional line marking to be required. More economical to conduct all works in one site visit. To be combined with Emergency access road and RFT to be completed and finalised for October OCM												
120058	19006	Airport - Emergency Access Road Sealed next to Rotary Wing Hangar	35,000	0	●	Works on hold till end of September pending the outcome of hangar proposal Potential for access road to be located. RFT to be completed and finalised for December OCM												
120058	19000	Airport - Remediation Works for Wind Direction Indicator and Precision approach Indicator	250,000	0	●	Drafting RFQ to engage the services of a civil engineering organisation to design and document necessary remediation works												
120017	19088	Airport - Landside Infrastructure	48,750	36,364	●	Invoice being processed, current owner will be issued with a 28 days notice to vacate upon payment of invoice.												
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.												
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.												
120058	19002	Airport - Scour Protection for top of Batters	1,475,613	0	●	Drafting RFQ to engage the services of a civil engineering organisation to design and document scour protection for the top of runway strip batters. RFQ complete, to be reviewed prior to advertising.												
124086	19001	Airport - Multi-use Manual Handling / Lifting Machine	150,000	0	●	Investigating different product options.												
127387	19009	Depot - Refurbishment	454,723	528	●	Contractor engaged, development approvals being engaged, building specifications being confirmed. Colour and materials selection being discussed. DA completed, Site visit from contractor site manager 24/09/2019												
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	●	Scope of Works being drafted.												
127380	20001	Depot - New Crib Room	200,000	0	●	SOW being drafted. RFT to be completed and finalised for January OCM												
124470	19038	Drainage Program - Renewal 2019/20	500,000	7,065	●	Project to work on Onslow Detention Basins. Onsite meeting with NTC Site Supervisor, material mobilisation at 20%.												

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GL Code	Job Code	Project Title	Current Budget	YTD Actual	Code	Comments	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
AD2001	IP200	Irrigation Program	250,000	215	●	RFT for Plants, Trees and Landscaping being drafted. Tree selection finalisation & site inspections; ensuring that the most appropriate tree species are selected for each location, stock quality is assured, and best practice planting procedures are in place.												
AD2002	NA	Waterway Structures - Major	13,000	0	●	RFQ to be completed in December 2019												
AD2003	NA	Waterway Structures - Minor	200,000	0	●	RFT to be completed and finalised for January 2020 OCM												
124460	C200	Works Program Floodway Stabilisation - Renewal	498,000	0	●	Approx. \$150,000 of this budget will be expended 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, recommendations to be discussed and clarifications sought from contractor, external stakeholders discussions have commenced. 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.												
AR2007	NA	Safety Barriers Renewal Program	53,000	0	●	RFQ to be completed in February 2019												
AR2003	FN200	Footpath Program - New (19/20)	140,000	0	●	RFT to be completed and finalised for February 2020 OCM.												
AR2003	FN201	Back Beach Road - New Footpath	115,000	0	●	Scope of Works being drafted.												
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 completed and finalised - Pending funding approval from MRWA												
124461	19059	Road Renewals - Pannawonica Millstream Rd (RRG 18/19 Funding)	407,072	999	●	RFT for sealing to be commenced. RFQ for culvert installation completed and under advertising period. RFT to be completed and finalised for December OCM												
124461	19061	Road Renewals - RRG - Ashburton Downs Meekatharra Rd (RRG 18/19 funding)	679,784	0	●	RFT to be completed and finalised for December OCM												
124461	19062	Road Renewals - RRG - Pannawonica Millstream Rd (RRG 16/17/18 balance Funding)	1,218,140	354,321	●	RFT for sealing to be commenced. Draft RFQ for culvert installation completed and being reviewed. RFT to be completed and finalised for December OCM												
AR2006	Various	Rural Unsealed Road Program (RRG 19/20 -R2R 19/20, Direct Grants 19/20, FAGS 19/20 Funding)	3,566,205	1,030,725	●	RFT to be completed and finalised for December OCM.												
AR2009	Various	Urban Roads Program - Renewal	1,134,000	0	●	RTF 11.19 Cancelled. New RFT being constructed for longer term contract for Urban Roads Renewal Program												
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.												
AR2008	NA	Significant Road Signs - Renewal	15,000	0	●	RFQ to be completed in January 2019.												
AR2011	NA	General Signage Renewal (Shire Wide)	15,000	0	●	RFQ to be completed in January 2019.												
124441	18042	Installation of Electronic Variable Message Signs - Ashburton Downs Road	23,089	0	●	RFQ being drafted, reviewing earlier discussions regarding locations of installation.												
135010	20008	Tourism Sign - Signage Installation on NWC Hwy (before Onslow T/off)	70,000	0	●	RFQ to be completed in December 2019.												

**SHIRE OF ASHBURTON  
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GL Code	Job Code	Project Title	Current Budget	YTD Actual	Code	Comments	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
130165	NA	New Tourism Signage- Entry Statement to the National Parks	50,000	0	●	RFQ to be completed in December 2019												
AR2004	FR200	Footpath Program - Renewal (19/20)	225,000	46,005	●	RFT to be completed and finalised for February 2020 OCM												
AR2004	FR201	Ocean View Caravan Park - Renewal of Footpath	56,556	0	●	Scope of Works being drafted.												
AR2005	KR200	Kerb and Gutter Program - Renewal	220,000	0	●	RFT to be completed and finalised for December 2019 OCM.												
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	164,840	●	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	160,121	●	Awaiting completion of DWER's Works Approval Application and Clearing Permit. Submission of RFT into OCM October 2019 will follow pending outcomes of DWER approvals.												
AW2001	NA	Sieve Buckets - Install New	30,000	0	●	Investigating different product options												
AW2002	NA	Sieve Buckets - Install New	30,000	0	●	Investigating different product options												
AW2003	NA	Operations Building - Install New	185,000	0	●	SOW complete. RFT to be completed and finalised for December OCM												
AW2004	NA	Operations Building - Install New	185,000	0	●	SOW complete. 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.												
<b>TOTAL INFRASTRUCTURE COSTS</b>			<b>30,292,030</b>	<b>2,035,635</b>														
<b>TOTAL CAPITAL PROJECTS COSTS 2018/19</b>			<b>59,078,750</b>	<b>3,129,819</b>														



**SHIRE OF ASHBURTON  
19/20 BUDGET AMENDMENTS REGISTER  
AS AT 30 SEPTEMBER 2019**

Date of Council Meeting	Minute #	General Ledger Description	Original Budget	Variation Increase (Decrease)	Revised Budget Figure	Net Current Assets
		<b>19/20 Budget Surplus</b>				(1,500,000)
<b>13/08/2019</b>	<b>619/2019</b>	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 - Wittenoorn 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)
<b>18/09/2019</b>	<b>636/2019</b>	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 Cricket - 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)

<b>Shire of Ashburton</b>
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**CEO's Delegated Payment List - Regulation 13(1) Local  
Government (Financial Management) Regulation 1996**

**List of Payments - Payment Detail for Month of September 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
<u>Municipal Fund</u>	
EFT	\$ 3,867,006.86
Superannuation / Payroll (DD)	\$ 179,400.36
Trust	\$ 116,861.30
Cheque	\$ 728.35
Credit Cards	\$ 16,385.52
Bank Fees and Charges	\$ 2,409.37
<b>Grand Total</b>	<b>\$ 4,182,791.76</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
<b>Municipal</b>					
EFT49183	06/09/2019	AERODROME MANAGEMENT SERVICES PTY LTD	Payment		43439.73
AMSINV-01642	14/08/2019	AERODROME MANAGEMENT SERVICES PTY LTD	Aviation security screening services Onslow Airport 08/07/2019 - 04/08/2019	43439.73	
		<b>AERODROME MANAGEMENT SERVICES PTY LTD</b>		<b>43439.73</b>	<b>43439.73</b>
EFT49184	06/09/2019	ALL SAT COMMUNICATIONS	Payment		258.50
00015995	06/08/2019	ALL SAT COMMUNICATIONS	Spot tracker and window mount for Tom Price Ranger	258.50	
		<b>ALL SAT COMMUNICATIONS</b>		<b>258.50</b>	<b>258.50</b>
EFT49185	06/09/2019	ALLWEST DRILLING PTY LTD	Payment		9812.00
00000977	03/09/2019	ALLWEST DRILLING PTY LTD	Repairs to pipework under roads and footpaths at Onslow	9812.00	
		<b>ALLWEST DRILLING PTY LTD</b>		<b>9812.00</b>	<b>9812.00</b>
EFT49186	06/09/2019	ASHBURTON TYRES & AUTOMOTIVE	Payment		1114.65
28958	09/08/2019	ASHBURTON TYRES & AUTOMOTIVE	Batteries for PPM02 2017 Western Star 4800 FS Prime Mover	1114.65	
		<b>ASHBURTON TYRES &amp; AUTOMOTIVE</b>		<b>1114.65</b>	<b>1114.65</b>
EFT49187	06/09/2019	AUSTRALIAN TAXATION OFFICE- PAYG	Payment		317135.00
EXPENSE280819	28/08/2019	AUSTRALIAN TAXATION OFFICE- PAYG	Monthly PAYG Withholding August 2019	317135.00	
		<b>AUSTRALIAN TAXATION OFFICE- PAYG</b>		<b>317135.00</b>	<b>317135.00</b>
EFT49188	06/09/2019	AUTOPRO TOM PRICE (EVERGROUP PTY LTD T/A)	Payment		1052.20
00035303	22/08/2019	AUTOPRO TOM PRICE (EVERGROUP PTY LTD T/A)	Oil for sundry items Tom Price Depot	216.00	
00035494	28/08/2019	AUTOPRO TOM PRICE (EVERGROUP PTY LTD T/A)	Plugs for PPM02 Prime Mover	79.20	
00035539	29/08/2019	AUTOPRO TOM PRICE (EVERGROUP PTY LTD T/A)	Cleaning gel and oil for sundry items Tom Price Depot	277.00	
00035555	30/08/2019	AUTOPRO TOM PRICE (EVERGROUP PTY LTD T/A)	New batteries for	480.00	
		<b>AUTOPRO TOM PRICE (EVERGROUP PTY LTD T/A)</b>		<b>1052.20</b>	<b>1052.20</b>
EFT49189	06/09/2019	BENNCO GROUP	Payment		382.25
BGINV0004644	27/08/2019	BENNCO GROUP	Installation of lights in Tom Price Administration Building - IT Department	382.25	
		<b>BENNCO GROUP</b>		<b>382.25</b>	<b>382.25</b>
EFT49190	06/09/2019	BJ & A BUILDING & MAINTENANCE	Payment		918.50
1160	26/08/2019	BJ & A BUILDING & MAINTENANCE	Repair termite damage at 604 Boolee Street Tom Price	918.50	
		<b>BJ &amp; A BUILDING &amp; MAINTENANCE</b>		<b>918.50</b>	<b>918.50</b>
EFT49191	06/09/2019	BLACKWOODS PTY LTD	Payment		713.24
PE7937TN	16/07/2019	BLACKWOODS PTY LTD	6x safety vests, 2x pairs safety boots, 4x pairs of jeans and 4x pairs Mechanic gloves for Tom Price Depot	650.94	
PE2249TQ	26/07/2019	BLACKWOODS PTY LTD	10x pairs Hyflex gloves for Tom Price Depot	62.30	
		<b>BLACKWOODS PTY LTD</b>		<b>713.24</b>	<b>713.24</b>
EFT49192	06/09/2019	BUCHER MUNICIPAL	Payment		2657.47
940368	12/08/2019	BUCHER MUNICIPAL	Hydraulic Ram and support brackets	2362.60	
940673	15/08/2019	BUCHER MUNICIPAL	Parts for road sweeper Tom Price Depot	294.87	
		<b>BUCHER MUNICIPAL</b>		<b>2657.47</b>	<b>2657.47</b>
EFT49193	06/09/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Payment		2403.50
SI22512	13/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Electrical repairs to door and sensors and replacement bulbs at the Sports Pavilion Tom Price	2002.00	
SI22511	13/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Investigate faulty outdoor light at Sport Pavilion entrance Tom Price	401.50	
		<b>BYBLOS CONSTRUCTIONS-TOM PRICE</b>		<b>2403.50</b>	<b>2403.50</b>
EFT49194	06/09/2019	C MUNRO CONTRACTORS	Payment		12681.88
124130	07/08/2019	C MUNRO CONTRACTORS	Garden maintenance for Barrada Estate 10/7/2019 - 31/07/2019	9237.64	
124178	08/08/2019	C MUNRO CONTRACTORS	Labour and materials to repair copper pipe leak OVCP	105.51	
124157	08/08/2019	C MUNRO CONTRACTORS	Emergency plumbing repairs to sewerage outlet 325 Third Ave Onslow	132.00	
124170	08/08/2019	C MUNRO CONTRACTORS	Supply and install replacement push down self release tap next to boat ramp Onslow Foreshore	196.47	
124273	28/08/2019	C MUNRO CONTRACTORS	Annual backflow prevention test of water meter at Waterman Standpipe Onslow Road	132.00	
124298	28/08/2019	C MUNRO CONTRACTORS	Plumbing repairs to toilet at Water Spray Park Toilets Onslow	66.00	
124292	28/08/2019	C MUNRO CONTRACTORS	Plumbing labour and drain machine to unblock drain Onslow Day Care Centre	429.00	
124301	29/08/2019	C MUNRO CONTRACTORS	Supply of 2x pvc fittings Onslow Water Park	14.78	
124317	29/08/2019	C MUNRO CONTRACTORS	Trim trees as directed by arborist to prevent bird damage in Onslow Water Park	2368.48	
		<b>C MUNRO CONTRACTORS</b>		<b>12681.88</b>	<b>12681.88</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49195	06/09/2019	CABCHARGE AUSTRALIA	Payment		2132.86
25069995P1907	15/07/2019	CABCHARGE AUSTRALIA	Cab charge for period 17/06/2019 - 14/07/2019	682.50	
25069995P1908	12/08/2019	CABCHARGE AUSTRALIA	Cab charge for period 15/07/2019 - 11/08/2019	1450.36	
		<b>CABCHARGE AUSTRALIA</b>		<b>2132.86</b>	<b>2132.86</b>
EFT49196	06/09/2019	CHILD SUPPORT AGENCY	Payment		1134.34
DEDUCTION	01/09/2019	CHILD SUPPORT AGENCY	Payroll deductions	307.91	
DEDUCTION	01/09/2019	CHILD SUPPORT AGENCY	Payroll deductions	826.43	
		<b>CHILD SUPPORT AGENCY</b>		<b>1134.34</b>	<b>1134.34</b>
EFT49197	06/09/2019	CHRISTINE MAIN #769	Payment		64.70
EXPENSE020919	02/09/2019	CHRISTINE MAIN #769	Reimbursement for 2x HP printer cartridges Employee #769 as per agreed arrangement	64.70	
		<b>CHRISTINE MAIN #769</b>		<b>64.70</b>	<b>64.70</b>
EFT49198	06/09/2019	CITY OF KARRATHA	Payment		99.00
116374	09/08/2019	CITY OF KARRATHA	Monthly Building Certification Fees City of Karratha July 2019	99.00	
		<b>CITY OF KARRATHA</b>		<b>99.00</b>	<b>99.00</b>
EFT49199	06/09/2019	CLEANFLOW ENVIRONMENTAL SOLUTIONS	Payment		14212.00
00035850	21/08/2019	CLEANFLOW ENVIRONMENTAL SOLUTIONS	Tom Price storm water network cleaning 20/08/2019 - 23/08/2019 CCTV inspection and accommodation	14212.00	
		<b>CLEANFLOW ENVIRONMENTAL SOLUTIONS</b>		<b>14212.00</b>	<b>14212.00</b>
EFT49200	06/09/2019	COMPLIANT ELECTRICAL SOLUTIONS	Payment		3135.00
INV-0935	28/08/2019	COMPLIANT ELECTRICAL SOLUTIONS	Replace Electric HWU at 758 Mungarra Street Tom Price	3135.00	
		<b>COMPLIANT ELECTRICAL SOLUTIONS</b>		<b>3135.00</b>	<b>3135.00</b>
EFT49201	06/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Payment		8399.62
I.0011212450	25/07/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8395987 - Service charge on accommodation for Employee #1505 29/07/2019 - 02/08/2019	5.01	
I.0011256702	01/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8413652 - Service fee on accommodation for Employee #1703 01/08/2019 - 02/08/2019	5.01	
I.0011276276	05/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8444060 - Service charge on accommodation for Employee #1703 06/08/2019 - 07/08/2019	5.01	
I.0011281960	06/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8448215 Service charge on accommodation for Employee #1680 08/08/2019 - 09/08/2019	5.01	
I.0011282046	06/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8448236 - Service charge on accommodation for Employee #1741 08/08/2019 - 09/08/2019	5.01	
I.0011277278	06/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8413652 - Accommodation and meals for Employee #1703 01/08/2019 - 02/08/2019	245.11	
I.0011277279	06/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8395987 - Accommodation and meals for Employee #1505 29/07/2019 - 02/08/2019	1150.11	
I.0011279187	06/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8409198 - Service fee for accommodation Employee #549 05/08/2019 - 07/08/2019	5.01	
I.0011290349	07/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8347829 - Accommodation and meals for Employee #1716 16/07/2019 - 19/07/2019	580.11	
I.0011293461	07/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8457483 - Qantas Flight and fee (Karratha -Perth) for Employee #1553 01/08/2019	818.03	
I.0011299399	08/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8461618 Service fee for accommodation for Employee #1375 14/08/2019 - 15/08/2019	5.01	
I.0011303561	08/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8409198 - Accommodation and meals for Employee #549 05/08/2019 - 07/08/2019	480.11	
I.0011312057	09/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8444060 - Accommodation and meals for Employee #1703 06/08/2019 - 07/08/2019	289.11	
I.0011316399	12/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8310297 - Service fee on flight for Councillor 06/08/2019	22.24	
I.0011322424	13/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8063583 - Accommodation and meals for Councillor 06/08/2019 - 08/08/2019	326.11	
I.0011337839	14/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8025087 - Accommodation and meals for Councillor 06/08/2019 - 09/08/2019	791.61	
I.0011331418	14/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8025092 - Accommodation and meals for Councillor 06/08/2019 - 09/08/2019	798.61	
I.0011331419	14/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8025717 - Accommodation and meals for Councillor 06/08/2019 - 09/08/2019	898.61	
I.0011331413	14/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8448215 Accommodation and meals for Employee #1680 08/08/2019 - 09/08/2019	245.11	
I.0011331414	14/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8448236 - Accommodation and meals for Employee #1741 08/08/2019 - 09/08/2019	245.11	
I.0011337723	14/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8444063 - Accommodation and meals for Employee #1533 07/08/2019 - 10/08/2019	495.11	
I.0011331416	14/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8063547 - Accommodation and meals for Employee #1636 05/08/2019-09/08/2019	692.11	
I.0011335442	14/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8363672 - Accommodation cancellation fee for Councillor 13/08/2019-14/08/2019	22.24	
I.0011368227	20/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8461618 Accommodation and meals for Employee #1375 14/08/2019 - 15/08/2019	265.11	
		<b>CORPORATE TRAVEL MANAGEMENT PTY LTD</b>		<b>8399.62</b>	<b>8399.62</b>
EFT49202	06/09/2019	DALLCON (DALWALLINU CONCRETE T/A)	Payment		1916.31
300771	27/08/2019	DALLCON (DALWALLINU CONCRETE T/A)	Concrete pipes for Stormwater drains Onslow	1916.31	
		<b>DALLCON (DALWALLINU CONCRETE T/A)</b>		<b>1916.31</b>	<b>1916.31</b>
EFT49203	06/09/2019	DEPARTMENT WATER/ ENVIRO REGULATION	Payment		1251.20
W-L6806/1997/8	04/07/2019	DEPARTMENT WATER/ ENVIRO REGULATION	L6806/1997/8 - Proposed Amendment Application Fee for Paraburdoo Waste Site	163.20	
WL6807/19062019	04/07/2019	DEPARTMENT WATER/ ENVIRO REGULATION	L68071997/8 Proposed Licence Amendment Fee for Tom Price Waste Site	1088.00	
		<b>DEPARTMENT WATER/ ENVIRO REGULATION</b>		<b>1251.20</b>	<b>1251.20</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49204	06/09/2019	DICE SOLUTIONS	Payment		963.13
12953	30/04/2019	DICE SOLUTIONS	Labour and materials to repair aircon in kitchen area Onslow Waste Transfer Station	963.13	
		<b>DICE SOLUTIONS</b>		<b>963.13</b>	<b>963.13</b>
EFT49205	06/09/2019	DOUGHLAS DIAS	Payment		673.18
CouncillorTRAVEL03	03/09/2019	DOUGHLAS DIAS	Reimbursement for fuel to attend Walga Week in Perth	673.18	
		<b>DOUGHLAS DIAS</b>		<b>673.18</b>	<b>673.18</b>
EFT49206	06/09/2019	EASIFLEET PTY LTD	Payment		3489.88
127774	01/09/2019	EASIFLEET PTY LTD	Novated leases Employee #1364 and #1613	3489.88	
		<b>EASIFLEET PTY LTD</b>		<b>3489.88</b>	<b>3489.88</b>
EFT49207	06/09/2019	EXPERT HOLDINGS PTY LTD (MEDICAL AUDIOLOGY	Payment		130.00
IN37168	02/09/2019	EXPERT HOLDINGS PTY LTD (MEDICAL AUDIOLOGY	Hearing examination for Employee JA.38	130.00	
		<b>EXPERT HOLDINGS PTY LTD (MEDICAL AUDIOLOGY</b>		<b>130.00</b>	<b>130.00</b>
EFT49208	06/09/2019	GLOBE AUSTRALIA PTY LTD	Payment		367.00
20036755	06/08/2019	GLOBE AUSTRALIA PTY LTD	1x 20L Twin herbicide Onslow Parks & Reserves	367.00	
		<b>GLOBE AUSTRALIA PTY LTD</b>		<b>367.00</b>	<b>367.00</b>
EFT49209	06/09/2019	GUMALA ENTERPRISES PTY LTD	Payment		79541.78
SI003764	01/08/2019	GUMALA ENTERPRISES PTY LTD	Claim #2 - Wet hire grader July 2019 Twitchen Road	45066.48	
SI003815	26/08/2019	GUMALA ENTERPRISES PTY LTD	Claim #3 - Wet hire grader August 2019 Pannawonica-Millstream Road	34475.30	
		<b>GUMALA ENTERPRISES PTY LTD</b>		<b>79541.78</b>	<b>79541.78</b>
EFT49210	06/09/2019	HAYS SPECIALIST RECRUITMENT AUSTRALIA PTY LTD	Payment		6091.71
8541271	07/08/2019	HAYS SPECIALIST RECRUITMENT AUSTRALIA PTY LTD	Temporary town maintenance officer w/e 04/08/2019	2102.63	
8559133	14/08/2019	HAYS SPECIALIST RECRUITMENT AUSTRALIA PTY LTD	Temporary town maintenance officer w/e 11/08/2019	2102.63	
8577620	21/08/2019	HAYS SPECIALIST RECRUITMENT AUSTRALIA PTY LTD	Temporary town maintenance officer w/e 18/08/2019	1886.45	
		<b>HAYS SPECIALIST RECRUITMENT AUSTRALIA PTY</b>		<b>6091.71</b>	<b>6091.71</b>
EFT49211	06/09/2019	IDS AUSTRALASIA PTY LIMITED	Payment		8090.50
INV-00010315	15/08/2019	IDS AUSTRALASIA PTY LIMITED	Annual maintenance of flight procedures for period 01/09/2019 - 03/08/2020 Onslow Airport	8090.50	
		<b>IDS AUSTRALASIA PTY LIMITED</b>		<b>8090.50</b>	<b>8090.50</b>
EFT49212	06/09/2019	J BLACKWOOD & SON PTY LTD	Payment		81.75
PE9490TS	08/08/2019	J BLACKWOOD & SON PTY LTD	Supply of 1 x multi purpose pram handled solid truck trolley for Onslow Airport	81.75	
		<b>J BLACKWOOD &amp; SON PTY LTD</b>		<b>81.75</b>	<b>81.75</b>
EFT49213	06/09/2019	JR & A HERSEY PTY LTD	Payment		422.24
00045956	09/08/2019	JR & A HERSEY PTY LTD	Uniform supplies for Tom Price Depot	422.24	
		<b>JR &amp; A HERSEY PTY LTD</b>		<b>422.24</b>	<b>422.24</b>
EFT49214	06/09/2019	JULIE MANGIONE	Payment		1948.50
16/19	28/08/2019	JULIE MANGIONE	Rent for Unit 1/5 Anketell Court Onslow 01/09/19 - 30/09/19 (4.33 weeks @ \$450.00 pw)	1948.50	
		<b>JULIE MANGIONE</b>		<b>1948.50</b>	<b>1948.50</b>
EFT49215	06/09/2019	KARRATHA ASPHALT (MANNING PAVEMENT	Payment		50121.50
100842	31/07/2019	KARRATHA ASPHALT (MANNING PAVEMENT	Walkway and asphalt works IBN/Pickled Bean Tom Price	50121.50	
		<b>KARRATHA ASPHALT (MANNING PAVEMENT</b>		<b>50121.50</b>	<b>50121.50</b>
EFT49216	06/09/2019	KERRY WHITE	Payment		44.00
EXPENSE020919	02/09/2019	KERRY WHITE	Reimbursement for 1x Land Title EIS ID check	44.00	
		<b>KERRY WHITE</b>		<b>44.00</b>	<b>44.00</b>
EFT49217	06/09/2019	KEY2CREATIVE	Payment		2761.00
47364	21/08/2019	KEY2CREATIVE	Design, printing and delivery of 500x A3 Onslow Maps	781.00	
47321	27/08/2019	KEY2CREATIVE	Shire of Ashburton Website Hosting Sept 2019 - September 2020	792.00	
47323	27/08/2019	KEY2CREATIVE	Annual hosting and maintenance for SoA online business directory September 2019 - September 2020	1188.00	
		<b>KEY2CREATIVE</b>		<b>2761.00</b>	<b>2761.00</b>
EFT49218	06/09/2019	KHB MOBILE MECHANICAL PTY LTD	Payment		777.33
00017761	28/08/2019	KHB MOBILE MECHANICAL PTY LTD	Service and parts on PUT94 2015 Toyota Hilux	342.54	
00017776	30/08/2019	KHB MOBILE MECHANICAL PTY LTD	Service and parts on PUT103 2015 Toyota Hilux	434.79	
		<b>KHB MOBILE MECHANICAL PTY LTD</b>		<b>777.33</b>	<b>777.33</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49219	06/09/2019	LESTOK TOURS PTY LTD	Payment		581.00
00010568	02/09/2019	LESTOK TOURS PTY LTD	2x airport bus transfers Infrastructure Contractor	66.00	
00010569	02/09/2019	LESTOK TOURS PTY LTD	13x airport bus transfers HR - 3x contractors, Employee #1668, #1533, #1650, #1726	439.00	
00010570	02/09/2019	LESTOK TOURS PTY LTD	2x airport transfers Property & Development - Employee #1364 and contractor	76.00	
		<b>LESTOK TOURS PTY LTD</b>		<b>581.00</b>	<b>581.00</b>
EFT49220	06/09/2019	LIGHTNING AND SURGE TECHNOLOGIES	Payment		1628.00
00054418	14/08/2019	LIGHTNING AND SURGE TECHNOLOGIES	Portable lightning detector for Paraburdoo Swimming Pool	1628.00	
		<b>LIGHTNING AND SURGE TECHNOLOGIES</b>		<b>1628.00</b>	<b>1628.00</b>
EFT49221	06/09/2019	LO-GO APPOINTMENTS	Payment		1768.57
00420517	27/08/2019	LO-GO APPOINTMENTS	Temporary Waste Collection Operator w/e 24/08/2019	1768.57	
		<b>LO-GO APPOINTMENTS</b>		<b>1768.57</b>	<b>1768.57</b>
EFT49222	06/09/2019	MAK INDUSTRIAL WATER SOLUTIONS PTY LTD	Payment		2031.70
115641	13/08/2019	MAK INDUSTRIAL WATER SOLUTIONS PTY LTD	Maintenance of Water Treatment Unit at Onslow Airport	2031.70	
		<b>MAK INDUSTRIAL WATER SOLUTIONS PTY LTD</b>		<b>2031.70</b>	<b>2031.70</b>
EFT49223	06/09/2019	MAXXIA PTY LTD	Payment		5437.69
DEDUCTION	01/09/2019	MAXXIA PTY LTD	Payroll deductions	4660.20	
DEDUCTION	01/09/2019	MAXXIA PTY LTD	Payroll deductions	777.49	
		<b>MAXXIA PTY LTD</b>		<b>5437.69</b>	<b>5437.69</b>
EFT49224	06/09/2019	MCMAHON BURNETT TRANSPORT (HOYLAK	Payment		314.09
00008781	15/08/2019	MCMAHON BURNETT TRANSPORT (HOYLAK	Freight Sunny Signs and Environex Perth to Onslow	655.01	
CN000274	27/08/2019	MCMAHON BURNETT TRANSPORT (HOYLAK	Credit overcharge of Conf#1616560 billed Invoice 00008781	-340.92	
		<b>MCMAHON BURNETT TRANSPORT (HOYLAK</b>		<b>314.09</b>	<b>314.09</b>
EFT49225	06/09/2019	NER FINANCE	Payment		2679.60
NA00106281	26/08/2019	NER FINANCE	Printer rental 01/09/2019 - 30/09/2019 Tom Price, Onslow & Pannawonica Admin	2679.60	
		<b>NER FINANCE</b>		<b>2679.60</b>	<b>2679.60</b>
EFT49226	06/09/2019	OHS ALERT (SPECIALIST NEWS PTY LIMITED T/AS)	Payment		1037.00
OHS10859	31/07/2019	OHS ALERT (SPECIALIST NEWS PTY LIMITED T/AS)	Annual subscription to OHS Alert 31/07/2019 - 30/07/2020	1037.00	
		<b>OHS ALERT (SPECIALIST NEWS PTY LIMITED T/AS)</b>		<b>1037.00</b>	<b>1037.00</b>
EFT49227	06/09/2019	PILBARA COPY SERVICE	Payment		2005.38
38345	06/08/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2156 Tom Price Administration Building	579.00	
38343	06/08/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2149 Tom Price Administration Building	520.62	
38341	06/08/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2151 Onslow Administration Building	43.06	
38335	06/08/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2152 Onslow Administration Building	185.90	
38340	06/08/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2157 Onslow Administration Building	346.94	
38334	06/08/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2118 Tom Price Administration Building	173.91	
38349	06/08/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2013 Onslow Airport	96.44	
38347	06/08/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2150 Paraburdoo Administration Building	59.51	
		<b>PILBARA COPY SERVICE</b>		<b>2005.38</b>	<b>2005.38</b>
EFT49228	06/09/2019	POSTIES GENERAL STORE	Payment		115.20
00001624	31/08/2019	POSTIES GENERAL STORE	Newspaper deliveries for Onslow admin 01/08/2019 - 31/08/2019	115.20	
		<b>POSTIES GENERAL STORE</b>		<b>115.20</b>	<b>115.20</b>
EFT49229	06/09/2019	RAZOR EYE DESIGN	Payment		903.38
14253A	10/07/2019	RAZOR EYE DESIGN	Balance due 75% for order of printed mesh banner for Onslow Airport	903.38	
		<b>RAZOR EYE DESIGN</b>		<b>903.38</b>	<b>903.38</b>
EFT49230	06/09/2019	REFACE INDUSTRIES	Payment		280.94
00030629	12/08/2019	REFACE INDUSTRIES	Disc cleaning machine pads for Onslow Airport	280.94	
		<b>REFACE INDUSTRIES</b>		<b>280.94</b>	<b>280.94</b>
EFT49231	06/09/2019	RENTOKIL PEST CONTROL	Payment		13630.46
19836212	17/06/2019	RENTOKIL PEST CONTROL	Pest Management for facilities in Paraburdoo, Tom Price and Onslow 30/07/19 - 29/09/19	6815.23	
19863198	15/08/2019	RENTOKIL PEST CONTROL	Pest Management for facilities Paraburdoo, Tom Price and Onslow 30/09/19 - 29/11/19	6815.23	
		<b>RENTOKIL PEST CONTROL</b>		<b>13630.46</b>	<b>13630.46</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49232	06/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Payment		2950.80
1002763918	12/12/2018	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption for 683 Yaruga Street Tom Price 27/08/18 - 07/12/18	695.60	
1003006333	06/08/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity for 398 Acalypha Street Tom Price 31/05/19 - 05/08/19	378.90	
1003006309	06/08/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity for 397 Acalypha Street Tom Price 31/05/19 - 05/08/19	499.84	
3003006412	06/08/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity for Oval Water Tank Bore Pump South Road Tom Price 28/06/19 - 26/07/19	314.22	
3003006420	06/08/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity for Shire Office 246 Poinciana Street Tom Price 28/06/19 - 26/07/19	107.93	
3003006479	06/08/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity for Shire Depot Lot 2001 Boonderoo Road Tom Price 29/06/19 - 26/07/19	954.31	
		<b>RIO TINTO - PILBARA IRON COMPANY SERVICES P/L</b>		<b>2950.80</b>	<b>2950.80</b>
EFT49233	06/09/2019	ROYAL HAUL PTY LTD	Payment		71.50
00006298	06/08/2019	ROYAL HAUL PTY LTD	Freight 1x pallet of salt from Poolmart Karratha to Onslow Airport	71.50	
		<b>ROYAL HAUL PTY LTD</b>		<b>71.50</b>	<b>71.50</b>
EFT49234	06/09/2019	SAS LOCKSMITHS	Payment		1317.32
127722	05/07/2019	SAS LOCKSMITHS	New locks and existing security maintenance at Paraburdoo Community Hub	1317.32	
		<b>SAS LOCKSMITHS</b>		<b>1317.32</b>	<b>1317.32</b>
EFT49235	06/09/2019	SEEK LIMITED	Payment		2530.00
96463358	29/08/2019	SEEK LIMITED	Seek Online Classic 10 Ad pack	2530.00	
		<b>SEEK LIMITED</b>		<b>2530.00</b>	<b>2530.00</b>
EFT49236	06/09/2019	SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)	Payment		1933.54
DEDUCTION	01/09/2019	SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)	Payroll deductions	1933.54	
		<b>SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)</b>		<b>1933.54</b>	<b>1933.54</b>
EFT49237	06/09/2019	SODEXO REMOTE SITES AUSTRALIA PTY LTD -	Payment		2643.33
PM01-015967	26/08/2019	SODEXO REMOTE SITES AUSTRALIA PTY LTD -	Rent for 2/04 Canberra Drive Tom Price 08/09/19 - 07/10/19	910.00	
PM01-015933	06/09/2019	SODEXO REMOTE SITES AUSTRALIA PTY LTD -	Rent 13D Marinup Way Tom Price 06/09/19 - 05/10/19	1733.33	
		<b>SODEXO REMOTE SITES AUSTRALIA PTY LTD -</b>		<b>2643.33</b>	<b>2643.33</b>
EFT49238	06/09/2019	SONIC HEALTH PLUS PTY LTD	Payment		1294.70
1852123	08/08/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.7 07/08/2019	319.00	
1854588	12/08/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment DAS for JA.88 09/08/2019	60.50	
1867677	28/08/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.259 27/08/2019	457.60	
1869514	30/08/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for TMO 29/08/2019	457.60	
		<b>SONIC HEALTH PLUS PTY LTD</b>		<b>1294.70</b>	<b>1294.70</b>
EFT49239	06/09/2019	SPORTSWORLD OF WA	Payment		2374.90
137673	06/08/2019	SPORTSWORLD OF WA	Shop supplies for Paraburdoo Swimming Pool	2374.90	
		<b>SPORTSWORLD OF WA</b>		<b>2374.90</b>	<b>2374.90</b>
EFT49240	06/09/2019	STATE LIBRARY OF WA	Payment		990.00
RI024058	15/08/2019	STATE LIBRARY OF WA	Annual fee for lost & damaged Public Library materials 2019-2020 for all towns	990.00	
		<b>STATE LIBRARY OF WA</b>		<b>990.00</b>	<b>990.00</b>
EFT49241	06/09/2019	SUNNY SIGN COMPANY PTY LTD	Payment		54.34
413598	10/07/2019	SUNNY SIGN COMPANY PTY LTD	2 x No dishwashing signs for public toilets Tom Price	54.34	
		<b>SUNNY SIGN COMPANY PTY LTD</b>		<b>54.34</b>	<b>54.34</b>
EFT49242	06/09/2019	TELSTRA	Payment		2159.71
1435719891-T311-	02/08/2019	TELSTRA	Monthly telephone charges	289.03	
1467928584-T311-	25/08/2019	TELSTRA	Monthly telephone charges	29.00	
1112742901-T311-	02/09/2019	TELSTRA	Monthly telephone charges	212.68	
1467928485-T311-	02/09/2019	TELSTRA	Monthly telephone charges	636.00	
1467928501-T311-	02/09/2019	TELSTRA	Monthly telephone charges	993.00	
		<b>TELSTRA</b>		<b>2159.71</b>	<b>2159.71</b>
EFT49243	06/09/2019	THALANYJI SERVICE STATIONS	Payment		247.90
11-97074	28/08/2019	THALANYJI SERVICE STATIONS	60.01L Unleaded fuel for PUT95 2014 Toyota Hilux	103.39	
11-97275	30/08/2019	THALANYJI SERVICE STATIONS	47L Diesel fuel for PSW83 2017 Toyota Fortuner	79.75	
1-157894	01/09/2019	THALANYJI SERVICE STATIONS	38.16L Diesel fuel for PSW83 2017 Toyota Fortuner	64.76	
		<b>THALANYJI SERVICE STATIONS</b>		<b>247.90</b>	<b>247.90</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49244	06/09/2019	THE WORKWEAR GROUP - NEAT AND TRIM	Payment		417.36
11625454	09/08/2019	THE WORKWEAR GROUP - NEAT AND TRIM	6x men's polo - part of bulk order for new starters and existing Employees	147.91	
11631250	13/08/2019	THE WORKWEAR GROUP - NEAT AND TRIM	Uniform order for Employee #1719	269.45	
		<b>THE WORKWEAR GROUP - NEAT AND TRIM</b>		<b>417.36</b>	<b>417.36</b>
EFT49245	06/09/2019	TNT EXPRESS	Payment		92.06
56689406	10/08/2019	TNT EXPRESS	Freight charges Tom Price to Pathwest for Water Sample Testing 01/08/19	92.06	
		<b>TNT EXPRESS</b>		<b>92.06</b>	<b>92.06</b>
EFT49246	06/09/2019	TOLL TRANSPORT PTY LTD	Payment		2686.40
1470-3VA230	15/08/2019	TOLL TRANSPORT PTY LTD	Freight charges Tom Price 07/08/2019 - 09/08/2019	520.17	
0325-80742816	15/08/2019	TOLL TRANSPORT PTY LTD	Freight charges Onslow 10/08/2019	21.88	
0326-80742816	19/08/2019	TOLL TRANSPORT PTY LTD	Freight charges Onslow 15/08/2019 - 16/08/2019	1435.74	
1471-3VA230	19/08/2019	TOLL TRANSPORT PTY LTD	Freight charges Tom Price 17/5/2019 - 16/08/2019	490.50	
0327-80742816	25/08/2019	TOLL TRANSPORT PTY LTD	Freight charges Onslow 20/08/2019 - 23/08/2019	218.11	
		<b>TOLL TRANSPORT PTY LTD</b>		<b>2686.40</b>	<b>2686.40</b>
EFT49247	06/09/2019	TOM PRICE BETTA HOME LIVING	Payment		2368.00
43010001401	27/08/2019	TOM PRICE BETTA HOME LIVING	1x microwave and 1x fridge for Paraburdoo Pool	2368.00	
		<b>TOM PRICE BETTA HOME LIVING</b>		<b>2368.00</b>	<b>2368.00</b>
EFT49248	06/09/2019	TOM PRICE TYREPRO & MECHANICAL	Payment		823.00
00070299	17/08/2019	TOM PRICE TYREPRO & MECHANICAL	Replace tyres on PUT133 Toyota Landcruiser 70 series	387.00	
00070469	30/08/2019	TOM PRICE TYREPRO & MECHANICAL	Tyre replacement and repairs to PUT135 Toyota Hilux 4x4	436.00	
		<b>TOM PRICE TYREPRO &amp; MECHANICAL</b>		<b>823.00</b>	<b>823.00</b>
EFT49249	06/09/2019	TOURISM COUNCIL WA	Payment		495.00
00012278	26/08/2019	TOURISM COUNCIL WA	Registration fees for Employee #680 to attend WA Regional Tourism Conference 16/09/2019 - 18/09/2019	495.00	
		<b>TOURISM COUNCIL WA</b>		<b>495.00</b>	<b>495.00</b>
EFT49250	06/09/2019	WA LIBRARY SUPPLIES	Payment		192.40
00119925	13/08/2019	WA LIBRARY SUPPLIES	Cleaning items for Onslow Library	192.40	
		<b>WA LIBRARY SUPPLIES</b>		<b>192.40</b>	<b>192.40</b>
EFT49251	06/09/2019	WA REMOVALS	Payment		3100.00
INV-2230	13/08/2019	WA REMOVALS	Relocation for JA.261 Manager Eastern Facilities	3100.00	
		<b>WA REMOVALS</b>		<b>3100.00</b>	<b>3100.00</b>
EFT49252	06/09/2019	WA RETICULATION SUPPLIES	Payment		888.90
J5464	12/08/2019	WA RETICULATION SUPPLIES	Sprinklers for Oval at Tom Price	888.90	
		<b>WA RETICULATION SUPPLIES</b>		<b>888.90</b>	<b>888.90</b>
EFT49253	06/09/2019	WATER 2 WATER	Payment		5225.80
INV189609	04/07/2019	WATER 2 WATER	Routine maintenance to water filter systems Onslow Pool and MPC	570.85	
INV189730	04/07/2019	WATER 2 WATER	Water softener servicing and maintenance Ashburton Hall Paraburdoo and Paraburdoo Pool	716.10	
INV191192	24/07/2019	WATER 2 WATER	Water softener servicing and maintenance Tom Price Depot Building	1160.65	
INV191269	31/07/2019	WATER 2 WATER	Water softener servicing and maintenance Paraburdoo Depot Building	761.50	
INV191696	21/08/2019	WATER 2 WATER	Supply and install under sink R/O water filter in kitchen Tom Price Library	1316.70	
INV192161	27/08/2019	WATER 2 WATER	Labour to relocate R/O system copper pipe away from housings Paraburdoo Pool	700.00	
		<b>WATER 2 WATER</b>		<b>5225.80</b>	<b>5225.80</b>
EFT49254	06/09/2019	WAYNE BIRD	Payment		190.00
EXPENSE020919	02/09/2019	WAYNE BIRD	Reimbursement for cost of picture frame and postage to Shire of Ashburton (painting of Onslow donated)	190.00	
		<b>WAYNE BIRD</b>		<b>190.00</b>	<b>190.00</b>
EFT49255	06/09/2019	WHITEHAUS ARCHITECTS PTY LTD	Payment		10292.70
INV-16341	31/08/2019	WHITEHAUS ARCHITECTS PTY LTD	Consultancy services to redocument the Childcare and Gym area of Onslow Multi Purpose building	3432.00	
INV-16339	31/08/2019	WHITEHAUS ARCHITECTS PTY LTD	Consultancy services for development application documentation for Proposed Paraburdoo Dog Exercise Park	3011.25	
INV-16342	31/08/2019	WHITEHAUS ARCHITECTS PTY LTD	Consultancy services for V Swans revised development application	2252.25	
INV-16340	31/08/2019	WHITEHAUS ARCHITECTS PTY LTD	Consultancy services for concept designs 215 Grevillea St Tom Price	1597.20	
		<b>WHITEHAUS ARCHITECTS PTY LTD</b>		<b>10292.70</b>	<b>10292.70</b>



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Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49256	06/09/2019	WINC AUSTRALIA PTY LIMITED	Payment		701.81
9028047202	06/08/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Onslow Aquatic centre	106.29	
9028084263	08/08/2019	WINC AUSTRALIA PTY LIMITED	Assorted stationery for Admin Building Tom Price	361.52	
9028128137	13/08/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Onslow Aquatic centre	54.89	
9028151185	14/08/2019	WINC AUSTRALIA PTY LIMITED	Purchase of items for Paraburdoo Library	87.44	
9028169600	16/08/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Onslow Aquatic centre	61.52	
9028172745	16/08/2019	WINC AUSTRALIA PTY LIMITED	Assorted stationery for Admin Building Tom Price	22.44	
9028169612	16/08/2019	WINC AUSTRALIA PTY LIMITED	Purchase of items for Paraburdoo Library	7.71	
		<b>WINC AUSTRALIA PTY LIMITED</b>		<b>701.81</b>	<b>701.81</b>
EFT49257	06/09/2019	SUREFIRE RESOURCES NL	Payment		677.40
A7435	04/09/2019	SUREFIRE RESOURCES NL	Rates refund for assessment A7435 E08/2372 EXPLORATION LICENCE UNKNOWN	677.40	
		<b>SUREFIRE RESOURCES NL</b>		<b>677.40</b>	<b>677.40</b>
EFT49268	13/09/2019	ABCO PRODUCTS	Payment		5268.60
439968	15/08/2019	ABCO PRODUCTS	Paper products, hand towel, toilet tissue, paper roll for Onslow MPC	657.67	
440981	19/08/2019	ABCO PRODUCTS	Cleaning equipment and materials for Paraburdoo Administration Building	3534.84	
441395	20/08/2019	ABCO PRODUCTS	Cleaning products for Onslow MPC	1076.09	
		<b>ABCO PRODUCTS</b>		<b>5268.60</b>	<b>5268.60</b>
EFT49269	13/09/2019	ACACIA CONNECTION PTY LTD	Payment		1060.40
INVOICE13938	31/08/2019	ACACIA CONNECTION PTY LTD	Employee Assistance Program August 2019	1060.40	
		<b>ACACIA CONNECTION PTY LTD</b>		<b>1060.40</b>	<b>1060.40</b>
EFT49270	13/09/2019	AIRPORT LIGHTING SPECIALIST	Payment		600.00
IN20628	08/07/2019	AIRPORT LIGHTING SPECIALIST	Repairs AFRU unit Onslow Airport (includes freight back to Onslow)	600.00	
		<b>AIRPORT LIGHTING SPECIALIST</b>		<b>600.00</b>	<b>600.00</b>
EFT49271	13/09/2019	ALLTRACK WA PTY LTD	Payment		46508.00
00001028	21/08/2019	ALLTRACK WA PTY LTD	Wet hire semi water cart 01/8/2019 - 15/08/2019 Millstream	46508.00	
		<b>ALLTRACK WA PTY LTD</b>		<b>46508.00</b>	<b>46508.00</b>
EFT49272	13/09/2019	ARMADALE MOWER WORLD & SERVICE CO	Payment		249.00
49122#2	06/06/2019	ARMADALE MOWER WORLD & SERVICE CO	Stihl polesaw for Tom Price Depot	249.00	
		<b>ARMADALE MOWER WORLD &amp; SERVICE CO</b>		<b>249.00</b>	<b>249.00</b>
EFT49273	13/09/2019	AUTOPRO TOM PRICE (EVERGROUP PTY LTD T/A)	Payment		49.95
00034837	07/08/2019	AUTOPRO TOM PRICE (EVERGROUP PTY LTD T/A)	Oil for Tom Price Depot	49.95	
		<b>AUTOPRO TOM PRICE (EVERGROUP PTY LTD T/A)</b>		<b>49.95</b>	<b>49.95</b>
EFT49274	13/09/2019	BENNCO GROUP	Payment		8178.61
BGINV0004602	22/08/2019	BENNCO GROUP	Install anti vandal tap to drink fountain at Paraburdoo Skate Park	880.00	
BGINV0004610	22/08/2019	BENNCO GROUP	Repair drink fountains and gates at Meeka Park, Skate Park, Shopping Mall and Toilets Paraburdoo	1958.66	
BGINV0004668	30/08/2019	BENNCO GROUP	Labour and materials to repair solar lights in Coles & Muzzy's car parks Tom Price	5339.95	
		<b>BENNCO GROUP</b>		<b>8178.61</b>	<b>8178.61</b>
EFT49275	13/09/2019	BLACKWOODS PTY LTD	Payment		321.77
ON1146TV	15/08/2019	BLACKWOODS PTY LTD	Reinvoice of Jamec blow gun billed Inv ON1793TR and credited on 213064	40.36	
ON4664TW	21/08/2019	BLACKWOODS PTY LTD	2x shirts, 1x pair of trousers and 1x pair safety boots for new Employee Onslow	281.41	
		<b>BLACKWOODS PTY LTD</b>		<b>321.77</b>	<b>321.77</b>
EFT49276	13/09/2019	BLUE FORCE PTY LTD	Payment		221.10
96552	29/08/2019	BLUE FORCE PTY LTD	Remote technical support to delete existing alarm codes and set up new codes for Onslow Airport	221.10	
		<b>BLUE FORCE PTY LTD</b>		<b>221.10</b>	<b>221.10</b>
EFT49277	13/09/2019	BOB WADDELL & ASSOCIATES PTY LTD	Payment		816.75
1780	02/09/2019	BOB WADDELL & ASSOCIATES PTY LTD	Consultancy to conduct health check on rates system ready for audit	594.00	
1785	09/09/2019	BOB WADDELL & ASSOCIATES PTY LTD	Assistance with rates queries	74.25	
1786	09/09/2019	BOB WADDELL & ASSOCIATES PTY LTD	Assistance with rates balancing and mentoring	148.50	
		<b>BOB WADDELL &amp; ASSOCIATES PTY LTD</b>		<b>816.75</b>	<b>816.75</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49278	13/09/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Payment		34691.25
SI22521	15/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Fault find on solenoids and reticulation at Paraburdoo Oval	550.00	
SI22524	15/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Remove redundant control board	3201.00	
SI22525	15/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Repair lights and solar panels at Paraburdoo Swimming Pool	4422.00	
SI22529	15/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Install security screen and repair window pane at 193 Capricorn Ave Paraburdoo	1969.00	
SI22545	15/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Supply potable water to fill water tank at the Paraburdoo Waste Site	836.00	
SI22549	16/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Repairs and maintenance to Sports Pavilion doors Tom Price	3712.50	
SI22558	19/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Patch and paint area of removed distribution board at Ashburton Hall Paraburdoo	528.00	
SI22562	20/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Toilet repairs at 39 Joffre Avenue Paraburdoo	187.00	
SI22563	20/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Repair wire cable to shade sail at Ashburton Hall Paraburdoo	264.00	
SI22564	20/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Upgrade of lighting at Ashburton Hall stage Paraburdoo	9815.85	
SI22589	21/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Investigate and repair collapsed ceiling in a bathroom at the Recreation Centre	4361.50	
SI22587	21/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Repair shade sail at Vic Hayton memorial pool Tom Price	841.50	
SI22588	21/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Investigate and test gas at the Tom Price Sports Pavilion due to no hot water	363.00	
SI22590	21/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Supply potable water to Tom Price Waste Site	836.00	
SI22591	21/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Investigate and repair water fountain at Nature Park playground Tom Price	977.90	
SI22593	21/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Maintenance repairs at Tom Price Sports Pavilion	434.50	
SI22594	21/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Repair leaking tap upstairs at Tom Price Sports Pavilion	330.00	
SI22595	21/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Repair vandalised items at Clem Thompson Sports Pavilion Tom Price	1061.50	
		<b>BYBLOS CONSTRUCTIONS-TOM PRICE</b>		<b>34691.25</b>	<b>34691.25</b>
EFT49279	13/09/2019	C MUNRO CONTRACTORS	Payment		12224.47
124222	27/08/2019	C MUNRO CONTRACTORS	Onslow Airport garden maintenance from 05/08/19 - 25/08/19	1386.00	
124300	29/08/2019	C MUNRO CONTRACTORS	Repair broken BBQ at Back Beach Onslow	132.00	
124312	29/08/2019	C MUNRO CONTRACTORS	Inspect and repair Onslow arrival airside door hinge	203.28	
124320	29/08/2019	C MUNRO CONTRACTORS	Pump out of waste water sewerage tank at the Onslow Airport	1275.58	
124336	31/08/2019	C MUNRO CONTRACTORS	Garden maintenance for Barrada Estate 01/08/2019 - 30/08/2019	5257.48	
124327	31/08/2019	C MUNRO CONTRACTORS	Garden maintenance for Barrada Estate - repair vandalised rock wall, replace Telstra and electrical pit lids	1363.13	
124339	31/08/2019	C MUNRO CONTRACTORS	Onslow Airport landside garden maintenance 26/08/19 - 01/09/19	462.00	
124359	06/09/2019	C MUNRO CONTRACTORS	Liquid waste collection - Onslow grease traps 04/09/2019	2145.00	
		<b>C MUNRO CONTRACTORS</b>		<b>12224.47</b>	<b>12224.47</b>
EFT49280	13/09/2019	CASTLEDINE GREGORY	Payment		2141.70
00004201	03/09/2019	CASTLEDINE GREGORY	Professional legal fees Matter No: 0162-0009	2141.70	
		<b>CASTLEDINE GREGORY</b>		<b>2141.70</b>	<b>2141.70</b>
EFT49281	13/09/2019	CIVIC LEGAL	Payment		16447.20
505491	31/08/2019	CIVIC LEGAL	Professional legal fees Matter No: ADR/150923	1940.40	
505492	31/08/2019	CIVIC LEGAL	Professional legal fees Matter No: ADR/150928	1386.00	
505496	31/08/2019	CIVIC LEGAL	Professional legal fees Matter No: ADR/150993	3557.40	
505497	31/08/2019	CIVIC LEGAL	Professional legal fees Matter No: ADR/150951	5959.80	
505490	31/08/2019	CIVIC LEGAL	Professional legal fees Matter No: ADR/C341	1478.40	
505516	31/08/2019	CIVIC LEGAL	Professional legal fees Matter No: ADR/150982	2125.20	
		<b>CIVIC LEGAL</b>		<b>16447.20</b>	<b>16447.20</b>
EFT49282	13/09/2019	CLEANFLOW ENVIRONMENTAL SOLUTIONS	Payment		62034.50
00035855	27/08/2019	CLEANFLOW ENVIRONMENTAL SOLUTIONS	Tom Price and Paraburdoo storm water network cleaning 24/08/2019 - 30/08/2019 CCTV	32070.50	
00035866	02/09/2019	CLEANFLOW ENVIRONMENTAL SOLUTIONS	Paraburdoo storm water network cleaning 31/08/2019 - 06/09/2019, CCTV inspection and accommodation	29964.00	
		<b>CLEANFLOW ENVIRONMENTAL SOLUTIONS</b>		<b>62034.50</b>	<b>62034.50</b>
EFT49283	13/09/2019	CLEVERPATCH PTY LTD	Payment		388.72
337275	31/07/2019	CLEVERPATCH PTY LTD	Credit Invoice 329524 09/05/2019 \$657.11 for lost items	-88.00	
336940	01/08/2019	CLEVERPATCH PTY LTD	Craft activities for Tom Price Dinosaur Zoo Show	101.63	
339226	16/08/2019	CLEVERPATCH PTY LTD	Purchase of craft items for Paraburdoo Library	375.09	
		<b>CLEVERPATCH PTY LTD</b>		<b>388.72</b>	<b>388.72</b>
EFT49284	13/09/2019	COCA-COLA AMATIL (AUST) PTY LTD	Payment		75.75
220786775	04/09/2019	COCA-COLA AMATIL (AUST) PTY LTD	Soft drinks and Springwater for sale at TPVC	75.75	
		<b>COCA-COLA AMATIL (AUST) PTY LTD</b>		<b>75.75</b>	<b>75.75</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49285	13/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Payment		20908.85
I.001181447	22/07/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8359666 - Service fee on accommodation for Employee #1716 22/07/2019 - 27/07/2019	5.01	
I.0011270551	05/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8040044 - Service fee on accommodation for Councillor 06/08/2019 - 09/08/2019	35.59	
I.0011282223	06/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8040044 - Credit on Service fee Inv I.0011270551 for Councillor 06/08/2019 - 09/08/2019	-18.91	
I.0011307541	09/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8466713 - Qantas flights (KTA-Perth return) for Employee #1670 14/08/2019 - 18/08/2019	996.24	
I.0011311457	09/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8470695 - Qantas flight (Perth-Paraburdoo) for Contractor 12/08/2019 - 12/08/2019	355.36	
I.0011307740	09/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8467410 - Qantas flight (KTA-Perth-KTA) for Employee #1738 14/08/2019 - 16/08/2019	1123.35	
I.0011310448	09/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8470043 - Service fee on accommodation for Employee #1727 13/08/2019 - 15/08/2019	5.01	
I.0011317501	12/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8475404 - Virgin flight (Onslow-Perth) for Employee #1364 13/08/2019 - 13/08/2019	279.24	
I.0011319300	12/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8473641 - Service fee on flight (Onslow-Perth) for Employee #1364 13/08/2019-13/08/2019	5.01	
I.0011330386	13/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8485317 - Service fee on accommodation for Employee #1741 14/08/2019-16/08/2019	5.01	
I.0011338563	14/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8490986 - Service fee on accommodation for Employee #660 19/08/2019 - 21/08/2019	5.01	
I.0011331417	14/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8310297 - Accommodation and meals for Councillor 06/08/2019 - 09/08/2019	571.62	
I.0011331421	14/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8040044 - Accommodation and meals for Councillor 06/08/2019 - 09/08/2019	782.61	
I.0011334550	14/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8488012 - Service fee on accommodation for Employee #1723 19/08/2019 - 21/08/2019	5.01	
I.0011334545	14/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8488010 - Service fee on accommodation for Employee #1473 19/08/2019 - 21/08/2019	5.01	
I.0011345956	15/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8496729 - Service fee on accommodation for Employee #1726 21/08/2019 - 22/08/2019	5.01	
I.0011345951	15/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8496727 - Service fee on accommodation for Employee #1300 21/08/2019 - 22/08/2019	5.01	
I.0011356123	16/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8504158 - Service fee on accommodation Employee #1712 21/08/2019 - 22/08/2019	5.01	
I.0011356049	16/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8504123 - Service fee for accommodation for Employee #1468 21/08/2019 - 22/08/2019	5.01	
I.0011351011	16/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8363706 - Service fee on accommodation Employee #1576 16/08/2019 - 17/08/2019	5.01	
I.0011356986	17/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8363517 - Accommodation and meals for Councillor 12/08/2019-14/08/2019	520.11	
I.0011356989	17/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8363516 - Accommodation and meals for Councillor 12/08/2019-14/08/2019	520.11	
I.0011356990	17/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8363520 - Accommodation and meals for Councillor 12/08/2019-14/08/2019	520.11	
I.0011356988	17/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8363760 - Accommodation and meals for Employee #1382 12/08/2019-14/08/2019	580.11	
I.0011356991	17/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8363644 - Accommodation and meals for Employee #1237 12/08/2019-14/08/2019	520.11	
I.0011356994	17/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8363650 - Accommodation and meals for Employee #1576 12/08/2019-14/08/2019	520.11	
I.0011356995	17/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8363665 - Accommodation and meals for Employee #1375 12/08/2019-14/08/2019	520.11	
I.0011356992	17/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8363689 - Accommodation and meals for Councillor 13/08/2019-14/08/2019	295.11	
I.0011356983	17/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8363518 - Accommodation and meals for Councillor 12/08/2019-14/08/2019	520.11	
I.0011356984	17/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8363515 - Accommodation and meals for Councillor 12/08/2019-14/08/2019	520.11	
I.0011356985	17/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8363764 - Accommodation and meals for Councillor 12/08/2019-14/08/2019	580.11	
I.0011365293	19/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8511216 - Flight (Perth to Onslow) and service fee for Councillor 30/08/2019	279.24	
I.0011361753	19/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8380670 - Accommodation and meals for Employee #1322 12/08/2019-14/08/2019	520.11	
I.0011365877	19/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8511706 - Name change fee on accommodation for Councillor 21/08/2019 - 22/08/2019	16.68	
I.0011365312	19/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8508921 - Service fee on accommodation for Employee #1703 22/08/2019 - 23/08/2019	5.01	
I.0011364989	19/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8510849 - Service fee on accommodation for Employee #1677 25/08/2019 - 28/08/2019	5.01	
I.0011364979	19/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8510843 - Service fee on accommodation for Employee #1684 25/08/2019 - 28/08/2019	5.01	
I.0011364988	19/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8510846 - Service fee on accommodation for Employee #1727 25/08/2019 - 28/08/2019	5.01	
I.0011376693	20/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8519336 - Qantas flights (Paraburdoo-Perth return) for Employee #1671 14/09/2019-22/09/2019	705.71	
I.0011368230	20/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8469128 - Accommodation and meals for Employee #1684 13/08/2019-15/08/2019	580.11	
I.0011368232	20/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8429289 - Accommodation and meals for Employee #1157 11/08/2019-14/08/2019	530.57	
I.0011368233	20/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8485317 - Accommodation and meals for Employee #1741 14/08/2019-16/08/2019	520.11	
I.0011373662	20/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8383793 - Accommodation and meals for Employee #1576 14/08/2019-16/08/2019	520.11	
I.0011368228	20/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8470043 - Accommodation and meals for Employee #1727 13/08/2019 - 15/08/2019	580.11	
I.0011380676	21/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8522077 - Qantas flights (Para-Perth-Ade return) for Employee #1628 21/09/2019-13/10/2019	1065.33	
I.0011379141	21/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8520843 - Qantas flight (Paraburdoo-Perth) for Contractor 22/08/2019	472.60	
I.0011379105	21/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8416734 - Accommodation and meals for Employee #1650 12/08/2019 - 16/08/2019	769.91	
I.0011377378	21/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8421686 - Accommodation and meals for Employee #1726 14/08/2019 - 16/08/2019	385.91	
I.0011377380	21/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8363706 - Accommodation and meals for Employee #1576 16/08/2019 - 17/08/2019	230.11	
I.0011377379	21/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8466713 - Accommodation and meals for Employee# 1670 14/08/2019 - 18/08/2019	307.31	
I.0011382488	21/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8467410 - Accommodation and meals for Employee #1738 14/08/2019 - 16/08/2019	415.31	
I.0011403981	24/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8511706 - Accommodation and Meals for Councillor 21/08/2019 - 22/08/2019	200.11	

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Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
I.0011403978	24/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8490986 - Accommodation and meals for Employee #660 19/08/2019 - 21/08/2019	520.11	
I.0011403980	24/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8488010 - Accommodation and meals for Employee #1473 19/08/2019 - 21/08/2019	369.91	
I.0011424020	28/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8488012 - Accommodation and meals for Employee #1723 19/08/2019 - 21/08/2019	369.91	
I.0011450223	30/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8510849 - Accommodation and meals for Employee #1677 25/08/2019 - 28/08/2019	775.11	
I.0011450230	30/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8510843 - Accommodation and meals for Employee #1684 25/08/2019 - 28/08/2019	775.11	
I.0011450229	30/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8488010 - Car hire for Employees #1473 and #1723 19/08/2019 - 21/08/2019	177.89	
		<b>CORPORATE TRAVEL MANAGEMENT PTY LTD</b>		<b>20908.85</b>	<b>20908.85</b>
EFT49286	13/09/2019	DATA#3 LIMITED	Payment		1144.53
01857888	30/08/2019	DATA#3 LIMITED	New desktop computer for Tom Price Administration Building	1144.53	
		<b>DATA#3 LIMITED</b>		<b>1144.53</b>	<b>1144.53</b>
EFT49287	13/09/2019	DEPARTMENT OF PLANNING, LANDS AND HERITAGE	Payment		275.03
LD246432	29/08/2019	DEPARTMENT OF PLANNING, LANDS AND HERITAGE	Development lease Lot 350 Boonderoo Rd Tom Price 01/04/2019 - 31/08/2019 (Agr# K718211)	229.19	
LD246955	01/09/2019	DEPARTMENT OF PLANNING, LANDS AND HERITAGE	Development lease Lot 350 Boonderoo Rd Tom Price 01/09/2019 - 30/09/2019 (Agr# K718211)	45.84	
		<b>DEPARTMENT OF PLANNING, LANDS AND</b>		<b>275.03</b>	<b>275.03</b>
EFT49288	13/09/2019	DICE SOLUTIONS	Payment		22026.18
13298	15/08/2019	DICE SOLUTIONS	Replace faulty globe in kitchen, install power point in Patio at Unit 2 Senior Citizen Units Onslow	360.39	
13308	15/08/2019	DICE SOLUTIONS	Replace faulty lights in workshop at Onslow Depot	762.96	
13315	15/08/2019	DICE SOLUTIONS	Lighting repairs at wharf and jetty Onslow	1274.90	
13304	15/08/2019	DICE SOLUTIONS	Annual electrical inspection of load bank on standby generator at Onslow	466.40	
13337	20/08/2019	DICE SOLUTIONS	Provide onsite electrical advice on Onslow rotary wing hangar	280.50	
13338	20/08/2019	DICE SOLUTIONS	Install power points at Onslow Airport	557.25	
13339	20/08/2019	DICE SOLUTIONS	Onsite electrical services to assist with trouble shooting for ongoing electrical issues Onslow Airport	293.15	
13341	20/08/2019	DICE SOLUTIONS	Inspect and repair fault with Onslow Airport terminal water pump	152.90	
13356	21/08/2019	DICE SOLUTIONS	Repair lights in car park and driveway at Onslow Airport	1804.54	
13351	21/08/2019	DICE SOLUTIONS	Testing and maintenance to lighting at Onslow Airport	713.90	
13350	21/08/2019	DICE SOLUTIONS	Replace power heads at Ocean View Caravan Park sites	574.37	
13366	26/08/2019	DICE SOLUTIONS	Locate comms and power conduits at Youth shed Onslow	210.38	
13367	27/08/2019	DICE SOLUTIONS	Disconnect and relocate solar panel from concrete pad to shelter roof at Onslow Airport	1098.66	
13368	27/08/2019	DICE SOLUTIONS	Urgent repairs to lighting at Beadon Creek boat ramp Onslow	9873.09	
13390	30/08/2019	DICE SOLUTIONS	Investigate faulty air conditioner in RM Forrester Hall Onslow	140.25	
13398	30/08/2019	DICE SOLUTIONS	Repair faulty bowling green lights at Onslow	210.38	
13399	30/08/2019	DICE SOLUTIONS	Repair faulty reticulation on Onslow town oval	1213.99	
13408	30/08/2019	DICE SOLUTIONS	Supply new pump and controller for Anzac Memorial Lawn Onslow	1897.92	
13392	31/08/2019	DICE SOLUTIONS	Defrost freezer and repair faulty timer at Ocean View Caravan Park	140.25	
		<b>DICE SOLUTIONS</b>		<b>22026.18</b>	<b>22026.18</b>
EFT49289	13/09/2019	DOUG DIVER	Payment		806.54
CouncillorTRAVEL05	05/09/2019	DOUG DIVER	Councillor travel expense to attend Ordinary Meeting of Council in Onslow 13/08/2019	806.54	
		<b>DOUG DIVER</b>		<b>806.54</b>	<b>806.54</b>
EFT49290	13/09/2019	E & MJ ROSHER PTY LTD	Payment		412.32
1404135	19/08/2019	E & MJ ROSHER PTY LTD	Various parts for PRM11 Mower Tom Price Depot	412.32	
		<b>E &amp; MJ ROSHER PTY LTD</b>		<b>412.32</b>	<b>412.32</b>
EFT49291	13/09/2019	HEDLAND PROPERTY SHOP	Payment		2389.88
2474	06/09/2019	HEDLAND PROPERTY SHOP	Rent for 26 Maunsell Court Onslow 24/10/19 - 23/11/19	2389.88	
		<b>HEDLAND PROPERTY SHOP</b>		<b>2389.88</b>	<b>2389.88</b>
EFT49292	13/09/2019	HERITAGE INTELLIGENCE (WA)	Payment		4952.75
200819	20/08/2019	HERITAGE INTELLIGENCE (WA)	Consultancy fees to oversee Old Onslow Cemetery conservation works - Claim #2	4952.75	
		<b>HERITAGE INTELLIGENCE (WA)</b>		<b>4952.75</b>	<b>4952.75</b>
EFT49293	13/09/2019	HORIZON POWER	Payment		14547.57
429663-2100364529	02/09/2019	HORIZON POWER	Electricity consumption for Lot 643 McRae Place Onslow 02/08/19 - 02/09/19	3701.91	
199906-2100364017	18/09/2019	HORIZON POWER	Electricity consumption for Onslow street lighting 01/08/19 - 31/08/19	10845.66	
		<b>HORIZON POWER</b>		<b>14547.57</b>	<b>14547.57</b>

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Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49294	13/09/2019	HQ MANAGEMENT	Payment		20852.80
1912-02	02/09/2019	HQ MANAGEMENT	Payment #2 - project consultancy for Onslow MPC water pump and tank upgrade	1980.00	
1911-04	02/09/2019	HQ MANAGEMENT	Payment #4 - project consultancy for various projects in planning stages	3267.00	
1916-02	02/09/2019	HQ MANAGEMENT	Payment #2 - project consultancy for Paraburdoo Information Bay Toilet Amenities	3861.00	
1917-02	02/09/2019	HQ MANAGEMENT	Payment #2 - project consultancy for Paraburdoo Dog Exercise Area	2970.00	
1904-02	02/09/2019	HQ MANAGEMENT	Payment #2 - project consultancy for Onslow MPC Childcare/Gym project	6002.80	
1910-04	02/09/2019	HQ MANAGEMENT	Payment #4 - project management consultancy services Staff Housing Tom Price	2772.00	
		<b>HQ MANAGEMENT</b>		<b>20852.80</b>	<b>20852.80</b>
EFT49295	13/09/2019	IT VISION AUSTRALIA PTY LTD	Payment		5958.34
32080	31/08/2019	IT VISION AUSTRALIA PTY LTD	Payroll Service - August 2019	5958.34	
		<b>IT VISION AUSTRALIA PTY LTD</b>		<b>5958.34</b>	<b>5958.34</b>
EFT49296	13/09/2019	J BLACKWOOD & SON PTY LTD	Payment		337.83
ON9064TV	19/08/2019	J BLACKWOOD & SON PTY LTD	Safety boots for Onslow maintenance officer	152.24	
ON9561TX	27/08/2019	J BLACKWOOD & SON PTY LTD	2x 20L truck wash for Onslow Depot	185.59	
		<b>J BLACKWOOD &amp; SON PTY LTD</b>		<b>337.83</b>	<b>337.83</b>
EFT49297	13/09/2019	JAG TRAFFIC PTY LTD	Payment		1430.00
00025839	15/04/2019	JAG TRAFFIC PTY LTD	Tom Price and Paraburdoo ANZAC Day 2019 Traffic Management Plans	1573.00	
00025839CLAIM	15/04/2019	JAG TRAFFIC PTY LTD	Credit claim for overcharge - rate quoted at \$650 + gst but charged at \$715 + gst	-143.00	
		<b>JAG TRAFFIC PTY LTD</b>		<b>1430.00</b>	<b>1430.00</b>
EFT49298	13/09/2019	JP PROMOTIONS	Payment		1283.70
INV18549	16/08/2019	JP PROMOTIONS	Personal protective equipment - hats for Tom Price Depot	1283.70	
		<b>JP PROMOTIONS</b>		<b>1283.70</b>	<b>1283.70</b>
EFT49299	13/09/2019	KHB MOBILE MECHANICAL PTY LTD	Payment		8329.42
00017814	03/09/2019	KHB MOBILE MECHANICAL PTY LTD	Replace tyres on PUT120 Toyota Hilux 4x4	1408.00	
00017828	03/09/2019	KHB MOBILE MECHANICAL PTY LTD	Replace tyres and repair rear vision camera on PTR25 2012 Isuzu Truck	5929.00	
00017811	04/09/2019	KHB MOBILE MECHANICAL PTY LTD	Replace windscreen on PSW79 Toyota Fortuner	599.54	
00017832	04/09/2019	KHB MOBILE MECHANICAL PTY LTD	Service on PUT103 2015 Toyota Hilux	392.88	
		<b>KHB MOBILE MECHANICAL PTY LTD</b>		<b>8329.42</b>	<b>8329.42</b>
EFT49300	13/09/2019	LASER CORPS WA	Payment		3000.00
191006B-DEPOSIT	04/09/2019	LASER CORPS WA	October School Holiday Programs Onslow, Pannawonica, Paraburdoo and Tom Price	3000.00	
		<b>LASER CORPS WA</b>		<b>3000.00</b>	<b>3000.00</b>
EFT49301	13/09/2019	LO-GO APPOINTMENTS	Payment		10198.44
00420518	27/08/2019	LO-GO APPOINTMENTS	Temporary Finance Manager Placement w/e 24/08/2019	3823.00	
00420519	27/08/2019	LO-GO APPOINTMENTS	Temporary ICT Coordinator placement w/e 24/08/2019	2638.35	
00420563	03/09/2019	LO-GO APPOINTMENTS	Temporary Finance Manager Placement w/e 31/08/2019	3737.09	
		<b>LO-GO APPOINTMENTS</b>		<b>10198.44</b>	<b>10198.44</b>
EFT49302	13/09/2019	MDC GLOBAL PTY LTD	Payment		1540.00
1533	06/09/2019	MDC GLOBAL PTY LTD	Consultancy to incorporate architectural changes, issue of Tender drawing & specifications V Swan Office	1540.00	
		<b>MDC GLOBAL PTY LTD</b>		<b>1540.00</b>	<b>1540.00</b>
EFT49303	13/09/2019	MICHAEL RICHARDSON #1738	Payment		154.85
EXPENSE040919	04/09/2019	MICHAEL RICHARDSON #1738	Reimbursement of taxi and parking fees for Employee #1738 to attend Waste meetings	154.85	
		<b>MICHAEL RICHARDSON #1738</b>		<b>154.85</b>	<b>154.85</b>
EFT49304	13/09/2019	NANUTARRA ROADHOUSE PTY LTD	Payment		2650.00
00928225	06/09/2019	NANUTARRA ROADHOUSE PTY LTD	Accommodation for Employee #1618 & #961 31/08/2019 - 06/09/2019	2650.00	
		<b>NANUTARRA ROADHOUSE PTY LTD</b>		<b>2650.00</b>	<b>2650.00</b>
EFT49305	13/09/2019	NEOWEST BUILDING CO	Payment		76169.73
2207	27/08/2019	NEOWEST BUILDING CO	Progress claim #1 - Paraburdoo Community Hub Building Completion	76169.73	
		<b>NEOWEST BUILDING CO</b>		<b>76169.73</b>	<b>76169.73</b>
EFT49306	13/09/2019	NORWEST REFRIGERATION SERVICES	Payment		1037.65
00033321	04/09/2019	NORWEST REFRIGERATION SERVICES	Inspect Tom Price Administration Building fridge and replace faulty compressor	1037.65	
		<b>NORWEST REFRIGERATION SERVICES</b>		<b>1037.65</b>	<b>1037.65</b>
EFT49307	13/09/2019	OFFICE NATIONAL PERTH CBD	Payment		285.42
673961	19/07/2019	OFFICE NATIONAL PERTH CBD	Various stationery supplies for Onslow Airport	285.42	
		<b>OFFICE NATIONAL PERTH CBD</b>		<b>285.42</b>	<b>285.42</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49308	13/09/2019	ONSLow GENERAL STORE	Payment		130.93
PE-25/08/19	25/08/2019	ONSLow GENERAL STORE	Onslow consumables 20/08/19 - 24/08/19	119.73	
PE-01/09/19	01/09/2019	ONSLow GENERAL STORE	Onslow consumables 29/08/19	11.20	
		<b>ONSLow GENERAL STORE</b>		<b>130.93</b>	<b>130.93</b>
EFT49309	13/09/2019	ONSLow PHARMACY	Payment		925.00
31082019	31/08/2019	ONSLow PHARMACY	Vaccinations for Onslow Depot staff	925.00	
		<b>ONSLow PHARMACY</b>		<b>925.00</b>	<b>925.00</b>
EFT49310	13/09/2019	ONSLow RODEO ASSOCIATION INC	Payment		10000.00
1679	27/08/2019	ONSLow RODEO ASSOCIATION INC	Signature Event Funding - Onslow Rodeo	10000.00	
		<b>ONSLow RODEO ASSOCIATION INC</b>		<b>10000.00</b>	<b>10000.00</b>
EFT49311	13/09/2019	ONSLow SPORTS CLUB	Payment		330.00
00002095	16/07/2019	ONSLow SPORTS CLUB	Club hire for Onslow Keepers 04/09/19	330.00	
		<b>ONSLow SPORTS CLUB</b>		<b>330.00</b>	<b>330.00</b>
EFT49312	13/09/2019	ONSLow TOURISM & PROGRESS ASSN INC	Payment		240.00
1100	05/09/2019	ONSLow TOURISM & PROGRESS ASSN INC	Advertising Onslow Pipeline August 2019	240.00	
		<b>ONSLow TOURISM &amp; PROGRESS ASSN INC</b>		<b>240.00</b>	<b>240.00</b>
EFT49313	13/09/2019	ONSLow TYRE SERVICE	Payment		634.00
00011685	22/08/2019	ONSLow TYRE SERVICE	Tyres for PUT119 Toyota Hilux	634.00	
		<b>ONSLow TYRE SERVICE</b>		<b>634.00</b>	<b>634.00</b>
EFT49314	13/09/2019	PACIFIC BIOLOGICS PTY LTD	Payment		1406.09
20190784	20/08/2019	PACIFIC BIOLOGICS PTY LTD	Supplies for Mosquito control project Onslow	1406.09	
		<b>PACIFIC BIOLOGICS PTY LTD</b>		<b>1406.09</b>	<b>1406.09</b>
EFT49315	13/09/2019	PANNAWONICA YOUTH CLUB	Payment		300.00
EXPENSE100919	10/09/2019	PANNAWONICA YOUTH CLUB	Delivery of September 2019 Inside Ashburton to Pannawonica	300.00	
		<b>PANNAWONICA YOUTH CLUB</b>		<b>300.00</b>	<b>300.00</b>
EFT49316	13/09/2019	PARABURDOO IGA	Payment		297.97
00046073	16/08/2019	PARABURDOO IGA	4x magazines for Tom Price Library	41.10	
00046074	16/08/2019	PARABURDOO IGA	4x magazines for Paraburdoos Library	41.10	
00209589	26/08/2019	PARABURDOO IGA	Water for Paraburdoos Strategic Office and refreshments for the Dog Park Community Consultations	51.94	
00047104	30/08/2019	PARABURDOO IGA	4x magazines for Paraburdoos Library and 4x magazines for Tom Price Library	70.40	
00213027	05/09/2019	PARABURDOO IGA	2x 4kg washing powder 586 King Ave Paraburdoos	33.20	
00213316	06/09/2019	PARABURDOO IGA	Plastic plates, knives, forks and napkins for Paraburdoos Community Celebrations	60.23	
		<b>PARABURDOO IGA</b>		<b>297.97</b>	<b>297.97</b>
EFT49317	13/09/2019	PARABURDOO MOTORCYCLE CLUB INC	Payment		300.00
EXPENSE100919	10/09/2019	PARABURDOO MOTORCYCLE CLUB INC	Delivery of September 2019 Inside Ashburton to Paraburdoos	300.00	
		<b>PARABURDOO MOTORCYCLE CLUB INC</b>		<b>300.00</b>	<b>300.00</b>
EFT49318	13/09/2019	PARABURDOO SAINTS CRICKET CLUB	Payment		500.00
DONATION060919	06/09/2019	PARABURDOO SAINTS CRICKET CLUB	Small assistance donation towards purchase of compulsory safety equipment for 2020 cricket season	500.00	
		<b>PARABURDOO SAINTS CRICKET CLUB</b>		<b>500.00</b>	<b>500.00</b>
EFT49319	13/09/2019	PARABURDOO VOLUNTEER FIRE AND RESCUE	Payment		250.00
EXPENSE090919	09/09/2019	PARABURDOO VOLUNTEER FIRE AND RESCUE	Hire of bouncy castle 07/09/2019 for Paraburdoos Community Celebrations	250.00	
		<b>PARABURDOO VOLUNTEER FIRE AND RESCUE</b>		<b>250.00</b>	<b>250.00</b>
EFT49320	13/09/2019	PATHWEST LAB MEDICINE WA	Payment		70.00
10913911	17/08/2019	PATHWEST LAB MEDICINE WA	Pre-Employment DAS for JA.16A and JA.24D	70.00	
		<b>PATHWEST LAB MEDICINE WA</b>		<b>70.00</b>	<b>70.00</b>
EFT49321	13/09/2019	PCC PRODUCTIONS PTY LTD	Payment		4400.00
1757	11/09/2019	PCC PRODUCTIONS PTY LTD	Stage and AV equipment hire, labour to set up and accommodation for Paraburdoos Community Hub Celebrations	4400.00	
		<b>PCC PRODUCTIONS PTY LTD</b>		<b>4400.00</b>	<b>4400.00</b>
EFT49322	13/09/2019	PETER BEACHAM	Payment		1591.00
722-SEP19	01/09/2019	PETER BEACHAM	Paint walls at Onslow Airport	1591.00	
		<b>PETER BEACHAM</b>		<b>1591.00</b>	<b>1591.00</b>
EFT49323	13/09/2019	PILBARA FOOD SERVICES	Payment		67.50
SI107342	23/08/2019	PILBARA FOOD SERVICES	Milk, vinegar and coffee pods for Community Services Tom Price	67.50	
		<b>PILBARA FOOD SERVICES</b>		<b>67.50</b>	<b>67.50</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49324	13/09/2019	RECHARGE PETROLEUM	Payment		40642.88
00226888	31/08/2019	RECHARGE PETROLEUM	Monthly tank hire Millstream Road 01/08/2019 - 31/08/2019	2498.10	
00227934	04/09/2019	RECHARGE PETROLEUM	Supply and delivery of 24,204L bulk diesel Tom Price Depot	38144.78	
		<b>RECHARGE PETROLEUM</b>		<b>40642.88</b>	<b>40642.88</b>
EFT49325	13/09/2019	SCHLAM ENGINEERING	Payment		715.00
93003	31/07/2019	SCHLAM ENGINEERING	Modify PTL33 trailer to accept mower counter weights	715.00	
		<b>SCHLAM ENGINEERING</b>		<b>715.00</b>	<b>715.00</b>
EFT49326	13/09/2019	SGS AUSTRALIA PTY LTD	Payment		176.00
NE00076351	15/08/2019	SGS AUSTRALIA PTY LTD	Mandatory laboratory testing of water sample from Onslow Airport WTU	176.00	
		<b>SGS AUSTRALIA PTY LTD</b>		<b>176.00</b>	<b>176.00</b>
EFT49327	13/09/2019	SPIN FX AUDIO	Payment		3500.00
28	09/09/2019	SPIN FX AUDIO	Entertainment and travel Paraburdoo Community Hub Celebrations 07/09/2019	3500.00	
		<b>SPIN FX AUDIO</b>		<b>3500.00</b>	<b>3500.00</b>
EFT49328	13/09/2019	TALIS CONSULTANTS PTY LTD	Payment		1386.00
19175	31/08/2019	TALIS CONSULTANTS PTY LTD	Consultancy services for Works Depot Redevelopment plans period ending 31/08/2019	1386.00	
		<b>TALIS CONSULTANTS PTY LTD</b>		<b>1386.00</b>	<b>1386.00</b>
EFT49329	13/09/2019	TECHNOLOGY ONE LTD	Payment		4198.70
184164	30/08/2019	TECHNOLOGY ONE LTD	Registration fees for Employee #1650 to attend course from 13/08/2019 - 15/08/2019	3296.70	
184339	02/09/2019	TECHNOLOGY ONE LTD	GIS consulting services (Remote) 31/07/2019	902.00	
		<b>TECHNOLOGY ONE LTD</b>		<b>4198.70</b>	<b>4198.70</b>
EFT49330	13/09/2019	TENDERLINK.COM	Payment		690.80
ASHBRT-287165	15/08/2019	TENDERLINK.COM	RFQ29.19 - Public Pool Plant Maintenance Works	172.70	
ASHBRT-287812	21/08/2019	TENDERLINK.COM	RFQ 30.19 Salvage and Disposal Lot 53 Nameless Valley Drive Tom Price	172.70	
ASHBRT-288186	23/08/2019	TENDERLINK.COM	Public tender advertising RFT 11.19 Asphalt Resealing Works	172.70	
ASHBRT-288820	29/08/2019	TENDERLINK.COM	Public tender advertising EOI 12.19 Expression of Interest Tom Price Child Care Centre	172.70	
		<b>TENDERLINK.COM</b>		<b>690.80</b>	<b>690.80</b>
EFT49331	13/09/2019	THE EVENT MILL PTY LTD	Payment		1778.70
12339DEPOSIT	06/09/2019	THE EVENT MILL PTY LTD	Hire of equipment 09/10/2019 - 15/10/2019, accommodation and labour for Onslow Annual Gala 2019	1778.70	
		<b>THE EVENT MILL PTY LTD</b>		<b>1778.70</b>	<b>1778.70</b>
EFT49332	13/09/2019	THE WORKWEAR GROUP - NEAT AND TRIM	Payment		1269.82
11630891	13/08/2019	THE WORKWEAR GROUP - NEAT AND TRIM	Uniform order for new Employee at Tom Price Visitors Centre	471.75	
11630998	13/08/2019	THE WORKWEAR GROUP - NEAT AND TRIM	Uniform for Employee #1721	423.22	
11638037	16/08/2019	THE WORKWEAR GROUP - NEAT AND TRIM	Uniform order for Employee #1719	142.80	
11642071	20/08/2019	THE WORKWEAR GROUP - NEAT AND TRIM	Uniforms for Employee #1699	232.05	
		<b>THE WORKWEAR GROUP - NEAT AND TRIM</b>		<b>1269.82</b>	<b>1269.82</b>
EFT49333	13/09/2019	TOM PRICE AMATEUR SWIMMING CLUB	Payment		500.00
EXPENSE100919	10/09/2019	TOM PRICE AMATEUR SWIMMING CLUB	Delivery of September 2019 Inside Ashburton to Tom Price	500.00	
		<b>TOM PRICE AMATEUR SWIMMING CLUB</b>		<b>500.00</b>	<b>500.00</b>
EFT49334	13/09/2019	TOM PRICE BETTA HOME LIVING	Payment		399.00
43010000617	08/07/2019	TOM PRICE BETTA HOME LIVING	1x LED TV for PAC05 - D Trans Grader Accommodation / Service trailer	399.00	
		<b>TOM PRICE BETTA HOME LIVING</b>		<b>399.00</b>	<b>399.00</b>
EFT49335	13/09/2019	TOM PRICE SENIOR HIGH SCHOOL	Payment		3304.04
6520	01/07/2019	TOM PRICE SENIOR HIGH SCHOOL	Electricity usage for Tom Price Senior High School 07/06/19 to 01/07/19	3304.04	
		<b>TOM PRICE SENIOR HIGH SCHOOL</b>		<b>3304.04</b>	<b>3304.04</b>
EFT49336	13/09/2019	TOM PRICE TYRES	Payment		3566.00
10031806	20/08/2019	TOM PRICE TYRES	Tyres for PMG04 2012 Komatsu motor Grader	3500.00	
10031826	21/08/2019	TOM PRICE TYRES	Adjust hand brake on PSW80 2017 Toyota Fortuner	66.00	
		<b>TOM PRICE TYRES</b>		<b>3566.00</b>	<b>3566.00</b>
EFT49337	13/09/2019	VISIMAX SAFETY PRODUCTS	Payment		618.75
00005912	18/07/2019	VISIMAX SAFETY PRODUCTS	Ranger warning and infringement notice books, 3x safety vests	618.75	
		<b>VISIMAX SAFETY PRODUCTS</b>		<b>618.75</b>	<b>618.75</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49338	13/09/2019	WA RETICULATION SUPPLIES	Payment		4820.10
J4961	25/07/2019	WA RETICULATION SUPPLIES	58x various reticulation parts for Paraburdoo Parks & Reserves	4453.50	
J5152	22/08/2019	WA RETICULATION SUPPLIES	1x 80mm HYflow hydraulic control valve Paraburdoo Parks & Reserves	366.60	
		<b>WA RETICULATION SUPPLIES</b>		<b>4820.10</b>	<b>4820.10</b>
EFT49339	13/09/2019	WATER 2 WATER	Payment		401.00
INV189731	04/07/2019	WATER 2 WATER	Water softener servicing and maintenance Paraburdoo Childcare and Paraburdoo Pool	332.00	
INV192309	01/09/2019	WATER 2 WATER	Service fee R/O system Shire Office Paraburdoo September 2019	69.00	
		<b>WATER 2 WATER</b>		<b>401.00</b>	<b>401.00</b>
EFT49340	13/09/2019	WATER CORPORATION	Payment		237.10
9021860641	02/09/2019	WATER CORPORATION	Trade waste permit 643 McRae Place Onslow - Onslow Aquatic Centre	237.10	
		<b>WATER CORPORATION</b>		<b>237.10</b>	<b>237.10</b>
EFT49341	13/09/2019	WATERCHOICE (AUST) PTY LTD	Payment		780.00
86620	01/09/2019	WATERCHOICE (AUST) PTY LTD	Annual servicing and rental R/O filtration system Pannawonica Library 01/09/2019 - 31/08/2020	780.00	
		<b>WATERCHOICE (AUST) PTY LTD</b>		<b>780.00</b>	<b>780.00</b>
EFT49342	13/09/2019	WELL DONE INTERNATIONAL PTY LTD	Payment		993.52
00074204	31/07/2019	WELL DONE INTERNATIONAL PTY LTD	Call handling services July 2019 (225x minutes)	488.62	
00074862	31/08/2019	WELL DONE INTERNATIONAL PTY LTD	Call handling services August 2019 (234x minutes)	504.90	
		<b>WELL DONE INTERNATIONAL PTY LTD</b>		<b>993.52</b>	<b>993.52</b>
EFT49343	13/09/2019	WHITEHAUS ARCHITECTS PTY LTD	Payment		1795.20
INV-16329	31/07/2019	WHITEHAUS ARCHITECTS PTY LTD	Architectural consultancy services Onslow Airport Hangar Modifications - Schematic Design	1795.20	
		<b>WHITEHAUS ARCHITECTS PTY LTD</b>		<b>1795.20</b>	<b>1795.20</b>
EFT49344	13/09/2019	WINC AUSTRALIA PTY LIMITED	Payment		1426.94
1600029537	28/05/2019	WINC AUSTRALIA PTY LIMITED	Winc account #32101766 rebate	-463.54	
9027873266	19/07/2019	WINC AUSTRALIA PTY LIMITED	Stationery items for Onslow Airport	66.62	
9027875549	19/07/2019	WINC AUSTRALIA PTY LIMITED	Stationery items for Onslow Airport	156.35	
9027922043	24/07/2019	WINC AUSTRALIA PTY LIMITED	1x Fellowes cross cut shredder for Onslow Airport	1667.51	
		<b>WINC AUSTRALIA PTY LIMITED</b>		<b>1426.94</b>	<b>1426.94</b>
EFT49345	13/09/2019	WORMALD AUSTRALIA	Payment		4810.30
8035371	21/08/2019	WORMALD AUSTRALIA	Remedial repairs to fire pumps after routine inspection and testing Onslow MPC	2183.50	
8035369	21/08/2019	WORMALD AUSTRALIA	Remedial repairs to fire pumps after routine inspection and testing Onslow Administration Building	2626.80	
		<b>WORMALD AUSTRALIA</b>		<b>4810.30</b>	<b>4810.30</b>
EFT49346	13/09/2019	YINHAWANGKA ABORIGINAL CORPORATION	Payment		550.00
05092019	05/09/2019	YINHAWANGKA ABORIGINAL CORPORATION	Delivery of Welcome to Country entertainment for Paraburdoo community celebrations	550.00	
		<b>YINHAWANGKA ABORIGINAL CORPORATION</b>		<b>550.00</b>	<b>550.00</b>
EFT49357	20/09/2019	ADAGE FURNITURE (CORE HOSPITALITY GROUP)	Payment		3682.80
15267	28/08/2019	ADAGE FURNITURE (CORE HOSPITALITY GROUP)	4 x sun lounge chairs for Onslow Aquatic Centre	3682.80	
		<b>ADAGE FURNITURE (CORE HOSPITALITY GROUP)</b>		<b>3682.80</b>	<b>3682.80</b>
EFT49358	20/09/2019	ADVANCE PRESS	Payment		528.00
137149	22/08/2019	ADVANCE PRESS	Design Inside Ashburton September 2019	528.00	
		<b>ADVANCE PRESS</b>		<b>528.00</b>	<b>528.00</b>
EFT49359	20/09/2019	ALAN LIND #1062	Payment		179.87
EXPENSE130919	13/09/2019	ALAN LIND #1062	Reimbursement for fuel - fuel card pin was not known PUT131 - Toyota Hilux 4x4 D/C A/T	179.87	
		<b>ALAN LIND #1062</b>		<b>179.87</b>	<b>179.87</b>
EFT49360	20/09/2019	ALLIED PICKFORDS WA	Payment		4336.65
PER2003825	16/09/2019	ALLIED PICKFORDS WA	Relocation costs for Swimming Pool Manager Tom Price	4336.65	
		<b>ALLIED PICKFORDS WA</b>		<b>4336.65</b>	<b>4336.65</b>
EFT49361	20/09/2019	ANNA DEL RIO #1628	Payment		198.00
EXPENSE160919	16/09/2019	ANNA DEL RIO #1628	Reimbursement of Professional Membership Employee #1628 as per Employment Contract	198.00	
		<b>ANNA DEL RIO #1628</b>		<b>198.00</b>	<b>198.00</b>
EFT49362	20/09/2019	ARMADALE MOWER WORLD & SERVICE CO	Payment		1062.40
49859#22	30/08/2019	ARMADALE MOWER WORLD & SERVICE CO	2x STIHL Blower for Onslow Depot	847.20	
49962#2	12/09/2019	ARMADALE MOWER WORLD & SERVICE CO	2x STIHL bar and chain Tom Price Depot	215.20	
		<b>ARMADALE MOWER WORLD &amp; SERVICE CO</b>		<b>1062.40</b>	<b>1062.40</b>



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Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49363	20/09/2019	BENNCO GROUP	Payment		16998.52
BGINV0004720	13/09/2019	BENNCO GROUP	Upgrade works to the Paraburdoo Ashburton Hall male and female toilets	16812.18	
BGINV0004721	13/09/2019	BENNCO GROUP	Replace RCD at 1104B Jabberup Place Tom Price	186.34	
		<b>BENNCO GROUP</b>		<b>16998.52</b>	<b>16998.52</b>
EFT49364	20/09/2019	BLACKWOODS PTY LTD	Payment		1176.80
PE2105TV	16/08/2019	BLACKWOODS PTY LTD	1x pair safety boots Tom Price Depot	136.80	
PE7024TU	16/08/2019	BLACKWOODS PTY LTD	20x pairs pvc gloves Tom Price Depot	82.83	
PE4948TV	19/08/2019	BLACKWOODS PTY LTD	24x pairs Maxicut gloves Tom Price Depot	304.92	
PE9499TV	20/08/2019	BLACKWOODS PTY LTD	3x pairs earmuffs Tom Price Depot	126.96	
PE8743TX	27/08/2019	BLACKWOODS PTY LTD	Safety boots for Onslow Airport staff	136.80	
GS3033TY	04/09/2019	BLACKWOODS PTY LTD	4x embroidered long sleeve shirts, 3x pairs jeans Tom Price Depot	388.49	
		<b>BLACKWOODS PTY LTD</b>		<b>1176.80</b>	<b>1176.80</b>
EFT49365	20/09/2019	BUCHER MUNICIPAL	Payment		710.49
941673	27/08/2019	BUCHER MUNICIPAL	Wire brush for PRS06 Hino Road Sweeper	710.49	
		<b>BUCHER MUNICIPAL</b>		<b>710.49</b>	<b>710.49</b>
EFT49366	20/09/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Payment		5516.50
SI22618	22/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Repair faulty hot water system at 586 King Avenue Paraburdoo	1078.00	
SI22645	23/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Replace lights and repair door fault at Paraburdoo Library	599.50	
SI22650	26/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Repair leaks to hot water system at 586 King Avenue Paraburdoo	495.00	
SI22649	26/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Repair water leak in roof at 193 Capricorn Avenue Paraburdoo	726.00	
SI22652	26/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Supply and install new PE Cell Federation Park Paraburdoo	308.00	
SI22654	27/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Supply and install new shower breach, includes removal of old, patching and painting 172 Hardy Ave Para	1650.00	
SI22657	27/08/2019	BYBLOS CONSTRUCTIONS-TOM PRICE	Removal of waste water from portable toilet at Paraburdoo Waste Site	660.00	
		<b>BYBLOS CONSTRUCTIONS-TOM PRICE</b>		<b>5516.50</b>	<b>5516.50</b>
EFT49367	20/09/2019	CANDOR TRAINING	Payment		18095.00
INV-1115	27/08/2019	CANDOR TRAINING	Club Development Workshops May and June 2019	18095.00	
		<b>CANDOR TRAINING</b>		<b>18095.00</b>	<b>18095.00</b>
EFT49368	20/09/2019	CDM AUSTRALIA PTY LTD	Payment		2998.56
T75271	26/08/2019	CDM AUSTRALIA PTY LTD	Toner for Tom Price Visitors Centre, Library, Pool and Caravan Park	2998.56	
		<b>CDM AUSTRALIA PTY LTD</b>		<b>2998.56</b>	<b>2998.56</b>
EFT49369	20/09/2019	CHILD SUPPORT AGENCY	Payment		1134.34
DEDUCTION	15/09/2019	CHILD SUPPORT AGENCY	Payroll deductions	307.91	
DEDUCTION	15/09/2019	CHILD SUPPORT AGENCY	Payroll deductions	826.43	
		<b>CHILD SUPPORT AGENCY</b>		<b>1134.34</b>	<b>1134.34</b>
EFT49370	20/09/2019	CLEANFLOW ENVIRONMENTAL SOLUTIONS	Payment		32070.50
00035877	07/09/2019	CLEANFLOW ENVIRONMENTAL SOLUTIONS	Paraburdoo storm water network cleaning 07/09/2019 - 13/09/2019 CCTV inspection and accommodation	32070.50	
		<b>CLEANFLOW ENVIRONMENTAL SOLUTIONS</b>		<b>32070.50</b>	<b>32070.50</b>
EFT49371	20/09/2019	CLEVERPATCH PTY LTD	Payment		361.62
341392	28/08/2019	CLEVERPATCH PTY LTD	Craft items for Onslow SHP October 2019	361.62	
		<b>CLEVERPATCH PTY LTD</b>		<b>361.62</b>	<b>361.62</b>
EFT49372	20/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Payment		25917.66
I.0011365303	19/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8508910 - Service fee on accommodation for Employee #1716 23/08/2019-05/09/2019	5.01	
I.0011378923	21/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B8440856 - Accommodation and meals for Employees #1542 & 1553 11/08/2019 - 14/08/2019	685.56	
I.0011379149	21/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8520897 - Qantas Flight (Perth-Paraburdoo-Perth) for Contractor 23/08/2019 - 23/08/2019	1361.92	
I.0011379895	21/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8521288 - Qantas Flight (Perth-Paraburdoo) for Employee #1364 08/09/2019 - 13/09/2019	355.36	
I.0011381431	21/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8522627 - Service fee on accommodation for Employee #1590 25/08/2019 - 28/08/2019	5.01	
I.0011394072	22/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8531869 - Qantas flights (Paraburdoo-Perth return) for Employee #1721 11/09/2019-14/09/2019	678.19	
I.0011394122	22/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8531879 - Qantas flights (Paraburdoo-Perth return) for Employee #1727 16/09/2019-18/09/2019	1185.34	
I.0011394494	22/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8511209 - Service fee on accommodation for Employee #1522 22/08/2019 - 23/08/2019	5.01	
I.0011386300	22/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8280048 - Accommodation and meals for Employee #1364 12/08/2019 - 16/08/2019	715.11	
I.0011394316	22/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8531692 - Service fee on accommodation for Employee #1668 25/08/2019 - 27/08/2019	5.01	
I.0011394648	23/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8347829 - Accommodation and meals for Employee #1716 19/07/2019 - 20/07/2019	127.41	
I.0011406286	26/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8391914 - accommodation and meals for Employee #1375 30/07/2019 - 31/07/2019	295.11	
I.0011411244	26/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8195352 - Accommodation and meals for Facilitator 17/07/2019 - 18/07/2019	245.11	

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
I.0011414168	26/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8546340 - Qantas Flight (Perth-Paraburdoo Return) for Contractor 03/09/2019 - 03/09/2019	1430.50	
I.0011414164	26/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8546335 - Qantas Flight (Perth - Paraburdoo -Perth) for Contractor 06/09/2019 - 06/09/2019	1116.76	
I.0011413489	26/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8544621 - Service fee on accommodation for Employee #1248 27/08/2019 - 28/08/2019	5.01	
I.0011413485	26/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8544547 - Service fee on accommodation for Employee #1650 27/08/2019 - 28/08/2019	5.01	
I.0011417764	27/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8549117 - Qantas Flight (Paraburdoo -Perth) for Contractor 30/08/2019	472.60	
I.0011419988	27/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8550887 - Qantas Flight (Karratha -Perth Return) for Employee #1637 17/09/2019 - 20/09/2019	751.87	
I.0011421431	27/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8552093 - Qantas (Perth-Paraburdoo) Virgin (Onslow-Perth) for Contractor 01/10/2019 - 09/10/2019	991.99	
I.0011427127	28/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8367146 - Accommodation and meals for Contractor 13/08/2019 - 19/08/2019	790.11	
I.0011424013	28/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B85496729 - Accommodation and meals for Employee #1726 21/08/2019 - 22/08/2019	257.11	
I.0011424008	28/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8025085 - Accommodation and Meals for Councillor 06/08/2019 - 09/08/2019	824.61	
I.0011424009	28/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8496727 - Accommodation and meals for Employee #1300 21/08/2019 - 22/08/2019	257.11	
I.0011424010	28/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8504123 - Accommodation and meals for Employee #1468 21/08/2019 - 22/08/2019	245.11	
I.0011424022	28/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8508921 - Accommodation and meals for Employee #1703 22/08/2019 - 23/08/2019	245.11	
I.0011424016	28/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8511209 - Accommodation and meals for Employee #1522 22/08/2019 - 23/08/2019	245.11	
I.0011431929	28/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8544673 - Accommodation and meals for Employee #1735 26/08/2019 - 30/08/2019	1025.01	
I.0011434326	29/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8560600 - Qantas Flight (Perth- Paraburdoo) for Contractor 08/09/2019	355.36	
I.0011434313	29/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8560570 - Service fee on accommodation for Employee #1636 12/09/2019-13/09/2019	5.01	
I.0011435140	29/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8561160 - Service fee on accommodation and meals for Employee #1721 12/09/2019-13/09/2019	5.01	
I.0011450225	30/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8544547 - Accommodation and meals for Employee #1650 27/08/2019 - 28/08/2019	245.11	
I.0011450227	30/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8522627 - Accommodation and meals for Employee #1590 25/08/2019 - 28/08/2019	865.11	
I.0011441282	30/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8531692 - Accommodation and meals for Employee #1668 25/08/2019 - 27/08/2019	503.11	
I.0011450226	30/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8544621 - Accommodation and meals for Employee #1248 27/08/2019 - 28/08/2019	265.11	
I.0011455593	02/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8575620 - Virgin Flight (Onslow -Perth Return) for Employee #1062 18/09/2019 - 01/10/2019	553.47	
I.0011463938	03/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8552093 - Excess baggage on Qantas & Virgin Flights for Contractor SHP 01/10/2019 - 09/10/2019	90.00	
I.0011464548	03/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8582111 - Qantas Flight (Paraburdoo-Perth Return) for Employee #1728 06/09/2019 - 15/09/2019	822.95	
I.0011460619	03/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8411649 - Accommodation and meals for Employee #1576 28/08/2019 - 29/08/2019	272.11	
I.0011476628	04/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8591324 - Qantas Flight (Perth-Paraburdoo) for Employee #1747 08/09/2019	355.36	
I.0011494199	06/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8603782 - Qantas Flight (Perth-Paraburdoo) for Contractor 09/09/2019	355.36	
I.0011504262	09/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8574286 - Service fee on accommodation for Employee #549 09/09/2019-11/09/2019	5.01	
I.0011505236	10/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8508910 - Accommodation and meals for Employee #1716 23/08/2019 - 05/09/2019	3325.11	
I.0011508162	10/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8613030 - Service fee on accommodation for Employee #1725 11/09/2019-12/09/2019	5.01	
I.0011539882	13/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8574286 - Accommodation and meals for Employee #549 09/09/2019-11/09/2019	520.11	
I.0011533904	13/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8631563 - Qantas Flight (Devon-Melb-Perth-Para) Employee #1033 03/10/2019	755.68	
I.0011542097	16/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B7671049 - Accommodation and meals for Councillor 14/03/2019	245.11	
I.0011546925	16/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8641114 - Qantas Flight (Para-Perth-Adelaide Return) Employee #1628 02/11/2019-17/11/2019	760.95	
I.0011542130	16/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking # B7670816 - Accommodation and meals for Employee #1375 14/03/2019	245.11	
I.0011550925	17/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8560570 - Accommodation and meals for Employee #1636 12/09/2019-13/09/2019	245.11	
I.0011550921	17/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8561160 - Accommodation and meals for Employee #1721 03/09/2019-05/09/2019	520.11	
I.0011550923	17/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8613030 - Accommodation and meals for Employee #1725 11/09/2019-12/09/2019	265.11	
		<b>CORPORATE TRAVEL MANAGEMENT PTY LTD</b>		<b>25917.66</b>	<b>25917.66</b>
EFT49373	20/09/2019	DATA#3 LIMITED	Payment		980.54
01860681	10/09/2019	DATA#3 LIMITED	Fujifilm tapes for Tom Price Administration Building	980.54	
		<b>DATA#3 LIMITED</b>		<b>980.54</b>	<b>980.54</b>
EFT49374	20/09/2019	DEPARTMENT OF HEALTH OF WA	Payment		1210.00
509457	26/08/2019	DEPARTMENT OF HEALTH OF WA	Registration fees for Employee #1725 to attend the Mosquito Manage Training Course 16/09/2019 - 20/09/2019	1210.00	
		<b>DEPARTMENT OF HEALTH OF WA</b>		<b>1210.00</b>	<b>1210.00</b>
EFT49375	20/09/2019	DICE SOLUTIONS	Payment		280.50
13274	31/07/2019	DICE SOLUTIONS	Labour only to inspect, test and produce quote to complete compliant lighting work	280.50	
		<b>DICE SOLUTIONS</b>		<b>280.50</b>	<b>280.50</b>
EFT49376	20/09/2019	ECOTOURISM AUSTRALIA LIMITED	Payment		235.00
00014526	05/09/2019	ECOTOURISM AUSTRALIA LIMITED	Annual business membership to Ecotourism Australia 01/09/2019 - 31/08/2020	235.00	
		<b>ECOTOURISM AUSTRALIA LIMITED</b>		<b>235.00</b>	<b>235.00</b>

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Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49377	20/09/2019	FUJI XEROX AUSTRALIA PTY LTD	Payment		133.75
Q5773648	21/08/2019	FUJI XEROX AUSTRALIA PTY LTD	SES Printer Serial #761541 Lease/rental Agreement#A500057736 22/09/2019 - 21/10/2019	133.10	
CS962622	31/08/2019	FUJI XEROX AUSTRALIA PTY LTD	SES Printer Serial #761541 - black & white and colour impressions 01/08/2019 - 31/08/2019	0.65	
		<b>FUJI XEROX AUSTRALIA PTY LTD</b>		<b>133.75</b>	<b>133.75</b>
EFT49378	20/09/2019	GOLD TRAINING PTY LTD	Payment		2295.00
01539	07/08/2019	GOLD TRAINING PTY LTD	Registration fees for work licences Work Safe and Operate Forklift for Employee #594, #660, #1505	2295.00	
		<b>GOLD TRAINING PTY LTD</b>		<b>2295.00</b>	<b>2295.00</b>
EFT49379	20/09/2019	GURU PRODUCTIONS	Payment		12375.00
00007234	20/07/2019	GURU PRODUCTIONS	Various stories for showcase on Destination WA - 50% balance due	12375.00	
		<b>GURU PRODUCTIONS</b>		<b>12375.00</b>	<b>12375.00</b>
EFT49380	20/09/2019	HORIZON POWER	Payment		31815.53
161220-2100367732	06/09/2019	HORIZON POWER	Electricity consumption for Lot 696 Payne Way Onslow 06/07/19 - 06/09/19	973.26	
158680-2100367746	06/09/2019	HORIZON POWER	Electricity consumption for L51 Cameron Avenue Onslow 06/07/19 - 06/09/19	709.17	
140167-2100367556	06/09/2019	HORIZON POWER	Electricity consumption for 46 Second Avenue Onslow 06/07/19 - 06/09/19	369.18	
116215-2100367130	06/09/2019	HORIZON POWER	Electricity consumption for Lot 644 Paterson Place Onslow 06/07/19 - 06/09/19	1283.86	
511724-2100368422	06/09/2019	HORIZON POWER	Electricity consumption for Lot 8000 Yungu Road Onslow 06/07/19 - 06/09/19	198.72	
511722-2100368441	06/09/2019	HORIZON POWER	Electricity consumption for Lot 8001 Tink Street Onslow 06/07/19 - 06/09/19	225.29	
430371-2100367673	06/09/2019	HORIZON POWER	Electricity consumption for 82 Second Avenue Onslow 06/07/19 - 06/09/19	92.19	
419416-2100366915	06/09/2019	HORIZON POWER	Electricity consumption for 29 Second Avenue Onslow 06/07/19 - 06/09/19	3194.53	
208189-2100366263	06/09/2019	HORIZON POWER	Electricity consumption for 304 First Avenue Onslow 06/07/19 - 06/09/19	22341.89	
240802-2100367385	06/09/2019	HORIZON POWER	Electricity consumption for 20 Third Avenue Onslow 06/07/19 - 06/09/19	295.11	
510501-2100367231	06/09/2019	HORIZON POWER	Electricity consumption for 14 Clarke Place Onslow 06/07/19 - 06/09/19	65.39	
510486-2100368359	06/09/2019	HORIZON POWER	Electricity consumption for Unit 7/9 First Avenue Onslow 06/07/19 - 06/09/19	146.09	
444451-2100368047	06/09/2019	HORIZON POWER	Electricity consumption for Unit 2/9 Second Avenue Onslow 06/07/19 - 06/09/19	84.99	
511171-2100368356	06/09/2019	HORIZON POWER	Electricity consumption for Unit 10/9 First Avenue Onslow 06/07/19 - 06/09/19	153.01	
511167-2100367734	06/09/2019	HORIZON POWER	Electricity consumption for 19 Simpson Street Onslow 06/07/19 - 06/09/19	72.59	
511158-2100368365	06/09/2019	HORIZON POWER	Electricity consumption for Unit 4/20 Second Onslow 06/07/19 - 06/09/19	130.81	
122856-2100367224	06/09/2019	HORIZON POWER	Electricity consumption for Lot 567 Beadon Creek Road Onslow 06/07/19 - 06/09/19	1098.67	
511171-2100368928	09/09/2019	HORIZON POWER	Electricity consumption for Unit 10/9 First Avenue Onslow 07/09/19 - 09/09/19	171.39	
242172-2100369141	09/09/2019	HORIZON POWER	Electricity consumption for Unit 6/ Lot 38730 Second Avenue Onslow 08/07/19 - 09/09/19	134.33	
505363-2100369216	09/09/2019	HORIZON POWER	Electricity consumption for Unit 4/ Lot 38730 Second Avenue Onslow 08/07/19 - 09/09/19	75.06	
		<b>HORIZON POWER</b>		<b>31815.53</b>	<b>31815.53</b>
EFT49381	20/09/2019	JOHN BINGHAM #1576	Payment		137.85
EXPENSE170919	17/09/2019	JOHN BINGHAM #1576	Reimbursement for fuel - fuel card unavailable PSW86 - 2018 Toyota Prado GXL	137.85	
		<b>JOHN BINGHAM #1576</b>		<b>137.85</b>	<b>137.85</b>
EFT49382	20/09/2019	KEEPIT KLEEN (BUSYOX PTY LTD T/A)	Payment		4009.50
00000812	13/09/2019	KEEPIT KLEEN (BUSYOX PTY LTD T/A)	Cleaning and laundry services for OVCP Onslow 19/08/2019 - 01/09/2019	4009.50	
		<b>KEEPIT KLEEN (BUSYOX PTY LTD T/A)</b>		<b>4009.50</b>	<b>4009.50</b>
EFT49383	20/09/2019	KLEENHEAT GAS	Payment		1646.66
59570692-21469535	31/08/2019	KLEENHEAT GAS	544.30L bulk LPG gas Ocean View Caravan Park Onslow 31/07/2019	1024.43	
59570692-21483887	31/08/2019	KLEENHEAT GAS	330.6L bulk LPG gas Ocean View Caravan Park Onslow 28/08/2019	622.23	
		<b>KLEENHEAT GAS</b>		<b>1646.66</b>	<b>1646.66</b>
EFT49384	20/09/2019	LANDGATE	Payment		157.20
952110-10000911	02/09/2019	LANDGATE	DLI invoices August 2019	157.20	
		<b>LANDGATE</b>		<b>157.20</b>	<b>157.20</b>
EFT49385	20/09/2019	LEARNING DISCOVERY	Payment		1200.00
85156	06/08/2019	LEARNING DISCOVERY	Purchase of books for Pannawonica Library	300.00	
85157	06/08/2019	LEARNING DISCOVERY	Purchase of books for Onslow Library	300.00	
85158	06/08/2019	LEARNING DISCOVERY	Purchase of books for Tom Price Library	300.00	
85164	06/08/2019	LEARNING DISCOVERY	Purchase of books for Paraburdoo Library	300.00	
		<b>LEARNING DISCOVERY</b>		<b>1200.00</b>	<b>1200.00</b>
EFT49386	20/09/2019	LGIS (PREVIOUSLY WORKCARE/LGISWA)	Payment		209.00
100-133800	22/05/2019	LGIS (PREVIOUSLY WORKCARE/LGISWA)	Workforce Risk Forum 28/05/2019 attended by Employee #1676	209.00	
		<b>LGIS (PREVIOUSLY WORKCARE/LGISWA)</b>		<b>209.00</b>	<b>209.00</b>

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Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49387	20/09/2019	LIWA AQUATICS	Payment		1755.00
2988	25/07/2019	LIWA AQUATICS	Registration fees for Shire Employees to attend the LIWA Conference	1755.00	
		<b>LIWA AQUATICS</b>		<b>1755.00</b>	<b>1755.00</b>
EFT49388	20/09/2019	LO-GO APPOINTMENTS	Payment		3908.91
00420638	10/09/2019	LO-GO APPOINTMENTS	Temporary Finance Manager Placement w/e 07/09/2019	3908.91	
		<b>LO-GO APPOINTMENTS</b>		<b>3908.91</b>	<b>3908.91</b>
EFT49389	20/09/2019	MARKETFORCE PRODUCTIONS	Payment		937.44
29021	27/08/2019	MARKETFORCE PRODUCTIONS	Advertisement in The West Australian 31/07/2019 for RFT 08 19 House Refurb 1143 Yanagin St Tom Price	379.65	
29022	27/08/2019	MARKETFORCE PRODUCTIONS	Advertisement in The West Australian 24/08/2019 for RFT 11.19 Asphalt Resealing Works	584.01	
32227	02/09/2019	MARKETFORCE PRODUCTIONS	Early settlement discount for August invoices	-26.22	
		<b>MARKETFORCE PRODUCTIONS</b>		<b>937.44</b>	<b>937.44</b>
EFT49390	20/09/2019	MAXXIA PTY LTD	Payment		5437.69
DEDUCTION	15/09/2019	MAXXIA PTY LTD	Payroll deductions	4660.20	
DEDUCTION	15/09/2019	MAXXIA PTY LTD	Payroll deductions	777.49	
		<b>MAXXIA PTY LTD</b>		<b>5437.69</b>	<b>5437.69</b>
EFT49391	20/09/2019	MECHANICAL PROJECT SERVICES	Payment		27188.40
MPSINV2644	04/09/2019	MECHANICAL PROJECT SERVICES	Horizon Power Solar Power program 29x properties - deposit due on signing	27188.40	
		<b>MECHANICAL PROJECT SERVICES</b>		<b>27188.40</b>	<b>27188.40</b>
EFT49392	20/09/2019	MODERN TEACHING AIDS PTY LTD	Payment		477.95
43728850	14/08/2019	MODERN TEACHING AIDS PTY LTD	Craft items for programs run at Tom Price Library	477.95	
		<b>MODERN TEACHING AIDS PTY LTD</b>		<b>477.95</b>	<b>477.95</b>
EFT49393	20/09/2019	MORGAN & CO PTY LTD	Payment		40000.00
001SOA	04/09/2019	MORGAN & CO PTY LTD	Purchase of Hangar One, Hangar Two, Shed and Potable Water Tank, on Lot 9500 McAullay Rd Onslow	40000.00	
		<b>MORGAN &amp; CO PTY LTD</b>		<b>40000.00</b>	<b>40000.00</b>
EFT49394	20/09/2019	NEOWEST BUILDING CO	Payment		16411.56
2225	17/09/2019	NEOWEST BUILDING CO	Repair and make water tight roof sheeting at Karingal Centre Paraburdoo	16411.56	
		<b>NEOWEST BUILDING CO</b>		<b>16411.56</b>	<b>16411.56</b>
EFT49395	20/09/2019	NORTH REGIONAL TAFE	Payment		3745.35
I0009471	21/08/2019	NORTH REGIONAL TAFE	Chemical Handling course fees for Employee #1618, #1633, #1641, #1536, #1638, #1632, #934	3745.35	
		<b>NORTH REGIONAL TAFE</b>		<b>3745.35</b>	<b>3745.35</b>
EFT49396	20/09/2019	NORWEST REFRIGERATION SERVICES	Payment		231.00
00033319	04/09/2019	NORWEST REFRIGERATION SERVICES	Labour and materials for repairs to air conditioner Tom Price Administration Building	231.00	
		<b>NORWEST REFRIGERATION SERVICES</b>		<b>231.00</b>	<b>231.00</b>
EFT49397	20/09/2019	NTC CONTRACTING	Payment		1447768.72
0000001929	31/07/2019	NTC CONTRACTING	Payment #1 - Peedamulla Road works complete to 31/07/2019	876477.92	
0000001965	31/08/2019	NTC CONTRACTING	Urgent remedial works required due to natural depletion to Beadon Creek Boat Ramp	20578.80	
0000001959	31/08/2019	NTC CONTRACTING	Payment #2 - Peedamulla Road works complete to 31/08/2019	375483.61	
0000001958	31/08/2019	NTC CONTRACTING	Payment #1 - Early works Onslow Class IV Landfill Project works complete to 31/08/2019	175228.39	
		<b>NTC CONTRACTING</b>		<b>1447768.72</b>	<b>1447768.72</b>
EFT49398	20/09/2019	ONSLow BEACH RESORT	Payment		65.00
13944	23/08/2019	ONSLow BEACH RESORT	Meal package for Employee #1716 while working away	65.00	
		<b>ONSLow BEACH RESORT</b>		<b>65.00</b>	<b>65.00</b>
EFT49399	20/09/2019	ONSLow BUS AND TAXI SERVICE (BUSYOX)	Payment		352.00
00000469	10/09/2019	ONSLow BUS AND TAXI SERVICE (BUSYOX)	1x drug & alcohol screen 18/07/2019	88.00	
00000470	11/09/2019	ONSLow BUS AND TAXI SERVICE (BUSYOX)	1x drug & alcohol screen 31/07/2019	88.00	
00000471	12/09/2019	ONSLow BUS AND TAXI SERVICE (BUSYOX)	1x drug & alcohol screen 09/08/2019	88.00	
00000468	12/09/2019	ONSLow BUS AND TAXI SERVICE (BUSYOX)	1x drug & alcohol pre-employment screening test for JA.118 09/09/2019	88.00	
		<b>ONSLow BUS AND TAXI SERVICE (BUSYOX)</b>		<b>352.00</b>	<b>352.00</b>
EFT49400	20/09/2019	ONSLow GENERAL STORE	Payment		124.23
PE-08/09/19	08/09/2019	ONSLow GENERAL STORE	Onslow consumables 02/09/19 - 06/09/19	124.23	
		<b>ONSLow GENERAL STORE</b>		<b>124.23</b>	<b>124.23</b>
EFT49401	20/09/2019	OPEN SYSTEMS SUPPORT (AUST) PTY LTD	Payment		1017.50
00027062	31/08/2019	OPEN SYSTEMS SUPPORT (AUST) PTY LTD	Senior ICT Consulting services 28/08/2019 - 29/08/2019	1017.50	
		<b>OPEN SYSTEMS SUPPORT (AUST) PTY LTD</b>		<b>1017.50</b>	<b>1017.50</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49402	20/09/2019	PARABURDOO IGA	Payment		70.06
00214712	11/09/2019	PARABURDOO IGA	Consumables for PGC meeting held on 12/09/19 Paraburdo	70.06	
		<b>PARABURDOO IGA</b>		<b>70.06</b>	<b>70.06</b>
EFT49403	20/09/2019	PARABURDOO SOCCER CLUB	Payment		400.00
DONATION040919	04/09/2019	PARABURDOO SOCCER CLUB	Small assistance donation towards venue hire costs	400.00	
		<b>PARABURDOO SOCCER CLUB</b>		<b>400.00</b>	<b>400.00</b>
EFT49404	20/09/2019	PAWPRINT CHOCOLATE AND WHITFIELD ESTATE	Payment		935.66
00001201	29/08/2019	PAWPRINT CHOCOLATE AND WHITFIELD ESTATE	Chocolate for Tom Price visitors centre	935.66	
		<b>PAWPRINT CHOCOLATE AND WHITFIELD ESTATE</b>		<b>935.66</b>	<b>935.66</b>
EFT49405	20/09/2019	PHILLIP CHEGWIDDEN	Payment		2053.12
REFUND180919	18/09/2019	PHILLIP CHEGWIDDEN	Refund of credit balance debtor #37	2053.12	
		<b>PHILLIP CHEGWIDDEN</b>		<b>2053.12</b>	<b>2053.12</b>
EFT49406	20/09/2019	PILBARA COPY SERVICE	Payment		5188.11
38464	26/08/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2153 Pannawonica Library	105.55	
38478	26/08/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2155 Tom Price Administration Building	1654.14	
38502	26/08/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2117 Tom Price Administration Building	376.71	
38506	26/08/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2122 Paraburdo Administration Building	412.09	
38508	26/08/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2119 Tom Price Depot	50.99	
38536	26/08/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2154 Tom Price Administration Building	794.06	
38557	01/09/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2151 Onslow Administration Building	108.37	
38562	01/09/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2118 Tom Price Administration Building	133.54	
38564	01/09/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2152 Onslow Administration Building	173.93	
38568	01/09/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2013 Onslow Airport	26.17	
38574	01/09/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2150 Paraburdo Administration Building	38.67	
38575	01/09/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2157 Onslow Administration Building	383.10	
38576	01/09/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2149 Tom Price Administration Building	398.80	
38584	01/09/2019	PILBARA COPY SERVICE	Photocopier meter plan billing machine #2156 Tom Price Administration Building	531.99	
		<b>PILBARA COPY SERVICE</b>		<b>5188.11</b>	<b>5188.11</b>
EFT49407	20/09/2019	PILBARA FOOD SERVICES	Payment		702.26
SI107484	30/08/2019	PILBARA FOOD SERVICES	Purchase of chocolate for Paraburdo Library	111.84	
SI107570	02/09/2019	PILBARA FOOD SERVICES	Milk and coffee for Tom Price Library	74.55	
SI107605	03/09/2019	PILBARA FOOD SERVICES	Water for Tom Price Depot	320.00	
SI107732	09/09/2019	PILBARA FOOD SERVICES	Milk for Tom Price Administration Building	60.65	
SI107808	12/09/2019	PILBARA FOOD SERVICES	Biscuits and Milo for training in Tom Price	135.22	
		<b>PILBARA FOOD SERVICES</b>		<b>702.26</b>	<b>702.26</b>
EFT49408	20/09/2019	PILBARA MOTOR GROUP	Payment		228.39
J135124676	23/08/2019	PILBARA MOTOR GROUP	Replace mudflaps on PSW49 2012 Toyota Landcruiser	228.39	
		<b>PILBARA MOTOR GROUP</b>		<b>228.39</b>	<b>228.39</b>
EFT49409	20/09/2019	PILBARA TREE LOPPING PTY LTD	Payment		1556.50
INV-0054	11/09/2019	PILBARA TREE LOPPING PTY LTD	Remove stumps from courtyard and verge of Shire Offices Tom Price	357.50	
INV-0055	11/09/2019	PILBARA TREE LOPPING PTY LTD	Remove seed pods from courtyard of Shire Offices Tom Price	357.50	
INV-0058	11/09/2019	PILBARA TREE LOPPING PTY LTD	Palm clearing at Tom Price Administration Building and Visitor Centre	346.50	
INV-0059	11/09/2019	PILBARA TREE LOPPING PTY LTD	Palm pruning at Tom Price Visitor Centre	495.00	
		<b>PILBARA TREE LOPPING PTY LTD</b>		<b>1556.50</b>	<b>1556.50</b>
EFT49410	20/09/2019	PRINT LOGIC (WA) PTY LTD	Payment		1870.00
51884	09/09/2019	PRINT LOGIC (WA) PTY LTD	Annual advertising for TPVC in the Australia's North West Holiday Guide 2020	1870.00	
		<b>PRINT LOGIC (WA) PTY LTD</b>		<b>1870.00</b>	<b>1870.00</b>
EFT49411	20/09/2019	PROTECTION ENGINEERING	Payment		1012.00
00603519	26/08/2019	PROTECTION ENGINEERING	Consultancy to design and produce evacuation plans for Karingal and MPC Paraburdo	1012.00	
		<b>PROTECTION ENGINEERING</b>		<b>1012.00</b>	<b>1012.00</b>
EFT49412	20/09/2019	RECHARGE PETROLEUM	Payment		2498.10
00226877	31/08/2019	RECHARGE PETROLEUM	Monthly hire charge for 30,000L tank - August 2019	2498.10	
		<b>RECHARGE PETROLEUM</b>		<b>2498.10</b>	<b>2498.10</b>

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Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49413	20/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Payment		938.79
1003007794	22/08/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity for 740 Mungarra Street Tom Price 31/05/19 - 20/08/19	272.12	
3003007782	22/08/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity consumption Childcare Centre Lot 565 Fortescue Road Paraburdoo 28/06/19 - 08/08/19	256.78	
1003008388	23/08/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES	Electricity for 69 Tamarind Street Tom Price 27/05/19 - 20/08/19	409.89	
		<b>RIO TINTO - PILBARA IRON COMPANY SERVICES</b>		<b>938.79</b>	<b>938.79</b>
EFT49414	20/09/2019	ROXANNE JOHN #1567	Payment		26.00
REFUND120919	12/09/2019	ROXANNE JOHN #1567	Refund of Consumption of Alcohol Permit Receipt #82987	26.00	
		<b>ROXANNE JOHN #1567</b>		<b>26.00</b>	<b>26.00</b>
EFT49415	20/09/2019	SAS LOCKSMITHS	Payment		373.14
129638	28/08/2019	SAS LOCKSMITHS	New locks for back gates at Ashburton Hall Paraburdoo	373.14	
		<b>SAS LOCKSMITHS</b>		<b>373.14</b>	<b>373.14</b>
EFT49416	20/09/2019	SCOTT ROONEY #1746	Payment		279.41
EXPENSE100919	10/09/2019	SCOTT ROONEY #1746	Reimbursement for fuel for relocation Employee #1746	279.41	
		<b>SCOTT ROONEY #1746</b>		<b>279.41</b>	<b>279.41</b>
EFT49417	20/09/2019	SHIRE OF ASHBURTON	Payment		894.00
33823	02/07/2019	SHIRE OF ASHBURTON	Annual registration fee for food premises Tom Price Community Centre	262.00	
33822	02/07/2019	SHIRE OF ASHBURTON	Annual registration fee for food premises Tom Price Community Centre	632.00	
		<b>SHIRE OF ASHBURTON</b>		<b>894.00</b>	<b>894.00</b>
EFT49418	20/09/2019	SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)	Payment		1605.49
DEDUCTION	10/09/2019	SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)	Payroll deductions	372.69	
DEDUCTION	15/09/2019	SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)	Payroll deductions	1232.80	
		<b>SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)</b>		<b>1605.49</b>	<b>1605.49</b>
EFT49419	20/09/2019	SONIC HEALTH PLUS PTY LTD	Payment		2524.50
1866371	27/08/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.54P	828.30	
1875424	06/09/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.118 05/09/2019	619.30	
1875425	06/09/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for TMO candidate 05/09/2019	619.30	
1876301	09/09/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.104T 06/09/2019	457.60	
		<b>SONIC HEALTH PLUS PTY LTD</b>		<b>2524.50</b>	<b>2524.50</b>
EFT49420	20/09/2019	TALIS CONSULTANTS PTY LTD	Payment		56751.00
19109	31/08/2019	TALIS CONSULTANTS PTY LTD	Consultancy services for project management PRWMF Onslow for period ending 31/08/2019	6442.80	
19269	31/08/2019	TALIS CONSULTANTS PTY LTD	Consultancy services for project management PRWMF Onslow for period ending 31/08/2019	42533.95	
19274	31/08/2019	TALIS CONSULTANTS PTY LTD	Consultancy services for Ashburton Shire Total Waste Services for period ending 31/08/2019	7774.25	
		<b>TALIS CONSULTANTS PTY LTD</b>		<b>56751.00</b>	<b>56751.00</b>
EFT49421	20/09/2019	TELSTRA	Payment		82447.83
0460869000-	20/08/2019	TELSTRA	Monthly telephone charges	81538.47	
1559493000-	02/09/2019	TELSTRA	Monthly telephone charges SES	182.61	
1631098200-	06/09/2019	TELSTRA	Monthly telephone charges	32.33	
5762935200-	09/09/2019	TELSTRA	Monthly telephone charges	694.42	
		<b>TELSTRA</b>		<b>82447.83</b>	<b>82447.83</b>
EFT49422	20/09/2019	THALANYJI SERVICE STATIONS	Payment		1564.42
1-157617	30/08/2019	THALANYJI SERVICE STATIONS	130.02L Diesel fuel for PUT118 Toyota Hilux	220.64	
11-97518	02/09/2019	THALANYJI SERVICE STATIONS	64.54L Unleaded fuel for PUT107 2015 Toyota Hilux	111.20	
1-158044	03/09/2019	THALANYJI SERVICE STATIONS	Catering for Onslow Keepers September Bingo Event 2019	510.00	
1-158059	03/09/2019	THALANYJI SERVICE STATIONS	46.65L Diesel fuel for PUT103 2015 Toyota Hilux	78.09	
1-158100	03/09/2019	THALANYJI SERVICE STATIONS	61.60L Diesel fuel for PUT131 Toyota Hilux 4x4	103.12	
11-97651	04/09/2019	THALANYJI SERVICE STATIONS	5.82L Unleaded fuel for P575 Sundry Items	10.02	
11-97775	06/09/2019	THALANYJI SERVICE STATIONS	44.11L Diesel fuel for PSD08 2016 Toyota Hiace	73.84	
11-97812	06/09/2019	THALANYJI SERVICE STATIONS	63.47L Unleaded fuel for PUT86 2014 Toyota Hilux	109.29	
1-158512	06/09/2019	THALANYJI SERVICE STATIONS	150.24L Diesel fuel for PUT118 Toyota Hilux	251.50	
11-97816	06/09/2019	THALANYJI SERVICE STATIONS	57.78L Diesel fuel for PSW83 2017 Toyota Fortuner	96.72	
		<b>THALANYJI SERVICE STATIONS</b>		<b>1564.42</b>	<b>1564.42</b>
EFT49423	20/09/2019	THE EVENT MILL PTY LTD	Payment		7114.80
12339	06/09/2019	THE EVENT MILL PTY LTD	Hire of equipment 09/10/2019 - 15/10/2019, accommodation and labour for Onslow Annual Gala 2019	7114.80	
		<b>THE EVENT MILL PTY LTD</b>		<b>7114.80</b>	<b>7114.80</b>

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Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49424	20/09/2019	THE PILBARA CLEAN MACHINE	Payment		448.80
TPCM7474	21/08/2019	THE PILBARA CLEAN MACHINE	Pre tenant clean for 3/19 Allambi Way Tom Price	448.80	
		<b>THE PILBARA CLEAN MACHINE</b>		<b>448.80</b>	<b>448.80</b>
EFT49425	20/09/2019	THE VAULT	Payment		319.00
INV0065	09/09/2019	THE VAULT	Morning tea for OSH induction training in Paraburdoo 09.09.19	121.00	
INV0066	13/09/2019	THE VAULT	Catering for PGC meeting held on 12.09.19 Paraburdoo	198.00	
		<b>THE VAULT</b>		<b>319.00</b>	<b>319.00</b>
EFT49426	20/09/2019	TOLL TRANSPORT PTY LTD	Payment		305.19
0328-80742816	08/09/2019	TOLL TRANSPORT PTY LTD	Freight charges Onslow 02/09/2019	257.65	
0329-80742816	15/09/2019	TOLL TRANSPORT PTY LTD	Freight charges Onslow 11/09/2019	47.54	
		<b>TOLL TRANSPORT PTY LTD</b>		<b>305.19</b>	<b>305.19</b>
EFT49427	20/09/2019	TOM PRICE HOTEL MOTEL	Payment		1011.00
208740	09/09/2019	TOM PRICE HOTEL MOTEL	Accommodation for contractor at Tom Price Motel 09/09/19 - 12/09/19	760.00	
208818	11/09/2019	TOM PRICE HOTEL MOTEL	Accommodation for Councillor for 11/09/19 Tom Price Motel	251.00	
		<b>TOM PRICE HOTEL MOTEL</b>		<b>1011.00</b>	<b>1011.00</b>
EFT49428	20/09/2019	TOM PRICE TOURIST PARK	Payment		510.00
12453	16/08/2019	TOM PRICE TOURIST PARK	Accommodation for contractor from 13/08/19 - 16/08/19	510.00	
		<b>TOM PRICE TOURIST PARK</b>		<b>510.00</b>	<b>510.00</b>
EFT49429	20/09/2019	TOM PRICE TYRES	Payment		2391.01
10031828	22/08/2019	TOM PRICE TYRES	Repairs to PRM11 2010 Kubota Mower	707.90	
10031832	22/08/2019	TOM PRICE TYRES	Service to PUT135 Toyota Hilux 4x4	293.03	
10031841	22/08/2019	TOM PRICE TYRES	Replace hydraulic ram on PTR32 Side Loading Refuse Truck	492.00	
10031849	22/08/2019	TOM PRICE TYRES	Service on PUT79 2013 Toyota Hilux	296.14	
10031878	24/08/2019	TOM PRICE TYRES	Transport of PAC07 Service Trailer	198.00	
10031886	26/08/2019	TOM PRICE TYRES	Clean filter and reset engine fault lights on PUT135 Toyota Hilux 4x4	132.00	
10031891	26/08/2019	TOM PRICE TYRES	Service on PUT133 Toyota Landcruiser 70 series	271.94	
		<b>TOM PRICE TYRES</b>		<b>2391.01</b>	<b>2391.01</b>
EFT49430	20/09/2019	WA RETICULATION SUPPLIES	Payment		4435.25
J5622	22/08/2019	WA RETICULATION SUPPLIES	Supply of reticulation parts for Peter Sutherland Oval Paraburdoo	3071.55	
J5761	28/08/2019	WA RETICULATION SUPPLIES	Reticulation supplies for Peter Sutherland Oval Paraburdoo	825.85	
J5773	28/08/2019	WA RETICULATION SUPPLIES	Valve boxes for Paraburdoo Oval reticulation works	537.85	
		<b>WA RETICULATION SUPPLIES</b>		<b>4435.25</b>	<b>4435.25</b>
EFT49431	20/09/2019	WALGA - WA LOCAL GOV. ASSOC.	Payment		1820.00
I3078320	29/08/2019	WALGA - WA LOCAL GOV. ASSOC.	Registration for Employee #1636 to attend the 2019 WA Local Gov Convention in Perth 05/08/2019 - 09/08/2019	1820.00	
		<b>WALGA - WA LOCAL GOV. ASSOC.</b>		<b>1820.00</b>	<b>1820.00</b>
EFT49432	20/09/2019	WATER CORPORATION	Payment		711.30
9019195726-0009	23/07/2019	WATER CORPORATION	Trade waste permit for Cameron Avenue Onslow	237.10	
9022116777-0004	23/07/2019	WATER CORPORATION	Trade waste permit for 14 Second Avenue Onslow	237.10	
9019334319-0010	23/07/2019	WATER CORPORATION	Trade waste permit for 51 Third Avenue Onslow	237.10	
		<b>WATER CORPORATION</b>		<b>711.30</b>	<b>711.30</b>
EFT49433	20/09/2019	WINC AUSTRALIA PTY LIMITED	Payment		350.03
9028185761	19/08/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Paraburdoo Library	9.05	
8028277666	26/08/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Paraburdoo Library	115.61	
9028286404	27/08/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Tom Price Library	154.09	
9028317513	29/08/2019	WINC AUSTRALIA PTY LIMITED	Stationery for Tom Price Library	71.28	
		<b>WINC AUSTRALIA PTY LIMITED</b>		<b>350.03</b>	<b>350.03</b>
EFT49434	20/09/2019	ZOE AIR #1555	Payment		119.96
EXPENSE100919	10/09/2019	ZOE AIR #1555	Reimbursement for bread baskets for Paraburdoo MPC Opening	119.96	
		<b>ZOE AIR #1555</b>		<b>119.96</b>	<b>119.96</b>
EFT49435	27/09/2019	AARON WHITE	Payment		795.00
001	29/08/2019	AARON WHITE	Books for Tom Price Visitors Centre	795.00	
		<b>AARON WHITE</b>		<b>795.00</b>	<b>795.00</b>

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Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49436	27/09/2019	ADVANCE PRESS	Payment		4290.00
137022	20/08/2019	ADVANCE PRESS	Cat and dog registration form pads for Tom Price	1188.00	
137288	29/08/2019	ADVANCE PRESS	Opening flyer - design/art for Paraburdoo Sport, Fitness & Community Complex	132.00	
137293	29/08/2019	ADVANCE PRESS	Cat and dog responsible ownership brochures Tom Price	583.00	
137595	31/08/2019	ADVANCE PRESS	Design poster for Sports Star of the Year Awards 2020	132.00	
137485	31/08/2019	ADVANCE PRESS	Design posters for pool open times and fees & charges Onslow	286.00	
137438	31/08/2019	ADVANCE PRESS	Print 2,650x copies of Inside Ashburton September 2019	1837.00	
137596	31/08/2019	ADVANCE PRESS	Design Onslow Oct School Holiday Program Flyer	132.00	
		<b>ADVANCE PRESS</b>		<b>4290.00</b>	<b>4290.00</b>
EFT49437	27/09/2019	AIT SPECIALISTS PTY LTD	Payment		683.87
INV-11477	17/09/2019	AIT SPECIALISTS PTY LTD	Monthly fuel rebate calculations August 2019	683.87	
		<b>AIT SPECIALISTS PTY LTD</b>		<b>683.87</b>	<b>683.87</b>
EFT49438	27/09/2019	ALCOLIZER PTY LTD	Payment		523.60
190925	07/08/2019	ALCOLIZER PTY LTD	1 LE5 Series six month service contract for Onslow Airport	195.80	
191393	15/08/2019	ALCOLIZER PTY LTD	Registration fee for 1x Employee to complete online Alcolizer Certified Operator training	163.90	
192204	28/08/2019	ALCOLIZER PTY LTD	Registration fee for 1x Employee to complete online Alcolizer Certified Operator training	163.90	
		<b>ALCOLIZER PTY LTD</b>		<b>523.60</b>	<b>523.60</b>
EFT49439	27/09/2019	ALLIED PICKFORDS WA	Payment		2275.30
PER2007251	18/09/2019	ALLIED PICKFORDS WA	Relocation expenses for Employee #1747	2275.30	
		<b>ALLIED PICKFORDS WA</b>		<b>2275.30</b>	<b>2275.30</b>
EFT49440	27/09/2019	AMAR AUTO ELECTRICS	Payment		198.00
INV-1285	06/09/2019	AMAR AUTO ELECTRICS	Repair faulty air-conditioning in PUT95 2014 Toyota Hilux	198.00	
		<b>AMAR AUTO ELECTRICS</b>		<b>198.00</b>	<b>198.00</b>
EFT49441	27/09/2019	AMY BRAY #1578	Payment		85.00
EXPENSE090919	09/09/2019	AMY BRAY #1578	Reimbursement for platters OSH induction 06/09/2019	85.00	
		<b>AMY BRAY #1578</b>		<b>85.00</b>	<b>85.00</b>
EFT49442	27/09/2019	ARCHAE-AUS PTY LTD	Payment		2689.50
00003162	19/09/2019	ARCHAE-AUS PTY LTD	Production of archaeological impact mitigation strategy for old Onslow town site	2689.50	
		<b>ARCHAE-AUS PTY LTD</b>		<b>2689.50</b>	<b>2689.50</b>
EFT49443	27/09/2019	AUTOPRO TOM PRICE (EVERGROUP)	Payment		572.10
00035784	06/09/2019	AUTOPRO TOM PRICE (EVERGROUP)	Wheel brace for PUT101 2015 Toyota Hilux	28.05	
00036002	14/09/2019	AUTOPRO TOM PRICE (EVERGROUP)	UHF Radio for PMG03 2010 Motor Grader	369.00	
00036006	14/09/2019	AUTOPRO TOM PRICE (EVERGROUP)	Wrench set for PUT 101 2015 Toyota Hilux	22.05	
00036112	19/09/2019	AUTOPRO TOM PRICE (EVERGROUP)	LED portable flood lights for sundry items Tom Price Depot	118.80	
00036164	20/09/2019	AUTOPRO TOM PRICE (EVERGROUP)	Trailer plug for PUT128 Toyota Landcruiser 79 Series	34.20	
		<b>AUTOPRO TOM PRICE (EVERGROUP)</b>		<b>572.10</b>	<b>572.10</b>
EFT49444	27/09/2019	BCS INFRASTRUCTURE SUPPORT PTY LIMITED	Payment		195.05
PA2261	30/08/2019	BCS INFRASTRUCTURE SUPPORT PTY LIMITED	Supply of 2 x conveyor belt sensors for Onslow Airport	195.05	
		<b>BCS INFRASTRUCTURE SUPPORT PTY LIMITED</b>		<b>195.05</b>	<b>195.05</b>
EFT49445	27/09/2019	BLACKWOODS PTY LTD	Payment		149.35
PE5965TZ	03/09/2019	BLACKWOODS PTY LTD	Safety boots for Employee #1745	149.35	
		<b>BLACKWOODS PTY LTD</b>		<b>149.35</b>	<b>149.35</b>
EFT49446	27/09/2019	BOB WADDELL & ASSOCIATES PTY LTD	Payment		408.38
1797	15/09/2019	BOB WADDELL & ASSOCIATES PTY LTD	Assistance with rates balancing and mentoring	185.63	
1804	23/09/2019	BOB WADDELL & ASSOCIATES PTY LTD	Assistance with rates balancing and mentoring, assistance with reserve balancing at year end	222.75	
		<b>BOB WADDELL &amp; ASSOCIATES PTY LTD</b>		<b>408.38</b>	<b>408.38</b>
EFT49447	27/09/2019	BOC GASES	Payment		459.58
4023494971	29/08/2019	BOC GASES	BOC container service 29/07/2019 - 28/08/2019 39x gas cylinders Tom Price Depot	459.58	
		<b>BOC GASES</b>		<b>459.58</b>	<b>459.58</b>
EFT49448	27/09/2019	C MUNRO CONTRACTORS	Payment		3110.80
124197	26/08/2019	C MUNRO CONTRACTORS	Install 3 complete flywire screens to Unit 2, Senior Citizens Units, 46 Second Avenue Onslow	1020.80	
124373	19/09/2019	C MUNRO CONTRACTORS	Liquid waste collection - Onslow Grease traps	2090.00	
		<b>C MUNRO CONTRACTORS</b>		<b>3110.80</b>	<b>3110.80</b>



## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49449	27/09/2019	CABCHARGE AUSTRALIA	Payment		651.59
25069995P1909	09/09/2019	CABCHARGE AUSTRALIA	Cab charge for period 12/8/2019 - 08/09/2019	651.59	
		<b>CABCHARGE AUSTRALIA</b>		<b>651.59</b>	<b>651.59</b>
EFT49450	27/09/2019	CALTEX AUSTRALIA PETROLEUM PTY LTD	Payment		18114.39
0301780686	31/08/2019	CALTEX AUSTRALIA PETROLEUM PTY LTD	Fuel usage 01/08/2019 - 31/08/2019 (11,194.04x litres)	18114.39	
		<b>CALTEX AUSTRALIA PETROLEUM PTY LTD</b>		<b>18114.39</b>	<b>18114.39</b>
EFT49451	27/09/2019	CARDNO	Payment		2887.50
ICW202007	01/08/2019	CARDNO	Stormwater Modelling and Mitigation Plans SoA - work complete to 26/07/2019	2887.50	
		<b>CARDNO</b>		<b>2887.50</b>	<b>2887.50</b>
EFT49452	27/09/2019	CENTURION TRANSPORT CO PTY LTD	Payment		2129.27
SI0220182	04/08/2019	CENTURION TRANSPORT CO PTY LTD	Freight Tom Price Pool to Sigma Chemicals	100.67	
SI0220183	04/08/2019	CENTURION TRANSPORT CO PTY LTD	Freight Cutting Edges Perth to Tom Price	310.13	
SI0220184	04/08/2019	CENTURION TRANSPORT CO PTY LTD	Freight Abco Perth to Onslow	133.45	
SI0221542	11/08/2019	CENTURION TRANSPORT CO PTY LTD	Freight 2x tyres Perth to Tom Price	274.23	
SI0221543	11/08/2019	CENTURION TRANSPORT CO PTY LTD	Freight Abco Perth to Paraburadoo	222.15	
SI0221544	11/08/2019	CENTURION TRANSPORT CO PTY LTD	Freight Abco Perth to Onslow	252.59	
SI0222772	18/08/2019	CENTURION TRANSPORT CO PTY LTD	Freight David Gray and WA Library Supplies Perth to Onslow	51.11	
SI0222773	18/08/2019	CENTURION TRANSPORT CO PTY LTD	Freight Top Machine Services Perth to Paraburadoo	28.95	
SI0223973	25/08/2019	CENTURION TRANSPORT CO PTY LTD	Freight Cutting Edges and Sigma Chemicals Perth to Tom Price	445.58	
SI0223974	25/08/2019	CENTURION TRANSPORT CO PTY LTD	Freight WA Library Supplies and Sigma Chemicals Perth to Paraburadoo	310.41	
		<b>CENTURION TRANSPORT CO PTY LTD</b>		<b>2129.27</b>	<b>2129.27</b>
EFT49453	27/09/2019	CIVIC LEGAL	Payment		715.00
505559	31/08/2019	CIVIC LEGAL	Professional fees for preparation of audit information 2019	715.00	
		<b>CIVIC LEGAL</b>		<b>715.00</b>	<b>715.00</b>
EFT49454	27/09/2019	CLEANFLOW ENVIRONMENTAL SOLUTIONS	Payment		18326.00
00035888	13/09/2019	CLEANFLOW ENVIRONMENTAL SOLUTIONS	Tom Price storm water network cleaning 14/09/2019 - 18/09/2019 CCTV inspection and accommodation	18326.00	
		<b>CLEANFLOW ENVIRONMENTAL SOLUTIONS</b>		<b>18326.00</b>	<b>18326.00</b>
EFT49455	27/09/2019	CLEVERPATCH PTY LTD	Payment		291.33
341996	04/09/2019	CLEVERPATCH PTY LTD	Craft supplies for the October SHP Paraburadoo	291.33	
		<b>CLEVERPATCH PTY LTD</b>		<b>291.33</b>	<b>291.33</b>
EFT49456	27/09/2019	COCA-COLA AMATIL (AUST) PTY LTD	Payment		171.80
220883686	20/09/2019	COCA-COLA AMATIL (AUST) PTY LTD	Refreshment order for Onslow Pool	171.80	
		<b>COCA-COLA AMATIL (AUST) PTY LTD</b>		<b>171.80</b>	<b>171.80</b>
EFT49457	27/09/2019	COMBINED MONITORING CENTRE PTY LTD	Payment		450.45
INV-0053	17/09/2019	COMBINED MONITORING CENTRE PTY LTD	Quarterly alarm monitoring Clem Thompson Oval Tom Price 01/07/2019 - 30/09/2019	450.45	
		<b>COMBINED MONITORING CENTRE PTY LTD</b>		<b>450.45</b>	<b>450.45</b>
EFT49458	27/09/2019	CORE BUSINESS AUSTRALIA	Payment		5390.00
INV-0949	19/09/2019	CORE BUSINESS AUSTRALIA	Review of Shire of Ashburton staff accommodation electricity accounts	5390.00	
		<b>CORE BUSINESS AUSTRALIA</b>		<b>5390.00</b>	<b>5390.00</b>
EFT49459	27/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Payment		3827.53
I.0010374138	12/03/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B7540581 - Accommodation and meals for Employee #1618 29/01/2019 - 03/03/2019	5046.11	
I.0011236438	30/07/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8414020 - Service fee on accommodation for Employee #1668 06/08/2019-10/08/2019	5.01	
I.0011236432	30/07/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8413996 - Service fee on accommodation for Employee #551 05/08/2019-06/08/2019	5.01	
I.0011233963	30/07/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8411980 - Service fee on accommodation for Employee #1237 05/08/2019-07/08/2019	5.01	
I.0011234152	30/07/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8412027 - Service fee on accommodation for Employee #1671 31/07/2019-02/08/2019	5.01	
I.0011241296	31/07/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B7540581 - Credit on accommodation for Employee #1618 29/01/2019 - 03/03/2019	-2595.11	
I.0011277280	06/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8387543 - Accommodation and meals for Employee #1684 31/07/2019-02/08/2019	480.11	
I.0011290243	07/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8454752 - Service fee on accommodation for Employee #1237 16/08/2019-18/08/2019	5.01	
I.0011295007	08/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8413996 - Accommodation and meals for Employee #551 05/08/2019-06/08/2019	145.26	
I.0011337710	14/08/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8414020 - Accommodation and meals for Employee #1668 06/08/2019-10/08/2019	666.11	
I.0011486096	05/09/2019	CORPORATE TRAVEL MANAGEMENT PTY LTD	Booking #B8546335 - Name change fee on Qantas flight for Contractor 06/09/2019	60.00	
		<b>CORPORATE TRAVEL MANAGEMENT PTY LTD</b>		<b>3827.53</b>	<b>3827.53</b>

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Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49460	27/09/2019	DEPARTMENT OF FIRE & EMERGENCY SERVICES	Payment		382186.00
149519	21/08/2019	DEPARTMENT OF FIRE & EMERGENCY SERVICES	2019/2020 ESL in accordance with the Department of Fire and Emergency Services of WA Act 1998 Option B	382186.00	
		<b>DEPARTMENT OF FIRE &amp; EMERGENCY SERVICES</b>		<b>382186.00</b>	<b>382186.00</b>
EFT49461	27/09/2019	DICE SOLUTIONS	Payment		2063.26
13397	30/08/2019	DICE SOLUTIONS	Annual test and tag of equipment at Onslow Airport Communication Room	421.58	
13401	30/08/2019	DICE SOLUTIONS	Inspect and repair flood light on apron at Onslow Airport	586.30	
13404	30/08/2019	DICE SOLUTIONS	Install new light, switch and sensor in East side of GSE shed at Onslow Airport	1055.38	
		<b>DICE SOLUTIONS</b>		<b>2063.26</b>	<b>2063.26</b>
EFT49462	27/09/2019	DINGO DE CONSTRUCTION	Payment		2629.00
10031795	16/08/2019	DINGO DE CONSTRUCTION	Tom Price softball diamond resurface	2629.00	
		<b>DINGO DE CONSTRUCTION</b>		<b>2629.00</b>	<b>2629.00</b>
EFT49463	27/09/2019	DRILLINE PTY LTD	Payment		2057.00
I101636	30/08/2019	DRILLINE PTY LTD	Hire of diesel pump 01/08/2019 - 30/08/2019 Pannawonica - Millstream Road	2057.00	
		<b>DRILLINE PTY LTD</b>		<b>2057.00</b>	<b>2057.00</b>
EFT49464	27/09/2019	FARMTASTIC PARTY HIRE	Payment		120.00
2019265	19/09/2019	FARMTASTIC PARTY HIRE	Pannawonica NAIDOC celebrations balloon twisting at The Rocks	120.00	
		<b>FARMTASTIC PARTY HIRE</b>		<b>120.00</b>	<b>120.00</b>
EFT49465	27/09/2019	GA & JC WHITMORE	Payment		2383.33
NO6	27/05/2019	GA & JC WHITMORE	Rent for 5 Forrest Court Onslow 27/09/19 - 26/10/19	2383.33	
		<b>GA &amp; JC WHITMORE</b>		<b>2383.33</b>	<b>2383.33</b>
EFT49466	27/09/2019	GLASS SLIPPER ENTERTAINMENT	Payment		1471.33
240919	24/09/2019	GLASS SLIPPER ENTERTAINMENT	Children's entertainment for Community Christmas 07/12/2019 - 50% deposit on acceptance	1471.33	
		<b>GLASS SLIPPER ENTERTAINMENT</b>		<b>1471.33</b>	<b>1471.33</b>
EFT49467	27/09/2019	GO JUMP INDUSTRIES	Payment		1880.00
INV-0023	19/09/2019	GO JUMP INDUSTRIES	Registration fee and travel to conduct Loader Operations ticket in Onslow 12/09/2019 Employee #1716, #1739	1880.00	
		<b>GO JUMP INDUSTRIES</b>		<b>1880.00</b>	<b>1880.00</b>
EFT49468	27/09/2019	GUMALA ENTERPRISES PTY LTD	Payment		4309.45
REFUND190919	19/09/2019	GUMALA ENTERPRISES PTY LTD	Refund duplicated payment of rates assessment A6446	4309.45	
		<b>GUMALA ENTERPRISES PTY LTD</b>		<b>4309.45</b>	<b>4309.45</b>
EFT49469	27/09/2019	HART SPORT	Payment		947.59
20044031B	10/09/2019	HART SPORT	Social sport equipment - badminton and volleyball	947.59	
		<b>HART SPORT</b>		<b>947.59</b>	<b>947.59</b>
EFT49470	27/09/2019	HAYS SPECIALIST RECRUITMENT AUSTRALIA	Payment		285.21
8628948	06/09/2019	HAYS SPECIALIST RECRUITMENT AUSTRALIA	Temporary town maintenance officer w/e 18/08/2019 - fuel expense claim	285.21	
		<b>HAYS SPECIALIST RECRUITMENT AUSTRALIA</b>		<b>285.21</b>	<b>285.21</b>
EFT49471	27/09/2019	HI CONSTRUCTIONS AUST PTY LTD	Payment		33652.28
008T	13/09/2019	HI CONSTRUCTIONS AUST PTY LTD	Old Onslow Cemetery Conservation Works - Progress Payment #6	27927.00	
009T	13/09/2019	HI CONSTRUCTIONS AUST PTY LTD	Old Onslow Concrete Restoration works - Progress Payment #4	5725.28	
		<b>HI CONSTRUCTIONS AUST PTY LTD</b>		<b>33652.28</b>	<b>33652.28</b>
EFT49472	27/09/2019	INITIAL HYGIENE / PINK HYGIENE SOLUTIONS	Payment		3166.37
96454417	14/08/2019	INITIAL HYGIENE / PINK HYGIENE SOLUTIONS	Contract #K63/C/54045341 - Hygiene services for 32x Shire Facilities for period 28/09/2019 - 27/10/2019	3166.37	
		<b>INITIAL HYGIENE / PINK HYGIENE SOLUTIONS</b>		<b>3166.37</b>	<b>3166.37</b>
EFT49473	27/09/2019	JACINDA BRANIGAN #1139	Payment		137.60
EXPENSE230919	23/09/2019	JACINDA BRANIGAN #1139	Reimbursement for supplies for October School Holiday Program	137.60	
		<b>JACINDA BRANIGAN #1139</b>		<b>137.60</b>	<b>137.60</b>
EFT49474	27/09/2019	JGC GROUP PTY LTD	Payment		1042.00
2019-0030	13/09/2019	JGC GROUP PTY LTD	Financial workshop for Club and Groups held in Tom Price	1042.00	
		<b>JGC GROUP PTY LTD</b>		<b>1042.00</b>	<b>1042.00</b>
EFT49475	27/09/2019	JR & A HERSEY PTY LTD	Payment		1248.62
00045840	03/09/2019	JR & A HERSEY PTY LTD	Personal protective equipment for Tom Price Depot	1248.62	
		<b>JR &amp; A HERSEY PTY LTD</b>		<b>1248.62</b>	<b>1248.62</b>

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Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49476	27/09/2019	KEITH PEARSON	Payment		3339.60
155	13/09/2019	KEITH PEARSON	Local Government Consult Services August 2019	3339.60	
		<b>KEITH PEARSON</b>		<b>3339.60</b>	<b>3339.60</b>
EFT49477	27/09/2019	KHB MOBILE MECHANICAL PTY LTD	Payment		5260.81
00017904	09/09/2019	KHB MOBILE MECHANICAL PTY LTD	Service and repairs for W230 Rubbish Truck Onslow	514.53	
00017936	12/09/2019	KHB MOBILE MECHANICAL PTY LTD	Tyre repairs to PTR28 2015 Hino Rear loading Refuse Truck	109.89	
00017997	18/09/2019	KHB MOBILE MECHANICAL PTY LTD	Tyre repairs for PTR25 2012 Isuzu Rear Loading Refuse Truck	2871.00	
00018007	18/09/2019	KHB MOBILE MECHANICAL PTY LTD	Repairs to PMG04 Grader	1473.89	
00017978	18/09/2019	KHB MOBILE MECHANICAL PTY LTD	Replace faulty battery on PUT119 Toyota Hilux 4x4	291.50	
		<b>KHB MOBILE MECHANICAL PTY LTD</b>		<b>5260.81</b>	<b>5260.81</b>
EFT49478	27/09/2019	LG SOLUTIONS PTY LTD	Payment		5060.00
34205	16/09/2019	LG SOLUTIONS PTY LTD	Annual licence fee for Cloud Fees and Charges for financial year 2019/2020	5060.00	
		<b>LG SOLUTIONS PTY LTD</b>		<b>5060.00</b>	<b>5060.00</b>
EFT49479	27/09/2019	LO-GO APPOINTMENTS	Payment		6160.66
00420564	03/09/2019	LO-GO APPOINTMENTS	Temporary ICT Coordinator placement w/e 31/08/2019	2638.35	
00420684	17/09/2019	LO-GO APPOINTMENTS	Temporary Finance Manager Placement w/e 14/09/2019	3522.31	
		<b>LO-GO APPOINTMENTS</b>		<b>6160.66</b>	<b>6160.66</b>
EFT49480	27/09/2019	MCLEODS BARRISTERS & SOLICITORS	Payment		176.00
109672	30/08/2019	MCLEODS BARRISTERS & SOLICITORS	Professional fees for preparation of audit information 2019	176.00	
		<b>MCLEODS BARRISTERS &amp; SOLICITORS</b>		<b>176.00</b>	<b>176.00</b>
EFT49481	27/09/2019	MCMAHON BURNETT TRANSPORT (HOYLAKE)	Payment		1084.27
00009080	31/08/2019	MCMAHON BURNETT TRANSPORT (HOYLAKE)	Freight Water Features, Dallcon and Abco Perth to Onslow	1084.27	
		<b>MCMAHON BURNETT TRANSPORT (HOYLAKE)</b>		<b>1084.27</b>	<b>1084.27</b>
EFT49482	27/09/2019	MECHANICAL PROJECT SERVICES	Payment		86015.24
MPSINV2969	11/09/2019	MECHANICAL PROJECT SERVICES	Horizon Power PV Solar Install Onslow Airport - 40% deposit	86015.24	
		<b>MECHANICAL PROJECT SERVICES</b>		<b>86015.24</b>	<b>86015.24</b>
EFT49483	27/09/2019	MEGAN WALSH #726	Payment		109.93
EXPENSE230919	23/09/2019	MEGAN WALSH #726	Reimbursement for office hooks and Airside lawn fertilizer Onslow Airport	109.93	
		<b>MEGAN WALSH #726</b>		<b>109.93</b>	<b>109.93</b>
EFT49484	27/09/2019	MICHAEL WOODLEY	Payment		1100.00
T1301	25/09/2019	MICHAEL WOODLEY	Refund table and chair bond receipt #83337	600.00	
T1305	25/09/2019	MICHAEL WOODLEY	Refund table and chair bond receipt #83337	500.00	
		<b>MICHAEL WOODLEY</b>		<b>1100.00</b>	<b>1100.00</b>
EFT49485	27/09/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	Payment		13440.31
565298	01/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Mallet, 6x mats, 1x screwdriver set for Tom Price Depot	87.80	
565384	01/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Hooks, 1x washer seating and 1x valve for Tom Price Administration Building	50.95	
565458	01/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	4 x Keys for 1167 Tarwonga Court Tom Price	32.60	
565459	01/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	6 x Keys for 1166 Tarwonga Court Tom Price	48.60	
565936	01/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Drill bits and 1 x curtain rod for Tom Price Depot	17.30	
565584	02/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	Assorted Kalanchoe plants for garden beds in Tom Price	4964.40	
566018	05/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Curtain bracket, 2 x pillars and 1x drawer runner for Tom Price Depot	21.90	
566019	05/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Letter box and 3x self adhesive numbers for Tom Price Administration Building	81.45	
566033	05/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Faucet elbow for reticulation at Tom Price Shopping Mall	3.25	
566041	05/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	2 x Fuel cans and 1 x packet of drill bits for Onslow Waste Transfer Station	59.45	
566040	05/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	2 x Poly elbows for reticulation at Tom Price Shopping Mall	2.10	
566059	05/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	5 x Packs of screws for Tom Price Depot	26.75	
565919	05/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Faucet socket and 1 x poly nipple for Tom Price Shopping Mall gardens	6.60	
565922	05/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1x Faucet socket and 1 x poly nipple for Tom Price Shopping Mall gardens	6.60	
565929	05/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x 25mm Union barrel for Tom Price Shopping Mall garden works	10.25	
565934	05/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	Credit against invoice #565929	-10.25	
565930	05/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Wall clock, 4 x mould tables and 1 x calculator for Parburdoo Swimming Pool	488.75	

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Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
565995	05/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	2 x Fertiliser hoses for Arboretums project Onslow		31.20
566197	06/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	30 x Bags of potting mix and 1 x pallet fee for footpath renewal program Tom Price		343.50
566207	06/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	Credit for pallet fees on invoice 566197		-45.00
566280	07/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	2 x Poly sockets, 2 x poly nipples, 2 x poly directors and 1 x valve ball for Tom Price Shopping Mall		25.00
566281	07/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Box valve for Tom Price Shopping Mall reticulation		6.00
566431	07/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	2 x Pillars and x2 kill rust sprays for Tom Price Depot		73.30
566495	08/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	Cash box for Paraburdoo CHUB		22.00
566504	08/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Drain cleaner, 1 x box of pellets for Tom Price Administration Building		46.50
566506	08/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Hinge, 1 x latch for Lions Park Tom Price		160.00
566576	08/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	3 x Packets of cable ties, 1 x dishwashing liquid for Tom Price Dog Pound		167.00
566600	08/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Brush deck scrub, 1 x squeegee for Tom Price Shopping Mall gardens		64.20
566690	09/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	3 x Bamboo screens, 2 x packets of cable ties for footpath renewal program Tom Price		135.00
566736	09/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	2 x Screening reeds for footpath renewal program Tom Price		50.00
566744	09/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Powerfeed concentrate, 1 x pack of fertiliser for gardens at Doug Talbot Park Tom Price		43.50
566795	09/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	3 x Blank keys for 1167 Tarwonga Court Tom Price		22.00
566806	09/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	4 x Boxes of lawn food, 1 x hose tap timer, 1 x water timer, 1 x hose soaker, 1 x hand truck		410.70
567243	12/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	2 x Weedkiller, 3 x weed and feed hose on packs for Tom Price Depot		109.40
567272	13/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	2 x Fluoro tubes, 1 x tie down buckles, 1 x tie down ratchet for Tom Price Depot		110.80
567286	13/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	4 x Boxes of 2.5kg lawn fertiliser, 2 x boxes of 5kg lawn fertiliser		116.80
567287	13/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Trimmer line for minor assets Tom Price Depot		19.75
567369	13/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	6 x Blank keys for 193 Capricorn Avenue Paraburdoo		48.00
567370	13/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Packet of clips, 1 x packet of poly saddle clamps for Tom Price Depot		16.00
567444	14/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x 5lt Multistore container clear for Tom Price Depot		9.95
567453	14/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x PVC coupling, 1 x 40mm coupling, 0.5 x length of PVC pipe for Area W Oval reticulation works		44.75
567626	15/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Packet of screws for Tom Price Dog Pound		21.50
567639	15/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	14 x Various reticulation pieces for Tom Price Dog Pound		161.75
567682	15/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Bag of dog toys for Tom Price Dog Pound		34.75
567801	16/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Brass nozzle, 1 x hose clip for Street Sweeper Tom Price		18.70
567811	16/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Gas bottle exchange for Tom Price Depot		43.50
567892	16/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	4 x Lubricants, 2 x hand trowels, 1 x broom for Tom Price Shopping Mall garden works		128.48
568318	19/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	Black and white line marking paint for Tom Price Depot		1689.38
568236	19/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	Shrubs for perimeter hedge of Tom Price Swimming Pool		1050.00
568266	19/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Snatch kit for motor vehicle expenses		199.00
568274	19/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x 9v Battery for Dog Pound		9.00
568334	19/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Measuring tape for Tom Price Street Trees Program		86.50
568449	20/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	Anti Theft Digital Safe for Paraburdoo Swimming Pool		139.00
568437	20/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	6 x Weed and feed hose on packs, 10 x 25lt bags of garden soil, 4 x 1kg box of lawn repair		339.30
570937	20/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	Credit for invoice 568437 - duplicate of invoice 568438		-339.30
568438	20/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	10 x 25lt bags of garden soil, 6 x weed and feed hose on packs, 4 x 1kg box lawn repair		339.30
568442	20/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Poly nipple for reticulation at Doug Talbot Park Tom Price		2.95
568609	20/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Plastic garden sieve for Tom Price minor assets		21.50
568658	21/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	2 x 40lt bags of mulch for Doug Talbot Park gardens Tom Price		25.90
568659	21/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Orange spray paint, 1 x tie down buckle for Tom Price Admin Building grounds		28.00
568681	21/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Valve ball, 1 x poly nipple for Tom Price Shopping Mall reticulation		51.95
568817	22/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	3 x Poly nipples, 3 x poly sockets, 2 x tape thread for Area W reticulation Tom Price		30.35
568822	22/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	4 x Packets of hose on fertiliser, 2 x bags of water storage crystals, 2 x kgs bag of fertiliser		108.00
568827	22/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Spring, 1 x lubricant silicone spray for Tom Price Depot		18.55
568828	22/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Pack of AA Batteries, 1 x pack of AAA batteries for 27 Willow Road Tom Price		40.95
568829	22/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Toilet seat for 498 Sirius Street Tom Price		15.00
568855	22/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Ball joint for shower at Sports Pavilion Tom Price		39.00
568998	23/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Bird netting, 2 x packets of screws for Paraburdoo Dog Pound		221.25
569005	23/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Broom, 4 x rubbish collectors for Onslow Waste Transfer Station		118.30
569007	23/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x 4lt can of chain oil for works program open drains Tom Price		43.00

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
569016	23/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	2 x Adaptors, 1 x battery charger for Tom Price Depot sundry items	301.30	
569449	26/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Pop up sprinkler for 758 Mungarra Street Tom Price	4.30	
569569	26/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Cargo net for PUT 2019 Toyota Hilux	125.00	
569845	28/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	5 x 5L Water jugs with taps for Tom Price Depot	115.00	
569939	28/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Tub of CRC cleaner, 1 x can of rust preventive spray for Tom Price Depot sundry items	36.50	
570085	29/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Spark plug, 1 x trimline spool for equipment for works program open drains Tom Price	119.30	
570213	30/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Trimline for equipment used at Tom Price Anzac Park	109.50	
570278	30/08/2019	MUZZYS HARDWARE (RED DAWN ENTERPRISES PTY	1 x Tape measure for PUT125 Toyota Hilux 4x4	15.00	
		<b>MUZZYS HARDWARE (RED DAWN ENTERPRISES</b>		<b>13440.31</b>	<b>13440.31</b>
EFT49486	27/09/2019	NANUTARRA ROADHOUSE PTY LTD	Payment		5300.00
601	20/09/2019	NANUTARRA ROADHOUSE PTY LTD	Accommodation and meals for Employee #1618 & #961 09/09/2019 - 19/09/2019	5300.00	
		<b>NANUTARRA ROADHOUSE PTY LTD</b>		<b>5300.00</b>	<b>5300</b>
EFT49487	27/09/2019	NATHAN NIAGA PHOTOGRAPHY	Payment		570.00
9	22/09/2019	NATHAN NIAGA PHOTOGRAPHY	Providing photography services at the Paraburdoo community celebration event held on 07/09/19	570.00	
		<b>NATHAN NIAGA PHOTOGRAPHY</b>		<b>570.00</b>	<b>570.00</b>
EFT49488	27/09/2019	NEOWEST BUILDING CO	Payment		34336.80
2229	18/09/2019	NEOWEST BUILDING CO	Community Hub Building Completion - progress claim #2	34336.80	
		<b>NEOWEST BUILDING CO</b>		<b>34336.80</b>	<b>34336.8</b>
EFT49489	27/09/2019	NINTIRRI CENTRE INC	Payment		760.00
00001190	31/08/2019	NINTIRRI CENTRE INC	Hire of boardroom and catering Tom Price for training 13/08/19 to 16/08/19	760.00	
		<b>NINTIRRI CENTRE INC</b>		<b>760.00</b>	<b>760.00</b>
EFT49490	27/09/2019	ONSITE RENTAL GROUP OPERATIONS (WA)	Payment		94.39
3055145	31/08/2019	ONSITE RENTAL GROUP OPERATIONS (WA)	Generator hire 30/08/2019 - 31/08/2019 for Twitchen Road	94.39	
		<b>ONSITE RENTAL GROUP OPERATIONS (WA)</b>		<b>94.39</b>	<b>94.39</b>
EFT49491	27/09/2019	ONSLow POLICE STATION PCYC	Payment		600.00
T1305	25/09/2019	ONSLow POLICE STATION PCYC	REFUND VENUE AND KEY BOND FOR MPC RECEIPT #83329 ONSLOW POLICE STATION	600.00	
		<b>ONSLow POLICE STATION PCYC</b>		<b>600.00</b>	<b>600.00</b>
EFT49492	27/09/2019	PANNAWONICA CRAFT CLUB	Payment		100.00
05/2019	01/04/2019	PANNAWONICA CRAFT CLUB	Create and decorate start/finish line for Great Pannawonica Race 18/05/19	100.00	
		<b>PANNAWONICA CRAFT CLUB</b>		<b>100.00</b>	<b>100</b>
EFT49493	27/09/2019	PARABURDOO RED DIRT ROCKS	Payment		10000.00
00012	18/09/2019	PARABURDOO RED DIRT ROCKS	Signature Event Funding - Paraburdoo Red Dirt Rocks	10000.00	
		<b>PARABURDOO RED DIRT ROCKS</b>		<b>10000.00</b>	<b>10000.00</b>
EFT49494	27/09/2019	PETER FOSTER	Payment		233.27
EXPENSE240919	24/09/2019	PETER FOSTER	Reimbursement for fuel - fuel card did not work	71.57	
CouncillorTRAVEL25	25/09/2019	PETER FOSTER	Councillor travel expense to attend Rio Tinto Partnership Governance Committee 12/09/2019	161.70	
		<b>PETER FOSTER</b>		<b>233.27</b>	<b>233.27</b>
EFT49495	27/09/2019	PFD FOOD SERVICES PTY LTD	Payment		2253.95
KQ924926	17/09/2019	PFD FOOD SERVICES PTY LTD	Kiosk stock for start of season Onslow Aquatic Centre	2253.95	
		<b>PFD FOOD SERVICES PTY LTD</b>		<b>2253.95</b>	<b>2253.95</b>
EFT49496	27/09/2019	PILBARA FOOD SERVICES	Payment		60.65
SI107997	20/09/2019	PILBARA FOOD SERVICES	Milk for Tom Price Administration Building	60.65	
		<b>PILBARA FOOD SERVICES</b>		<b>60.65</b>	<b>60.65</b>
EFT49497	27/09/2019	RACHEL CRYER	Payment		15.00
T1304	25/09/2019	RACHEL CRYER	REFUND GYM BOND RECEIPT #83231 RACHEL CRYER	15.00	
		<b>RACHEL CRYER</b>		<b>15.00</b>	<b>15.00</b>
EFT49498	27/09/2019	RED BREEZE (LEADKINTO CATERING)	Payment		172.00
20082019	20/08/2019	RED BREEZE (LEADKINTO CATERING)	Catering for Acacia workshop 20/08/2019	172.00	
		<b>RED BREEZE (LEADKINTO CATERING)</b>		<b>172.00</b>	<b>172.00</b>
EFT49499	27/09/2019	RENTOKIL PEST CONTROL	Payment		2211.00
19865120	29/08/2019	RENTOKIL PEST CONTROL	Termite inspections and management Tom Price - 98 Oleander St, 787 Larnook St, 710 Yiluk St	2211.00	
		<b>RENTOKIL PEST CONTROL</b>		<b>2211.00</b>	<b>2211.00</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49500	27/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Payment		20157.42
5000456540	26/08/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water Rate invoice 811 Ashburton Avenue Paraburdoo for billing period missed	643.31	
3003027947	29/08/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption for Lot 2003 Boonderoo Road Tom Price 26/07/19 - 27/08/19	388.88	
3003026964	29/08/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Oval change lights 2 East Road Tom Price 26/07/19 - 26/08/19	322.58	
3003028325	29/08/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Basket Ball Courts 897 Tanuna Street Tom Price 26/07/19 - 24/08/19	171.03	
3003027921	29/08/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Bird Park near Library Central Road Tom Price 26/07/19 - 27/08/19	132.57	
3003027251	29/08/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Area with Kiosk Tom Price 26/07/19 - 24/08/19	71.49	
1003041892	02/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity for 61 Pine Street Tom Price 27/05/19 - 26/08/19	550.84	
1003041546	02/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity for 27 Lilac Street Tom Price 27/05/19 - 28/08/19	416.92	
1003043740	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity for 17 Lilac Street Tom Price 27/05/19 - 29/08/19	534.64	
3003009440	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity for Lot 67 Camp Road Paraburdoo 26/07/19 - 18/08/19	159.59	
4003008580	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water consumption for Lot 67 Camp Road Paraburdoo 02/06/19 - 18/08/19	1021.02	
3003009168	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption for Lot 23 Turee Way Paraburdoo 26/07/19 - 18/08/19	174.86	
3003027665	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption for Shire Depot Lot 2001 Boonderoo Road Tom Price 26/07/19 - 27/08/19	295.22	
4003027028	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water consumption for Shire Depot Lot 2001 Boonderoo Road Tom Price 22/05/19 - 27/08/19	1756.46	
3003010471	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption for Kader Boot 811A Ashburton Avenue Paraburdoo 26/07/19 - 19/08/19	103.19	
3003008129	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Childcare Centre Lot 555 Fortescue Road Paraburdoo 08/08/19 - 20/08/19	556.75	
2003044118	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water consumption 17 Lilac Street Tom Price 27/05/19 - 24/08/19	94.26	
3003010240	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Public Toilets Lot 810 Ashburton Avenue Paraburdoo 26/07/19 - 19/08/19	200.33	
3003009812	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Skate park Lot 37 Fortescue Road Paraburdoo 26/07/19 - 20/08/19	213.52	
3003009523	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Oval Lights De Grey Road Paraburdoo 26/07/19 - 19/08/19	145.89	
3003009390	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Tennis Courts De Grey Road Paraburdoo 26/07/19 - 19/08/19	46.09	
3003028234	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Lions Park 874 North Road Tom Price 26/07/19 - 27/08/19	315.50	
3003028168	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption 865 Mine Road Tom Price 26/07/19 - 26/08/19	67.20	
3003009366	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Swimming Pool 616 Fortescue Road Paraburdoo 26/07/19 - 19/08/19	41.28	
3003009317	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Sports Pavilion 615 De Grey Road Paraburdoo 26/07/19 - 19/08/19	318.81	
3003009135	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Oval Change Rooms Fortescue Road Paraburdoo 26/07/19 - 19/08/19	41.28	
3003009119	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Meeka Park 625 Meeka Avenue Paraburdoo 26/07/19 - 18/08/19	45.96	
3003008905	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Community Centre 803 Ashburton Avenue Paraburdoo 26/07/19 - 19/08/19	61.30	
3003008871	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Basket Ball Court De Grey Road Paraburdoo 26/07/19 - 19/08/19	41.82	
4003008176	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water consumption for Community Centre 803 Ashburton Avenue Paraburdoo 01/06/19 - 19/08/19	1567.86	
4003008317	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water consumption Meeka Park 625 Meeka Avenue Paraburdoo 02/06/19 - 18/08/19	1083.85	
4003008499	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water consumption Swimming Pool 616 Fortescue Road Paraburdoo 02/06/19 - 19/08/19	1454.30	
4003008465	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water consumption Paraburdoo Community Hub 555 Ashburton Avenue 02/06/19 - 19/08/19	1564.52	
2003043870	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water consumption for 22 Lilac Street Tom Price 27/05/19 - 24/08/19	445.10	
4003008564	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water consumption Garden near fire hydrant Ashburton Avenue Paraburdoo 01/06/19 - 19/08/19	373.16	
4003027135	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water consumption Tourist Bureau 865 Central Road Tom Price 23/05/19 - 27/08/19	449.88	
2003044324	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water consumption for 27 Lilac Street Tom Price 27/05/19 - 24/08/19	68.66	
2003043763	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water consumption for 423 Hibiscus Street Tom Price 01/06/19 - 23/08/19	22.97	
3003027186	03/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Electricity consumption Swimming Pool 849 Willow Road Tom Price 26/07/19 - 26/08/19	3315.95	
2003012404	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water consumption Lot 172 Hardy Avenue 01/06/19 - 19/08/19	333.74	
2003021710	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water consumption for Lot 556 Margaret Avenue Paraburdoo 01/06/19 - 18/08/19	498.43	
2003020019	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water consumption Lot 56 Whaleback Avenue Paraburdoo 31/05/19 - 18/08/19	5.74	
2003013055	10/09/2019	RIO TINTO - PILBARA IRON COMPANY SERVICES P/L	Water consumption Lot 565 Brockman Avenue Paraburdoo 01/06/19 - 18/08/19	40.67	
		<b>RIO TINTO - PILBARA IRON COMPANY SERVICES P/L</b>		<b>20157.42</b>	<b>20157.42</b>
EFT49501	27/09/2019	ROBE RIVER RODEO INC.	Payment		10000.00
20190901A	05/09/2019	ROBE RIVER RODEO INC.	Signature event funding - Robe River Rodeo 2019	10000.00	
		<b>ROBE RIVER RODEO INC.</b>		<b>10000.00</b>	<b>10000.00</b>
EFT49502	27/09/2019	RODNEY MARK SMALLACOMBE	Payment		1440.00
050	19/09/2019	RODNEY MARK SMALLACOMBE	Rent for 395 Bruce Avenue Paraburdoo for October 2019	1440.00	
		<b>RODNEY MARK SMALLACOMBE</b>		<b>1440.00</b>	<b>1440.00</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49503	27/09/2019	RSA PTY LTD	Payment		5401.00
103977	06/09/2019	RSA PTY LTD	Structural investigation of Karingal Centre Paraburdoo	5401.00	
		<b>RSA PTY LTD</b>		<b>5401.00</b>	<b>5401.00</b>
EFT49504	27/09/2019	RYAN WATSON	Payment		75.00
REFUND190919	19/09/2019	RYAN WATSON	Refund of cancelled dog kennelling - refer receipt #82848	75.00	
		<b>RYAN WATSON</b>		<b>75.00</b>	<b>75.00</b>
EFT49505	27/09/2019	SAI GLOBAL LTD	Payment		330.57
SAIG1IS-976646	10/09/2019	SAI GLOBAL LTD	SAI Global Annual Licence Royalties Sept 2018 - Sept 2019	330.57	
		<b>SAI GLOBAL LTD</b>		<b>330.57</b>	<b>330.57</b>
EFT49506	27/09/2019	SHAKIRA WALSH	Payment		100.00
T1111	25/09/2019	SHAKIRA WALSH	Refund key bond for little athletics receipt #80900	100.00	
		<b>SHAKIRA WALSH</b>		<b>100.00</b>	<b>100.00</b>
EFT49507	27/09/2019	SHIRE OF ASHBURTON	Payment		1957.00
19-40	19/09/2019	SHIRE OF ASHBURTON	Planning application fee for 215 Grevillea Street Tom Price	1957.00	
		<b>SHIRE OF ASHBURTON</b>		<b>1957.00</b>	<b>1957.00</b>
EFT49508	27/09/2019	SIGMA CHEMICALS	Payment		2773.54
130576/01	16/08/2019	SIGMA CHEMICALS	Repair pool cleaner Paraburdoo Swimming Pool	875.49	
130574/01	16/08/2019	SIGMA CHEMICALS	Repair pool cleaner Paraburdoo Swimming Pool	396.55	
130508/01	19/08/2019	SIGMA CHEMICALS	1 x Pallet 25kg dry acid for Paraburdoo Swimming Pool	1501.50	
		<b>SIGMA CHEMICALS</b>		<b>2773.54</b>	<b>2773.54</b>
EFT49509	27/09/2019	SODEXO REMOTE SITES AUSTRALIA PTY LTD	Payment		48.93
5100038532	05/09/2019	SODEXO REMOTE SITES AUSTRALIA PTY LTD	Monthly purchases for Pannawonica August 2019	48.93	
		<b>SODEXO REMOTE SITES AUSTRALIA PTY LTD</b>		<b>48.93</b>	<b>48.93</b>
EFT49510	27/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Payment		32640.68
PM01-015723	19/08/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent Unit 4/ 4 Canberra Drive Tom Price 01/09/19 - 30/09/19	910.00	
PM01-016009	28/08/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 67 Tamarind Street Tom Price 28/08/19 - 27/09/19	1061.66	
PM01-016461	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 1217 Wilgerup Place Tom Price 01/10/19 - 31/10/19	1516.67	
PM01-016539	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 21B Cogelup Way Tom Price 01/10/19 - 31/10/19	1516.66	
PM01-016511	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 27 Lilac Street Tom Price 01/10/19 - 31/10/19	1516.67	
PM01-016533	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for Unit 3/10 Canberra Drive Tom Price 01/10/19 - 31/10/19	823.33	
PM01-016468	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for Unit 3/19 Allambi Place Tom Price 01/10/19 - 31/10/19	736.66	
PM01-016439	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for Unit 3/02 Canberra Drive Tom Price 01/10/19 - 31/10/19	1516.66	
PM01-016536	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for Unit 3/25 Allambi Place Tom Price 01/10/19 - 31/10/19	910.00	
PM01-016466	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 397 Acalypha Street Tom Price 01/10/19 - 31/10/19	1300.00	
PM01-016469	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 4 Weelamurra Court Tom Price 01/10/19 - 31/10/19	1408.33	
PM01-016463	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for Unit 4/4 Canberra Drive Tom Price 01/10/19 - 31/10/19	910.00	
PM01-016512	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for Unit 4/6 Canberra Drive Tom Price 01/10/19 - 31/10/19	1300.00	
PM01-016473	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 144 Cedar Street Tom Price 01/10/19 - 31/10/19	1516.66	
PM01-016509	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 423 Hibiscus Street Tom Price 01/10/19 - 31/10/19	1516.67	
PM01-016535	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 726 Yiluk Street Tom Price 01/10/19 - 31/10/19	1300.00	
PM01-016522	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 816 Kulai Street Tom Price 01/10/19 - 31/10/19	1321.66	
PM01-016451	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 1166 Tarwonga Circuit Tom Price 01/10/19 - 31/10/19	2172.62	
PM01-016504	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 159 Cassia Street Tom Price 01/10/19 - 31/10/19	1738.10	
PM01-016532	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 17B Cogelup Way Tom Price 01/10/19 - 31/10/19	1300.00	
PM01-016454	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 18 Weelamurra Court Tom Price 01/10/19 - 31/10/19	1516.66	
PM01-016538	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for Unit 2/19 Allambi Place Tom Price 01/10/19 - 31/10/19	1516.67	
PM01-016505	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for Unit 2/2 Canberra Drive Tom Price 01/10/19 - 31/10/19	910.00	
PM01-016470	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for Unit 2/23 Allambi Place Tom Price 01/10/19 - 31/10/19	1191.67	
PM01-016545	17/09/2019	SODEXO REMOTE SITES - RENTAL PAYMENTS	Rent for 20 Lilac Street Tom Price 01/10/19 - 31/10/19	1213.33	
		<b>SODEXO REMOTE SITES - RENTAL PAYMENTS</b>		<b>32640.68</b>	<b>32640.68</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49511	27/09/2019	SONIC HEALTH PLUS PTY LTD	Payment		6124.80
1879261	12/09/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.103P 11/09/2019	457.60	
1881447	16/09/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.193 13/09/2019	619.30	
1881448	16/09/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.266 13/09/2019	457.60	
1884514	18/09/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.75T 09/09/2019	701.80	
1884516	18/09/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.75T 09/09/2019	701.80	
1884517	18/09/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.75T 09/09/2019	701.80	
1884515	18/09/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.116 02/09/2019	828.30	
1884518	18/09/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.116 02/09/2019	828.30	
1884519	18/09/2019	SONIC HEALTH PLUS PTY LTD	Pre-employment medical and DAS for JA.116 02/09/2019	828.30	
		<b>SONIC HEALTH PLUS PTY LTD</b>		<b>6124.80</b>	<b>6124.80</b>
EFT49512	27/09/2019	SUNNY SIGN COMPANY PTY LTD	Payment		116.88
415814	09/08/2019	SUNNY SIGN COMPANY PTY LTD	Signage for Onslow Airport Hangar	116.88	
		<b>SUNNY SIGN COMPANY PTY LTD</b>		<b>116.88</b>	<b>116.88</b>
EFT49513	27/09/2019	T-QUIP	Payment		600.00
86478#12	02/09/2019	T-QUIP	Disc brushes for PRS04 road sweeper	600.00	
		<b>T-QUIP</b>		<b>600.00</b>	<b>600.00</b>
EFT49514	27/09/2019	TAYLAH WALKER	Payment		500.00
DONATION230919	23/09/2019	TAYLAH WALKER	Small assistance donation towards cost of travel to represent the North West Region at 2019 Netball State Cup	500.00	
		<b>TAYLAH WALKER</b>		<b>500.00</b>	<b>500.00</b>
EFT49515	27/09/2019	TENDERLINK.COM	Payment		345.40
ASHBRT-289380	02/09/2019	TENDERLINK.COM	RFQ 31.19 Culvert installation Pannawonica Millstream - Final	172.70	
ASHBRT-289625	04/09/2019	TENDERLINK.COM	RFQ 32.19 Design and construct sheltered BBQ picnic facility at Pool Paraburdo	172.70	
		<b>TENDERLINK.COM</b>		<b>345.40</b>	<b>345.40</b>
EFT49516	27/09/2019	THALANYJI SERVICE STATIONS	Payment		874.53
11-98045	09/09/2019	THALANYJI SERVICE STATIONS	61.16L Diesel fuel for PTC05 1999 Kubota Tractor	102.39	
11-98105	10/09/2019	THALANYJI SERVICE STATIONS	25.29L Unleaded fuel for P575 Sundry Items Tom Price Depot	43.55	
11-98155	10/09/2019	THALANYJI SERVICE STATIONS	61.34L Unleaded fuel for PUT80 2013 Toyota Hilux 4x2	105.62	
11-98213	11/09/2019	THALANYJI SERVICE STATIONS	46.69L Diesel fuel for PSW83 2017 Toyota Fortuner	78.02	
11-98233	11/09/2019	THALANYJI SERVICE STATIONS	32.91L Diesel fuel for PSW75 Isuzu MUX LS-U Wagon	55.00	
11-98300	12/09/2019	THALANYJI SERVICE STATIONS	56.46L Unleaded fuel for PUT117 Toyota Hilux	96.21	
11-98383	13/09/2019	THALANYJI SERVICE STATIONS	101.83L Diesel fuel for P575 Sundry Items Tom Price Depot	170.16	
11-98384	13/09/2019	THALANYJI SERVICE STATIONS	62.55L Unleaded fuel for PUT118 Toyota Hilux	106.58	
11-98387	13/09/2019	THALANYJI SERVICE STATIONS	63.48L Premium unleaded fuel for PUT107 2015 Toyota Hilux	117.00	
		<b>THALANYJI SERVICE STATIONS</b>		<b>874.53</b>	<b>874.53</b>
EFT49517	27/09/2019	THE EVENT MILL PTY LTD	Payment		165.00
12383	23/09/2019	THE EVENT MILL PTY LTD	Additional fencing hire for Onslow Gala Ball 2019	165.00	
		<b>THE EVENT MILL PTY LTD</b>		<b>165.00</b>	<b>165.00</b>
EFT49518	27/09/2019	THE PAPER COMPANY OF AUSTRALIA	Payment		1095.77
00044815	03/09/2019	THE PAPER COMPANY OF AUSTRALIA	Paper for Tom Price Administration Building	1095.77	
		<b>THE PAPER COMPANY OF AUSTRALIA</b>		<b>1095.77</b>	<b>1095.77</b>
EFT49519	27/09/2019	TNT EXPRESS	Payment		99.17
56833953	31/08/2019	TNT EXPRESS	Freight charges Tom Price to Pathwest Perth for water sample testing 20/08/19	99.17	
		<b>TNT EXPRESS</b>		<b>99.17</b>	<b>99.17</b>
EFT49520	27/09/2019	TOLL TRANSPORT PTY LTD	Payment		2932.24
1472-3VA230	25/08/2019	TOLL TRANSPORT PTY LTD	Freight charges 10/05/2019 - 19/08/2019	788.37	
1473-3VA230	01/09/2019	TOLL TRANSPORT PTY LTD	Freight charges 27/08/2019 - 30/08/2019	714.27	
1474-3VA230	08/09/2019	TOLL TRANSPORT PTY LTD	Freight charges 20/06/2019 - 07/09/2019	653.61	
1475-3VA230	15/09/2019	TOLL TRANSPORT PTY LTD	Freight charges 11/09/2019 - 13/09/2019	428.75	
208624	17/09/2019	TOLL TRANSPORT PTY LTD	Freight charges Tom Price Library to State Library Perth	347.24	
		<b>TOLL TRANSPORT PTY LTD</b>		<b>2932.24</b>	<b>2932.24</b>
EFT49521	27/09/2019	TOM PRICE MEN'S SHED	Payment		500.00
DONATION180919	18/09/2019	TOM PRICE MEN'S SHED	Small assistance donation toward cost of tip charges	500.00	
		<b>TOM PRICE MEN'S SHED</b>		<b>500.00</b>	<b>500.00</b>



## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
EFT49522	27/09/2019	TOM PRICE TYREPRO & MECHANICAL	Payment		1696.80
00070574	09/09/2019	TOM PRICE TYREPRO & MECHANICAL	Supply and fit new tyre to loose wheel on PSW48 2012 Toyota Prado	371.00	
00070686	18/09/2019	TOM PRICE TYREPRO & MECHANICAL	Strip and fit tyre to PTC07 2012 Kubota Tractor	1025.80	
00070700	19/09/2019	TOM PRICE TYREPRO & MECHANICAL	Insurance excess for claim #633660414 on PUT117 Toyota Hilux	300.00	
		<b>TOM PRICE TYREPRO &amp; MECHANICAL</b>		<b>1696.80</b>	<b>1696.80</b>
EFT49523	27/09/2019	TOM PRICE TYRES	Payment		211.63
10031492	15/07/2019	TOM PRICE TYRES	Service and parts for PSW88 Toyota Fortuner	211.63	
		<b>TOM PRICE TYRES</b>		<b>211.63</b>	<b>211.63</b>
EFT49524	27/09/2019	VANGUARD PRESS (VANPRESS T/AS)	Payment		1806.24
IN023602	15/09/2019	VANGUARD PRESS (VANPRESS T/AS)	Brochure distribution, warehousing and transport TPVC 01/08/2019 - 31/08/2019	1806.24	
		<b>VANGUARD PRESS (VANPRESS T/AS)</b>		<b>1806.24</b>	<b>1806.24</b>
EFT49525	27/09/2019	VARIDESK LLC	Payment		675.00
IVC-2-1267771	02/09/2019	VARIDESK LLC	Stand up desk for Employee #1665	675.00	
		<b>VARIDESK LLC</b>		<b>675.00</b>	<b>675.00</b>
EFT49526	27/09/2019	VIVA ENERGY AUSTRALIA LTD	Payment		20569.32
2211725	31/08/2019	VIVA ENERGY AUSTRALIA LTD	Fuel usage 01/08/2019 - 31/08/2019 (12,242.66x litres)	20569.32	
		<b>VIVA ENERGY AUSTRALIA LTD</b>		<b>20569.32</b>	<b>20569.32</b>
EFT49527	27/09/2019	WA RETICULATION SUPPLIES	Payment		570.25
J6021	04/09/2019	WA RETICULATION SUPPLIES	Reticulation parts for trees in Tom Price	262.25	
J6024	04/09/2019	WA RETICULATION SUPPLIES	Bermad 400 series reticulation device for Area W Tom Price	308.00	
		<b>WA RETICULATION SUPPLIES</b>		<b>570.25</b>	<b>570.25</b>
EFT49528	27/09/2019	WALGA - WA LOCAL GOV. ASSOC.	Payment		9726.00
I3078315	29/08/2019	WALGA - WA LOCAL GOV. ASSOC.	Registration for Councillor to attend Local Government Convention in Perth from 06/08/19 - 09/08/19	1528.00	
I3078316	29/08/2019	WALGA - WA LOCAL GOV. ASSOC.	Registration for Councillor to attend Local Government Convention in Perth from 06/08/19 - 09/08/19	1615.00	
I3078317	29/08/2019	WALGA - WA LOCAL GOV. ASSOC.	Registration for Councillor to attend Local Government Convention in Perth from 06/08/19 - 09/08/19	1615.00	
I3078318	29/08/2019	WALGA - WA LOCAL GOV. ASSOC.	Registration for Councillor to attend Local Government Convention in Perth from 06/08/19 - 09/08/19	1528.00	
I3078319	29/08/2019	WALGA - WA LOCAL GOV. ASSOC.	Registration for Councillor to attend Local Government Convention in Perth from 06/08/19 - 09/08/19	1615.00	
I3078729	29/08/2019	WALGA - WA LOCAL GOV. ASSOC.	Registration for Councillor Peter Foster for WALGA week welcome reception 07/08/19	70.00	
I3078754	29/08/2019	WALGA - WA LOCAL GOV. ASSOC.	Registration for Councillor and partner to attend Local Government Convention 06/08/19 - 09/08/19	140.00	
I3078596	29/08/2019	WALGA - WA LOCAL GOV. ASSOC.	Registration for Councillor and partner to attend Local Government Convention 06/08/19 - 09/08/19	1615.00	
		<b>WALGA - WA LOCAL GOV. ASSOC.</b>		<b>9726.00</b>	<b>9726.00</b>
		<b>TOTAL</b>		<b>3867006.86</b>	<b>3867006.86</b>
<b>Superannuation</b>					
DD14530.1	01/09/2019	CLICKSUPER	Payment		152395.57
SUPER	01/09/2019	CLICKSUPER	Superannuation contributions	152395.57	
		<b>CLICKSUPER</b>		<b>152395.57</b>	<b>152395.57</b>
DD14568.10	15/09/2019	CLICKSUPER	Payment		27004.79
SUPER	15/09/2019	CLICKSUPER	Superannuation contributions	27004.79	
		<b>CLICKSUPER</b>		<b>27004.79</b>	<b>27004.79</b>
		<b>TOTAL</b>		<b>179400.36</b>	<b>179400.36</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
<b>Trust Payments</b>					
EFT49258	06/09/2019	BJK PUBLISHING & PHOTOGRAPHY	Payment		185.50
T6603	05/09/2019	BJK PUBLISHING & PHOTOGRAPHY	Total sales for August 2019	185.50	
		<b>BJK PUBLISHING &amp; PHOTOGRAPHY</b>		<b>185.50</b>	<b>185.50</b>
EFT49259	06/09/2019	CRAIG HAMMERSLEY	Payment		37.50
T6606	05/09/2019	CRAIG HAMMERSLEY	Total sales for August 2019	37.50	
		<b>CRAIG HAMMERSLEY</b>		<b>37.50</b>	<b>37.50</b>
EFT49260	06/09/2019	FRANK RICHARDSON	Payment		452.00
T6602	05/09/2019	FRANK RICHARDSON	Total sales for August 2019	452.00	
		<b>FRANK RICHARDSON</b>		<b>452.00</b>	<b>452.00</b>
EFT49261	06/09/2019	GRAEME G HAMMOND	Payment		85.00
T6608	05/09/2019	GRAEME G HAMMOND	Total sales for August 2019	85.00	
		<b>GRAEME G HAMMOND</b>		<b>85.00</b>	<b>85.00</b>
EFT49262	06/09/2019	L.E'S PHOTOGRAPHY - PILBARA COLOURS BY LE	Payment		34.00
T6610	05/09/2019	L.E'S PHOTOGRAPHY - PILBARA COLOURS BY LE	Total sales for August 2019	34.00	
		<b>L.E'S PHOTOGRAPHY - PILBARA COLOURS BY LE</b>		<b>34.00</b>	<b>34.00</b>
EFT49263	06/09/2019	LESTOK TOURS PTY LTD	Payment		5031.00
T6502	05/09/2019	LESTOK TOURS PTY LTD	Gorge Tours for August 2019	5031.00	
		<b>LESTOK TOURS PTY LTD</b>		<b>5031.00</b>	<b>5031.00</b>
EFT49264	06/09/2019	MODUS COMPLIANCE PTY LTD	Payment		200.00
T1	05/09/2019	MODUS COMPLIANCE PTY LTD	Refund for overpayment of BCITF fee APP #20180142 Receipt #81261	200.00	
		<b>MODUS COMPLIANCE PTY LTD</b>		<b>200.00</b>	<b>200.00</b>
EFT49265	06/09/2019	RENAE MADE IT	Payment		214.20
T6616	05/09/2019	RENAE MADE IT	Total sales for August 2019	214.20	
		<b>RENAE MADE IT</b>		<b>214.20</b>	<b>214.20</b>
EFT49266	06/09/2019	THE FLYING SANDGROPER TOURS	Payment		1168.75
T6615	06/09/2019	THE FLYING SANDGROPER TOURS	Total sales for August 2019	1168.75	
		<b>THE FLYING SANDGROPER TOURS</b>		<b>1168.75</b>	<b>1168.75</b>
EFT49267	06/09/2019	TRIAD LASER CRAFTS (PREV HOBBYIST ARTIST)	Payment		1574.00
T6613	05/09/2019	TRIAD LASER CRAFTS (PREV HOBBYIST ARTIST)	Total sales for August 2019	1574.00	
		<b>TRIAD LASER CRAFTS (PREV HOBBYIST ARTIST)</b>		<b>1574.00</b>	<b>1574.00</b>
EFT49347	13/09/2019	CONSTRUCTION TRAINING FUND	Payment		96122.12
T1	13/09/2019	CONSTRUCTION TRAINING FUND	CITF Levys collected for the month of August 2019	96122.12	
		<b>CONSTRUCTION TRAINING FUND</b>		<b>96122.12</b>	<b>96122.12</b>
EFT49348	13/09/2019	DEPARTMENT OF MINES INDUSTRY REGULATION AND	Payment		2647.26
T2	13/09/2019	DEPARTMENT OF MINES INDUSTRY REGULATION AND	BRB Levys collected for the month of August 2019	2647.26	
		<b>DEPARTMENT OF MINES INDUSTRY REGULATION AND</b>		<b>2647.26</b>	<b>2647.26</b>
EFT49349	13/09/2019	EVE LINCOLN	Payment		500.00
T1103	13/09/2019	EVE LINCOLN	Refund venue bond for Tom Price Recreation Centre Receipt #72588 Eve Lincoln	500.00	
		<b>EVE LINCOLN</b>		<b>500.00</b>	<b>500.00</b>
EFT49350	13/09/2019	NINTIRRI CENTRE INC	Payment		100.00
T1105	13/09/2019	NINTIRRI CENTRE INC	Refund key bond for Tom Price Kitchen receipt # 68245 Nintirri Centre	100.00	
		<b>NINTIRRI CENTRE INC</b>		<b>100.00</b>	<b>100</b>
EFT49351	13/09/2019	SHIRE OF ASHBURTON	Payment		618.00
T1	13/09/2019	SHIRE OF ASHBURTON	CITF commissions collected for August 2019	33.00	
T1103	13/09/2019	SHIRE OF ASHBURTON	Lost key - Reimbursement to SOA for Tom Price Recreation Centre receipt #72588 Eve Lincoln	100.00	
T2	13/09/2019	SHIRE OF ASHBURTON	BRB commission collected for August 2019	85.00	

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Reference Number	Date	Name	Description	Invoice Amount	Payment Amount
T1110	13/09/2019	SHIRE OF ASHBURTON	Lost key - reimbursement to SOA for Tom Price Basketball receipt #62907 Rachael Pleasance	100.00	
T1103	13/09/2019	SHIRE OF ASHBURTON	Lost key - reimbursement to SOA for Tom Price Basketball receipt #61355 Rio Tinto Health Wellness	200.00	
T1105	13/09/2019	SHIRE OF ASHBURTON	Lost key - reimbursement to SOA for Tom Price Recreation Centre receipt #46875 Tom Price Basketball	100.00	
		<b>SHIRE OF ASHBURTON</b>		<b>618.00</b>	<b>618.00</b>
EFT49352	19/09/2019	AMY HALL	Payment		600.00
T1105	18/09/2019	AMY HALL	Refund venue and key bond for Tom Price Sports Hall Receipt #71613 Amy Hall	600.00	
		<b>AMY HALL</b>		<b>600.00</b>	<b>600.00</b>
EFT49353	19/09/2019	FROM DUST CREATIVE ARTS	Payment		600.00
T1103	18/09/2019	FROM DUST CREATIVE ARTS	Refund venue and key bond for Tom Price Drama Hall receipt #82149 and #75893 Brie Healy Dust	600.00	
		<b>FROM DUST CREATIVE ARTS</b>		<b>600.00</b>	<b>600.00</b>
EFT49354	19/09/2019	KARRATHA SENIOR HIGH SCHOOL	Payment		600.00
T1105	18/09/2019	KARRATHA SENIOR HIGH SCHOOL	Refund venue and key bond for Tom Price Sports Pavilion receipt #76080 Karratha Senior	600.00	
		<b>KARRATHA SENIOR HIGH SCHOOL</b>		<b>600.00</b>	<b>600.00</b>
EFT49355	19/09/2019	SHIRE OF ASHBURTON	Payment		5591.97
T2000	18/09/2019	SHIRE OF ASHBURTON	Reimbursing SOA as cat traps were not returned receipt #14467, #58920 and #60099	540.00	
T2520	18/09/2019	SHIRE OF ASHBURTON	Reimbursement of retention funds to SOA, previously out of muni funds receipt #57575	5051.97	
		<b>SHIRE OF ASHBURTON</b>		<b>5591.97</b>	<b>5591.97</b>
EFT49356	19/09/2019	YAMATJI MARLPA ABORIGINAL CORP	Payment		500.00
T1108	18/09/2019	YAMATJI MARLPA ABORIGINAL CORP	Refund venue bond for Tom Price Sports Pavilion receipt #76783 Yamatji Marlpa AB	500.00	
		<b>YAMATJI MARLPA ABORIGINAL CORP</b>		<b>500.00</b>	<b>500.00</b>
		<b>TOTAL</b>		<b>116,861.30</b>	<b>116,861.30</b>
<b>Muni Cheques</b>					
28748	27/09/2019	SHIRE OF ASHBURTON (PETTY CASH)	Payment		728.35
TOMPRICEPETTYCAS	24/09/2019	SHIRE OF ASHBURTON (PETTY CASH)	Petty cash reimbursement Tom Price Administration 30/08/2019 - 24/09/2019	728.35	
		<b>SHIRE OF ASHBURTON (PETTY CASH)</b>		<b>728.35</b>	<b>728.35</b>
		<b>TOTAL</b>		<b>728.35</b>	<b>728.35</b>

<b>Shire of Ashburton</b>
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**CEO's Delegated Payment List - Regulation 13(1) Local  
Government (Financial Management) Regulation 1996**

**Corporate Credit Cards  
Payment Total for Month 5th August 2019 to 2nd  
September**

Description	Amount
CEO	\$ 1,419.03
Human Resources Manager	\$ 2,584.28
Manager Community Safety	\$ 958.20
Director Corporate Services	\$ 4,988.65
Director Infrastructure Services	\$ 2,893.54
Acting Director Community Services	\$ 53.11
Manager Building and Facilities Maintenance	\$ 3,094.90
Manager Governance and Corporate Strategy	\$ 393.81
<b>Grand Total</b>	<b>\$ 16,385.52</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

Trans No.	Date	Name	Description	Payment
<b>CEO</b>				
<b>\$10,000</b>				
RP-SEPT-19-01	05/08/2019	AUSTRALIA POST	Land title EIS ID Check	44.00
RP-SEPT-19-02	07/08/2019	CAFFEITALIA PERTH	Meals for councillors for WALGA meeting 07.08.19	818.80
RP-SEPT-19-04	08/08/2019	ADINA	Accommodation - to be credited next month	449.33
RP-SEPT-19-05	08/08/2019	ADINA	Meals for Councillor attending WALA Meeting in Perth 06.08.19	50.60
RP-SEPT-19-06	09/08/2019	ADINA	Credit card transaction - incorrect and to be refunded	711.44
RP-SEPT-19-07	09/08/2019	ADINA	Credit card transaction - refund	-711.44
RP-SEPT-19-08	31/08/2019	DROPBOX	Subscription for September 2019, includes foreign fee as paid in USD	20.30
RP-SEPT-19-03	07/08/2019	CAFFEITALIA PERTH	Refreshments for councillors for WALGA meeting 07.08.19	36.00
<b>Total</b>				<b>1,419.03</b>
<b>HUMAN RESOURCES MANAGER</b>				
<b>\$10,000</b>				
CL-SEPT-19-01	07/08/2019	TOM PRICE SENIOR HIGH SCHOOL	Meals for staff at Careers expo	40.00
CL-SEPT-19-02	08/08/2019	ST JOHN OF GOD FLORIST	Flowers for employee - new baby	75.00
CL-SEPT-19-03	17/08/2019	ONSLow GENERAL STORE	Bread for cooking demonstration at POP Festival Onslow	8.58
CL-SEPT-19-04	22/08/2019	ENVIRONMENTAL HEALTH AUSTRALIA	Registration fees for Employee #1721	775.00
CL-SEPT-19-05	30/08/2019	AUSTRALIA POST	5 and 3 years of service awards gift cards	1685.70
<b>Total</b>				<b>2,584.28</b>
<b>MANAGEER COMMUNITY SAFETY</b>				
<b>\$5,000</b>				
MJ-SEPT-19-01	19/08/2019	GLOBAL INDUSTRIAL	Ute canopy and freight	958.20
<b>Total</b>				<b>958.20</b>
<b>DIRECTOR CORPORATE SERVICES</b>				
<b>\$10,000</b>				
JB-SEPT-19-01	13/08/2019	ONSLow BEACH CLUB	Council Meeting Dinner for Councillors and Staff 13/08/2019	582.50
JB-SEPT-19-02	19/08/2019	REZDY	Annual subscription for Tom Price Visitor Centre 19/08/2019 - 19/08/2020	1834.80
JB-SEPT-19-03	19/08/2019	PIVOTEL	Monthly spot tracker for July 2019	823.43
JB-SEPT-19-04	27/08/2019	QUALITY PRESS	8x boxes of business cards for Employees	1082.40
JB-SEPT-19-05	29/08/2019	SODEXO	1x night accommodation for Employee #1576	170.00
JB-SEPT-19-06	02/09/2019	BLUE POD COFFEE	Coffee for Tom Price Administration Office	495.52
<b>Total</b>				<b>4,988.65</b>
<b>DIRECTOR INFRASTRUCTURE SERVICES</b>				
<b>\$10,000</b>				
IH-SEPT-19-01	07/08/2019	BLUEPOD COFFEE	Coffee pods for Tom Price Depot	575.00
IH-SEPT-19-02	14/08/2019	SWAN TAXIS	Cab charge for Perth Airport to Hotel for PRWMG Meeting	36.54
IH-SEPT-19-03	16/08/2019	DEPARTMENT OF WATER	Clearing permit application	2200.00
IH-SEPT-19-04	18/08/2019	KARRATHA AIRPORT	Parking costs for 14/08/19 - 18/08/19 for PRWMF meeting in Perth	82.00
<b>Total</b>				<b>2,893.54</b>
<b>ACTING DIRECTOR COMMUNITY SERVICES</b>				
<b>\$10,000</b>				
SJ-SEPT-19-01	07/08/2019	PARABURDOO IGA	Gift-wrap for Showcase in Pixels prizes	7.90
SJ-SEPT-19-02	09/08/2019	COLES	Masking tape for recreational event	16.25
SJ-SEPT-19-03	22/08/2019	SANITY	DVD's for Paraburdoo Library	28.96
<b>Total</b>				<b>53.11</b>

## LIST OF PAYMENTS FOR SEPTEMBER 2019

**MANAGER BUILDING AND FACILITIES MAINTENANCE****\$7,000**

CB-SEPT-19-01	08/09/2019	SKYJACKS
CB-SEPT-19-02	04/09/2019	RMS HOSPITALITY CLOUD

Electric pallet jack for Paraburdoo Swimming Pool	3034.85
Online booking fee Ocean View Caravan Park	60.05

<b>Total</b>	<b>3,094.90</b>
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**MANAGER GOVERNANCE & CORPORATE STRATEGY****\$5,000**

NT-SEPT-19-01	05/08/2019	LESTOK
NT-SEPT-19-02	12/08/2019	ONSLow GENERAL STORE
NT-SEPT-19-03	23/08/2019	WALGA
NT-SEPT-19-04	26/08/2019	COLES

Bus from Tom Price to Paraburdoo Airport for Councillor to attend WALGA Meeting	66.00
Consumables for the OCM 13 August 2019 in Onslow	141.70
Breakfast sessions for councillors 07.08.19	160.00
Consumables for Shire meeting regarding fire at Primary School	26.11

<b>Total</b>	<b>393.81</b>
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<b>Total Credit Cards</b>	<b>16,385.52</b>
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## BusinessChoice Everyday VISA Card Statement

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

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

### Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Robert L Paul		10,000	10,000.00
Statement From	Statement To	Facility Number	
05 AUG 2019	02 SEP 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	1,419.03	0.00	0.00	1,419.03 -	0.00	0.00	0.00


**Important notice regarding Autopay Direct Debit Arrangement- Direct Debit**

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

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

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

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

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

<b>BusinessChoice Everyday VISA Card</b>			
<b>Date of Transaction</b>	<b>Description</b>	<b>Debits/Credits</b>	<b>Cardholder Comments</b>
	<b>Purchases</b>		
05 AUG	POST TOM PRICE LPO TOM PRICE AU	44.00 ✓	
07 AUG	POSTAL SERVICES GOVERNMENT O PERTH CAFFE ITALIA EAST PERTH AU	818.80 ✓	
07 AUG	EATING PLACES, RESTAURANTS PERTH CAFFE ITALIA EAST PERTH AU	36.00 ✓	
08 AUG	EATING PLACES, RESTAURANTS ADINA APARTMENT HOTE PERTH AU	449.33 ✓	
09 AUG	HOTELS, MOTELS, RESORTS - LO ADINA APARTMENT HOTE PERTH AU	50.60 ✓	
09 AUG	HOTELS, MOTELS, RESORTS - LO ADINA APARTMENT HOTE PERTH AU	711.44	
09 AUG	HOTELS, MOTELS, RESORTS - LO ADINA APARTMENT HOTE PERTH AU	711.44 -	
31 AUG	HOTELS, MOTELS, RESORTS - LO Dropbox VRNNHKZ57TVC db.tt/cchelp IE	20.30 ✓	
	U. S. DOLLAR 13.19 INC FX FEE AUD \$0.58 COMPUTER NETWORK/INFORMATION		
	<b>Sub Total:</b>	<b>1,419.03</b>	
	<b>Miscellaneous Transactions</b>		
02 SEP	TRANSFER CLOSING BALANCE TO BILLING ACCT	1,419.03 -	
	<b>Sub Total:</b>	<b>1,419.03 -</b>	
	<b>Grand Total:</b>	<b>0.00</b>	





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

Cardholder Signature [Handwritten Signature] Date 17/9/19

Transactions examined and approved

Manager/Supervisor Signature [Handwritten Signature] Date 18/09/2019

Learn how to protect this account against unauthorised transactions. For more information click through to [westpac.com.au/businessdispute](http://westpac.com.au/businessdispute)

**BusinessChoice Everyday VISA Card Statement**

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**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	
05 AUG 2019	02 SEP 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	2,584.28	0.00	0.00	2,584.28 -	0.00	0.00	0.00



**Important notice regarding Autopay Direct Debit Arrangement- Direct Debit**

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

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

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BusinessChoice Everyday VISA Card			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
	<b>Purchases</b>		
06 AUG	TOM PRICE HIGH SCHOO TOM PRICE AU	40.00	
	ELEMENTARY & SECONDARY SCHOO		
08 AUG	328 St John of God Sub Subiaco WA AU	75.00	
	FLORISTS		
17 AUG	ONSLow GENERAL STORE ONSLOW AU	8.58	
	GROCERY STORES, SUPERMARKETS		
22 AUG	EHA (WA) Inc AVELEY AU	775.00	
	MEDICAL SERVICES NOT ELSEWHE		
30 AUG	POST TOM PRICE LPO TOM PRICE AU	1,685.70	
	POSTAL SERVICES GOVERNMENT O		
	<b>Sub Total:</b>	<b>2,584.28</b>	
	<b>Miscellaneous Transactions</b>		
02 SEP	TRANSFER CLOSING BALANCE TO BILLING ACCT	2,584.28 -	
	<b>Sub Total:</b>	<b>2,584.28 -</b>	
	<b>Grand Total:</b>	<b>0.00</b>	

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

Cardholder Signature *canavaney* Date 7/9/19

Transactions examined and approved.

Manager/Supervisor Signature *[Signature]* Date 25/9/19



## BusinessChoice Everyday VISA Card Statement

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### Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Mr Morgwn Lyndsay Jones		5,000	5,000.00
Statement From	Statement To	Facility Number	
05 AUG 2019	02 SEP 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	958.20	0.00	0.00	958.20 -	0.00	0.00	0.00



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

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BusinessChoice Everyday VISA Card			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
19 AUG	<b>Purchases</b> GLOBAL INDUSTRIAL OSBORNE PARK AU AUTOMOTIVE, AIRCRAFT & FARM	958.20	
	<b>Sub Total:</b>	<b>958.20</b>	
02 SEP	<b>Miscellaneous Transactions</b> TRANSFER CLOSING BALANCE TO BILLING ACCT	958.20 -	
	<b>Sub Total:</b>	<b>958.20 -</b>	
	<b>Grand Total:</b>	<b>0.00</b>	

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

Cardholder Signature  Date 5.9.19

Transactions examined and approved.

Manager/Supervisor Signature  Date 25/9/19

Learn how to protect this account against unauthorised transactions. For more information click through to [westpac.com.au/businessdispute](http://westpac.com.au/businessdispute)

## BusinessChoice Everyday VISA Card Statement

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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	
05 AUG 2019	02 SEP 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	4,988.65	0.00	0.00	4,988.65 -	0.00	0.00	0.00



**Important notice regarding Autopay Direct Debit Arrangement- Direct Debit**

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2. Impose a fee or charge (No change- We currently charge a \$9 missed payment fee when payment is not received by statement due date)
3. Charge interest on any unpaid purchases outstanding (No change)

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

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BusinessChoice Everyday VISA Card			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
	<b>Purchases</b>		
13 AUG	ONSLow BEACH RESORT ONSLOW AU	582.50	
19 AUG	DRINKING PLACES (ALCOHOLIC B) Rezdy 61450259174 AU	1,834.80	
19 AUG	COMPUTER SOFTWARE PIVOTEL SATELLITE SOUTHPORT AU	823.43	
27 AUG	TELECOMM SERVICE INC. LOCAL QUALITY PRESS WELSHPOOL AU	1,082.40	
29 AUG	QUICK-COPY, REPRODUCTION & B SODEXO REMOTE SITES AU PANNAWONICA AU	170.00	
02 SEP	CATERERS BLUE POD COFFEE MULGRAVE AU	495.52	
	EQUIPMENT RENTAL & LEASING S		
	<b>Sub Total:</b>	<b>4,988.65</b>	
	<b>Miscellaneous Transactions</b>		
02 SEP	TRANSFER CLOSING BALANCE TO BILLING ACCT	4,988.65 -	
	<b>Sub Total:</b>	<b>4,988.65 -</b>	
	<b>Grand Total:</b>	<b>0.00</b>	

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

Cardholder Signature JP31 Date 18/09/2019

Transactions examined and approved

Manager/Supervisor Signature [Signature] Date 23/09/2019



## BusinessChoice Everyday VISA Card Statement

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### Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Ian Hamilton		10,000	10,000.00
Statement From	Statement To	Facility Number	
05 AUG 2019	02 SEP 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	2,893.54	0.00	0.00	2,893.54 -	0.00	0.00	0.00





**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
	<b>Purchases</b>		
07 AUG	BLUE POD COFFEE MULGRAVE AU	575.00	
14 AUG	EQUIPMENT RENTAL & LEASING S SWAN TAXIS 13 13 30 VICTORIA PARK AU	36.54	
16 AUG	TAXICABS/LIMOUSINES DWER - WATER PERTH AU	2,200.00	
18 AUG	GOVERNMENT SERVICES NOT ELSE KarrathaAirport GapRidge AU	82.00	
	<b>Sub Total:</b>	<b>2,893.54</b>	
	<b>Miscellaneous Transactions</b>		
02 SEP	TRANSFER CLOSING BALANCE TO BILLING ACCT	2,893.54 -	
	<b>Sub Total:</b>	<b>2,893.54 -</b>	
	<b>Grand Total:</b>	<b>0.00</b>	

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

DocuSigned by:  
 Cardholder Signature Ian Hamilton Date 5/9/2019

E5C3158770DA429...  
 Transactions examined and approved. [Signature]

Manager/Supervisor Signature [Signature] Date 22/9/19



## 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	
05 AUG 2019	02 SEP 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	53.11	0.00	0.00	53.11 -	0.00	0.00	0.00



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3. Charge interest on any unpaid purchases outstanding (No change)

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BusinessChoice Everyday VISA Card			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
	<b>Purchases</b>		
07 AUG	PARABURDOO IGA PARABURDOO AU GROCERY STORES, SUPERMARKETS	7.90	
09 AUG	COLES 0328 TOM PRICE AU GROCERY STORES, SUPERMARKETS	16.25	
23 AUG	SANITY WEB STORE MILPERRA AU MUSIC STORES- MUSICAL INSTRU	28.96	
	<b>Sub Total:</b>	<b>53.11</b>	
	<b>Miscellaneous Transactions</b>		
02 SEP	TRANSFER CLOSING BALANCE TO BILLING ACCT	53.11 -	
	<b>Sub Total:</b>	<b>53.11 -</b>	
	<b>Grand Total:</b>	<b>0.00</b>	

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

Cardholder Signature  Date 10/09/19

Transactions examined and approved.

Manager/Supervisor Signature  Date 25/4/19

Learn how to protect this account against unauthorised transactions. For more information click through to [westpac.com.au/businessdispute](http://westpac.com.au/businessdispute)



## BusinessChoice Everyday VISA Card Statement

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

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

### Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Miss C R Bryce		7,000	7,000.00
Statement From	Statement To	Facility Number	
05 AUG 2019	02 SEP 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	3,094.90	0.00	0.00	3,094.90 -	0.00	0.00	0.00


**Important notice regarding Autopay Direct Debit Arrangement- Direct Debit**

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

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

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

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

BusinessChoice Everyday VISA Card			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
16 AUG	<b>Purchases</b> SP * SKYJACKS MELBOUNE AU	3,034.85	
01 SEP	COMPUTER SOFTWARE RMS- Commercial 0383999462 AU HOTELS, MOTELS, RESORTS - LO	60.05	
	<b>Sub Total:</b>	<b>3,094.90</b>	
02 SEP	<b>Miscellaneous Transactions</b> TRANSFER CLOSING BALANCE TO BILLING ACCT	3,094.90 -	
	<b>Sub Total:</b>	<b>3,094.90 -</b>	
	<b>Grand Total:</b>	<b>0.00</b>	

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

Cardholder Signature \_\_\_\_\_

Date 4/9/19

Transactions examined and approved. \_\_\_\_\_

Manager/Supervisor Signature \_\_\_\_\_

Date 6/9/19

Learn how to protect this account against unauthorised transactions. For more information click through to [westpac.com.au/businessdispute](http://westpac.com.au/businessdispute)

### BusinessChoice Everyday VISA Card Statement

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

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

#### Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Mrs N Tyson		5,000	5,000.00
Statement From	Statement To	Facility Number	
05 AUG 2019	02 SEP 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	393.81	0.00	0.00	393.81 -	0.00	0.00	0.00

**Important notice regarding Autopay Direct Debit Arrangement- Direct Debit**

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

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

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

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

BusinessChoice Everyday VISA Card			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
	<b>Purchases</b>		
05 AUG	LESTOK TOURS PTY LTD TOM PRICE AU	66.00	
12 AUG	MOTOR FREIGHT CARRIERS, TRUC ONSLow GENERAL STORE ONSLOW AU	141.70	
23 AUG	GROCERY STORES, SUPERMARKETS WA LOCAL GOVERNMENT WEST LEEDERVI AU	160.00	
26 AUG	GOVERNMENT SERVICES NOT ELSE COLES 0328 TOM PRICE AU	26.11	
	GROCERY STORES, SUPERMARKETS		
	<b>Sub Total:</b>	<b>393.81</b>	
	<b>Miscellaneous Transactions</b>		
02 SEP	TRANSFER CLOSING BALANCE TO BILLING ACCT	393.81 -	
	<b>Sub Total:</b>	<b>393.81 -</b>	
	<b>Grand Total:</b>	<b>0.00</b>	

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

Cardholder Signature \_\_\_\_\_ Date 4/9/19

Transactions examined and approved.

Manager/Supervisor Signature \_\_\_\_\_ Date 5/9/19



**Australian Government**  
**Productivity Commission**

# Remote Area Tax Concessions and Payments

## Productivity Commission Draft Report *Overview*

August 2019

This is a draft report prepared for further public consultation and input. The Commission will finalise its report after these processes have taken place.



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### The Productivity Commission

The Productivity Commission is the Australian Government's independent research and advisory body on a range of economic, social and environmental issues affecting the welfare of Australians. Its role, expressed most simply, is to help governments make better policies, in the long term interest of the Australian community.

The Commission's independence is underpinned by an Act of Parliament. Its processes and outputs are open to public scrutiny and are driven by concern for the wellbeing of the community as a whole.

Further information on the Productivity Commission can be obtained from the Commission's website ([www.pc.gov.au](http://www.pc.gov.au)).

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# Opportunity for further comment

You are invited to examine this draft and comment on it by written submission to the Productivity Commission, preferably in electronic format, by Friday 11 October 2019.

Further information on how to provide a submission is included on the study website: [www.pc.gov.au/inquiries/current/remote-tax](http://www.pc.gov.au/inquiries/current/remote-tax).

The Commission will prepare the final report after further submissions have been received and it will hold further discussions with stakeholders. The Commission will forward the final report to the Government in February 2020.

## Commissioners

For the purposes of this study the Commissioners are:

Jonathan Coppel, Presiding

Paul Lindwall



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The full report is available at [www.pc.gov.au](http://www.pc.gov.au)



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# OVERVIEW

## Key points

- Remote area tax concessions and payments are outdated, inequitable and poorly designed. They should be rationalised and reconfigured to reflect contemporary Australia.
- Remote Australia has changed considerably since 1945. Many areas once considered isolated are no longer remote, and improvements in technology have helped reduce the hardships of life in remote Australia, although expectations have risen.
- Today, close to half a million Australians live in remote places. The tyranny of distance can make living and doing business challenging. Some things that most Australians take for granted are not readily on hand. Yet many of those in remote Australia hold a strong personal or cultural connection to a place and their community as well as the way of life it offers. Others are attracted by job opportunities.
- The zone tax offset (ZTO), the remote area allowance (RAA), and the fringe benefits tax (FBT) remote area concessions are broadly designed to mitigate some of the inherent challenges, and facilitate development in regional and remote Australia.
- The ZTO is an ineffective and blunt instrument. There is no evidence to suggest that the ZTO currently affects where people choose to live or work. Some areas are no longer isolated, but remain eligible. Were it to be retained, the ZTO would need to be overhauled.
  - Reforms to eligibility would still leave the ZTO without a compelling rationale. There is no general role for Government to compensate taxpayers for the disadvantages of life in particular areas. Higher wages in the zones across a wide skill spectrum suggests that the market compensates workers, at least to some extent, for the disadvantages of remote living. For those looking to settle in remote communities, issues of liveability and lifestyle also play an important part, with remote living largely a matter of choice. The ZTO should therefore be abolished.
- The RAA is a supplementary payment directed to people on income support in remote areas. It is a means of partially compensating for higher living costs. The majority of recipients are from areas with socio-economic disadvantage and face barriers to mobility. Being out of the labour market, RAA recipients do not benefit from the wage premiums that apply to ZTO recipients.
  - While the RAA has a legitimate role, it needs a refresh — with boundaries updated to contemporary measures of remoteness, payment rates reviewed and transparency enhanced.
- FBT concessions for remote areas have dual objectives: equitable tax treatment where employers have operational reasons to provide goods and services to employees, and regional development.
  - The most compelling argument for these concessions is the former. But current concessions are poorly targeted for this purpose. They are overly generous and complex, thereby creating other inequities.
  - FBT remote area concessions should be redesigned to be consistent with the fundamental principle of equitable tax treatment while reducing the cost burden on taxpayers.
  - Most significantly, concessions on employer-provided housing should change. The current exemption should be reverted to a 50 per cent concession (as it was prior to 2000), and provisions allowing employers to claim housing exemptions solely because it is ‘customary’ to do so should be removed.

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# Overview

As one of the least densely populated countries in the world, large swathes of the Australian continent are ‘remote’: sparsely populated and distant from major cities. Many parts of remote Australia offer their residents a unique lifestyle, or a different set of employment opportunities to other parts of Australia. Living and doing business in remote places, however, can be challenging and demand resilience.

Australian governments at all levels have a long history of supporting people and businesses in remote Australia. As communities have continued to transition over time in response to economic, social and technological changes, there has been continued pressure to help sustain their long-term viability and prosperity.

The nature and scope of these policy interventions have evolved — mirroring the evolution of remote Australia itself. Some places that were undeniably remote in 1945 (when tax concessions for ‘isolated areas’ were introduced) have since become more developed and connected to the rest of the country and the world. Further, technological and economic developments have cushioned many of the difficulties stemming from distance, isolation, and a harsh climate.

Against this backdrop, the Commission has been asked to review three longstanding tax concessions and payments for residents and businesses in remote and certain regional areas: the zone tax offset (ZTO), the remote area allowance (RAA), and the fringe benefits tax (FBT) remote area concessions. These constitute small and discrete measures that sit within an existing, and much larger, tax and transfer system.

The ZTO’s origin dates back to the end of World War II when the Australian Government introduced income tax deductions for residents of designated zones in recognition of the hardship that they faced. The remote tax deductions, although contested at the time, were increased significantly in their early years. Governments further expanded the arrangements over the following decades:

- in 1984, with the introduction of the RAA as a payment for welfare recipients, extending the benefits of the ZTO to non-taxpayers residing in remote Australia
- in 1986, with the introduction of FBT remote area concessions to lessen the impact of the then new FBT
- in 1997 (for primary producers) and 2000 (for other employers), with a change from a 50 per cent FBT concession to a full exemption for employer-provided housing in remote areas.



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Apart from a 2015 amendment to the ZTO to exclude fly-in fly-out workers who reside outside the zones, there has been no substantive change to the arrangements for more than thirty years, at least for the ZTO and the RAA. This inertia has kindled concerns that these measures have failed to keep pace with change in remote Australia, and may now be outdated.

Only one dedicated review of the ZTO has been undertaken during its life — the 1981 Cox Review. The Productivity Commission’s study is the first public review of the RAA and the FBT remote area concessions.

## **The Commission’s approach**

The Commission’s remit in this study is wide. The Australian Government asked the Commission to assess the effects and policy merits of the three remote area measures, whether they meet their objectives, and the relevance of these objectives in contemporary Australia. It also asked the Commission to make recommendations for their future operation, including the levels of assistance provided, indexation and the boundaries.

As required by the Productivity Commission Act 1998 (Cth), the Commission has taken a community-wide perspective, taking into account not only the economic and employment impacts of the measures at a local level but also their ramifications at a national level in terms of forgone tax revenue, increased government outlays, and displaced economic activity.

The Commission has taken the broad architecture of the tax, expenditure and welfare system as given in assessing the design and desirability of the three measures. And in determining whether the measures are warranted, the Commission has considered:

- whether there is a significant market or government distortion impairing economic efficiency (and hence aggregate welfare), or an explicit ‘social equity’ objective
- whether the benefits of an intervention outweigh its costs, and whether the measure in question is the best available means to address the policy issue.

## **Community input**

As a first step, the Commission has sought to understand the demands of life in remote Australia. This involved an extensive program of visits to meet with local residents, business owners and community leaders. The Commission also invited submissions and received close to 100 from a wide cross-section of stakeholders.

Many study participants highlighted the issues they faced on a daily basis. Some keenly felt the absence of the things they believe most Australians take for granted — for example, having access to nearby schools, with expensive boarding schools in regional centres or capital cities the only option for many. Others held deep concerns over social and economic decline in their community, the loss of social fabric, and the future prospects of their towns.

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In some cases, the challenges raised diverged sharply from one town to the next. Some towns questioned the value of a transient fly-in fly-out (FIFO) workforce for their communities, while ‘source’ regions saw FIFO as generating beneficial income and employment opportunities for their residents.

In other cases, the same issues resonated with people from opposite ends of the country. One prominent issue was the high cost of living in remote Australia. It was also clear that expectations about the accessibility and quality of services have increased significantly over the years, just as they have elsewhere in Australia.

The Commission also visited communities who were optimistic about their future, typically by virtue of having access to a large natural asset base (amenable to mining or tourism) and to a pool of workers with the necessary skills. The Commission came across many individuals with a strong sense of purpose and determination and who enjoy living where they do.

### **The broader policy context**

The Commission has considered other government measures designed to provide support for regional and remote Australia, as well as measures that are broader in scope and intent, but interact with the tax concessions and payments, such as those responding to the needs of Indigenous communities. An understanding of these broader measures helps put into context the relative importance of the remote area tax concessions and payments for regional and remote Australia.

The Australian Government funds many initiatives to assist people, businesses and communities in regional and remote areas. These include additional payments to doctors to work in remote areas, subsidies for the supply of some utility services like telecommunications, assistance for industries prominent in regional and remote areas and specific funds, such as the Building Better Regions Fund, to name a few. This is in addition to Australia’s system of horizontal fiscal equalisation, which seeks to give each jurisdiction the same capacity to provide public services, and notably takes into account the higher per capita expenditure on service delivery in remote areas.

State and Territory governments, which have primary responsibility for regional development within their jurisdictions, also have measures in place to support regional and remote Australia. These include providing their own remote area (district) allowances to attract police, teachers and other professionals, supporting patients needing to travel long distances to access specialist medical services, and providing distance education.

In this context, the ZTO, the RAA and the FBT concessions are a very small subset of the measures that support individuals, businesses and communities in, and facilitate the development of, regional and remote Australia.

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## The empirical challenge

A challenge for this study has been the dearth of relevant and readily available data. Even where data can be assembled, gauging the effects of the measures is problematic. The value of the ZTO and RAA is small, making it difficult to disentangle their effects from other factors and to assess their local impacts. There is also only a limited body of work on the remote area tax concessions and payments to inform an assessment of their impacts and effectiveness.

In view of these challenges, the Commission has undertaken several empirical exercises, drawing largely on unpublished data sources. Many of the findings in this report therefore shed new light on the operation of the arrangements. In other areas, the report contains requests for further information to help close data and information gaps and to bolster our analysis for the final report.

## Constitutional issues

Since the establishment of remote area tax deductions in 1945 based on geographic delineations of remoteness, there has been ongoing debate about whether the ZTO complies with the Constitution of Australia. Section 51(ii) of the Constitution confers on the Commonwealth the power to make laws with respect to ‘taxation; but so as not to discriminate between States or parts of States’. Section 99 further states that ‘The Commonwealth shall not, by any law or regulation of ... revenue, give preference to one State or any part thereof over another State or any part thereof’.

After seeking the advice of the Attorney-General’s Department on the constitutional validity of the ZTO, the Cox Review (1981, p. 5) noted that:

... there was doubt about the issue and that [the members of the Cox Review] could have no assurance that the provision was constitutionally sound, notwithstanding that the arrangements had been in existence since 1945.

The arrangements, however, have never been directly tested by the High Court. As did the Cox Review, the Commission has sought and received legal advice and has considered the associated constitutional risk when examining different reform options.

## Life in remote Australia

Remote Australia encompasses outback stations, small country towns, outback and coastal Indigenous communities, mining towns, offshore islands — and the vast and barely populated spaces between. The diversity of people, cultures, natural environments and settlements makes it impossible to tell a single story of life in remote Australia.

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The ABS distinguishes between ‘*remote*’ (and ‘*very remote*’) areas and the rest of Australia based on an index of road distance from service centres (towns of a particular size, assumed to provide a base level of services). By this measure, more than 85 per cent of Australia’s landmass is *remote* or *very remote*, but just 2 per cent of Australians reside in these areas.

When income tax concessions were introduced in the mid-1940s, life in remote Australia was often arduous with relatively little access to the amenities available in cities (figure 1, panel A). These difficulties were particularly acute when compounded by a high cost of living and a harsh climate.

Since then, economic, social and technological change has altered where and how Australians live. Over a long period, the Australian economy has grown from its agrarian (and rural) roots to become a service economy, with a greater share of both economic growth and employment now centred in our major cities. While primary industries in remote areas continue to generate significant economic output, they require fewer workers than in the past. People have continued to leave remote areas as the cost of being ‘left out’ from the economic growth of the major cities has increased over time — particularly for younger Australians in pursuit of higher education and employment opportunities.

These changes have altered the nature of life in remote Australia. Since the 1940s, population growth has centred on capital cities, regional centres and coastal areas. Some previously isolated areas, such as Cairns, Townsville and Darwin, have developed into large, connected economic centres in their own right and are no longer ‘remote’ (figure 1, panel B). At the same time, improved communication and (air and road) transport infrastructure, more affordable air-conditioning and other advances have helped lessen the hardships of life in many remote areas.

However, some remote areas have not benefited from economic development as much as others. And not all the difficulties of remote living have been overcome; as one former resident of remote Western Australia put it:

Long hours in cars to get anywhere; high airfares; fuel prices; food prices; costly housing; high insurance costs; liquor restrictions in some of the very remote regions; poor roads that bash their cars to pieces; high education costs of kids having to be sent away to schools; medical services where the Flying Doctor works day and night; lack of entertainment and access to major events such as concerts, grand finals and the like.

Things may have improved from the days of telegraph lines and the weekly mail truck but the difference between city, town and bush remains – and the cyclones, droughts and floods keep coming. (Malcolm Ainsworth, sub. 10, p. 1)

Extreme climates and long distances can make it hard to attain a comparable material standard of living to a city resident or to those living in regional towns. Access to key services such as education, healthcare and transport is a major concern for many Australians living in remote areas. The cost of living can be higher, particularly in very remote areas, although housing can be less expensive than in cities. Businesses also face higher costs: for example, in attracting and retaining skilled labour.

---

In spite of these challenges, many Australians choose to live in remote locations. Some hold a strong cultural or personal attachment to a particular place and the way of life it offers, while others receive higher remuneration to make living there more attractive. The Commission was also struck by the community spirit in many remote areas and by the ‘community champions’ striving to create a better place, sometimes against steep odds.

Some of those who settle in remote areas are attracted by economic opportunities, often including higher remuneration. Others are less mobile, which affects their ability to seize economic and educational opportunities. This contributes to diverging socioeconomic outcomes among those who are mobile and those who are not. Indigenous Australians, representing about a quarter of remote area residents, are far less likely to have moved in the previous five years than their non-Indigenous counterparts (figure 1, panel D). There are also marked divergences in both income and employment outcomes between Indigenous and non-Indigenous Australians, and this gap widens as remoteness increases (figure 1, panels E and F).

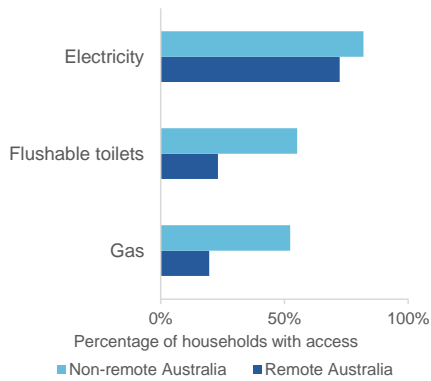
### **A closer look at the cost of living**

Many facets of life are more expensive in remote areas, with several study participants giving specific examples. These examples are useful in their own right, although they do not provide a comprehensive basis for looking at the geographic differences in the cost of living. The Commission has had to draw on a wider range of sources — including state-based price surveys, ABS and Australian Competition and Consumer Commission data, and data from the consumer advocacy body, CHOICE — to help paint a picture on how the cost of living varies across Australia.

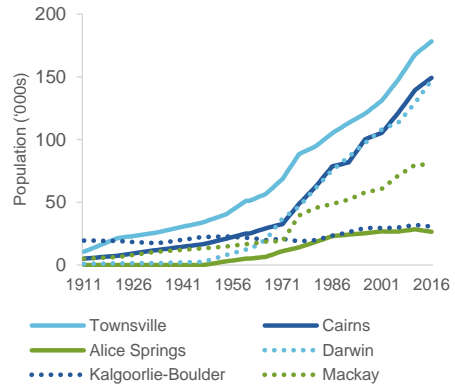
Regional price indexes for Queensland and Western Australia, which cover a large proportion of ZTO (75 per cent) and RAA (40 per cent) recipients, suggest that a typical household basket of goods costs more in special areas and Zone A communities than in the less remote Zone B (figure 3, panel A), where price levels are on average close to those in the relevant capital city (figure 2). That said, there is some variation within the zones. A similar pattern holds using the ABS remoteness areas (figure 2).

**Figure 1 A snapshot of remote Australia and its evolution**

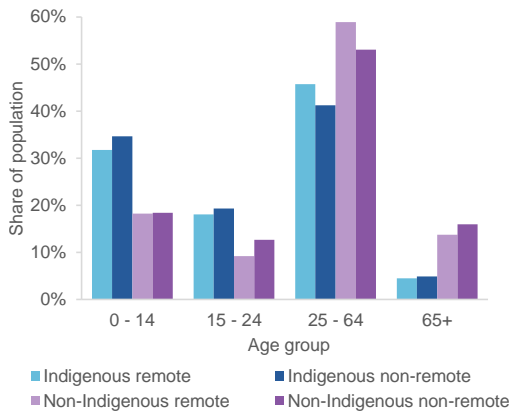
A. In 1947, remote residents had fewer comforts



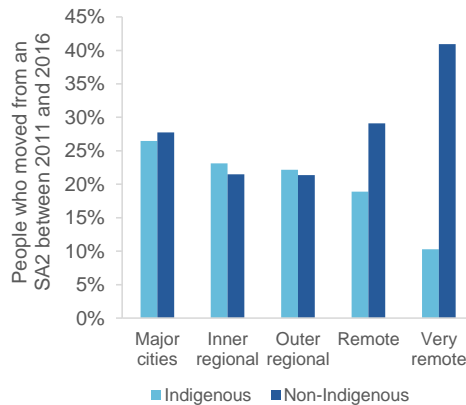
B. Some towns in the zones have expanded, while others have not



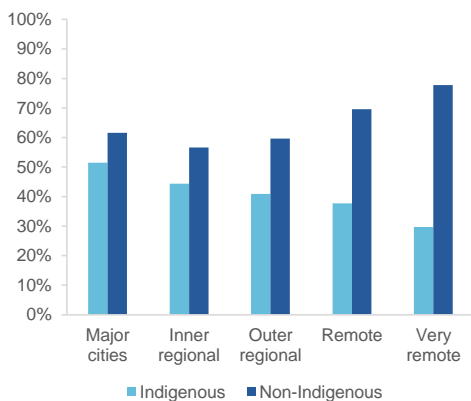
C. Much of the non-Indigenous population are in their prime working years ...



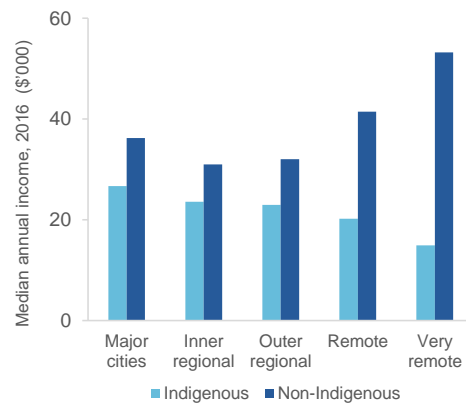
D. ... and they are generally more mobile than their Indigenous counterparts



E. There are divergent employment rates among the population...



F. ... as well as divergent income patterns



---

There is clear and consistent evidence that food and grocery prices increase with remoteness. For example, in 2016, the Northern Territory Market Basket Survey found that the average cost of a healthy food basket in remote stores was 29 per cent higher than in a Darwin supermarket. The presence of a major supermarket chain store has a substantial dampening impact on food and grocery prices. Data from CHOICE indicate that major supermarkets apply broadly uniform pricing across Australia.

More generally, prices of items that can be bought online are the same across Australia. However, freight costs can add significantly to the final cost of delivered goods, especially in very remote areas.

Residents of remote areas also face additional car maintenance and fuel costs when they have to drive long distances to access particular services. A resident of Useless Loop in Western Australia observed that:

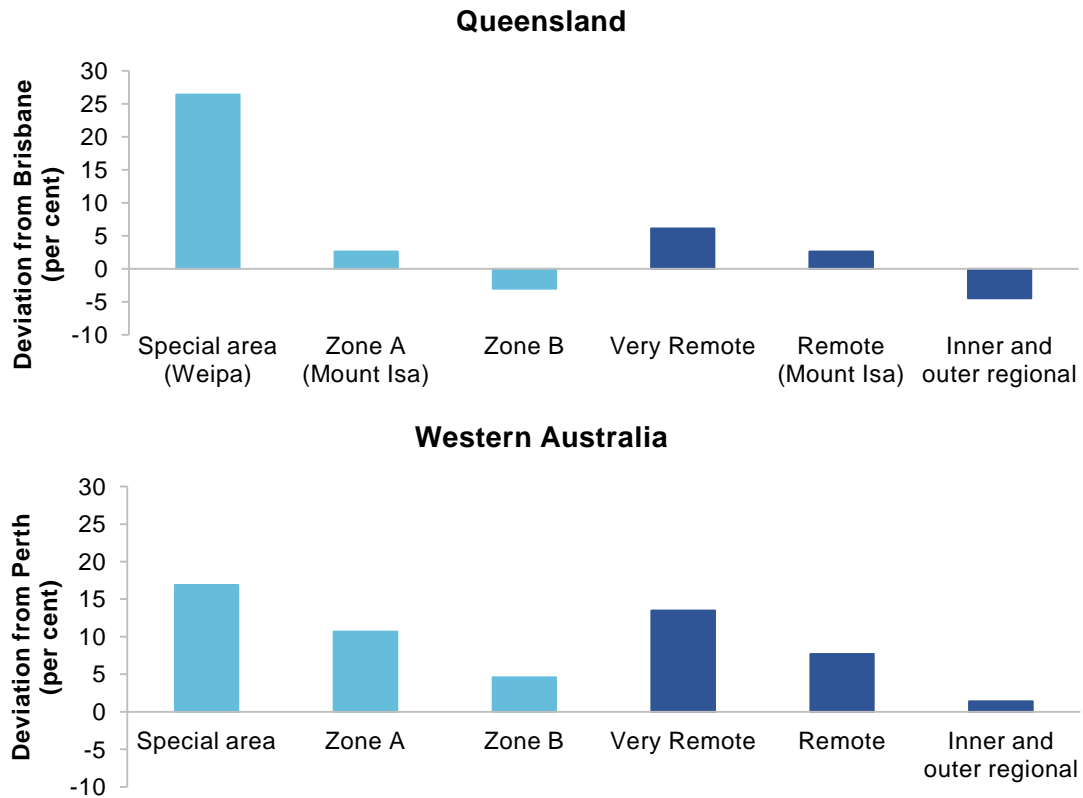
Essentially to do almost anything, that the general public take for granted, necessitates a 350km trip by road, to the nearest towns of Carnarvon or Geraldton. Some 120km of that road journey is unsealed, and often impassable, roadway. (Katherine Trigg, sub. 17, p. 1)

For housing, the issues are more complex. Regional price index data indicate that housing costs can be significantly higher in the most remote communities (such as those in special areas and Zone A) than in their state's capital cities. However, the opposite is true in less-remote regional communities (such as those in Zone B). It seems that as the degree of remoteness increases, a lower cost of land is more than offset by the higher costs of construction. This is particularly the case in small communities lacking resident tradespeople and where materials need to be transported over long distances or across water (such as King Island and Lord Howe Island).

ABS census data, on the other hand, show that median weekly rents are significantly lower in *remote* and *very remote* Australia than elsewhere. While these data do not take into account differences in housing quality, lower rents in remote areas can be attributed partly to the high reliance on subsidised social housing in remote communities and partly to housing assistance provided to employees under the FBT remote area concessions.

Overall, the data suggest that some living cost pressures are inherent to remoteness. These are likely to be more pronounced in very remote areas. The Commission intends to undertake further analysis of living costs for the final report.

**Figure 2 Price levels are higher in remote areas**  
 Cost of overall basket of goods and services by zone and ABS Remoteness Areas, Queensland and WA regional price indexes<sup>a,b,c,d</sup>



<sup>a</sup> Queensland and Western Australia price index values are not directly comparable. They use different baskets of goods and services and apply different weightings; Queensland prices were surveyed in 2015 and Western Australia prices were surveyed in 2017; the indexes measure deviation of price levels from different cities (Brisbane and Perth, respectively). <sup>b</sup> Unweighted averages of observations are shown. In Queensland, there were three observations in the *very remote* category, two of which were also in Zone B and were of lower price levels than in Brisbane. <sup>c</sup> In Queensland, only one community was surveyed in each of the following categories: special area (Weipa), Zone A (Mount Isa) and *remote* (Mount Isa). <sup>d</sup> The light blue bars refer to the zones as defined for the purposes of the ZTO. The darker blue bars refer to remoteness categories as defined by the ABS.

## The zone tax offset

The ZTO is a concession targeted at residents of specified parts of Australia (the zones). While more modest in value than when first introduced, today's ZTO still applies to taxpayers across more than three-quarters of Australia's landmass. It is a small part of the tax and transfer system, claimed by just 3 per cent of taxpayers (around 480 000 people).

The base payment rates differ by zone (table 1), with higher payments available to residents of areas considered to be more remote. The highest rates are available for residents of 'special areas', covering particularly remote parts of Zones A and B and some adjacent and



offshore islands (figure 3). Taxpayers can also claim a larger rebate if they maintain dependants (the dependant loading).

**Table 1 Summary of the zone tax offset**

	<i>Base rebate</i>	<i>Dependant loading</i>	<i>Claimants</i>	<i>Total claims<sup>a</sup></i>	<i>Average claim</i>
Ordinary Zone B	\$57	20%	291 000	\$39 million	\$133
Ordinary Zone A	\$338	50%	123 000	\$63 million	\$511
Special Areas	\$1 173	50%	29 000	\$33 million	\$1 146
Other <sup>b</sup>	na	na	38 000	\$19 million	\$496
<b>Total</b>	<b>na</b>	<b>na</b>	<b>480 000</b>	<b>\$153 million</b>	<b>\$319</b>

<sup>a</sup> Refers to amount of ZTO claimed by taxpayers, which may exceed the amount actually received.

<sup>b</sup> Includes claimants who recorded an out-of-zone address, overseas addresses, and postcodes not linked to a geographical area.

Although the broad strokes of the policy have been maintained, the Australian Government has amended the concession over time, often as part of broader reform of the Australian taxation system. The last increase to the ZTO rates took place in 1993-94.

Figure 3 provides a snapshot of the operation of the measure. Almost half of claimants live in the four largest cities in the zones (Townsville, Cairns, Darwin and Mackay), and almost 40 per cent of Northern Territory residents claim the offset. According to the ABS definition of remoteness, only a quarter of ZTO claimants resided in *remote* or *very remote* Australia. The average per-person claim was \$319 per year.

The offset is estimated to have reduced tax revenue by about \$153 million in 2016-17 — a relatively small concession compared with other tax offsets (including the Seniors and Pensioners Tax Offset and the Australian Super Income Stream Offset, jointly worth about \$1.4 billion annually).

## The ZTO is an ineffective and blunt instrument

As currently configured, the ZTO does not deliver on its original objective, nor against any others that have been ascribed to it.

### The measure has little effect

Since the last increase in the level of the ZTO payment in 1993-94, its value has declined markedly in real terms, and as a share of after-tax earnings. Today, for a taxpayer on an average income, the base Zone A rebate represents less than 1 per cent of after-tax income — compared with 3.7 per cent when first introduced. If the payment had been adjusted to keep pace with inflation, it would be more than double the current base rate of \$338. The

payment level for those living in one of the special areas created in 1982 is more substantial, but its real value has halved since the last adjustment to the payment rate in 1993-94 (figure 3, panel C).

The ZTO payment is now a modest sum for most recipients and is likely to have minimal economic impacts. A near-universal view in submissions was that the ZTO rates are inadequate. Some submissions also argued that the ZTO was too small to encourage people to move to the zones from elsewhere in Australia. The Commission likewise found no evidence to suggest that the current ZTO affects where people choose to live and work.

Some study participants suggested that a ZTO of more than \$10 000 would encourage people to move to remote areas. However, it was clear from our engagement with remote communities (and a review of the literature) that decisions to move to and settle in a remote environment are not only about dollars. Many people decide where to live based on liveability (including access to services) and lifestyle. These factors cannot be addressed by a tax concession alone.

### The zones are outdated

Barring some minor inclusions (such as offshore islands), the outer border of the ZTO zones has been unchanged since 1945. Against a backdrop of significant transformation in remote Australia, some areas covered by the ZTO are clearly no longer ‘isolated’. In particular, many coastal areas have developed considerably since the 1940s. Cairns and Darwin each have international airports and populations of more than 130 000 people. These places, along with Townsville (population of almost 180 000) and Mackay (nearly 80 000), are regional cities in their own right, with easy access to key services and well-developed retail markets, and are well-connected to other capital cities.

More contemporary measures of remoteness, such as the ABS remoteness classification, define much of the north-east coast of Queensland (and Darwin itself) as being ‘*outer regional*’, and not *remote* or *very remote*.

Other anomalies in the current boundaries were brought to the Commission’s attention during its consultations and in submissions. For example, one participant observed that towns with vastly different circumstances are eligible for the same ZTO rebate, commenting that the Queensland part of Zone A includes:

... Camooweal, Cloncurry and Mount Isa – the infrastructure, business, travel and education opportunities along with cost of living in these three towns are vastly different but all receive the same Zone Tax Offset. Mount Isa is a regional town with a population close to 22,000, a regional airport with commercial flights, several schools (both primary and secondary) and numerous businesses. Cloncurry has a population of approximately 2719. Camooweal, 200kms away from Mount Isa, has a population of 208 and is a significantly smaller town, with limited services or infrastructure in or surrounding the town. Yet these towns all fall under the same zone for the ZTO. (ICPAA, sub. 74, pp. 2–3)

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Similarly, some *very remote* areas (based on the ABS classification) receive a small rebate as part of Zone B (particularly, parts of western New South Wales and South Australia). For example, Wilcannia (in New South Wales), which is classified as *very remote* by the ABS, is eligible for the same payment rate as Townsville, which is classified as *outer regional* (figure 4).

### Eligibility could be tightened

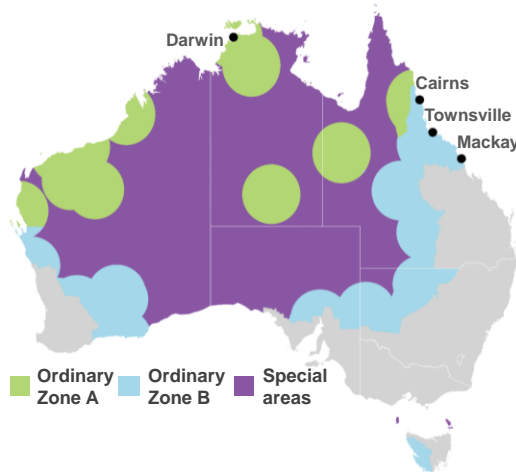
Were the ZTO to continue, the boundaries for eligibility should be redrawn. The Commission considers that the remoteness areas published by the ABS would be a more suitable basis for defining new zone boundaries (figure 4). The ABS mapping is widely used, including by State and Territory governments and the Commonwealth Grants Commission, and is updated after each census using a transparent and well-understood methodology.

One option for updating the ZTO boundaries is to reduce the number of zoned areas from three to two. Using the ABS categories of *remote* and *very remote* areas would remove about three-quarters of current claimants (nearly 360 000 people, including those in the four large regional cities) from eligibility. It would also expand eligibility to areas that are not currently within the boundaries (such as Port Lincoln, Kangaroo Island and St George). If payments for *remote* and *very remote* areas were aligned with current rates for ordinary Zone A and special areas, respectively, this measure would cost about \$160 million per year — slightly more than what it costs now.

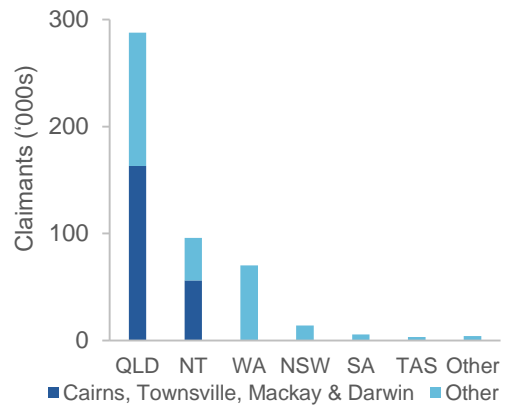
Another option is to limit the concession further to just *very remote* areas. This would target those areas where the cost of living appears most clearly to be above living costs in the rest of Australia, and where access to services is most difficult. It would also reduce the number of concession rates from three to one, limiting recipients to a single flat offset rate equal to the current highest payment. A ZTO only for *very remote* areas would rationalise the number of income taxpayers eligible for the offset to about 60 000 (down from 480 000 who claimed the ZTO in 2016-17). These changes to the operation of the ZTO would see its annual budget cost reduced by half to around \$70 million.

**Figure 3 A snapshot of the ZTO**

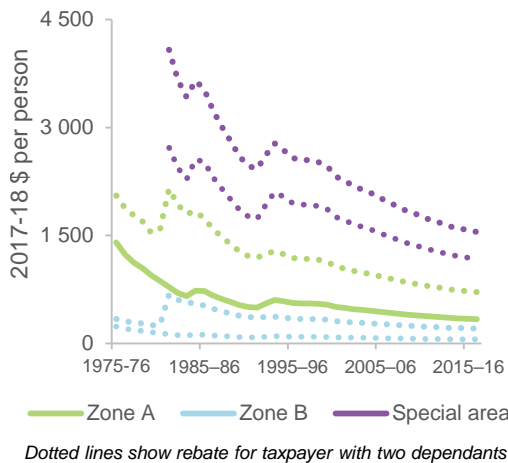
A. More than 3/4 of Australia's landmass is eligible



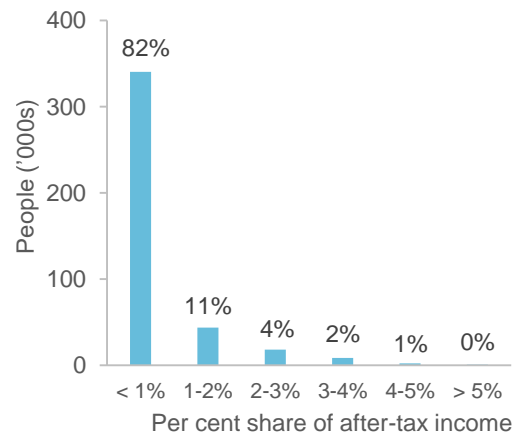
B. Nearly half of claimants reside in large coastal cities



C. The ZTO has fallen significantly in real value ...



D. ... and is a small share of income for most claimants

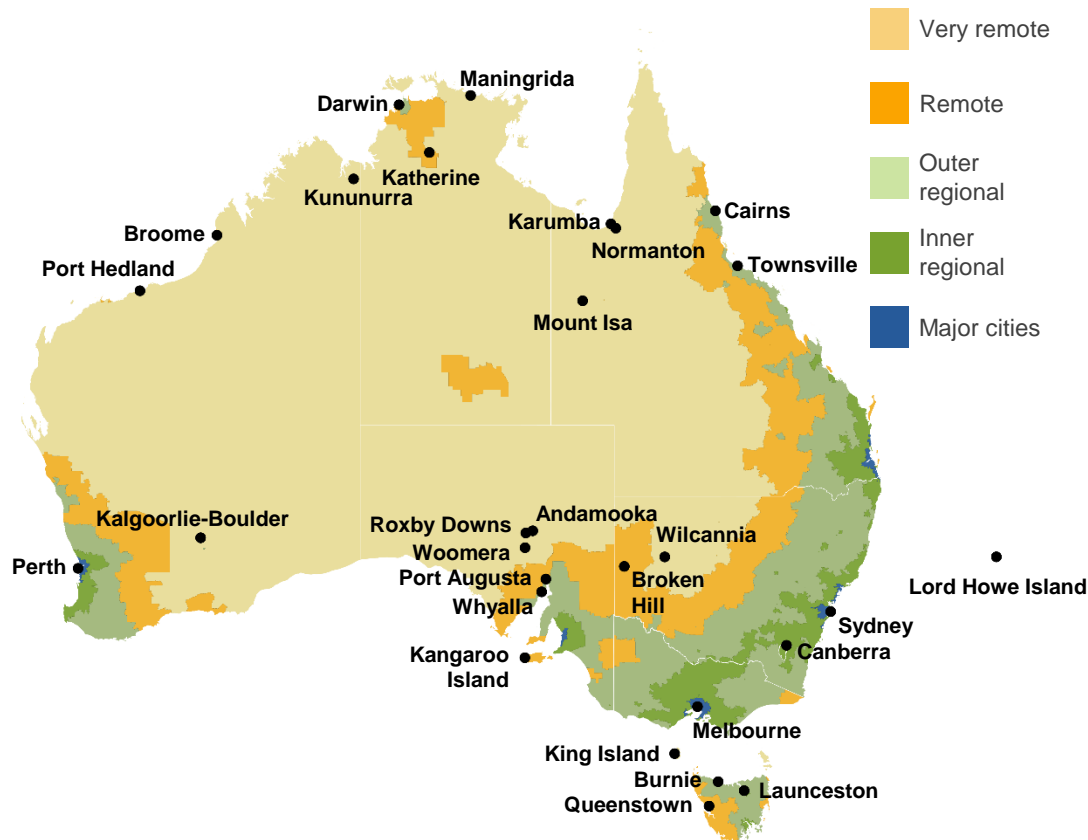


E. Median wages and salaries are higher in the zones for many occupations



Figure 4 **ABS remoteness areas<sup>a,b</sup>**

Based on the 2016 census



<sup>a</sup> The settlements marked on the map are the places where the Commission held consultative visits. Note that, although not visible due to the scale of the map, Broken Hill, Darwin and Kalgoorlie-Boulder are classified as outer regional; Port Hedland, Roxby Downs and Mt Isa are each classified as remote. <sup>b</sup> Major cities include Sydney, Melbourne, Brisbane, Perth, Adelaide, Canberra and Newcastle.

## But the ZTO would still lack a compelling justification

While tightening eligibility (in particular the removal of regional cities) would reduce some of the more egregious anomalies in the current ZTO boundaries, it would not solve what the Commission sees as the ZTO's lack of a compelling, contemporary rationale.

Zone tax concessions were originally designed to help remote area employers, who were seeking to attract workers to isolated areas, by reducing income tax paid on the higher wages. Since then, the marginal tax rates on high incomes have fallen significantly. The rationale for the concessions has also shifted. The 1981 Cox Review found a justification for the concession on what it termed 'social grounds'. This effectively reframed the ZTO's objective towards equity, with a focus on addressing the disadvantages of life for those living in remote areas.

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Participants in this study also posited rationales for the concession. Most fall into two broad categories:

- *compensation* — for the disadvantages of living in remote areas, such as higher living costs or impaired access to Government services, along similar lines to the Cox Review
- *regional economic development* — to encourage people to live, work and start businesses in regional and remote areas and to reduce congestion in our major cities.

The Commission does not consider that higher living costs or other aspects of life in remote areas warrant compensation from other taxpayers. Everyone faces a range of advantages and disadvantages in where they live, and will typically locate themselves in the area they value most highly.

Further, as noted earlier, there is a wage differential that favours most people working in the zones in both low- and high-skill occupations (figure 3, panel E). Distinctive labour force characteristics affect these differentials, making it difficult to determine the extent to which the observed wage differential represents a ‘remoteness premium’. Nevertheless, there is some evidence that employers provide financial compensation for the disadvantages of remote living. Indeed, many State governments (as well as both the Australian Public Service and the Australian Defence Force) pay allowances to remote area workers, teachers, police officers and health care professionals. There is no general role for the Australian Government to subsidise people’s choices, or to augment these dynamics.

An exception may apply to people who live in remote areas and face significant barriers to mobility, or whose income is not primarily derived from wage earnings — a situation most likely to apply to RAA recipients (discussed later).

The ZTO is also difficult to justify on regional development grounds or as a means of mitigating congestion in cities. As the Commission found in its 2017 *Transitioning Regional Economies* report, the growth (or decline) of particular areas generally reflects their intrinsic features and economic advantages (or disadvantages). Attempts by governments to artificially create an advantage for a regional community are unlikely to be successful, and typically result in net losses to the Australian community as a whole. Ultimately, regions need to be self-sustaining.

## **The ZTO should be abolished**

As it stands, the ZTO is ineffective and poorly targeted, and the Commission does not consider that there is a compelling, contemporary justification for it to continue.

For those recipients currently living in Zone B, the loss of the \$57 annual payment would likely be absorbed; for most others, the loss would be modest. For a small number of low-income earners residing in special areas (about 12 000 taxpayers), ending the concession would represent a more substantial loss, equivalent to between 3 and 5 per cent of their after-tax income. In a few of these special areas (particularly remote islands, such as

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King Island and Lord Howe Island), the cumulative impact from the abolition of the ZTO would be larger. Over time, wages may adjust (at least partially) in response to the change, limiting these direct impacts.

Repealing the ZTO would also bear on the overseas forces tax offset (OFTO). This was introduced in 1947 and gives a tax concession to defence force employees and civilians on particular overseas assignments. The size of the concession is linked to changes in the ZTO and the Commission estimates that fewer than 1000 people currently claim the OFTO. As with the ZTO, there is not a good case for retaining the OFTO — defence employees should be compensated directly by higher remuneration, not by the tax system. The OFTO should similarly be repealed. Abolishing the ZTO and OFTO would increase Australian Government revenue by around \$150 million per year.

### **Remote area tax concessions for businesses**

The study's terms of reference direct the Commission to consider whether businesses in remote areas should be provided with similar support to the ZTO.

The rationale for place-based business tax concessions is often predicated on encouraging businesses to relocate to particular areas to support regional development, or to reduce congestion in cities. For example, some State governments currently offer payroll tax concessions for businesses in regional areas.

The case for providing such a concession to businesses in remote Australia on these grounds is flimsy, and this approach would almost certainly create net economic costs.

This is acknowledged in the Australian Government's White Paper on Developing Northern Australia. The paper steered away from creating concessional tax arrangements across northern Australia, primarily because of the risk of 'misallocation or distorted investment decisions' stemming from preferential taxation or regulatory arrangements.

Past examples of this type of policy also show limited success in encouraging businesses to relocate to targeted areas. And those few businesses that do relocate in pursuit of a tax concession often become dependent on that concession; the measure does not create self-sustaining economic activity. Similarly, such concessions often lack transparency and impose costs to governments, while adding complexity to the tax system.

Moreover, the legality of such arrangements at the Commonwealth level would be in doubt. Not only do they risk falling foul of the Australian Constitution, but a previous special economic zone in the Northern Territory was revoked in response to the risk that it was in violation of Australia's trade agreements.

There is no credible case for the Government to provide company tax offsets specifically to businesses in remote areas. Consistent with its previous work, the Commission views that there are more effective (and less distorting) ways for governments to support businesses in

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remote areas, if and where appropriate, without introducing (further) inefficiency, inequity and complexity into the tax system. These include, for example, removing unnecessary regulatory impediments on business development *regardless* of location.

## The remote area allowance

The RAA is a supplementary payment for income support recipients (such as age and disability support pensioners and recipients of Newstart allowance and parenting payment) living in eligible remote zones. It was introduced in 1984 in response to the Cox Review, which found that:

The zone allowance is not a good form of assistance for all people living in isolated areas. Individuals whose income is insufficient for whatever reasons are unable to take advantage of the tax rebate. Persons whose main source of income is a social security benefit are excluded from any benefit. The visits to remote areas by the Inquiry revealed serious problems for such people, particularly pensioners, because their income is often insufficient to meet the costs of living in such localities and/or making their residency more pleasant. (Cox et al. 1981, p. 29)

The objective of the RAA is specifically to compensate for the higher cost of living in remote regions. It is paid automatically each fortnight as a flat payment across all eligible remote areas and income groups. For a single individual, the fortnightly rate translates to a payment of about \$470 a year and for a couple with two children it translates to \$1190 a year. Recipients of the RAA may also be eligible for the ZTO, but receipt of the RAA reduces the ZTO claimable on a dollar-for-dollar basis.

The Australian Government spends around \$44 million on the RAA each year, reaching over 113 000 income support recipients in eligible areas. Eligible zones for the RAA are the same as those for the ZTO, except that ordinary Zone B is excluded (figure 5, panel A).

The RAA is unusual in that its beneficiaries are concentrated: geographically, by socioeconomic status and by ethnicity. The majority of recipients are located in the Northern Territory, with one-in-five Northern Territorians over the age of 15 years in receipt of the payment (figure 5, panel B). Half of all RAA recipients fall within areas of the highest socio-economic disadvantage (figure 5, panel C) and almost 65 per cent of recipients are Indigenous Australians. This means that even small changes to the RAA could have a significant cumulative impact on some communities.

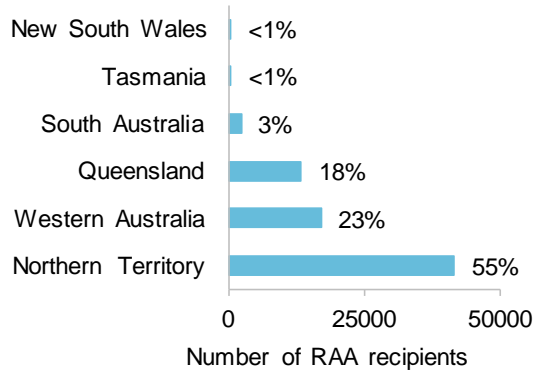


**Figure 5 A snapshot of the RAA**

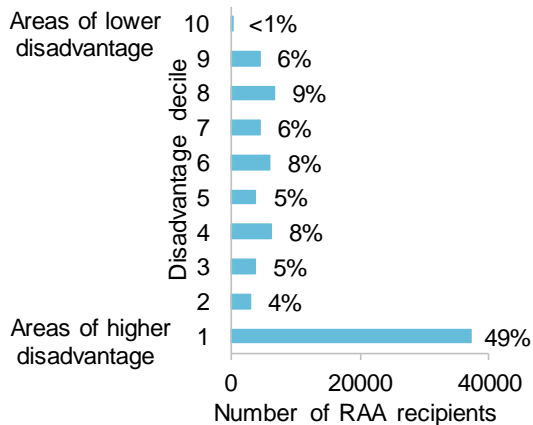
**A. Current RAA areas**



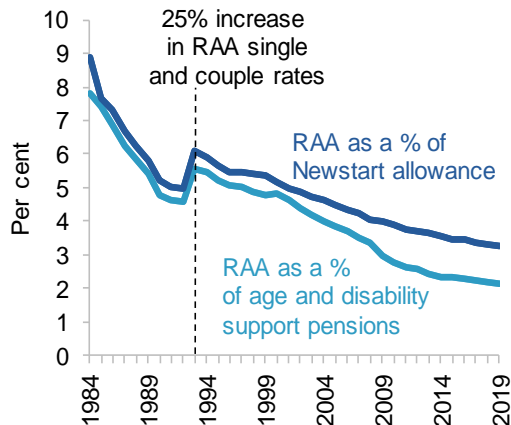
**B. Most RAA recipients live in the NT**



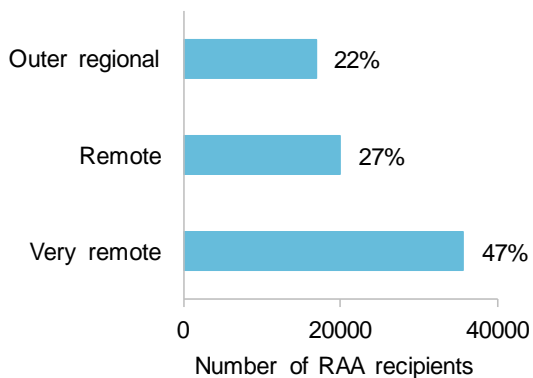
**C. Most RAA recipients live in areas of high disadvantage**



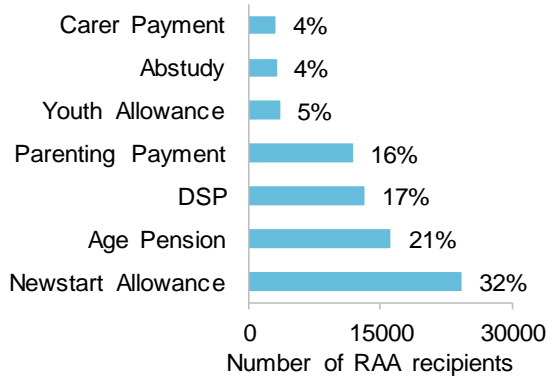
**D. The RAA has been falling in real value**



**E. Most RAA recipients live in remote and very remote areas**



**F. Four key income support payments are associated with the RAA**



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Other notable characteristics of RAA recipients include:

- the majority are in receipt of either the Newstart allowance, age pension, disability support pension or parenting payment
- just over half have been in receipt of an income support payment for over five years
- fewer than one-in-ten had employment earnings in the fortnight prior to being surveyed
- beneficiaries are predominantly in the 25 to 34 years and the 65 years and over age groups.

### **Is there a contemporary rationale for the RAA?**

The RAA is premised on income support recipients in remote areas being disadvantaged relative to income support recipients in non-remote areas due to higher living costs. While the evidence is not definitive, the Commission has found that living costs tend to increase with remoteness, with the special areas and ordinary Zone A having higher living costs, on average, than adjacent regional areas and state capital cities.

As with the ZTO, an area having higher living costs does not of itself justify government ‘compensation’. However, there are some important differences between the ZTO and the RAA that sway the balance towards retaining the RAA in some form. First, whereas employers can provide higher remuneration to attract and retain workers in remote locations, there is no equivalent ‘market mechanism’ to compensate income support recipients who are predominantly not in the workforce.

Second, RAA recipients are generally more likely to face impediments to moving locations (and in particular to moving from in-zone to out-of-zone) than those in jobs.

- Social and cultural connections and personal circumstances can anchor people to particular places. This is particularly relevant for Indigenous Australians in remote areas, who constitute over half of all RAA recipients. Census data reveal that Indigenous Australians, particularly in *very remote* areas, are much less mobile than non-Indigenous Australians.
- Census data also indicate that people on a very low income in remote areas, which would include some RAA recipients, tend to be less mobile than those on higher income.
- Further, a third of RAA recipients are 55 years of age or over (and one quarter are 65 or over), which may also render them less mobile than ZTO beneficiaries who will typically be of working age.
- And in some particularly remote places, land and housing markets can be highly illiquid, geographically tying home-owning residents to the area. This means that disadvantaged people in remote areas are likely, on average, to have fewer options than otherwise similarly disadvantaged people in non-remote areas.

These limits on the mobility of many RAA recipients, relative to most ZTO beneficiaries, mean that the former’s decisions to live in a remote area, and to incur the higher living costs

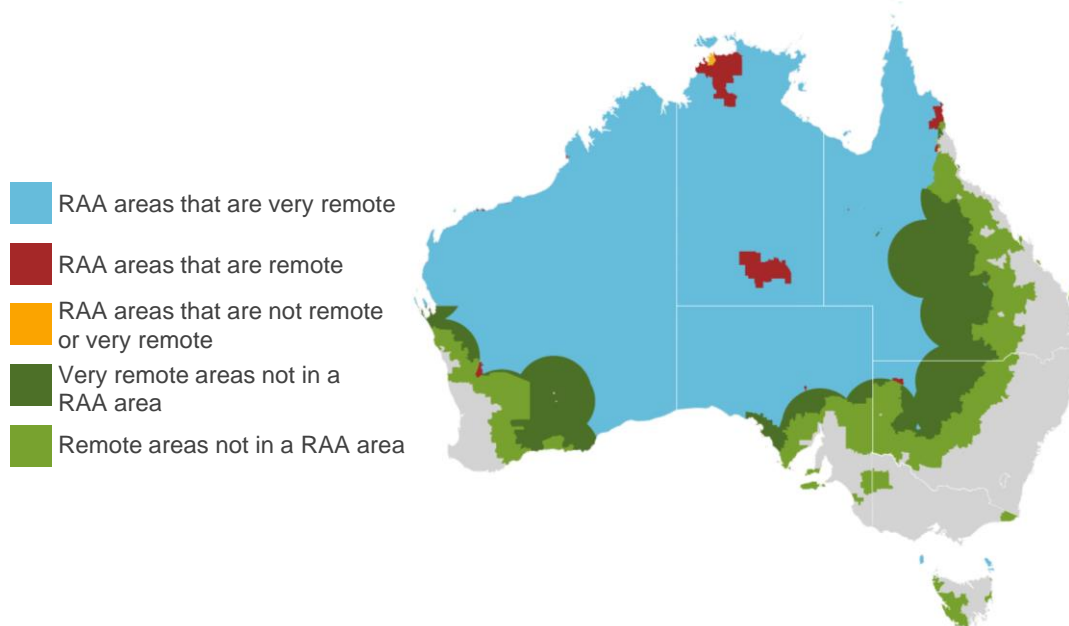
that entails, involve less real choice. In turn, this strengthens the case for governments to provide some compensation for those higher costs.

## A refresh is required

The boundaries should be updated

As with the ZTO, the RAA zones do not reflect contemporary definitions of remoteness. Zone A is based largely on boundaries drawn in 1945, and current special areas are based on town sizes as measured in the 1981 census.

Figure 6 **RAA areas do not reflect contemporary definitions of remoteness**



There are significant areas of Australia that are classified as either *very remote* or *remote* by the ABS, but are not eligible for the RAA. These include expansive areas in Queensland and New South Wales, and areas in the south east of South Australia, the south west of Western Australia and the west coast of Tasmania (figure 6). On the other hand, Darwin is classified as *outer regional* rather than *remote* by the ABS, but Darwin residents are currently eligible for the RAA.

The Australian Government should redraw RAA boundaries to align with the ABS definition of *remote* and *very remote*. The new boundaries would exclude an estimated 25 000 (annual) recipients in Darwin, but would include around 68 000 newly eligible recipients, resulting in a net increase of 43 000 recipients. Places that would be brought into the RAA area include

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Wilcannia, Longreach, the Yorke Peninsula and Tasmania's Central Highlands. Under this scenario, and if existing RAA payment rates were maintained, a modest increase in budgetary outlays of approximately \$17 million a year could be expected.

Boundaries should be adjusted when the ABS definitions of *very remote* and *remote* areas are updated (currently on a five-yearly basis).

### RAA payment rates may need a reset

Payment rates have been increased only twice since the RAA's inception, and no adjustments have been made in almost 20 years. Because the RAA (unlike its associated income support payments) is not indexed, the payment rates of the RAA as a share of the primary income support payment have fallen over time. For example, the RAA payment as a percentage of the maximum age and disability support pension for a single person has decreased from 7.8 per cent in 1984 to 2.2 per cent today (figure 5, panel D).

Ideally, the level of RAA payment would be adjusted to take account of both inflation and the difference in prices between remote and non-remote areas. Standard indexes like the Consumer Price Index only measure price movements in capital cities, not the way those prices have evolved relative to prices in remote areas. Compiling and updating an index that was fit for purpose would mean incurring material fixed costs, and such an index would have limited usefulness for other purposes. The Commission's preferred approach is for the Department of Social Services to periodically review RAA payment rates.

In determining the payment rates, policymakers need to consider other assistance measures (such as commonwealth rent assistance) that help to address cost of living pressures. It is also important that the provision of the RAA does not generate perverse effects such as reducing work incentives.

In practice, these considerations imply that the appropriate rates of the RAA would be less than that necessary to fully compensate recipients for higher living costs in *remote* and *very remote* areas. There is, however, no straightforward formula to say what the discount should be. The Commission will undertake further work on the appropriate level of the RAA with a view to the Australian Government revising the rate, if necessary, following the completion of this study.

### RAA should be reviewed periodically

As Australia's regions are always changing, it is important to periodically review how well the RAA operates to ensure that it is effective and responsive to change. Periodic public review would also improve accountability and awareness of the RAA.

The Commission proposes that the RAA be reviewed periodically by the Department of Social Services, and that the reviews be made public.

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## Fringe benefits tax remote area concessions

FBT was introduced in 1986 to tax remuneration provided to employees in a form other than wages, and as an integrity measure to prevent this ‘remuneration in kind’ from being used to lower personal income tax obligations.

FBT is levied at a flat rate of 47 per cent, equivalent to the top marginal individual income tax rate (plus the Medicare levy). It applies to any goods and services provided to employees, including through reimbursement of employee expenses, except where an exemption is specified in legislation. A key feature of the regime is that the high rate of tax discourages the provision of goods and services in favour of wage income, except where there is concessional treatment.

Under Australia’s FBT regime, specific concessions apply to the provision of certain goods and services to employees working in designated remote areas. Although these concessions have elements in common with the ZTO and the RAA — in that they all provide assistance to people or businesses through the tax and transfer system based on their location in Australia — they also differ significantly in their objectives, operation, and impacts. The remote area concessions take two different forms:

- exemptions, whereby the good or service is not subject to any FBT
- partial concessions, whereby (in most cases) the taxable value of the good or service is reduced by 50 per cent for FBT purposes.

Subject to eligibility criteria (box 1), the following FBT remote area concessions apply.

- Housing owned or leased by the employer and provided to an employee as their usual place of residence (hereafter, employer-provided housing) is exempt from FBT.
- Various forms of financial assistance with employee-sourced housing, such as assistance with rent or with mortgage interest payments, are subject to a 50 per cent concession.

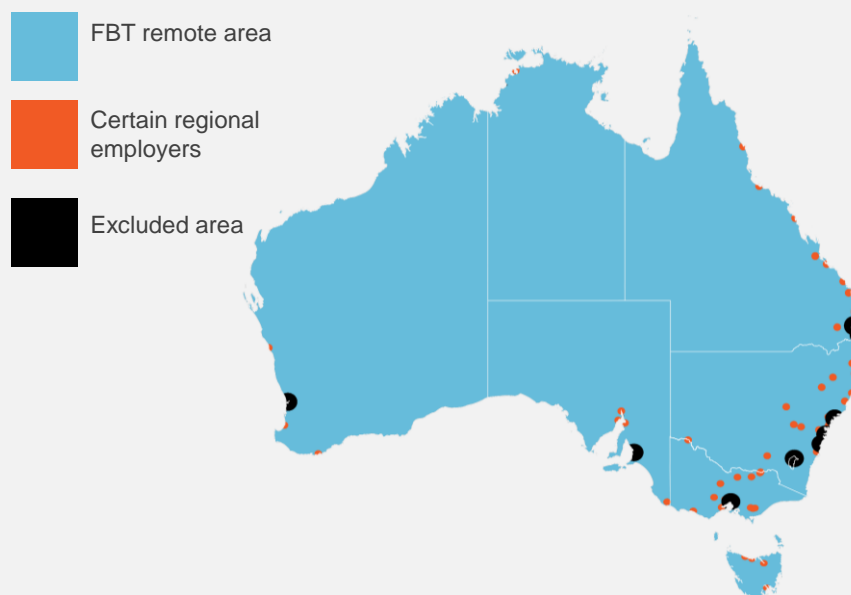
### Box 1 Eligibility criteria for the FBT remote area concessions

Eligibility criteria must be met in order to access the FBT concessions. The criteria differ across the various concessions. For instance, for employer-provided housing, employers must demonstrate that they meet *one of three tests* to show that the provision of housing is *necessary*: i) employees may be required to move; or ii) there are *insufficient alternatives*; or iii) it is *'customary'* in the industry. However, in the case of assistance for employee-sourced housing, the requirement for it to be *'customary'* must be met.

The geographic boundaries that define 'remote areas' for FBT purposes are based on the distance between the employee's location and various-sized 'eligible urban areas', defined by population figures from the 1981 census.

- In (ZTO) Zone A or B, for a location to be remote for FBT purposes it must be at least 40 kilometres (kms) from an 'eligible urban area' of 28 000 or more people and at least 100 kms from an eligible urban area with a population of 130 000 or more.
- Outside (ZTO) Zone A or B, for a location to be remote it must be at least 40 kms from an eligible urban area with a population of 14 000 or more and at least 100 kms from an eligible urban area with a population of 130 000 or more.
- For exempt remote area housing provided to employees of certain regional employers (essentially public hospitals, charities and police), any location at least 100 km from an eligible urban area with a population of 130 000 or more counts as remote.

These criteria lead to a definition of 'remote' for FBT purposes that covers most of the Australian landmass, including parts of Victoria. As this definition is based on 1981 populations, it encompasses some population centres that would now exceed the thresholds. For example, using population data from the 2016 Census, Kalgoorlie (and locations within a 40 km radius) would no longer be considered remote. Around Cairns and Townsville, areas within a 100 km radius would no longer be deemed remote, and the exemption for housing would no longer be available to 'certain eligible employers' in these locations.



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- Temporary accommodation, meals, and transport for fly-in fly-out (FIFO) and drive-in drive-out (DIDO) employees (hereafter generally referred to as FIFO arrangements) are exempt.
  - The provision of residential fuel (including electricity and gas) and holiday transport attract 50 per cent concessions, while meals provided to primary production employees are exempt.

It is noteworthy that while the *Fringe Benefits Tax Assessment Act 1986* (Cth) (FBTAA) includes concessions for goods and services provided to people employed on a FIFO basis, only one of these concessions — for remote area transport — explicitly links eligibility to remoteness. Temporary accommodation and meals for FIFO workers can be provided under the living-away-from-home allowance provisions (Division 7 of the FBTAA) to complement the remote area transport exemption, but these exemptions can be claimed by employers regardless of where the employee works. FIFO arrangements can also be exempt under the ‘otherwise deductible’ rule in the FBTAA, which is also not subject to the FBT remote area boundaries.

Views differ on whether the policy intent of the FBT remote area concessions is to provide equitable tax treatment where employers have operational requirements to provide particular goods and services to employees, or to promote regional development by giving employers greater financial capacity to attract and retain employees, or both.

## **The use and economic effects of FBT concessions**

Determining the extent to which the FBT remote area concessions are used means confronting significant data issues. Employers are not required to report exempt goods and services to the Australian Taxation Office, and the expense is not discernible from their other expenses. Where partial concessions are used, the reporting is insufficiently detailed to separate out the remote area concessions from other concessions that apply Australia-wide.

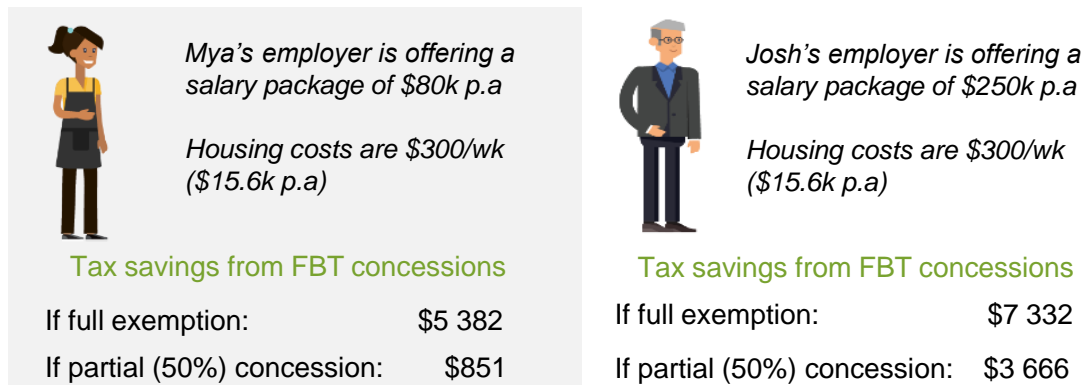
In spite of these challenges, the Commission has attempted to shed some light on the use of these concessions, to provide a better sense of their potential costs to the Government, and to gauge their economic impacts. This process has included surveying three sectors, namely mining, agriculture and local government administration.

### **The exemption for employer-provided housing is the big ticket item**

The exemption for employer-provided housing (as usual place of residence) is uncapped and can be worth many thousands of dollars at the employee level (figure 7). Tax savings from the exemption are greater for people on higher than average incomes, reflecting the difference between their personal marginal tax rate and the effective tax rate on exempt housing (0 per cent). The tax savings from the exemption are also much higher than those associated with a partial concession.

**Figure 7 Tax savings from the housing exemption are much greater than for the partial concessions<sup>a,b,c,d</sup>**

Compared with the employee paying for housing from their after-tax income



<sup>a</sup> For employer-owned property, 'housing costs' would be the equivalent market rent. <sup>b</sup> In these examples, the partial concession (a 50 per cent reduction in taxable value) is applied to the total housing costs. Where employers reimburse less than the full amount of an employee's gross rent expenses, the reduction in taxable value can be larger (up to 100 per cent). <sup>c</sup> For simplicity, the following have been excluded: the effect on the employer's superannuation guarantee liability, other costs associated with labour (for example, payroll taxes), and tax offsets and deductions. <sup>d</sup> Estimates are based on 2017-18 income tax rates.

Use of the exemption for employer-provided housing is concentrated in certain areas — such as the Pilbara in Western Australia, and the Central Highlands and Bowen Basin in Queensland — and in industries such as mining, agriculture, and public services (including hospitals, police, and local government) (figure 8).

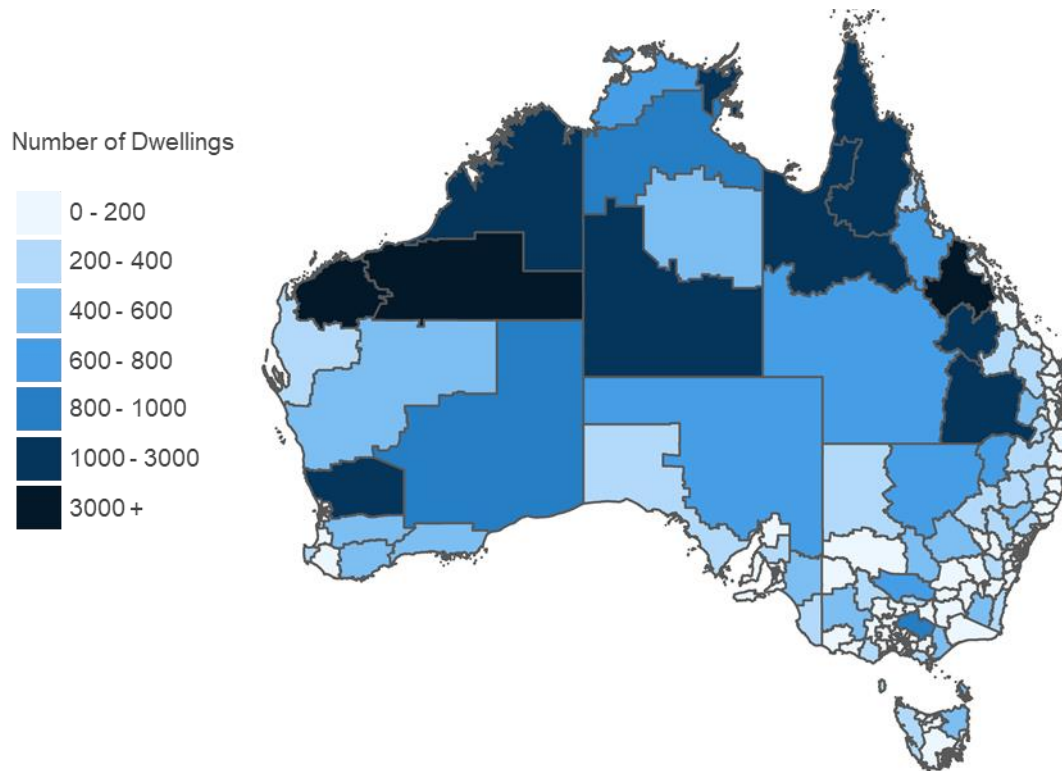
Concessions tend to increase employment by reducing labour costs, particularly in regions where these concessions are heavily used. They also tend to draw resources away from other regions (or industries in the same region) that cannot access them.

Many larger employers consider the exemption an important tool for attracting staff to remote areas. Smaller businesses are less likely to provide housing. This (in part) reflects the financial risk associated with owning properties if an employee vacates the property.

The exemption for employer-provided housing is estimated to be used for approximately 36 000–46 000 homes in the designated remote areas and cost between \$210–430 million per year.



**Figure 8 Employer-provided housing is concentrated in certain more remote areas**



### The FIFO conundrum

The use of FIFO work practices elicits strong, but mixed, views.

Many study participants argued that the functionality of townships is threatened by large-scale FIFO practices, and that FBT concessions for FIFO workers contribute to this effect. Regional authorities often struggle to maintain infrastructure and a sense of community with a transient and non-rate-paying population.

People from source communities and industry take a more positive view of FIFO operations. They contend that businesses use FIFO workers simply because it is difficult to source and retain the necessary skilled labour in remote areas.

It is difficult to determine the extent to which FBT concessions for FIFO workers affect any one employer's decision between employing a local or FIFO workforce or the mix between the two — although, in general, it is unlikely that the concessions would be the main motivator. Other economic and social factors are at play. The significance of the one concession for FIFO workers that explicitly links eligibility to remoteness would be even less.

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FIFO is generally the preferred approach to manage the construction phase of projects in remote areas because of the scale and temporary nature of the workforce and the difficulty of sourcing skilled construction workers locally. Typically, businesses (particularly in mining) will only establish a residentially-based operation where there is already a community nearby with at least basic services and a degree of liveability.

#### Other concessions are much less significant

The use of other FBT remote area concessions (such as those on employee-sourced housing, residential fuel, meals for primary production employees, and holiday transport) is limited. This reflects compliance costs — symptomatic of the complexity of the broader FBT legislation — and the limited tax savings from the 50 per cent concessions, which result in an effective tax rate of 30.7 per cent. Figure 7 demonstrates that tax savings from the 50 per cent concessions are much smaller than tax savings from the full exemption.

The value of these other concessions is uncertain, but could be in the range of \$30-\$130 million for residential fuel, meals for primary production employees, and holiday transport collectively (Commission estimates based on ABS data; Treasury 2019).

### **Assessment of the FBT tax concessions**

Given the differing views on the intent of remote area tax concessions, it is unsurprising that some participants are dissatisfied with how they operate. For those who see the role of remote area concessions as promoting regional development — both to exploit economic opportunities in remote areas and to deliver services to remote area communities — the concessions are too difficult to access (particularly for small business) and fail to encourage people to live and invest in the area. For those who see concessions as a way of correcting for the inequities of the FBT regime, there is staunch opposition to any tightening of current concessions (including exemptions for FIFO arrangements). Many argued instead for making the remote area concessions more financially attractive and accessible — for instance, by changing partial concessions to exemptions.

#### The concessions are poorly targeted to regional development goals

While many participants expressed the view that the concessions were important for regional development, the FBT concessions are not well suited for that purpose.

Businesses typically have commercial incentives to invest in projects if the expected returns exceed the costs and risks. There is no basis for governments to subsidise this process by offering FBT concessions for remote areas.

State and Territory governments carry primary responsibility for regional development, and each jurisdiction will have its own challenges and priorities. A broadly-applied tax concession is unlikely to be a cost-effective approach to incentivise employees or employers

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to move to or invest in specific regions in a way that aligns with these priorities. Furthermore, the boundaries — which encompass 97 per cent of Australia’s landmass — are too broad to target regional development. In fact, they might actually counteract regional development objectives; some participants stated that it was better to have targeted policy settings that encourage investment in regional hubs to ensure access to services such as health, and capture economies of scale, than to locate services in smaller remote towns.

### Concessions to address inequities in the FBT regime are justified, but current arrangements go well beyond ‘equitable tax treatment’

The most compelling argument for FBT remote area concessions is that they address inequities inherent in the FBT regime. In some cases, employers have operational requirements to provide goods and services (such as housing) to employees, and it would be inequitable to apply the full rate of the FBT. The full rate discourages the provision of remuneration in kind, but where this is unavoidable it creates a larger tax obligation (in most cases) than if the employee was paid the equivalent in wages.

Equitable fringe benefits tax (FBT) treatment, including the rate of any concession, depends on the likelihood that there is an operational reason for an employer to provide the good or service and on whether it privately benefits the employee.

- Where there is an operational reason to provide a good or service to an employee, but that good or service does not privately benefit the employee, there is a strong basis for it to be exempt from FBT. Exemptions could also extend to cases where the private benefit (and forgone tax revenue) is sufficiently small relative to other factors, such as the compliance burden that would be imposed by subjecting it to FBT.
- Where there is an operational reason to provide a good or service that also privately benefits the employee, a partial concession may be warranted. While the FBT regime generally penalises the provision of goods and services to discourage non-wage remuneration, a full exemption achieves the opposite. A partial concession can achieve a better balance, reducing incentives to provide goods or services instead of wage income without overly penalising employers in instances where these goods or services must be provided.
- Where there is no operational reason to provide a particular good or service — where it is not required in order to perform employment duties, and can be readily purchased by the employee themselves — there is no case for an FBT concession, and employees should purchase these goods and services themselves from their after-tax income.

In the case of FIFO arrangements, there is an operational requirement to provide temporary accommodation, meals and transport, but there is no clear benefit to employees that would warrant the imposition of FBT.

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## Current concessions err on the side of being overly generous

Current remote area concessions are often not well targeted.

Full exemptions for employer-provided housing (as usual place of residence) are available across much of Australia. Although there are cases (such as remote farms) where the provision of housing is an operational requirement that warrants concessional treatment to avoid punitive taxation, the size and scope of current exemptions are too expansive for this purpose.

The general principle in individual income tax law is that taxpayers are entitled to claim deductions for expenses (that are not reimbursed by their employers) incurred wholly for the purpose of earning an income, as well as for the work-related portion of those expenses that are both work-related and private in nature.

The distinction between a work-related expense and an expense that is private in nature has evolved over time through case law. For accommodation expenses, a key consideration is whether an expense is dictated by work or by a personal choice about where to reside. The provision of the ‘usual place of residence’ by employers would appear to fall under that umbrella.

A *full exemption* for employer-provided housing is overly generous given that the provision of housing for use as an employee’s usual place of residence benefits the employee. Most people have to pay the costs associated with their usual place of residence from after-tax income, but using the exemption provides eligible employees with significant tax savings: the portion of their remuneration provided as housing is taxed at 0 per cent rather than at their marginal individual income tax rate. This advantage holds even where there is no alternative to employer-owned housing, or where an employee chooses to retain their previous residence.

Additionally, current eligibility rules mean that the exemption is available in areas where there are other housing options available and, because it is not tax-neutral, it can create a significant incentive for employers to provide goods and services in lieu of wage remuneration. Consequently, high-income individuals could in principle use the exemption for expensive properties in less remote places like Cairns or Byron Bay.

## **A more targeted approach is warranted**

Given that the strongest argument for concessions is to address inequities inherent in the FBT regime, there are ways to better target the concessions to achieve this objective. The most significant of these changes relates to employer-provided housing.

Any redesign of the FBT remote area concessions needs to balance two considerations: improving tax neutrality between different kinds of remuneration, and minimising compliance and administration costs. Achieving tax neutrality for goods and services

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provided in remote areas would improve the integrity of the tax system, and would mean that people receiving similar overall levels of remuneration would pay similar amounts of tax. However, the scope for achieving tax neutrality under the current FBT regime is limited. In most circumstances, the applicable FBT rates on employer-provided goods and services will differ from employees' tax rates on additional wages, resulting in an incentive to favour one form of remuneration over the other.

Broader reforms to the operation of FBT and other components of the income tax system — for instance, taxing fringe benefits in the hands of employees as suggested by the Henry Review — would address neutrality concerns and fundamentally alter the case for specific concessions. In the absence of broader changes to FBT, there is a need to better target access to the concessions. This involves examining the nature of each type of good or service provided by employers, determining whether a concession is warranted, and deciding what form any concession should take.

### Exemptions for employer-provided housing should be partly wound back

The Government should revert the exemption for employer-provided housing (as usual place of residence) to a partial concession (as it was prior to 2000), and tighten eligibility rules. This would reduce the incentive to use employer-provided housing in cases where it is not an operational requirement, without penalising employers in cases where it is a requirement (with rare exceptions).

For employees with annual income higher than \$37 000, a 50 per cent concession would still provide a cost saving compared with paying for accommodation from after-tax income. The Commission estimates that about 85 per cent of people who live in a FBT remote area and whose employer provides them with a home would fall into that category.

Amending the eligibility rules to focus use of the concession on cases where there is an operational requirement would further limit scope for the proposed partial concession to be used in tax reduction strategies and improve the integrity of the income tax system. To this end, the Government should also remove provisions that allow employers to claim the existing exemption for employer-provided housing merely because it is 'customary', or in less remote areas where they are 'certain regional employers'.

- The 'customary' rule explicitly allows the existing exemption to be used (by some employers) in locations where there is sufficient alternative accommodation available — that is, where there is no operational reason for the employer to provide the housing.
- The rationale for the 'certain regional employers' provision is not explicit. It aligns more with regional development and the provision of services than with equitable tax treatment. However, given that the additional areas are more populous towns, the need to provide accommodation for operational reasons is less credible.

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## Some broad-brush effects of changing the FBT concession rules

Changes to the FBT concession rules can be expected to have local and broader effects. Individual tax savings would decrease — reducing use of the concession and increasing aggregate tax revenue. Changing the exemption for employer-provided housing to a 50 per cent concession would substantially reduce the tax savings for individuals, although the reduction in tax savings would vary with income. For the vast majority of individuals (with income above \$37 000), the partial concession would still provide tax savings relative to a no-concession scenario.

Assuming no change in the provision of employer-provided housing, the shift to a 50 per cent concession could raise about \$105–215 million in FBT (appendix C).

In practice, employer behaviour would change. Some employers would continue to provide housing, and pay FBT on that housing, but might reduce employee wages in order to recoup some of the extra tax payments; this would lower income tax receipts. Other employers might cease to provide housing and instead increase employee wages. This could be an attractive option where a private housing market exists, or where the FBT concession results in a tax disadvantage for employees on incomes below \$37 000.

### *Compliance costs are likely to increase*

Changing from an exemption to a partial concession would increase compliance burdens. It might require employers to submit FBT returns, which they could formerly have avoided when using exemptions. Determining the value of housing provided to employees could also be a challenge, particularly in the absence of a housing market. These additional compliance burdens would likely have a disproportionate effect on smaller employers — some of whom might only provide housing to a single employee. That said, it is worth noting that employers providing housing to employees are disproportionately likely to be larger businesses.

On balance, the Commission considers that the additional compliance costs are more than offset by the benefits of more equitable tax treatment and a broader improvement in the integrity of the income tax system. The Board of Taxation should maintain its focus on identifying ways to reduce the compliance burden on all organisations reporting FBT payments.

### *The employment and regional effects are not straightforward*

To the extent that removing the exemption or reducing the value of FBT concessions has a material impact on costs and the viability of projects, any resulting decline in economic activity may have a knock-on effect on some remote areas. While these effects are generally likely to be small and dispersed, there may be discernible effects on local employment and housing markets in areas where there is a concentration of affected businesses.

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Nevertheless, where employer-provided housing is most prevalent, such as in the Pilbara, the value of the current exemption for employer-provided housing (which is estimated to be in the range of \$10-50 million per year for the Pilbara) is small relative to the economic output of the region. As such, it is unlikely that changes to the existing exemption will have significant impacts on the viability of resource projects in the region. Indeed, changes in the economic and employment levels of these regions are much more significantly affected by commodity price volatility.

Reducing tax savings from the concession and removing the additional areas for ‘certain regional employers’ could nonetheless affect service delivery, especially where service delivery agencies are budget-constrained and have limited revenue-raising options. This may be true of local governments and not-for-profit providers. The potential loss of capacity to deliver services that could result from these changes to FBT concessions needs to be duly considered.

### Changes to other types of remote area concessions

In addition to changes to the exemption for employer-provided housing, this draft report also proposes changes to the other remote area concessions (table 2). In particular, the Commission proposes that the Australian Government:

- remove the current 50 per cent concessions on employee-sourced housing (such as rent or mortgage assistance). These partial concessions do not satisfy the condition that there is an operational requirement for employers to provide the assistance. They are premised on employees having secured their own housing; if employees are able to secure their own housing, such assistance is substitutable with wage income.
- retain the partial concessions on residential fuel for use in conjunction with employer-provided housing, as well as the exemption for meals for primary production employees. However, eligibility for both should be tightened to include only those cases where there is an operational requirement to provide the meals or fuel. It may be possible to reduce the complexity of the exemption for meals.
- remove the partial concessions on holiday transport. Holiday transport directly benefits employees, but there is no operational requirement to provide it, so it is inequitable for it to be partly funded by taxpayers.

Changes to these remote area concessions are expected to have only limited effect, as the concessions are narrowly used and are low in value.

### FBT remote area boundaries

Although there is a case for retaining geographical boundaries, they carry some risks. Geographical restrictions are a comparatively simple, objective, and intuitive way to approximate those circumstances the concessions attempt to target (particularly for housing) and reduce the need for prescriptive eligibility rules. However, the specific areas included

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and excluded are contestable. Drawing boundaries too narrowly risks excluding cases where it is necessary to provide goods and services, such as housing to employees (for example, on farms in less remote areas). Conversely, defining the areas too broadly makes the concessions more likely to be used in cases where they are not necessary.

Making the concessions more tax neutral, particularly by changing the remote area housing exemption to a 50 per cent concession, would reduce incentives for employers to provide goods and services (especially housing) where there is no operational requirement to do so. This would reduce the costs of drawing boundaries too widely, as the boundaries would become less critical in regulating use of the concessions.

A second drawback of the current geographical boundaries, which the proposed changes do not mitigate, is that the boundaries raise constitutional validity issues.

Although the current boundaries for FBT remote area concessions would be broadly fit-for-purpose if combined with proposed changes to the rate of the housing concession and the removal of other concessions, there is a case for updating them to reflect current populations and decisions made on the zone tax offset.

The FBT remote areas are currently defined by distances from towns that had populations above certain thresholds in 1981. These thresholds vary depending on whether the town is within or outside the current ZTO boundaries: within the ZTO zones, towns of up to 28 000 people (and the surrounding areas) are considered remote for FBT purposes, whereas the threshold outside of the zones is only 14 000 people. A minimalist approach would be to update town populations and remote area boundaries based on the 2016 Census, and thereafter to review periodically. Other options include:

- linking FBT remote area boundaries to ABS remoteness areas for determining the population thresholds of towns rather than the existing Zones A and B
- decoupling the FBT remote area boundaries from the ZTO boundaries, by removing the zone-based differences in population thresholds for eligible urban areas
- removing geographic restrictions altogether.

The draft report invites feedback on the relative merits of different options for redefining the boundaries for FBT remote area concessions.

### Summary of proposed changes to FBT remote area concessions

Conditional on a number of assumptions (made necessary by the paucity of data), the Commission has attempted to assess the main impacts of the proposed changes. The Commission is open to feedback from stakeholders on its assumptions and methods as outlined in appendix C.

Table 2 summarises the Commission's proposed changes to the design of FBT remote area concessions. It should be noted that the Commission is not proposing changes to the existing



concessions for FIFO arrangements. Although the proposed changes to remote area concessions (table 2) are expected to benefit the broader Australian community, the Commission is seeking further information to understand how these would play out in specific remote areas.

**Table 2 Proposed changes to FBT remote area concessions**

	<i>Current concessions</i>	<i>Proposed changes</i>
Employer-provided housing	Exemption from FBT for employer-provided housing in designated remote areas  (FBTAA, s. 58ZC)	<ul style="list-style-type: none"> <li>• Change the exemption to a 50 per cent concession</li> <li>• Remove the provision that enables employers to claim the concession because it is 'customary' to provide housing (s. 58ZC(2)(d)(iii))</li> <li>• Remove the extension of the concession to additional areas for 'certain regional employers' (s. 140(1A))</li> </ul>
Employee-sourced housing	Partial (50 per cent) concession on other forms of housing assistance in designated remote areas  (FBTAA, s. 60)	<ul style="list-style-type: none"> <li>• Remove the partial concessions on employee-sourced housing</li> </ul>
Temporary accommodation, meals and transport for FIFO workers	Exemption from FBT for temporary accommodation, meals and transport for FIFO workers  (Note: remote area transport (s. 47(7)) is the only concession linked to remote area boundaries)	<ul style="list-style-type: none"> <li>• No change to existing concessions for FIFO arrangements</li> </ul>
Residential fuel	Partial (50 per cent) concession for residential fuel used in housing that attracts an FBT remote area concession  (FBTAA, s. 59)	<ul style="list-style-type: none"> <li>• Limit access to the concession for use in conjunction with employer-provided housing to instances where there is an operational requirement for the employer to provide residential fuel (s. 59(1))</li> <li>• Remove concession for use in conjunction with employee-sourced housing (s. 59(2) and (3))</li> </ul>
Meals for primary production employees	Exemption from FBT for meals provided to primary production employees on work days  (FBTAA, s. 58ZD)	<ul style="list-style-type: none"> <li>• Limit access to instances where there is an operational requirement to provide meals</li> <li>• Remove the definition limiting the exemption to meals 'ready for consumption'</li> </ul>
Holiday transport	Partial (50 per cent) concession on return holiday transport to specified destinations.  (FBTAA, ss. 60A and 61)	<ul style="list-style-type: none"> <li>• Remove the holiday transport concession</li> </ul>

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# Recommendations, findings and information requests

## The broader context

### DRAFT FINDING 2.1

The broader context for remote area tax concessions has changed considerably since their introduction in 1945. Technological advances have helped lessen the hardships of life in remote parts of Australia. Some areas once considered isolated, such as Cairns and Darwin which are now home to international airports and populations exceeding 100 000 people, can no longer reasonably be considered remote.

### DRAFT FINDING 2.2

Among the 2 per cent of Australians who live in remote areas, Indigenous Australians constitute 28 per cent of the population. There are large differences in income and employment outcomes between the Indigenous and the non-Indigenous population. Indigenous Australians in remote areas are also significantly less likely to relocate compared with their non-Indigenous counterparts.

### DRAFT FINDING 2.3

There is some evidence that the cost of living increases with remoteness.

### DRAFT FINDING 2.4

Although life in remote Australia has a unique set of challenges, many Australians choose to live there because of the pace and quality of remote life, or because of close personal or cultural attachments to places or to communities. Others move to remote areas in pursuit of economic opportunity.

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**DRAFT FINDING 3.1**

Remote area tax concessions and payments form just one small part of the broad suite of measures put in place by all levels of government to support individuals, businesses and communities and to facilitate development in regional and remote Australia.

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**INFORMATION REQUEST 1**

*The Commission is seeking data (to augment the data used in this draft report) capable of supporting a comparison of the cost of living in different parts of Australia, particularly in relation to housing costs.*

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## The zone tax offset

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**DRAFT FINDING 4.1**

The remoteness areas published by the Australian Bureau of Statistics would be a more suitable basis for defining zone tax offset boundaries. They are widely used, including by State governments and the Commonwealth Grants Commission, and are updated after each census using a transparent and well-understood methodology.

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**DRAFT FINDING 4.2**

The zone tax offset (ZTO) is flawed and outdated.

- Eligibility has not kept up with change in remote Australia, and nearly half of ZTO claimants live in large coastal regional centres.
- Inflation and growth in wages have substantially eroded the value of the ZTO. The economic and employment impacts of the concession are likely to be small, and there is no evidence to suggest that the ZTO currently affects where people choose to live and work.

**DRAFT FINDING 5.1**

There is no compelling justification for a zone tax offset in contemporary Australia.

Higher living costs or other aspects of life in remote areas do not warrant compensation from other taxpayers. Australians face a range of advantages and disadvantages in where they live, and will typically locate in the area they value most highly.

Communities likewise grow or shrink based on their advantages and disadvantages. Attempts by governments to artificially create an advantage for a remote community, or attract people to live in high cost areas through tax concessions, typically result in net losses to the broader Australian community.

**DRAFT RECOMMENDATION 5.1 ABOLISH ZONE AND OVERSEAS FORCES TAX OFFSETS**

The Australian Government should abolish the zone tax offset and the overseas forces tax offset.

**DRAFT FINDING 5.2**

There is no case for the Government to provide company tax offsets specifically to businesses in remote areas. Governments should focus on creating successful business environments regardless of their location.

## The remote area allowance

**DRAFT FINDING 6.1**

Notable characteristics of the profile of remote area allowance recipients include that:

- most reside in *very remote* and *remote* areas of Australia (as defined by the Australian Bureau of Statistics)
- the majority are located in the Northern Territory, with one-in-five Northern Territorians over the age of 15 years in receipt of the payment
- half are located within areas of the highest socio-economic disadvantage
- almost 65 per cent of recipients are Indigenous Australians
- just over half have been in receipt of an income support payment for over five years.

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**DRAFT FINDING 6.2**

There is a rationale for a remote area allowance to address cost of living differences affecting income support recipients in remote Australia.

**DRAFT RECOMMENDATION 6.1 ADJUST RAA BOUNDARIES**

The Australian Government should revise section 14 of the *Social Security Act 1991* (Cth) to align the remote area allowance geographical boundaries with the Australian Bureau of Statistics remoteness classification for *very remote* and *remote* areas.

**DRAFT RECOMMENDATION 6.2 REVIEW RAA PAYMENT RATES PERIODICALLY**

The Australian Government should revise payment rates for the remote area allowance (RAA) following the completion of this study.

Thereafter, the Department of Social Services should review the RAA periodically. These reviews should:

- revise RAA payment rates, taking into account changes in living-cost differentials between remote and non-remote areas
- report on RAA annual outlays and recipient numbers
- consider any issues associated with administering the RAA.

The reviews should be made public.

## Fringe Benefits Tax remote area concessions

### DRAFT FINDING 7.1

The use and economic effects of fringe benefits tax (FBT) remote area concessions vary.

- The exemption for employer-provided housing (used as a usual place of residence) can provide significant value at the employee level, particularly for higher-income employees, and could cost as much as \$430 million per year in forgone FBT revenue nationally. Usage is concentrated in certain areas — such as the Pilbara in Western Australia, and the Central Highlands and Bowen Basin in Queensland — and in industries such as mining, agriculture, and public services (including hospitals, police, and local government).
- The partial concessions on employee-sourced housing are narrowly used. The 50 per cent concession is much less generous than the full exemption on employer-provided housing, and the compliance burdens are higher.
- Use of other FBT remote area concessions (on residential fuel, meals for primary production employees and holiday transport) is minimal, in part because they provide limited tax savings and are overly complex with high compliance costs.
- FBT concessions for fly-in fly-out workers, while widely used, are likely to have only a minor influence on decisions to maintain a fly-in fly-out workforce.

### DRAFT FINDING 7.2

Fringe benefits tax remote area concessions help to address inequities inherent in the FBT regime, but they are not fit for purpose. The current concessions are overly generous and complex, thereby creating other inequities.

### DRAFT RECOMMENDATION 8.1 **TIGHTEN TAX TREATMENT OF EMPLOYER-PROVIDED HOUSING**

The Australian Government should amend the *Fringe Benefits Tax Assessment Act 1986* (Cth) to change the tax treatment of employer-provided housing. Specifically, it should:

- revert the exemption for employer-provided housing (section 58ZC) to a 50 per cent concession (as it was prior to 2000)
- remove the provision that enables employers to claim the concession because it is 'customary' to provide housing (section 58ZC(2)(d)(iii))
- remove the provision that extends the concession to additional areas for 'certain regional employers' (section 140(1A)).

**DRAFT RECOMMENDATION 8.2 REMOVE CONCESSION FOR EMPLOYEE-SOURCED HOUSING**

The Australian Government should amend the *Fringe Benefits Tax Assessment Act 1986* (Cth) to remove the 50 per cent concession on employee-sourced housing (section 60).

**DRAFT RECOMMENDATION 8.3 TIGHTEN TAX TREATMENT OF OTHER GOODS AND SERVICES**

The Australian Government should amend the *Fringe Benefits Tax Assessment Act 1986* (Cth) to change the tax treatment of residential fuel, meals for primary production employees, and holiday transport provided by employers in remote areas. Specifically, it should:

- limit access to the residential fuel concession for use in conjunction with employer-provided housing (section 59(1)) to instances where there is an operational requirement for the employer to provide residential fuel
- remove the residential fuel concession for use in conjunction with employee-sourced housing (section 59(2) and (3))
- limit access to the exemption that currently applies to meals for primary production employees (section 58ZD) to instances where there is an operational requirement for the employer to provide these meals
- remove the definition limiting the exemption to meals 'ready for consumption', as it leads to ambiguity and difficulty in implementation
- remove the holiday transport concession (section 60A and section 61).

**INFORMATION REQUEST 2**

*The Commission invites feedback on its estimates of the utilisation of the FBT concessions. Are the Commission's assumptions plausible? If not, what alternative assumptions should apply? Are there other data that could assist in gauging the use of FBT concessions?*

**INFORMATION REQUEST 3**

*Should the revised remote area concessions be considered 'reportable' or 'excluded' benefits? Are there additional compliance burdens from allocating these benefits to individual employees that justify excluding them?*

*Are there any other factors that should be considered in implementing these changes?*

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*INFORMATION REQUEST 4*

*The Commission invites further information on the compliance burdens that could arise from this change in the FBT treatment of employer-provided housing, and on what could be done to reduce these burdens while addressing equity concerns.*

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*INFORMATION REQUEST 5*

*How often should the FBT remote area boundaries be updated?*

*Should the FBT remote area boundaries be decoupled from the ZTO boundaries? If so, how?*

*Can the other eligibility rules for remote area concessions be improved sufficiently to make geographical boundaries redundant?*

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*INFORMATION REQUEST 6*

*What impacts would the proposed changes to FBT remote area concessions (particularly for housing) have on the provision of key public services, such as health services, in remote areas?*

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**Dean Smith**

LIBERAL SENATOR FOR WESTERN AUSTRALIA  
CHIEF GOVERNMENT WHIP IN THE SENATE

23 September 2019

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**Draft report of the Productivity Commission inquiry into remote area tax concessions and payments**

I write to provide some important further information to better inform communities across the far north WA's about matters detailed in the Productivity Commissions draft report into remote area tax incentives.

I note recent media reports may not have accurately reported the status of the draft recommendations.

*Background to Productivity Commission inquiry*

As part of the Coalition Government's commitment to regional development, the Productivity Commission has been tasked to undertake an inquiry to ensure that remote area tax assistance remains fair and contemporary.

The study is considering the appropriateness, both in terms of level and mechanism, of remote area assistance delivered through the Zone Tax Offset (ZTO), Fringe Benefits tax (FBT) remote area concessions and the Remote Area Allowance (RAA).

It is critical to note that some of these measures in the tax system to support regional communities date back to the late 1940's and have not been substantively reviewed in decades.

The recommendations contained in the draft report released on 4 September 2019 are not recommendations to Government, but instead form the basis of further discussion and consultation with regional communities.

Next steps

Submissions to the draft recommendations are due by 11 October 2019 and a final report is due to be provided to Government in February next year.

I am personally of the view that a closer read of the draft report provides a very real opportunity to improve the design of some of the tax concessions so that they work to better promote regional development across Western Australian.

On Saturday, *The West Australian* newspaper (*'Premier to dig in on mining tax', Saturday 21 September 2019*) reported my views on the matter accurately:

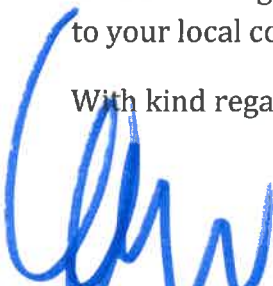
*"WA Liberal Senator Dean Smith said any changes to remote tax arrangements would be agreed to only if they improved the position of West Australians currently living in regional and remote areas."*

You can be confident of the Coalition Government's commitment to supporting regional Australia and ensuring that tax assistance provided through the tax system remains appropriate and effective.

Opportunity to discuss the Productivity Commission Report

Late this week I will be travelling across the Pilbara and Kimberley until 5 October and I would be delighted to meet with you to discuss the report and other matters important to your local communities.

With kind regards



**Dean Smith**



**Dean Smith**

LIBERAL SENATOR FOR WESTERN AUSTRALIA  
CHIEF GOVERNMENT WHIP IN THE SENATE

25 September 2019

Cr Kerry White  
Shire President

Mr Rob Paull  
Chief Executive Officer  
Shire of Ashburton  
PO Box 567  
TOM PRICE WA 6751

*By email: [rob.paull@ashburton.wa.gov.au](mailto:rob.paull@ashburton.wa.gov.au); [kerry.white@ashburton.wa.gov.au](mailto:kerry.white@ashburton.wa.gov.au)*

**OPINION: WA needs remote area tax benefits**

Earlier this week I wrote to you regarding the draft Productivity Commission inquiry into remote area tax concessions and payments.

Today, *The West Australian* published an opinion piece by me which highlights the importance of remote area tax benefits to Western Australia.

As I state in the concluding paragraph:

“Remote tax arrangements have played an important role in mitigating the challenges of living in remote WA. It’s time WA made its voice heard again.”

I have enclosed a copy of the opinion piece and look forward to discussing the issue with you over the coming days.

Yours sincerely

**Dean Smith**

Encl.

# The West Australian

## WA needs remote area tax benefits

**DEAN SMITH**



The Productivity Commission has been a great friend to WA. The release of the 2018 report on horizontal fiscal equalisation that found GST arrangements were “beyond comprehension by the public and poorly understood by most within government” marked a critical turning point in WA’s case for GST reform. But last week it turned from friend to foe leaving many thousands of Western Australians living remotely — that 20 per cent of WA’s population responsible for contributing 37 per cent of WA’s economic activity — outraged. The release last week of its draft report on remote area tax concessions and payments said the Productivity Commission didn’t believe “higher living costs or other aspects of life in remote areas warrant compensation from other taxpayers”. Not only is the statement tactless it is blissfully ignorant of the fact that Australians are both relaxed and comfortable having their taxes directed to support economic development across regional, rural and remote Australia, including WA’s far north.

Late last year the Coalition Government instructed an inquiry be undertaken to ensure that remote area tax assistance remains “fair and contemporary”. It follows calls for an independent and comprehensive review of concessions delivered through the Zone Tax Offset (ZTO), Fringe Benefits Tax (FBT) and Remote

Area Allowance (RAA).

The draft report findings that current tax concessions and payments were “outdated, inequitable and poorly designed” can’t be disputed. Not a surprising revelation when we consider that remote area concessions were introduced under Labor’s Ben Chifley to support Australians living in places exposed to “uncongenial” climate, geographic isolation and higher costs.

The ZTO dates back to the end of WWII with the introduction of income tax deductions and was last increased in 1993/1994. The RAA was introduced in 1984 and extended the ZTO to non-taxpayers residing in remote Australia and FBT remote area concessions were introduced in 1986 to lessen the impact of the new FBT regime.

Fast-forward to 2019 and about two-thirds of current claimants live in the four largest regional cities Darwin, Townsville, Cairns and Mackay. The Minister for Northern Australia, Senator Matt Canavan has stated the concessions are no longer working as intended and the WA Government has conceded that concessions should be “well targeted”, “enhanced” and made “more relevant in a contemporary context”.

Even the WA Local Government Association has said that the existing arrangements are “outdated”, are “not delivering on their objectives” and has specifically called for the ZTO to be “reviewed”, and noted concerns that FBT concessions may be acting as a “disincentive” to town-based work forces in preference to a fly-in, fly-out workforce.

But the draft report should make Western Australians alarmed. It has called for the abolition of the ZTO on the basis of it being an “ineffective and blunt” instrument and to “refresh” the RAA by reviewing the eligibility and payment rates. The noise has been loudest regarding proposals to tighten FBT exemptions and concessions for employer provided housing, residential fuel, meals for employees, holiday transport and removal of the FBT concession for employee-sourced housing.

Regional West Australians have called the report “absolutely dreadful”. The report’s sentiment undermines the conscious efforts of local, State and Federal governments to drive investment in northern Australia. On the Coalition’s part the investment includes \$5 billion for the Northern Australia Infrastructure Facility, \$600 million for the Northern Australia Roads Program and \$100 million for the Beef Roads Program. The report concedes there is a “dearth of relevant and readily available data” and understanding the value of these concessions is “problematic”, and for these reasons alone, significant reform should be approached with great caution.

Remote area tax arrangements have played an important role in mitigating the challenges of living in remote WA. It’s time WA made its voice heard again.

Dean Smith is a WA Liberal senator

# OPINION

thewest.com.au

Email [opinion@wanews.com.au](mailto:opinion@wanews.com.au)

## EDITORIAL

### Securing WA coast too vital to cheapen by playing politics

It is stating the obvious to say that WA occupies an enormous land mass. That means the State has a massive coastline to secure. There are plenty of reasons to safeguard these oceans. This includes to prevent illegal fishing; to stop illegal arrivals by sea; to intercept attempts at drug running and of course to watch out for possible national security risks, including to our offshore resource facilities. To provide that security is a costly exercise and as result any small measure of contribution from local communities or industries in the area is to be welcomed. That includes the announcement this week of a new partnership between police and the fishing industry aimed at disrupting the flow of illicit drugs into the State.

As part of the agreement that builds on an existing informal arrangement, WA's 500 commercial fishermen will be briefed on what to watch for and be given a direct line to the WA Police State Operations Command Centre to report suspicious boats.

WA Police Commissioner Chris Dawson, who has previously been critical of the lack of Commonwealth border patrol vessels based in WA, said he was also hopeful extra resources would be deployed in WA following positive recent discussions.

"I expect that Australian Border Force and the Commonwealth will make some announcements in the near future," he said. "Based on the discussions I have had with them they are going to increase their capability here."

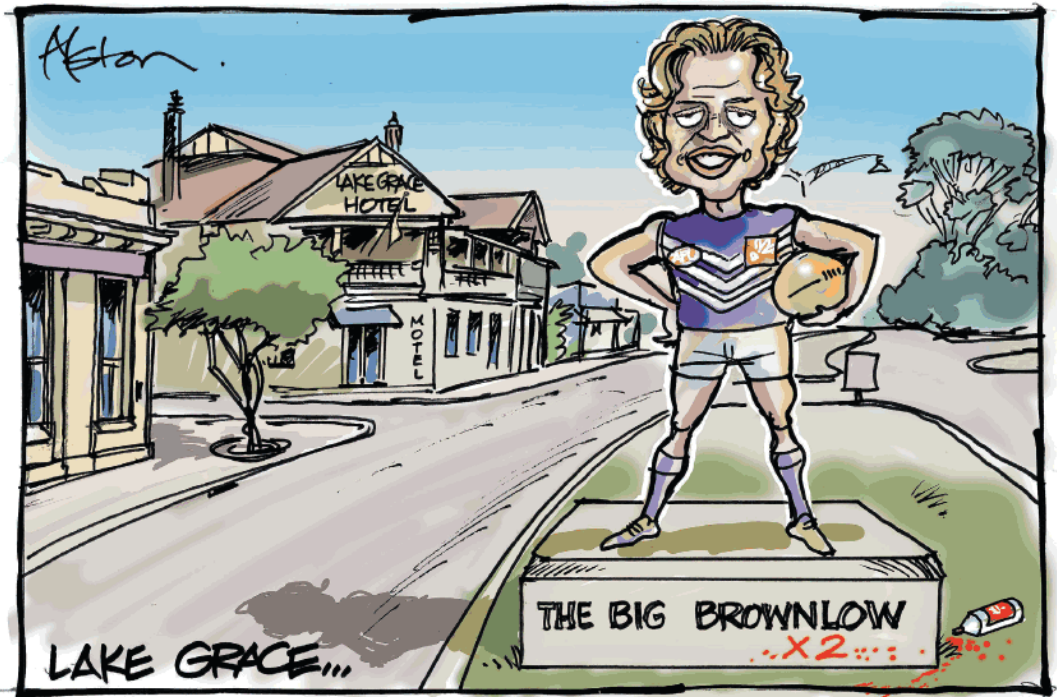
But in a swipe at the WA Government, Home Affairs Minister Peter Dutton said while his conversation with Mr Dawson had been "productive", the State was at fault for not investing more in border protection.

"Obviously WA have underinvested in vessels and their own water response is woefully inadequate, so the Commonwealth will do whatever we can to support WA," Mr Dutton said. "We are working through options but the WA coastline is vast and we will make an announcement in due course regarding a serious response to a significant problem."

Mr Dutton has got it back to front. As WA Police Minister Michelle Roberts said, maritime border patrols are the responsibility of the Commonwealth. "I raised this matter with Mr Dutton earlier this year because it is a critical issue for the WA community," she said.

"Since then we have had radio silence from the Commonwealth. Is Mr Dutton seriously suggesting that the WA Government build its own coast guard? That's the job of the Commonwealth."

This is indeed a vital issue. Mr Dutton should resist the urge to play politics and ensure adequate Federal resources are applied to the task.



Signed Alston prints are available from [www.westpix.com.au](http://www.westpix.com.au) or 9482 2378.

## WA needs remote area tax benefits

DEAN SMITH



The Productivity Commission has been a great friend to WA. The release of the 2018 report on horizontal fiscal equalisation that found GST arrangements were "beyond comprehension by the public and poorly understood by most within government" marked a critical turning point in WA's case for GST reform. But last week it turned from friend to foe leaving many thousands of Western Australians living remotely — that 20 per cent of WA's population responsible for contributing 37 per cent of WA's economic activity — outraged.

The release last week of its draft report on remote area tax concessions and payments said the Productivity Commission didn't believe "higher living costs or other aspects of life in remote areas warrant compensation from other taxpayers". Not only is the statement tactless it is blissfully ignorant of the fact that Australians are both relaxed and comfortable having their taxes directed to support economic development across regional, rural and remote Australia, including WA's far north.

Late last year the Coalition Government instructed an inquiry be undertaken to ensure that remote area tax assistance remains "fair and contemporary". It follows calls for an independent and comprehensive review of concessions delivered

through the Zone Tax Offset (ZTO), Fringe Benefits Tax (FBT) and Remote Area Allowance (RAA).

The draft report findings that current tax concessions and payments were "outdated, inequitable and poorly designed" can't be disputed. Not a surprising revelation when we consider that remote area concessions were introduced under Labor's Ben Chifley to support Australians living in places exposed to "uncongenial" climate, geographic isolation and higher costs.

The ZTO dates back to the end of WWII with the introduction of income tax deductions and was last increased in 1993/1994. The RAA was introduced in 1984 and extended the ZTO to non-taxpayers residing in remote Australia and FBT remote area concessions were introduced in 1986 to lessen the impact of the new FBT regime.

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Even the WA Local Government Association has said that the existing arrangements are "outdated", are "not delivering on their objectives" and has specifically called for the ZTO to be "reviewed", and noted concerns that FBT concessions may be acting as

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But the draft report should make Western Australians alarmed. It has called for the abolition of the ZTO on the basis of it being an "ineffective and blunt" instrument and to "refresh" the RAA by reviewing the eligibility and payment rates. The noise has been loudest regarding proposals to tighten FBT exemptions and concessions for employer provided housing, residential fuel, meals for employees, holiday transport and removal of the FBT concession for employee-sourced housing.

Regional West Australians have called the report "absolutely dreadful". The report's sentiment undermines the conscious efforts of local, State and Federal governments to drive investment in northern Australia. On the Coalition's part the investment includes \$5 billion for the Northern Australia Infrastructure Facility, \$600 million for the Northern Australia Roads Program and \$100 million for the Beef Roads Program. The report concedes there is a "dearth of relevant and readily available data" and understanding the value of these concessions is "problematic", and for these reasons alone, significant reform should be approached with great caution.

Remote area tax arrangements have played an important role in mitigating the challenges of living in remote WA. It's time WA made its voice heard again.

Dean Smith is a WA Liberal senator

## MOORE STEPHENS

---

10 August 2018

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Kerry Fisher  
Shire of Ashburton  
PO BOX 567  
TOM PRICE WA 6751

Dear Kerry

### Fringe Benefits Tax (FBT) implications on rent relief

Thank you for engaging Moore Stephens to provide the Shire with advice in relation to Shire's proposed remote area accommodation benefits.

As per your email to us dated 11 July 2018, you would like us to provide the Shire with FBT, PAYG and superannuation advice in relation to the proposed remote area rental allowance/reimbursements provided to the Shire's employee. You have provided us with the following three situations you are commonly dealing with:

- An employee that is in a Shire owned house;
- An employee that is in a Shire leased house; and
- An employee that is in a privately rented house.

You have provided us with 2 documents which we refer to in this letter:

- Residential Employee Accommodation Directive (EMP19) – refer to Appendix 1; and
- Frequently Asked Questions- refer to Appendix 2

### Allowances vs Reimbursements

Allowances are separately identified payments made to an employee for:

- Working conditions;
- Expenses that cannot be claimed as a tax deduction by the employee - for example, normal travel between home and work; or
- Work related expenses that may be able to be claimed as a tax deduction by the employee.

Allowances and reimbursements are different in that the latter are exact compensation for actual expenses incurred, and the employer may be subject to Fringe Benefits Tax (FBT). If the reimbursement is covered by FBT, the amount is not assessable income to the employee, and the employee cannot claim a deduction for the expense.

TR 92/15 suggests that a payment will generally be a reimbursement when the recipient is intended to be compensated exactly (in whole or in part) for an expense already incurred; while an allowance will arise where an employee is paid a predetermined amount to cover an estimated expense and is not required to refund any unused amounts.

*Example – from TR 92/15*

*11. Danielle and Thomas are both employees of Faraway Investments Pty. Ltd. Apart from her usual salary, Danielle, an investment consultant, is paid \$500 per month to cover expenses she is expected to incur while entertaining clients. Under an industrial award, Danielle also receives \$50 per fortnight to cover medical*

insurance premiums for herself and her family. To be entitled to the \$50 per fortnight, Danielle is required to produce a letter from the health fund certifying that she is a member. Apart from that, she is not required to vouch any of the expenses incurred in relation to both payments.

12. Thomas, a bookkeeper, is entitled to payment for medical insurance premiums for himself and his family up to a limit of \$300 per year. To claim the amount from his employer, he is required to produce his insurance premium statements to his employer verifying the amount incurred by him in relation to those premiums.

13. The payments made to Danielle for entertaining clients and for medical insurance are allowances. Danielle is paid regardless of whether she spends the \$500 on clients and whether she spends the whole \$50 on medical insurance. On the contrary, the payments made to Thomas are reimbursements. He is compensated exactly for his medical insurance and would not be entitled to payment if he is unable to vouch his claim. The upper limit of \$300 per year does not alter the character of the payment. The payment is based on the precise accounting of actual expenditure.

Therefore, in relation to housing, there are two scenarios we cover:

1. If the Shire pays a cash allowance to an employee for rent, it would fall under the PAYG system and would not be subject to FBT. The employee would be liable for tax on this allowance.
2. If the Shire reimburses rent expenses or provides rent-free accommodation, it would fall under the FBT regime and the Shire may be liable for FBT if the remote area concessions do not apply. The employee would not be taxable on this payment.

### Accommodation Assistance - Shire owned/leased housing – current treatment under EMP19

As per “2.1.1 Accommodation Assistance” in EMP19 (refer to Appendix 1),

*This section applies to staff who are accommodated in properties that are either owned or directly leased by the Shire of Ashburton.*

*Where accommodation is required and the employee is eligible as per Directive, the Shire will attempt to provide accommodation for the employee. Employees will be required to pay rent as per market rates.*

*Full-time employees will receive an allowance to the equivalent of 100% of the rental amount of the property they occupy. Allowances for part-time employees will be applied pro rata based on contracted hours.*

Based on the clause above, it would appear the employees will receive an allowance equivalent to 100% of the market rent. Currently, the implications of this assistance are as follows:

- The Shire does not have an FBT liability;
- The employee will be paying income tax on this allowance and they cannot claim a deduction for rent generally as it is a private expense (note, in very limited circumstances, employees may be able to claim rental accommodation if incurred whilst they were travelling for work purposes but this is unlikely to apply in this scenario).
- The Shire would have a superannuation obligation in relation to this allowance (as it is paid for non-deductible expenses).

### Accommodation Assistance - Shire owned/leased housing – alternate treatment

In contrast, if the Shire provided rent-free accommodation, it would not be subject to FBT and it this would not be taxable to the employee under s58ZC of the FBT Act.

*(1) A housing benefit that is a remote area housing benefit is an exempt benefit.*

*What constitutes remote area housing benefit*

*(2) A housing benefit in relation to an employer for a year of tax and for a unit of accommodation, being a benefit provided to an employee of the employer in respect of the employee's employment, is a **remote area housing benefit** if:*

*(a) during the whole of the tenancy period, the unit of accommodation was located in a State or internal Territory and was not at a location in, or adjacent to, an eligible urban area; and*

*(b) during the whole of the tenancy period, the recipient was a current employee of the employer and the usual place of employment of the recipient was not at a location in, or adjacent to, an eligible urban area; and*

*(d) it would be concluded that it was necessary for the employer, during the year of tax, to provide, or to arrange for the provision of, residential accommodation for employees of the employer because:*

*(i) the nature of the employer's business was such that employees of the employer were liable to be frequently required to change their places of residence; or*

*(ii) there was not, at or near the place or places at which the employees of the employer were employed, sufficient suitable residential accommodation for those employees (other than residential accommodation provided by or on behalf of the employer); or*

*(iii) it is customary for employers in the industry in which the recipient was employed during the tenancy period to provide residential accommodation for their employees free of charge or for a rent or other consideration that is less than the market value of the right to occupy or use the accommodation concerned; and*

*(e) the recipients overall housing right was not granted to the recipient under:*

*(i) a non-arm's length arrangement; or*

*(ii) an arrangement that was entered into by any of the parties to the arrangement for the purpose, or for purposes that included the purpose, of enabling the employer to obtain the benefit of the application of this section.*

From the definition above, if the housing fringe benefit (i.e. Shire owned/leased accommodation) is in a remote area and the employee's usual place of employment is in Ashburton, it would be an exempt fringe benefit if it is necessary for the employer to provide the accommodation because it is either:

- that employees of the employer were frequently required to change their places of residence; or
- there is insufficient suitable residential accommodation otherwise available; or
- it is customary in the employer's industry to provide free or subsidised accommodation.



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Care needs to be taken in relation to subsection (e) (ii) above that the housing right should not be granted as “an arrangement that was entered into by any of the parties to the arrangement for the purpose, or for purposes that included the purpose, of enabling the employer to obtain the benefit of the application of this section.”

This anti-avoidance provision prevents employers from entering into arrangements to obtain a benefit from the exemption. Unfortunately, this is not something we can advise on as it is determined by the Commissioner (his discretion), but you may consider applying for a private ruling in relation to this.

The advantage of going down this route is:

- the Shire does not have FBT obligations in relation to the housing;
- the Shire does not have PAYG/Superannuation obligations in relation to the housing benefit; and
- The employee is not assessed on the allowance.

The following is an illustration of the differences between the two treatments assuming an employee’s annual salary of \$80,000 with monthly rent of \$1,500.

	Current Treatment	Alternate treatment	Notes
Employees Salary	\$80,000	\$80,000	
Rent	\$18,000	\$0	(\$1,500 per month)
Taxable income	\$98,000	\$80,000	
Income tax	\$23,757	\$17,547	
Medicare Levy	\$1,960	\$1,600	
Total Tax	\$25,717	\$19,147	
Cash in hand	\$72,283	\$60,853	
Rent paid to Shire	\$18,000	\$0	
Net cash in hand	\$54,283	\$60,853	
Saving for employee		\$6,570	

Savings for employer (superannuation on allowance)  
\$1,710.0

### Rent Relief Assistance – employee rented accommodation- current treatment under EMP19

As per “2.1.2 Rent Relief Assistance” in EMP19 (refer to Appendix 1),

*This section applies to staff who cannot be accommodated in properties that are either owned or directly leased by the Shire of Ashburton.*

*Where an employee is eligible for accommodation under this Directive, however the Shire is unable to provide suitable accommodation, the employee may be able to apply for Rent Relief.*

*Determination of suitable accommodation will be at the discretion of the CEO. Rent Relief will be provided in the form of an allowance paid fortnightly via payroll and will be subject to applicable taxes. Employees who take up the offer of Rent Relief will be liable for any tax implications.*

*The Shire will provide Rent Relief for employees required to pay for their property of residence as per their Residential Tenancy Agreement, to a maximum value as determined by the CEO and not more than the employee's actual costs. Employees must complete a Rent Relief Application and provide a copy of their Residential Tenancy Agreement as proof of rent payable prior to Rent Relief being provided. Rent Relief will be provided on a per household basis.*

Based on the clause above, it would appear the employees will receive an allowance equivalent to 100% of the market rent. Currently, the implications of this assistance are as follows:

- The Shire does not have an FBT liability;
- The employee will be paying income tax on this allowance and they cannot claim a deduction for rent generally as it is a private expense (note, in very limited circumstances, employees may be able to claim rental accommodation if incurred whilst they were travelling for work purposes but this is unlikely to apply in this scenario).
- The Shire would have a superannuation obligation in relation to this allowance (as this is paid for non-deductible expenses).

#### **Rent Relief Assistance – – employee rented accommodation- alternate treatment**

If these payments were structured as a reimbursement (rather than an allowance), it would be subject to the FBT provisions. A 50% reduction in taxable value is available under s60 (2A) of the FBT in relation to remote area housing rent reimbursements.

As per s60 of the FBT Act,

*(2A) Where:*

*(a) the recipient of an expense payment fringe benefit in relation to an employer in relation to a year of tax is an employee of the employer;*

*(b) the recipients expenditure is in respect of remote area housing rent connected with a unit of accommodation;*

*(c) the recipient occupied or used the unit of accommodation as his or her usual place of residence during a period (in this subsection called the **occupation period**) during which the rent accrued; and*

*(d) the fringe benefit was not provided under:*

*(i) a non-arm's length arrangement; or*

*(ii) an arrangement that was entered into by any of the parties to the arrangement for the purpose, or for purposes that included the purpose, of enabling the employer to obtain the benefit of the application of this section;*

*the amount that, but for this subsection, would be the taxable value of the fringe benefit in relation to the year of tax shall be reduced by 50% of so much of the recipients expenditure as relates to the occupation period.*

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Please note, this 50% reduction is on the employee's gross rent and not the amount reimbursed by the employer. Therefore, it may be possible to reduce the taxable value of the benefit provided to nil depending on the amount reimbursed.

By way of illustration, assume an employee's gross rent payment is \$10,000 during the financial year and the employer reimburses \$10,000 towards their accommodation. The taxable value of the benefit is as follows:

Gross Rent	\$10,000
Benefit provided	\$10,000
Less: 50% reduction	(\$5,000)
Taxable Value	\$5,000

In this scenario, the Shire would be liable for FBT on \$5,000. The employee could make an after-tax contribution to reduce the taxable value to \$0 but depending on their marginal tax rate, they may be worse off by doing this. We recommend they obtain independent tax advice tailored to their situation.

In contract, assume an employee's gross rent payment is \$10,000 during the financial year and the employer reimburses \$5,000 towards their accommodation. The taxable value of the benefit is as follows:

Gross Rent	\$10,000
Benefit Provided	\$5,000
Less: 50% reduction	(\$5,000)
Taxable Value	\$0

In certain scenarios, it may be beneficial for the employee to receive a reimbursement of 50% of their gross rent and the balance (if any) depending on the Shire's policy, to be received in cash as an allowance subject to PAYG and superannuation. The 50% rent would not be subject to FBT because of the reduction but the balance 50% paid as an allowance would be subject to PAYG and superannuation. However, please note, we would need to consider the anti-avoidance provisions above and can apply to the ATO for a private ruling.

The following is an illustration of the differences between the two treatments assuming an employee's annual salary of \$80,000 with monthly rent of \$1,500. In the alternate treatment, we have assumed the following:

- Employee being reimbursed for 50% of rent subject to concessional FBT treatment; and
- Balance 50% rent being paid as an allowance.

	Current Treatment	Alternate treatment	Notes
Employees Salary	\$80,000	\$80,000	
Rent - cash allowance	\$18,000	\$9,000	(\$1,500 per month)
Taxable income	\$98,000	\$89,000	
Income tax	\$23,757	\$17,547	
Medicare Levy	\$1,960	\$1,780	
Total Tax	\$25,717	\$19,327	

## MOORE STEPHENS

Cash in hand	\$72,283	\$69,673
Rent paid to Shire	\$18,000	\$9,000
Net cash in hand	\$54,283	\$60,673
Saving for employee		\$6,390

Savings for employer	\$855.0	(superannuation on 50% of rent paid as allowance)
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FBT calculation

Gross Rent	\$18,000
Amount of rent reimbursed by Shire	\$9,000
50% reduction	-\$9,000
Taxable Value	\$0

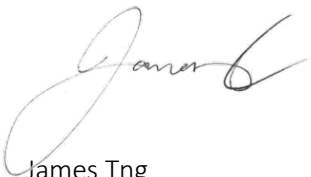
### Disclaimer

The contents of this letter relate solely to the facts, circumstances and assumptions set out in this letter, which you presented to us. Our conclusions may not be valid if there is any change in those facts, circumstances and assumptions. No audit or examination of the validity of the documentation, representations, information or instructions provided has been undertaken.

We believe that the statements made in this letter are accurate, but no warranty of accuracy or reliability is given. Our letter is also based on the facts and tax laws current at the date of this advice. We will not be obliged to update our letter for any future changes in the facts or the tax law unless specifically requested by you in writing.

If you have any queries in relation to this, please contact Varun Kumar or me on 08 9225 5355.

Yours sincerely



James Tng  
Director  
Moore Stephens

## Appendix 1 - Residential Employee Accommodation Directive (EMP19)

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# EMP19

## Residential Employee Accommodation Directive

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File No:	GV20
Version Number:	2018.01
Approval Date:	30 May 2018
Approval Method:	Authorised by CEO
Monitor and Review:	Manager Organisational Development
Review Period:	4 years

Endorsed by:

Rob Paull  
Chief Executive Officer

**Variation to this Document**

This document may be cancelled or varied from time to time at the discretion of the Chief Executive Officer. All Shire employees will be notified of any variation to this document by the normal correspondence method.

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## 1 INTRODUCTION

### 1.1 Objectives

The principle objectives of this Directive are to:

- provide housing relief to all Shire staff in a manner that is fair, consistent and within the budgetary constraints of the Shire;
- provide housing options for existing Staff where their housing circumstances may change; and
- encourage potential employees to view the Shire as a place where housing options are generously catered for.

### 1.2 Purpose

The purpose of this Directive is to provide guidance for the consistent and fair provision of assistance for accommodation or rent relief to assist in the attraction and retention of employees of the Shire of Ashburton (Shire).

The Shire recognises the higher cost of living in the Pilbara region and is committed to providing quality accommodation, or appropriate compensation, to eligible employees requiring assistance to relocate to or remain in the Shire in accordance with this Directive.

### 1.3 Legislative Implications

The use of and management of accommodation provided by the Shire of Ashburton will be in accordance with the *Residential Tenancy Act 1987* and the *Residential Tenancy Agreement (form 1AA)*. This Directive takes into consideration the *Shire of Ashburton Enterprise Agreement 2017*.

### 1.4 Scope

This Directive applies to direct hire employees of the Shire of Ashburton and who are permanently residing in the Shire.

## 2 PROCEDURE

### 2.1 Eligibility for Assistance

Full time and ongoing part time residential employees are eligible to apply for accommodation or rent relief assistance under this Directive provided they are:

- not in receipt of accommodation, allowances or other subsidies or benefits from other sources such as partners employment or government assistance; and/or
- required to pay more than \$60 per week for accommodation related expenses after having received accommodation, allowances or other subsidies or benefits from other sources.

In order to access Rent Relief or Accommodation Assistance, employees must provide a statutory declaration declaring that they meet the requirements as outlined above. For Rent Relief the employee must also provide a copy of a lease or agreement in the employee's name.

Part time employees will be provided with assistance on a pro rata basis, based on their part time tenure.

False or misleading declarations or failure to advise the Shire of a change of circumstances may result in accommodation or rent relief being revoked and disciplinary action up to and including termination of employment.

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## 2.1.1 Accommodation Assistance

*This section applies to staff who are accommodated in properties that are either owned or directly leased by the Shire of Ashburton.*

Where accommodation is required and the employee is eligible as per Directive, the Shire will attempt to provide accommodation for the employee. Employees will be required to pay rent as per market rates.

Full-time employees will receive an allowance to the equivalent of 100% of the rental amount of the property they occupy. Allowances for part-time employees will be applied pro rata based on contracted hours.

Employees who take up the offer of accommodation assistance will be liable for tax implications, if any.

Where the Shire is unable to provide eligible Employees with suitable accommodation when requested, employees may be able to apply for Rent Relief until suitable accommodation is available.

## 2.1.2 Rent Relief Assistance

*This section applies to staff who cannot be accommodated in properties that are either owned or directly leased by the Shire of Ashburton.*

Where an employee is eligible for accommodation under this Directive, however the Shire is unable to provide suitable accommodation, the employee may be able to apply for Rent Relief. Determination of suitable accommodation will be at the discretion of the CEO. Rent Relief will be provided in the form of an allowance paid fortnightly via payroll and will be subject to applicable taxes. Employees who take up the offer of Rent Relief will be liable for any tax implications.

The Shire will provide Rent Relief for employees required to pay for their property of residence as per their Residential Tenancy Agreement, to a maximum value as determined by the CEO and not more than the employee's actual costs. Employees must complete a Rent Relief Application and provide a copy of their Residential Tenancy Agreement as proof of rent payable prior to Rent Relief being provided. Rent Relief will be provided on a per household basis.

Where an employee resigns from their position with the Shire, Rent Relief payments will cease from the Employees final day of employment.

## 2.1.3 Rent Relief Assistance Value

The value of Rent Relief Assistance will be reviewed by the CEO at a minimum interval of not less than every 12 months, however may be reviewed at any other time the CEO deems appropriate.

The current maximum value of rental relief effective 1 July 2018 has been determined as:

Town	Maximum Value
Onslow	\$420.00
Tom Price	\$370.00
Paraburdoo	\$300.00
Pannawonica	\$300.00

## 2.2 Accommodation Allocation

Where possible, the Shire will endeavour to provide accommodation to employees subject to availability, suitability and eligibility at the discretion of the CEO in accordance with this Directive.

The Shire will use all reasonable measures to accommodate employees based on their family requirements pending availability of properties. An Accommodation Application form must be completed to determine genuine requirements (attached – appendix A).



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In determining accommodation allocations, preference will be given to full-time employees and/or employees in key positions which are deemed hard to fill by the CEO in consultation with the Organisational Development Team. Where accommodation is not available, rent relief may be payable.

Should there be a change to the employee's personal circumstances, operational requirements or accommodation availability, the Shire may require the employee to relocate to a suitable alternative property at the discretion of the CEO.

### 2.3 Tenancy Agreement

Prior to occupying Shire owned or leased accommodation, employees must enter into a periodical Residential Tenancy Agreement in accordance with the *Residential Tenancy Act 1987*, as amended from time to time, and will be conditional on continued employment and eligibility as per Directive.

### 2.4 Payment of Rent and Bond

Employees residing in Shire owned or leased properties will be required to pay rent as per the Tenancy Agreement which will be the market rate as determined by the CEO for the property they occupy.

Rental payments by the employee will be made via a payroll deduction and employees are required to sign a payroll deduction form prior to occupancy of the property.

Bond must be paid prior to occupancy of property as per the Tenancy Agreement and will be the equivalent of four (4) weeks rent. Return of bond at the termination of the Tenancy Agreement will be in accordance with the *Residential Tenancy Act 1987*.

### 2.5 Termination of Tenancy Agreement

Should an employee choose to terminate their lease, they must provide the Shire written notice within 21 days as per the *Residential Tenancy Act 1987*.

Should an employee be terminated from their position with the Shire, due to resignation or for any other reason, the Shire will provide the employee with up to 60 days' written notice to vacate as per the *Residential Tenancy Act 1987*.

### 2.6 Change in Circumstances

Employees must notify the Shire in writing of any change to their personal circumstances which may have an impact on their eligibility for accommodation or rent relief or the type of property they are occupying.

Notice of change in circumstances must be given as soon as reasonably practicable. In this regard, not greater than one month is considered reasonable.

### 2.7 Animals and Pets

Employees are not permitted to keep any animals or pets at Shire owned or leased properties without prior written approval. An additional bond will be required where animals or pets are kept at a property. The value of the pet bond will be stated in the Tenancy Agreement.

Where damage to the property or gardens is caused by animals or pets, the employee is responsible for any costs to return the property to original condition.

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## 2.8 Smoking

Smoking is not permitted inside Shire owned or leased accommodation. Smoking may be permitted outdoors.

Where there is damage or evidence of smoking inside accommodation, the employee is responsible for all costs involved in returning the property to original condition.

## 2.9 Property Maintenance

Employees are responsible for maintaining the interior of properties as well as gardens and lawns in a neat, tidy and respectable state.

General maintenance requests must be submitted to the Shire's Property Management Team via email and will be responded to as soon as practicable. Urgent repairs must be reported immediately via phone or email and will be dealt with as per the *Residential Tenancy Act 1987*.

## 2.10 Alterations or Property Improvements

Alterations or improvements to the property outside of general maintenance can be requested via the Shire's Property Management Team and must be approved in writing by the CEO prior to works being undertaken.

Alterations or improvements requested by the employee and approved by the CEO will be at the cost of the employee.

Any approved alterations or property improvements made by the employee, unless otherwise agreed in writing, will become the property of the Shire. Depending on the nature of the improvements or alterations, the employee may be requested in writing to return the property to original condition upon vacate.

## 2.11 Utilities

Employees are responsible for payment of utilities for their property as outlined in the Tenancy Agreement.

The Shire will provide up to 1500kl allowance for water usage per annum, prorated per billing cycle to employees residing in Shire provided or owned accommodation. For employees who are billed directly, reimbursement will be paid upon production of utilities invoice and proof of payment.

## 2.12 Inspections

Inspections will be conducted by a person authorised by the CEO. Inspections will be conducted in accordance with the Tenancy Agreement and will include pre-tenant, vacate and periodical inspections.

## 2.13 Occupancy

Employees are not permitted to sub-let part or all of the rental property. Shire provided accommodation is to be used for the employee and persons listed on the Tenancy Agreement only. Under no circumstances are employees permitted to use their Shire provided accommodation or rent relief to gain financial benefit beyond what is intended by this Directive.

## 2.14 Employee Couples and Share Housing

Where provided for on the Tenancy Agreement for Shire owned or leased accommodation, employee couples or employees are able to share-house.

In circumstances where rent relief is provided, payment will be paid on a per household basis to tenant one as listed on the Tenancy Agreement provided. Only one employee per household will be eligible for rent relief.

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## 2.15 Home Businesses

Under no circumstances will the employee be permitted to run a business or enterprise from any Shire owned or leased property without prior written approval by the CEO.

## 3 RECORD KEEPING

The Shire's Property Management Team will be responsible for keeping accurate records of properties and leasing arrangements in accordance with this Directive.

## 4 RELATED DOCUMENTS

- Appendix A – Accommodation Application Form
- Appendix B – Rent Relief Application Form
- Appendix C – Statutory Declaration Form
- Residential Tenancy Agreement (form 1AA) can be found at:  
<https://www.commerce.wa.gov.au/publications/rent-agreement-form-1aa>
- Residential Tenancy Act 1987 can be found at:  
[https://www.legislation.wa.gov.au/legislation/statutes.nsf/main\\_mrtitle\\_821\\_homepage.html](https://www.legislation.wa.gov.au/legislation/statutes.nsf/main_mrtitle_821_homepage.html)

## 5 APPROVAL RECORD

Approval Type	Date
Adopted Ordinary Meeting of Council	16 July 2002
Reviewed Ordinary Meeting of Council	20 November 2002
Amended Ordinary Meeting of Council	15 July 2003
Reviewed Ordinary Meeting of Council	10 December 2004
Amended Ordinary Meeting of Council	01 March 2005
Adopted Ordinary Meeting of Council	21 July 2010
Adopted Executive Management Meeting	14 March 2013
Reviewed and Adopted Executive Management Meeting	09 August 2013
Reviewed and Adopted Executive Management Meeting	24 August 2017

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## 6 APPENDICES



### 6.1 Appendix A - Accommodation Application Form



## Accommodation Application Form

### Part A – Employee/Candidate Details

Name:	
Position:	Date of Application:

### Part B – Nature of Application

<input type="checkbox"/> New Employee	<input type="checkbox"/> Application to Transfer	<input type="checkbox"/> New Application
---------------------------------------	--	--

### Part C – Household Composition

First Name	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Surname	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Relationship to you (partner, son etc.)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Is this a dependant under the age of 18	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Frequency of Stay (if other please provide details)	<input type="checkbox"/> Full Time <input type="checkbox"/> Other	<input type="checkbox"/> Full Time <input type="checkbox"/> Other	<input type="checkbox"/> Full Time <input type="checkbox"/> Other	<input type="checkbox"/> Full Time <input type="checkbox"/> Other	<input type="checkbox"/> Full Time <input type="checkbox"/> Other	<input type="checkbox"/> Full Time <input type="checkbox"/> Other

### Part C – Additional Information (including pets if applicable)

--

### Part D – Reason for Transfer Request (Only for Transfers)

--

I,  declare that, the information provided above is true and correct. I understand that providing false information may result in Shire of Ashburton provided accommodation and/or allowances being withdrawn.

Employee Signature:

Date:

### Office Use Only

Request approved:  Yes  No

New Residential Address Provided:

Signed:

Date:

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## 6.2 Appendix B – Rent Relief Application Form



## Rent Relief Application Form

Part A – Employee/Candidate Details	
Name: <input type="text"/>	Employee Number: <input type="text"/>
Position: <input type="text"/>	Date of Application: <input type="text"/>

Part B – Nature of Application		
<input type="checkbox"/> New Employee	<input type="checkbox"/> Application to Transfer	<input type="checkbox"/> New Application

Part C – Accommodation Details	
Accommodation Address: <input type="text"/>	
How much per week do you pay for this accommodation?	\$ <input type="text"/>
Do you have a lease agreement in writing in your name for the accommodation?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is this a Share House?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is this accommodation provided by a company or organisation?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you or any other member of the household receive a benefit or subsidy related to your accommodation from any source?	<input type="checkbox"/> Yes <input type="checkbox"/> No <small>(If yes, please provide details below)</small>

Part C – Additional Information	
<small>Where applicable: Please provide additional details regarding your accommodation. This may include, but is not limited to, subsidies, benefits or allowances provided, company providing the accommodation, others living in the house and contributing to costs.</small>	
<input type="text"/>	

I,  declare that, the information provided above is true and correct. I understand that false, misleading information or intentionally omitting information may result in your application being declined and/or potential disciplinary action up to and including termination of employment.

Employee Signature: Date: 

Please ensure you submit a copy of your current lease in your name with your application.

Office Use Only	
Request approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Rent Relief Confirmation Provided: <input type="checkbox"/>	
Signed: <input type="text"/>	Date: <input type="text"/>
Additional Information: <input type="text"/>	

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## 6.3 Appendix C – Statutory Declaration Form

A Statutory Declaration form can be found at:

[http://www.courts.dotag.wa.gov.au/files/Stat\\_dec.pdf](http://www.courts.dotag.wa.gov.au/files/Stat_dec.pdf)

### Western Australia

### *Oaths, Affidavits and Statutory Declarations Act 2005*

#### Statutory Declaration

I, \_\_\_\_\_ (name of person making declaration)  
 of \_\_\_\_\_ (address of person making declaration)  
 occupation \_\_\_\_\_ (occupation of person making declaration)

sincerely declare as follows:

{insert above the content of the statutory declaration; use numbered paragraphs if content is long}

This declaration is true and I know that it is an offence to make a declaration knowing that it is false in a material particular.

This declaration is made under the *Oaths, Affidavits and Statutory Declarations Act 2005*.

At \_\_\_\_\_ {place}

On \_\_\_\_\_ {date}

By \_\_\_\_\_ {Signature of person making the declaration}

In the presence of

\_\_\_\_\_ {Signature of authorised witness}

\_\_\_\_\_ {Name of authorised witness}

\_\_\_\_\_ {Qualification as such a witness}

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**\*Important - This Declaration must be made before any of the following persons:**

Academic (post-secondary institution)	Local government councillor
Accountant	Loss adjuster
Architect	Marriage Celebrant
Australian Consular Officer	Member of Parliament
Australian Diplomatic Officer	Minister of religion
Bailiff	Nurse
Bank Manager	Optometrist
Chartered secretary	Patent Attorney
Chemist	Physiotherapist
Chiropractor	Podiatrist
Company auditor or liquidator	Police officer
Court officer (magistrate, registrar or clerk)	Post Office manager
Defence Force officer	Psychologist
Dentist	Public Notary
Doctor	Public Servant (State or Commonwealth)
Electorate Officer (State – WA only)	Real Estate agent
Engineer	Settlement agent
Industrial organisation secretary	Sheriff or deputy Sheriff
Insurance broker	Surveyor
Justice of the Peace (any State)	Teacher
Lawyer	Tribunal officer
Local government CEO or deputy CEO	Veterinary surgeon

Full descriptions of these professions are available via the following website link  
[http://www.courts.dotag.wa.gov.au/files/Professions\\_witness\\_statutory\\_declarations.pdf](http://www.courts.dotag.wa.gov.au/files/Professions_witness_statutory_declarations.pdf)

Or

any person before whom, under the *Statutory Declarations Act 1959* of the Commonwealth, a Statutory Declaration may be made.

Any authorised witness for the State of Western Australia may also witness a Commonwealth Statutory Declaration, as long as they are in Western Australia at the time of witnessing - Schedule 2, item 231 of the *Statutory Declarations Regulations 1993* (Commonwealth).

Further information on witnessing documents is available at  
[www.courts.dotag.wa.gov.au](http://www.courts.dotag.wa.gov.au).

Last updated on 31 October 2017



## Appendix 2 – Frequently Asked Questions



### Frequently Asked Questions

#### SHIRE PROVIDED RESIDENTIAL ACCOMODATION

- I am currently in Shire provided (owned or leased) accommodation. What does the Directive mean for me?*

For employees residing in Shire provided accommodation, you will pay an average market rent and receive an equivalent allowance. A letter will be sent to you in the coming weeks outlining what the Shire requires you to do.
- How do I apply for Shire provided accommodation?*

You may apply for Shire provided accommodation by completing an 'Accommodation Application Form' which is available from OD.
- Will I need to sign a lease?*

Yes. You will be required to sign a Tenancy Agreement with the updated rental amount inserted. If you haven't signed a lease previously, you will need to enter into a Residential Tenancy Agreement with the Shire.
- Will I need to pay bond?*

If you reside in Shire provided accommodation and haven't already paid a Bond, then yes you will need to make payment. If you have already paid a Bond, you will be required to sign a Bond Lodgement form for us to lodge with the Bonds Administrator.

#### PRIVATE RENTAL ACCOMODATION (Non Shire Provided)

- I am renting on the private market and paying more than \$60 a week rent. What does the Directive mean for me?*

If you are paying more than \$60 per week in rental costs, you are eligible to apply for Rent Relief under the new Directive.
- How do I apply for Rent Relief Assistance?*

You will need to complete a Rent Relief Application form and provide a copy of your Tenancy Agreement in your name. You may also be required to provide a Statutory Declaration disclosing any benefits, allowances or subsidies from other sources. Rent Relief Application forms are available from OD.
- I am residing in my partners employer provided accommodation and am paying \$150 a month. Am I eligible for assistance?*

Rent Relief is only available for employees who pay greater than \$60 per week out of pocket expenses.
- Is Rent Relief taxed?*

Yes. Rent Relief is added to your normal fortnightly salary and taxed at your normal PAYG rates.
- I am residing in my partners employer provided accommodation and am paying \$100 a week. Am I eligible for assistance?*

Depending on the circumstances, but generally yes. You would need to submit a Rent Relief Application form and a copy of the Tenancy Agreement with your name on.

**MOORE STEPHENS**

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9 October 2019

John Bingham  
Shire of Ashburton  
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TOM PRICE WA 6751

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Dear John,

### **Fringe Benefits Tax (“FBT”) implications on proposed changes to FBT remote area concessions**

Thank you for engaging Moore Stephens to provide the Shire of Ashburton (“the Shire”) comments in relation to the proposed changes to FBT remote area concessions outlined in the August 2019 Productivity Commission (“PC”) Draft Report.

As per your email to us dated 26 September 2019, you have asked us to provide comments on the FBT impact on the Shire’s residential properties provided to employees (owned and leased) under the suggested changes and commentary outlined in the draft report. Also, you have asked us to quantify the impact of these potential changes from currently being exempt, to either a 50% concession, or no concession at all (if ineligible).

The purpose of this report is to provide supporting information for the Shire of Ashburton’s submission to the PC on the impact the proposed changes to the FBT remote area concessions and how they will affect Local governments and the remote community – specially the Shire of Ashburton.

Broadly, in respect of Fringe benefits, the PC draft report suggests changes to the definition of what constitutes a remote area, and also possible removal of the exemption current afforded to the provision of remote area housing fringe benefits.

The Shire currently provides housing (owned and leased) in the following areas, and would as a result be impacted by these changes:

- Tom Price
- Onslow
- Paraburdoo

This advice is based on the changes proposed in the Remote Area Tax concessions and Payments - Productivity Commission Draft Report released on the 4<sup>th</sup> of September 2019. This report will not consider any alterations or changes to the legislation in this area after the release of our report. We note, the final PC report is expected to be handed to the Australian Government by February 2020 before it is handed to Parliament for consideration.

Given the draft PC report is not law, and the impact (if any) on current legislation relating to the provision of Fringe Benefits to remote area employees will not be known, we have based the comments in this report on a few assumptions, being:

- The draft report is silent on the exemption currently in place in relation to water on employer-provided housing. We assume the exemption to water benefits follows the changes to employer-provided housing (i.e. 50% concession).
- The Shire of Ashburton does not provide benefits within the definition of “employee-sourced housing”, and therefore this advice does not comment on the proposed change to this.
- The employees are not reimbursed for utilities and therefore the Shire is not exposed to the change to the concession in relation to residential fuel. No further comment has been made on this.

## Background

In the Fringe Benefits Tax Assessment Act (“FBTAA”) 1986, there are many concessions and exemptions that are currently available for fringe benefits provided to employees of employers operating in remote areas

A remote area for FBT purposes is determined by the distance between the employee’s location and ‘eligible urban areas’, as defined by the population figures from the 1981 census.

As per the Australian Bureau of Statistics (“ABS”), an urban centre is an area that has a total population of 1,000 persons or more.

The geographical boundaries are outlined in Schedule 2 of Section 79A of the Income Tax Assessment Act (“ITAA”) 1936 and referred to as Zones (Zone A and B).

If the location:

- is not in Zone A or Zone B for income tax purposes; and
- at least 40 kms from an urban centre that had a population of 14,000 to less than 130,000; or
- at least 100 kms from an urban centre that had a population of 130,000 or more.

the location is considered remote for the purpose of these FBT concessions and exemptions.

If the location:

- is in Zone A or Zone B (as defined in the ITAA 1936); and
- at least 40 kms from an urban centre that had a population of 28,000 to less than 130,000; or
- at least 100 kms from an urban centre of 130 000 or more.

the location is considered remote for the purpose of these FBT concessions and exemptions.

For Western Australia, this means a location is remote if it is both:

- At least 40 kilometres from Albany, Bunbury, Geraldton and Rockingham, and
- At least 100 kilometres from Perth.

## Exempt benefits--remote area housing benefits

If an employer is providing benefits to an employee in a remote area as defined above, there are various concessions and exemptions available to employers who provide housing in these areas to employees. Currently, remote area housing may be fully exempt from FBT where employers meet one of three tests to show the provision of housing is necessary to perform their employment duties as outlined below.

As per the FBTA 1986 – Section 58ZC

*Remote area housing benefit to be exempt*

*(1) A housing benefit that is a remote area housing benefit is an exempt benefit.*

*What constitutes remote area housing benefit*

*(2) A housing benefit in relation to an employer for a year of tax and for a unit of accommodation, being a benefit provided to an employee of the employer in respect of the employee's employment, is a remote area housing benefit if:*

*(a) during the whole of the tenancy period, the unit of accommodation was located in a State or internal Territory and was not at a location in, or adjacent to, an eligible urban area; and*

*(b) during the whole of the tenancy period, the recipient was a current employee of the employer and the usual place of employment of the recipient was not at a location in, or adjacent to, an eligible urban area; and*

*(d) it would be concluded that it was necessary for the employer, during the year of tax, to provide, or to arrange for the provision of, residential accommodation for employees of the employer because:*

*(i) the nature of the employer's business was such that employees of the employer were liable to be frequently required to change their places of residence; or*

*(ii) there was not, at or near the place or places at which the employees of the employer were employed, sufficient suitable residential accommodation for those employees (other than residential accommodation provided by or on behalf of the employer); or*

*(iii) it is customary for employers in the industry in which the recipient was employed during the tenancy period to provide residential accommodation for their employees free of charge or for a rent or other consideration that is less than the market value of the right to occupy or use the accommodation concerned; and*

*(e) the recipients overall housing right was not granted to the recipient under:*

*(i) a non-arm's length arrangement; or*

*(ii) an arrangement that was entered into by any of the parties to the arrangement for the purpose, or for purposes that included the purpose, of enabling the employer to obtain the benefit of the application of this section.*

At the time of this report, it has been represented to us that the properties (owned and leased) provided by the Shire to its employees satisfies all the conditions outlined in Section 58ZC of the FBTA 1986 above as an exempt remote area housing benefit. However, it was been represented to us by the Shire, that currently they rely specifically on (2)(d)(iii) to satisfy the requirements of the provisions in providing housing fringe benefits exempt from FBT.

The draft report outlines a proposal to remove (2)(d)(iii) of Section 58ZC of the FBTA 1986 to attempt to shift the concession to be available for employers which have an operational need to provide these types of benefits to employees.

This proposed change will create uncertainty in the Local Government space, and more specifically, the Shire of Ashburton, as they will need to rely on passing of the remaining tests under Section 58ZC(2)(d). There is no clear guidance or definitions in relation to these two tests. This is explored in more detail below.

The Shire of Ashburton currently uses the remote area housing exemption to attract people to the area in the form of tax-free housing. Without the exemption, or a change to a 50% concession, would mean it will be difficult to attract skilled workers to the area that otherwise would not be possible due to the remoteness of the locations.

If the Shire of Ashburton:

1. No longer qualifies as remote,
2. Is not able to satisfy Subdiv (iii), or
3. Loses the exemption (to either a concession or altogether),

the impact is that the Shire will need to pay employees more, which will cost the Shire more money (as explained in the quantifying the outcome section).

### Suggested changes to the definition of 'remote area'

The PC Draft Report proposes a change in how a remote area of a location is defined. The report proposes several different options to refresh the geographical boundaries referred to above including:

- 1) Retain existing geographical boundaries and update the population figures to the 2016 census (currently using figures from the 1981 census);
- 2) Link eligibility rules to ABS remoteness areas (Appendix 1);
- 3) Remove geographical restrictions (the remote area concept) altogether.

In the event the definition of what constitutes a remote area is altered, it may impact the ability to access the current FBT concessions and exemptions provided to employees working in remote areas. Comments on these three proposed changes have been made below.

#### Option 1 – Retain existing geographical boundaries and update the population figures

If the government were to leave the geographical boundaries as they are but update the population figures to the recent 2016 census data, our view is this would have no impact on the Shire's eligibility to be defined as a remote location in respect of the properties currently being provided in the locations specified in page 1.

The Shire is located in Zone A for income tax purposes, and as such would continue to be considered remote as their current properties provided to employees are:

- at least 40 kms from an urban centre that had a population of 28,000 to less than 130,000
- at least 100 kms from an urban centre of 130 000 or more

**Table A**

Urban centre	Population (2016 Census)
Perth	1,907,833
Bunbury	71,090
Geraldton	31,982
Kalgoorlie-Boulder	29,875
Albany	29,373

Table A above shows the Urban centres with a population above 28,000 in Western Australia based on the 2016 census data. Therefore, using the above data, and the remote area definition above, the locations that the Shire of Ashburton currently provide housing meet this criterion to be defined as a remote area.

#### Option 2 – Link eligibility rules to ABS remoteness areas

The second option the Draft report proposes is to link the FBT remote area definition to the ABS/ARIA 'Remoteness Areas' (Appendix 1) as opposed to current approach of using 'Zones'. The ARIA measures remoteness based on access along the road network from populated localities to each of five categories of Service Centre based on population size. The ABS five remoteness areas are defined to be:

- 1) Very remote
- 2) Remote
- 3) Other regional
- 4) Inner regional
- 5) Major cities

The draft report does not explicitly state in detail how the change to the ABS 'Remoteness Areas' would apply in relation to FBT provisions but mentions it would broadly apply in the same way as the zone boundaries.

With respect to the application of this concept, the PC draft report mentions the following:

*That is, larger population thresholds could be applied in areas classified as remote or very remote, with smaller population thresholds applying elsewhere. In practice, this would broadly mimic the current approach while removing dependency on historical ZTO boundaries. However, it might also introduce additional complexity in specifying and identifying areas where the remote area concessions apply.*

Based on Appendix 1, the Shire would likely be classified as "very remote" and consequently using this criteria, it is likely the Shire's properties will fall within a location defined as a remote area – however given the PC report only mentions this as an option and does not explore its application, we are unable to provide a more definitive response.

#### Option 3 – Remove geographical boundaries

The draft report proposes this final option as an alternative. Under this proposal, employer's will only need to satisfy the legislation requirements including Section 58ZC, meaning the provision of the benefit is not linked to the definition of being provided in a 'remote area'.

The Shire's ability to satisfy Section 58ZC is explored in the next section.

### Further proposed changes

A summary of the suggested changes to the treatment of remote area fringe benefits is outlined in the draft report is found in Appendix 2.

#### Removal of 'Customary' requirement

Of particular interest to the Shire, is the proposal to remove the "customary" test in Section 58ZC(2)(d) of the FBTAA 1986. The impact of removing this section is significant to Local Governments, particularly in Western Australia, as this provision is relied on heavily to meet the eligibility criteria to provide FBT free housing to employees.

Specifically, in respect of s58ZC, the removal of this subsection will result in the Shire having to rely on one of the two remaining tests, being:

- (i) the nature of the employer's business was such that employees of the employer were liable to be frequently required to change their places of residence; or*
- (ii) there was not, at or near the place or places at which the employees of the employer were employed, sufficient suitable residential accommodation for those employees (other than residential accommodation provided by or on behalf of the employer); .....*

The Shire's activities are not such that their employees are liable to be frequently required to change their place of residence, therefore in our view they are not able to rely on part (i) of Section 58ZC(2).

This leaves the remaining test in subsection 58ZC(2)(d)(ii) "there are insufficient alternatives". This test is not defined nor explained in the Explanatory Memorandum of "A New Tax System (Fringe Benefits) Bill 2000, and has not been commented on in the draft PC report. Further, to our knowledge, this test has not been explored in any current ATO issued rulings at the time of writing this report. As a result, the Shire will need to form a position that it will meet this section to be eligible to provide exempt, or concessionally taxed housing fringe benefits to employees.

It was represented to us by the Shire that, other than the accommodation currently owned and leased by the Shire of Ashburton, there is limited "sufficient suitable residential accommodation" in the towns of Tom Price, Onslow and Paraburdoo where employees are required to be based to carry out their employment duties.

However, as stated previously, there is no guidance on what is "sufficient suitable residential accommodation". It can only be inferred that sufficient suitable residential accommodation is understood to be an appropriate number of habitable residential properties, available at a reasonable market rate, existing at any given time to facilitate the number of employees the Shire requires to perform duties to function. In this regard, the Shire will need to be confident they can support this position with actual information should they rely on this statement.

The above position does lead to uncertainty for the Shire and other employers (particularly traditional 'remote' Western Australian Local Governments), to plan and budget for these proposed changes. Further there is an inherent risk that without a bright line test, the application of any concessions will be applied incorrectly.

We recommend the Shire of Ashburton to include in their submission response to the draft report this issue to The Commissioner as this test may be applied incorrectly, as there will be different interpretations due to the lack of guidance and ambiguity in the legislation.

In the event that the Shire of Ashburton does not pass either of the two tests above, the proposed change to remove the provision that enables the Shire to claim an exemption on remote area housing fringe benefits because it is "customary" will come at a significant cost to the Shire.

## MOORE STEPHENS

### Change the current exemption to a 50% concession

In the event that the Shire is still satisfied it can provide FBT advantaged housing to employees, the proposal from the draft report to change the current exemption to employer-provided housing to a 50% concession will likely come at a significant monetary cost to the Shire.

Anecdotally, many remote Local Governments rely on this exemption to attract skilled workers to their locality to allow them to conduct their operations without incurring additional costs. To remove this exemption will require the Local Governments to find other ways to subsidise or entice workers to their locations, or alternatively, have people working for the Local Governments 'remotely' (offsite), which may not be ideal and in the long term, detrimental to the community in the remote area. Increasing the cost of wages to ensure that employees are no 'worse off' is not an ideal solution for these Local Governments, as their only options will be to increase rates to rate payers or seek additional funding from higher levels of government (somewhat defeating any measures to reduce the cost remote area benefits).

### Quantifying the impact of the proposed changes

The following table shows the number of residential accommodations currently provided by the Shire of Ashburton to its employees. Under the current rules, the properties are eligible to be provided to employees exempt from FBT:

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
		<b>\$ 1,596,400</b>		<b>\$ 867,509</b>	
					<b>\$ 2,463,909</b>

\*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 they are eligible for the 50% concession under the proposed changes:

Taxable value of the benefit	<b>\$ 2,463,909</b>
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	<b>\$ 1,092,492</b>
Add actual cost	<b>\$ 2,463,909</b>
<b>Total cost</b>	<b>\$ 3,556,401</b>



## MOORE STEPHENS

Based on the information available to us, the estimated total cost of providing these remote area housing benefits in the situations detailed in this report are summarised below. This estimated cost includes the cost of providing the housing, and the additional cost of FBT if applicable based on the proposed changes in the PC report.

	Estimated cost	Percentage increase in cost (from current position)
<b>Current law</b>	\$ 2,463,909	Nil
<b>Suggested changes (50% concession)</b>	\$ 3,556,401	44.34%
<b>Suggested changes (No concession)</b>	\$ 4,649,893	88.68%

### Disclaimer

The contents of this letter pertain solely to the facts, circumstances and assumptions set out in this letter, which you represented to us. Our conclusions may not be valid if there is any change in those facts, circumstances and assumptions. No audit or examination of the validity of the documentation, representations, information or instructions provided has been undertaken.

We believe that the statements made in this letter are accurate, but no warranty of accuracy or reliability is given. Our letter is also based on the facts and tax laws current at the date of this advice, and given the nature of the engagement, comments on the proposed changes (not fully explained) contain assumptions as stated. We will not be obliged to update our letter for any future changes in the facts or the tax law unless specifically requested by you and agreed to by us in writing.

If you have any queries in relation to this, please contact Daniel Pegdon, Adrian Mirauda or me on 08 9225 5355.

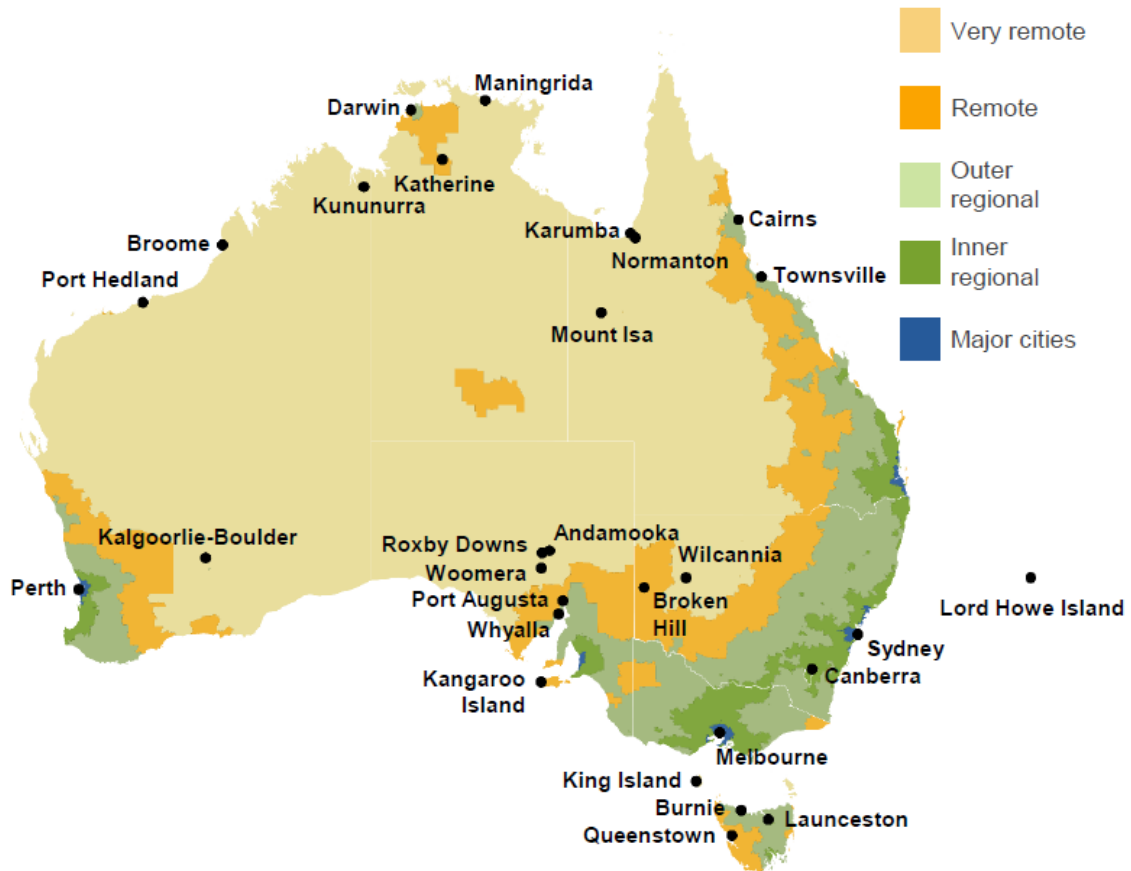
Yours sincerely



James Tng  
Director  
Moore Stephens

Appendix 1 – ABS remoteness areas (Extract from the Draft Report - page 16)

Figure 4 **ABS remoteness areas<sup>a,b</sup>**  
Based on the 2016 census



## Appendix 2 – Summary of the proposed changes (Extract of the draft PC report – page 36)

**Table 2 Proposed changes to FBT remote area concessions**

	<i>Current concessions</i>	<i>Proposed changes</i>
Employer-provided housing	Exemption from FBT for employer-provided housing in designated remote areas  (FBTAA, s. 58ZC)	<ul style="list-style-type: none"> <li>• Change the exemption to a 50 per cent concession</li> <li>• Remove the provision that enables employers to claim the concession because it is 'customary' to provide housing (s. 58ZC(2)(d)(iii))</li> <li>• Remove the extension of the concession to additional areas for 'certain regional employers' (s. 140(1A))</li> </ul>
Employee-sourced housing	Partial (50 per cent) concession on other forms of housing assistance in designated remote areas  (FBTAA, s. 60)	<ul style="list-style-type: none"> <li>• Remove the partial concessions on employee-sourced housing</li> </ul>
Temporary accommodation, meals and transport for FIFO workers	Exemption from FBT for temporary accommodation, meals and transport for FIFO workers  (Note: remote area transport (s. 47(7)) is the only concession linked to remote area boundaries)	<ul style="list-style-type: none"> <li>• No change to existing concessions for FIFO arrangements</li> </ul>
Residential fuel	Partial (50 per cent) concession for residential fuel used in housing that attracts an FBT remote area concession  (FBTAA, s. 59)	<ul style="list-style-type: none"> <li>• Limit access to the concession for use in conjunction with employer-provided housing to instances where there is an operational requirement for the employer to provide residential fuel (s. 59(1))</li> <li>• Remove concession for use in conjunction with employee-sourced housing (s. 59(2) and (3))</li> </ul>
Meals for primary production employees	Exemption from FBT for meals provided to primary production employees on work days  (FBTAA, s. 58ZD)	<ul style="list-style-type: none"> <li>• Limit access to instances where there is an operational requirement to provide meals</li> <li>• Remove the definition limiting the exemption to meals 'ready for consumption'</li> </ul>
Holiday transport	Partial (50 per cent) concession on return holiday transport to specified destinations.  (FBTAA, ss. 60A and 61)	<ul style="list-style-type: none"> <li>• Remove the holiday transport concession</li> </ul>

Appendix 3 – Productivity Commission Draft Report

<https://www.pc.gov.au/inquiries/current/remote-tax/draft>



Our Ref:  
Enquiries:  
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12/08/0002  
Anthea Bird Director Corporate Services  
08 9158 9339  
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Mr Jonathon Coppel and Mr Paul Lindwall  
Commissioners  
Productivity Commission  
4 National Circuit  
Barton ACT 2600, Australia

Attention: Ingrid Ottaway

Dear Commissioners

## REMOTE AREA TAX CONCESSIONS AND PAYMENTS

The Town of Port Hedland, Shire of East Pilbara and Shire of Ashburton ('the Councils'), located in the remote Pilbara region of Western Australia, appreciate the opportunity to submit to the Productivity Commission's inquiry.

The Councils have provided a detailed submission on the Productivity Commission's *Draft Report*, including assumptions and recommendations.

The Pilbara region is the primary contributor to the State and national economy in the resources sector. Local governments are a strategic partner with government in planning for economic growth, have a broader delivery mandate than their city counterparts and face higher costs due to isolation. Non-government organisations are central to meeting governments' policy agendas regarding improved psychosocial and economic outcomes for the community, including Indigenous Australians. Small to Medium Enterprises are critical supply chains for industry. These organisational roles and responsibilities need to be considered in the formulation of the Commission's recommendations.

Remote Area Tax Concessions and payments are an integral tool for attracting and retaining staff in remote mining regions that present unique financial and other challenges, such as salary competition from the mining sector, economic fluctuations, high costs of living, extreme climatic conditions and isolation.

The proposal to remove FBT remote concessions for employer-provided housing (and fuel) through deletion of section 58ZC (2)(d)(iii) of the *Fringe Benefits Tax Assessment Act 1986* will have major detrimental impacts in the Pilbara on local government and other sectors, the housing market, local infrastructure and amenity, and the regional, state and national economies. It also has the potential to structurally change towns by encouraging a move from residential to fly-in, fly-out workforces for major sectors such as mining.

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Councils are also concerned about the Commission's decision to review the impact of the Zone Tax Offset at current levels of rebate as opposed to assessing the impact of an indexed Zone Tax offset on cost of living and other challenges. More so, given the Zone Tax Offset has not kept pace with CPI.

Councils strongly request that the Productivity Commission revisit its assumptions and recommendations in the context of the impact on remote mining towns and more broadly, the fiscal impact on the economy.

Yours sincerely

A handwritten signature in black ink, appearing to read "Anthea Bird".

Anthea Bird  
A/Chief Executive Officer

11 October 2019

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## Submission – Town of Port Hedland, Shire of East Pilbara, and the Shire of Ashburton

Thank you for the opportunity to submit to the Productivity Commission's ('the Commission's') examination of remote area tax concessions and payments, giving due regard to the preliminary assumptions and recommendations in the Commission's *Draft Report August 2019*. The Councils fully support the review of the remote area tax concessions, to ensure they have clear policy rationales and that they support regional development.

The Town of Port Hedland, Shire of East Pilbara and Shire of Ashburton in the remote Pilbara region of Western Australia ('the Councils') share unique challenges associated with isolation, significant mining and resource sector investment, and comparative wage disparity.

In providing commentary, the Councils' submission respectfully acknowledges the complexity of the task before the Commission in the absence of sufficient empirical evidence and the disparate nature of the regions eligible for the concessions. The Councils are cognisant that further data has been requested before finalisation of the report and the drafting of recommendations to government and provides this within.

That said, the Councils are extremely concerned about 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 Pilbara towns, the economy, and regional Indigenous communities. Councils are also concerned about what appears to be a diminishment of the federal government's role in regional development in favour of the states and territories, which effectively disconnects remote area tax concessions from federal policy on regional development.

While the Councils note the Commission's acknowledgement in its report on *Transitioning Regional Economies* of the significant contribution of the resources sector to Australian, state and territory economies; the cyclical impact of global demand and commodity prices on the resources sector communities; and the poor adaptive capacity of Pilbara towns,<sup>1</sup> Councils do not believe these factors have been fully considered in arriving at the Commission's assumptions and recommendations in the *draft report*. Councils are also concerned about the draft report's focus on tax concessions for FIFO, as opposed to residential workforces that participate directly in mining or facilitate mining (aka economic development).

While these and other issues are addressed in detail below, many hinge on understanding the:

- current and forecast contribution of the Pilbara mining and resources sector to the state and national economy;
- impact of fluctuating commodity prices and resource investments in a mono-economy and adjustment in cost of living on lower paid or service sectors;
- criticality of regional development and growth (as opposed to diminishing populations) to the state and national economies; and
- reliance on wage data indices to counter cost of living expenses.

The Councils support the Commission's proposals regarding the Remote Area Allowance (RAA) concessions as an offset for cost of living expenses for income support recipients. The Councils' submission is centrally focused on the Zone Tax Offset (ZTO) and FBT tax concessions for employer-provided housing and fuel as these have significant impacts on Pilbara local governments and their employees and the towns they service. As discussed in this submission, a shift by resource sector companies from residential to FIFO as a result of proposed changes to FBT concessions will have a substantial impact on Pilbara towns.

### **About the Pilbara**

As the Commission is aware, the Pilbara region of northern Western Australia ('WA') is located 1200km north of Perth, extends from the Indian Ocean inland to the Northern Territory border, and comprises approximately 508,000km or

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<sup>1</sup> Australian Government Productivity Commission, *Transitioning Regional Economies*, December 2017, pp102-103, p136.

20 percent of the WA land mass. Comparatively, it is twice the size of Victoria and two-thirds the size of New South Wales.<sup>2</sup>

Approximately 13.5 percent of the 59,994 Pilbara resident on the 2016 census night<sup>3</sup> identified as Indigenous.<sup>4</sup> Population centres include Port Hedland and South Hedland (14,975) in the Shire of Port Hedland;<sup>5</sup> the towns of Newman (5,000),<sup>6</sup> Marble Bar (634) and Nullagine (1701)<sup>7</sup> in the East Pilbara;<sup>8</sup> and Onslow (848), Pannawonica (695), Paraburdoo (1,359), and Tom Price (2,956) in the Shire of Ashburton.<sup>9</sup> The Shire of Karratha, hosts Karratha (15,828), Dampier (1,104), Roebourne (981), Wickham (2,295) and Point Samson (231).<sup>10</sup> A significant number of Indigenous communities and remote mine sites are also located within the region.

Population centres are isolated and subject to very hot summers, mild winters and low to variable rainfall. Northern inland areas are classified as hot desert and the north-west, hot grasslands. Average daily temperatures during Summer range between 30-35 degrees centigrade with 45 plus degrees common in inland areas. The Pilbara is the most cyclone prone area along the Western Australian coastline.

Temperatures have increased over the last 40-60 years in the Pilbara and future climate projections show very high confidence of substantial temperature increases in the Pilbara with the north-west warming more than elsewhere in Australia.<sup>11</sup>

### ***Economic contribution of the Pilbara***

In providing the following economic data, Councils acknowledge the Commission's role in economic research.

The resources sector has been a key driver of both the WA and national economies over the past decade given increased capital investment realising significant employment opportunities, higher incomes and enhanced demand for services.

Western Australia, the primary minerals and petroleum exporting region of Australia, produces a substantial proportion of the world's mineral and petroleum commodities, and accounted for 52 percent of Australia's mining gross value added in 2017-2018 and 67 percent in 2013-2014.<sup>12</sup> In 2017-2018 Western Australia's resources sector's direct economic contribution (wages/salaries, business purchases, payments to government and community

<sup>2</sup> Remplan Community Profile. Available at: <https://www.communityprofile.com.au/pilbara>

<sup>3</sup> Remplan Community. Available at: <https://www.communityprofile.com.au/pilbara>

<sup>4</sup> Remplan Community. Available at: <https://www.communityprofile.com.au/pilbara/population/indigenous-status#!bar-chart;i=0>

<sup>5</sup> Town of Port Hedland *Economy Profile*. Available at: <https://www.economyprofile.com.au/porthedland/>

<sup>6</sup> Shire of East Pilbara calculation

<sup>7</sup> Shire of East Pilbara notes this calculation has reduced since the Census

<sup>8</sup> 2016 Census QuickStats. Available at:

[https://quickstats.censusdata.abs.gov.au/census\\_services/getproduct/census/2016/quickstat/SSC50889](https://quickstats.censusdata.abs.gov.au/census_services/getproduct/census/2016/quickstat/SSC50889) and [https://quickstats.censusdata.abs.gov.au/census\\_services/getproduct/census/2016/quickstat/SSC51155](https://quickstats.censusdata.abs.gov.au/census_services/getproduct/census/2016/quickstat/SSC51155)

<sup>9</sup> Shire of Ashburton, *Economic Investment Profile*. Available at: <https://www.ashburton.wa.gov.au/the-shire/about-the-shire/economic-investment>

<sup>10</sup> AbS QuickStats. Available at:

<https://www.abs.gov.au/websitedbs/censushome.nsf/home/quickstats?opendocument&navpos=220>

<sup>11</sup> Department of Agriculture and Food, *Climate in the Pilbara*. Available at:

<https://www.agric.wa.gov.au/sites/gateway/files/Climate%20in%20the%20Pilbara%20-%20Bulletin%204873%20-%28PDF%203.3MB%29.pdf>, p6. The Pilbara will achieve 0.6-1.5 degree centigrade increases

in the next 10 years with progressive increases to a potential 5.9 degrees centigrade by 2090.

<sup>12</sup> Department of Jobs, Tourism, Science and Innovation, *WA economic profile, August 2019*, p10.



contributions), comprised \$38 billion of \$57.7 billion for Australia.<sup>13</sup> For the same period, mining accounted for 30 percent of Western Australia's Gross State Product (GSP), and 37 percent in 2010-2011.<sup>14</sup>

Western Australia is the largest iron ore supplier in the world, accounting for 39 percent of global supply in 2018 against 19 percent from Brazil. Iron ore demand from Asia is predicted to rise by 226 million tonnes from 2018-2039 with expanded demand in other countries in Asia offsetting a forecast decline from China. The price of iron ore is forecast to be \$US74 a tonne in 2019-2020 and \$US66 in 2020-2021. As at 2018, Western Australia has large iron ore reserves and 29 percent of the world's crude iron ore reserves.<sup>15</sup> While world GDP growth is expected to be 3.3 percent over the next decade and Australia's 2.6 percent, the Chamber of Minerals and Energy WA (CMEWA) forecasts WA's economic growth to be higher than the national average on the back of Asian demand for iron ore.<sup>16</sup>

New investments in iron ore declined sharply between 2015-2018 as a result of substantially lower prices in global markets, as supply outstripped demand. Further, significant investments in Liquid Natural Gas (LNG), such as property and infrastructure, were completed by the end of 2017. This resulted in less employment, a decrease in populations in key centres, reduction in incomes and a significant slowdown in most sectors of the Pilbara economy.<sup>17</sup> In 2017, investments over a 5-6 year period in iron ore went into full production, prompting decisions on replacement iron ore mines and increased LNG capacity. Intensive feasibility studies underpinned the new wave of investment with the result that at the commencement of 2018, mining gathered pace with the economy and business opportunities strengthened further in 2019.<sup>18 19</sup>

The *Pilbara Quarterly Economic Update, July 2019*, reports a deepening and broadening of the resources sector, and record earnings in Australian commodity exports over the prior 12 months (\$275 billion) substantially off the back of the Pilbara, as well as record forecasts for 2019-2020 (\$285 billion). A possible further \$65 billion in investments in the medium term in iron ore replacement mines, increased iron ore production, large-scale investment in LNG, and expanded activities in lithium, gold and fertiliser are forecast and are likely to realise a marked increase in the demand for labour during construction phases.<sup>20</sup> The report notes the Reserve Bank of Australia's statement that urbanisation and increased GDP in Asia could drive the resources sector for decades.<sup>21</sup>

The Pilbara Ports Authority manages two of the world's largest bulk export ports, the Port of Port Hedland (the largest in the world) and Port of Dampier, as well as the Port of Ashburton, near Onslow. Three greenfield ports are also in development; Anketell, Cape Preston and Balla Balla (all located in relative proximity to Karratha), to support long term forecast growth.

The Pilbara Ports Authority reported *record* annual throughput of 697.2 million tonnes 2018-2019, including 647.8 million tonnes of iron ore, constituting 42 percent of global seaborne supply and 31.4 million tonnes or 9 percent of global exports of LNG (record for LNG).<sup>22</sup> For 2018-2019 total tonnage out of Port Hedland was 513,302,000 and 172,996,000 tonnes out of the Port of Dampier.<sup>23</sup> In 2018-2019 the Port of Ashburton's throughput was 10,966,000 tonnes, a combination of LNG and condensate.<sup>24</sup>

<sup>13</sup> Chamber of Minerals and Energy Western Australia. Available at: <https://cmewa.com.au/wp-content/uploads/2019/06/Australia.pdf>

<sup>14</sup> Chamber of Minerals and Energy Western Australia. Available at: <https://cmewa.com.au/media/publications/economic-contribution-factsheets/>

<sup>15</sup> Department of Jobs, Tourism, Science and Innovation, *Iron Ore Profile, August 2019*, pp1-3.

<sup>16</sup> Chamber of Minerals and Energy WA, *2018-2028 Western Australian Resources Sector Outlook*, April 2016, p16.

<sup>17</sup> Regional Development Australia Pilbara, *The cost of doing business in the Pilbara*, Executive Summary.

<sup>18</sup> Ibid.

<sup>19</sup> Regional Development Australia Pilbara, *Pilbara Quarterly Economic update, July 2019*, p1.

<sup>20</sup> Ibid.

<sup>21</sup> Ibid.

<sup>22</sup> Pilbara Ports Authority. Available at: <https://www.pilbaraports.com.au/PilbaraPortsAuthority/media/Documents/ABOUT%20THE%20PORT/About%20Us/Value-Prop-Infographic.pdf>

<sup>23</sup> Pilbara Ports Authority. Available at: <https://www.pilbaraports.com.au/>

<sup>24</sup> Pilbara Ports Authority. Available at: <https://www.pilbaraports.com.au/Port-of-Ashburton>

Major port expansions have occurred or are scheduled to occur to meet predicted resource sector demand at Port Hedland Port, Port of Dampier and the Port of Ashburton, as well as construction of extensive landside and transport infrastructure.

The impact of Port expansions to the state and national economy is evidenced by a recent economic study of the Port Hedland Port Supply Chain (comprising the port and entities that use the port for trade) which reviewed forecast growth in exports for the 10-year period from 2016-2017 to 2026-2027, and concluded that there would be an average 4.4 percent growth per annum in the first five years (increasing export tonnage from 495.6Mt to 613.7Mt) and 2.7 percent thereafter to 2026-2027 (taking export tonnage to 700Mt).<sup>25</sup> The economic contribution of growth in port exports over 10 years achieving 700 Mt in 2026-2027 is forecast to be a cumulative \$37.2 billion in real income from iron ore exports (\$1.3 billion to \$5.6 billion); cumulative \$32 billion in real output (\$1.2 billion to \$4.8 billion); \$33.2 billion in real exports (5 percent increase in total exports in 2015-2016); employment of 5,377 FTE per annum (71 percent external to the Pilbara); and cumulative \$20.6 billion in real taxation and royalty receipts (\$734 million to \$3.2 billion).<sup>26</sup> Achieving port exports is in part, predicated on significant population growth in Port Hedland.

The following identifies in brief terms, the economic output from the three Council LGAs, the subject of this submission.

*Town of Port Hedland* – As detailed, Port Hedland hosts the Port Hedland Port and Port Supply Chain (comprising the port and entities that use the port for trade). The aforementioned study found that for the period 2015-2016 if the Port and its supply chains were classified under ABS as an industry in its own right, that it would be the largest in the state behind the overall mining industry, constituting 28.1 percent of the state's economy and construction industry.<sup>27</sup> Port Hedland's GRP is estimated at 2018 at \$3.72 billion, representing 1.5 percent of GSP.<sup>28</sup>

*Shire of East Pilbara* – The Shire of East Pilbara, specifically Newman, hosts BHP Iron Ore's major Pilbara Iron Ore mine, Mt Whaleback. Mining contributes approximately \$15.174 billion (90 percent) of total output within the Shire, followed by construction \$432 million (2 percent), and manufacturing \$192 million (1 percent).<sup>29</sup>

The Town of Port Hedland and Shire of East Pilbara also co-host the Pilgangoora project, one of the largest Lithium Spodumene deposits in the world.

*Shire of Ashburton* – The Shire of Ashburton's economy grew by 59 percent in 2017-2018 due to the Wheatstone LNG project and the Port of Ashburton. As at 2017-2018 it contributed over \$42 billion in exports to the state and national economies, translating to 18 percent of GSP and 2.5 percent of GDP. Rio Tinto and FMG are investing substantially in new mines in the area.<sup>30</sup> The shire also hosts the Onslow Marine Support Base which services the offshore oil and gas industry.

### **Cost of living**

'From a policy perspective, economic development in the Pilbara remains critical to the fortunes of WA and the nation'.<sup>31</sup> The global economy and commodity markets, which heavily influences increases and decreases in investment and production, costs of production, and demand for services, has a significant impact on economic growth in the region and the regional inflation trend.<sup>32</sup>

<sup>25</sup> ACIL Allen Consulting, *An Economic Study of Port Hedland Port*, prepared for the Port Hedland Industries Council, piii.

<sup>26</sup> *Ibid.*, ppiii-iv.

<sup>27</sup> *Ibid.*, pii.

<sup>28</sup> Town of Port Hedland, *Economic Profile*. Available at: <https://economy.id.com.au/port-hedland>.

<sup>29</sup> Shire of East Pilbara, *Economy Profile*. Available at: <https://www.economyprofile.com.au/eastpilbara/>

<sup>30</sup> Shire of Ashburton, *Economic Investment*. Available at: <https://www.ashburton.wa.gov.au/the-shire/about-the-shire/economic-investment>

<sup>31</sup> Regional Development Australia, *The cost of doing business in the Pilbara*, 2018, p12.

<sup>32</sup> *Ibid.*

The Commission's *draft report* notes that cost of living appears to be higher in Zone A and B in Western Australia than elsewhere in Australia, being 10.7 higher in Zone A than Perth. It requests further data to inform its considerations.<sup>33</sup>

Regional Development Australia ('RDA'), Pilbara, has compiled a series of economic reports on the *Cost of doing business in the Pilbara*, which date back to 2013, the tail end of the mining boom. While focused on the business environment and non-government organisations, these reports provide useful comparisons that evidence cyclical changes in the cost of living in sync with fluctuations in the global economy and commodity markets. In 2010, the then Deputy Governor of the Reserve Bank of Australia noted that there had been several significant mining and/or energy booms since the late 1960s which have had significant macroeconomic impacts.<sup>34</sup>

The Councils respectfully suggest that the Commission's reliance on a single set of cost of living data for decision-making (i.e. current) on remote area tax concessions which have long-term financial implications, fails to account for economic fluctuations associated with resource sector mono economies (such as the Pilbara). Comparative cost of living data therefore has direct relevance to the Commission's recommendations for changes to remote area tax concessions. The state government experienced a negative return in revenue as at 2013-2014 as a consequence of a downturn in mining, indicating the end of the boom.<sup>35</sup>

The 2018 *Cost of doing business in the Pilbara*,<sup>36</sup> which is based on an RDA 2017 *Map and gap supply chain study*, a 2018 cost of doing business study compiled by CMEWA and various economic reports, provides key cost findings and useful comparative data. The cost indicators are those common to all types of business but are costed according to a **middle-sized commercial business** and compared with the same size business in Perth (sometimes Australia). Future price increases and cost structure are based on available data and the views of various organisational stakeholders. While wages in local government are not comparable to the salary findings in this scenario, it is a useful exercise for understanding changes in cost of living expenses over time:

- Since 2011, the Pilbara Regional Price Index (RPI) has fallen from 137 to 118 in 2015 and to 111 in 2017, making it the second most expensive region in WA after the Kimberley.<sup>37</sup>
- 2013 cost of living data showed that while there had been a decrease in costs in the Pilbara compared to 2011, the cost of living in all Pilbara centres was higher than Perth, the remainder of Western Australia and Australia.<sup>38</sup>
- While costs have moderated over the last few years, in the medium term (2018-2021), costs will remain high and may start to rise again, 'particularly transport, construction, accommodation and wages' but it is unlikely they will achieve previous boom levels in 2008-2013.
- Business cost multipliers for a range of cost items, comparing the Pilbara to Perth indicate that while high price differences have continued since 2015, some prices are now on par with Perth or in some instances, lower (i.e. rents).
- That said, the Pilbara remains expensive and there is evidence that prices have started to rise along with increases in investment activity, this being particularly true of wages.<sup>39</sup>
- The percentage difference in the cost of operating a business of a similar type to Perth in Karratha, Port Hedland, Onslow and Newman while it declined in 2014 and 2015 from the height of the boom, 2018 evidences that they are on the rise again and are very high due to the increasing cost of labour, ranging from 62 percent in Onslow through to 86 percent higher in Newman.<sup>40</sup>

<sup>33</sup> Productivity Commission, *Remote Area Tax Concessions and Payments*, August 2019, *Draft Report*, p270, p149.

<sup>34</sup> Reserve Bank of Australia, *Mining Booms and the Australian Economy*, <https://www.rba.gov.au/speeches/2010/sp-dg-230210.html>

<sup>35</sup> Government of Western Australia, *2014-2015 State Budget*. Available at: <https://www.ourstatebudget.wa.gov.au/2014-15/index.html>

<sup>36</sup> Regional Development Australia Pilbara. Available at: <http://www.rdapilbara.org.au/publications.aspx>

<sup>37</sup> Regional Development Australia Pilbara, *The cost of doing business in the Pilbara*, p5.

<sup>38</sup> *Ibid.*, p16.

<sup>39</sup> *Ibid.*, p5.

<sup>40</sup> *Ibid.*, p6.

- While resource sector capital costs have reduced due to streamlining production processes, costs are unlikely to fall further and in fact, will likely increase in the medium term.<sup>41</sup>

The report also provides preliminary cost snapshots for the three largest Pilbara towns, noting that differences in geography, demographics, facilities, diversity of the resource base and diversification opportunities impact the scale and longevity of the business cycle and resultant impact on the local economy. Port Hedland is the most expensive town followed by Karratha and Newman.<sup>42</sup>

*Port Hedland* –The property market is improving and rents and property prices are up in Port Hedland (20 percent) and are expected to rise in South Hedland. If demand continues, it may result in a shortage of accommodation and a further rise in rents in the medium term. Costs for Small to Medium Enterprises will increase due to resource sector competition. Costs for staff accommodation in the Non-Government Organisations’ (NGOs) sector have started to rise, necessitating increased staff retention measures.<sup>43</sup>

*Newman* –Housing prices are rising following marked strengthening of the economy and rents are increasing at a slower pace. Costs are rising and will continue to do so and pressure on wages is becoming evident. The cost of a tradesperson now sits at 25 percent above Perth prices given a shortage of skilled trades. Resource sector competition for labour and housing affordability is causing major difficulties for NGOs.<sup>44</sup>

*Onslow* - No data was provided for the next largest town, Onslow, where the economy is based on offshore LNG, although the Shire of Ashburton reports that Pannawonica, Paraburdoo and Tom Price which are largely Rio Tinto towns, are experiencing similar costs to Port Hedland and Newman.

*Karratha* – Karratha has experienced more families settling due to improved liveability and economic diversification and this will likely strengthen in line with additional industry and infrastructure investment. House prices increased in 2018 by 35 percent and rents by 5-8 percent. Costs for executive staff and semi-skilled and skilled workers are on the rise and it is becoming difficult to attract and retain staff and consideration is being given to the provision of housing. Rents for executive housing have risen to \$1000 per week. Government funding for NGOs has reduced and staff are leaving for mining roles. To remain competitive, wages need to increase in the order of 10-15 percent.<sup>45</sup>

### ***The importance of local government to regional development and sustainability***

Due to isolation, geography and climate, regional local governments in northern Western Australia face markedly different challenges and cost structures than their city counterparts, and play a key enabling role in economic development, specifically:

- addressing the cumulative economic and social impacts on communities of multiple resource sector operations
- strategic residential and industry land development and infrastructure planning in consultation with government and other key stakeholders to support mining and LNG operations, and economic diversification (downstream processing, residential land for skilled workers, tourism facilities, town-based and transport infrastructure, and technology, a number of which are key growth enablers for the resources sector)<sup>46</sup>
- environmental management to protect natural assets and Indigenous heritage
- management of airports, a key enabler of economic development (Port Hedland is now subject to lease), including operations, security and terminal expansion. Local governments have been required to meet increased statutory compliance standards, including unfunded costs of staffing, ongoing maintenance and

<sup>41</sup> Ibid., pp5-6.

<sup>42</sup> Ibid., p16.

<sup>43</sup> Ibid., p8.

<sup>44</sup> Ibid., p8.

<sup>45</sup> Ibid., p7.

<sup>46</sup> Chamber of Minerals and Energy Western Australia, *2018-20128 Western Australian Resources Sector Outlook*, April 2018, pp41-89. Available at:<http://cmewa.com/policy-and-publications/annual-reports-submissions-publications/preview?path=2018-2028%2BResources%2BSector%2BOutlook%2BReport%2Bv1.0.pdf>

capital replacement of security infrastructure pursuant to a change in national security standards for regional airports.<sup>47</sup>

- preparedness, prevention, response and recovery for natural disasters i.e. bushfires and cyclones
- staff retention strategies i.e. remote provision of training, wage on-costs, and housing and utilities
- co-funded housing as an incentive for doctors to service regional towns
- co-management of high levels of anti-social behaviour, exacerbated by substantial inequality
- planning for delivery of municipal services by local governments to town-based Indigenous communities as part of the State Government Pilbara Town Based Reserves project (i.e. Parpijinya, Irrungadji, Goodabinya in the Shire of East Pilbara)

A number of these responsibilities are either unfunded or insufficiently funded to offset costs. In Western Australia, state agreement Acts and the *Mining Act 1978* largely exclude resource investments from the town planning process, negating the capacity for Councils to mandate an economic or social impact assessment and mitigation plan for resource projects. They also substantially reduce the capacity to charge rates. Local governments are therefore largely reliant on industry commitment to corporate social responsibility (residential settlement and cash or in-kind contributions) to offset impacts.

The Australian Department of Industry, Innovation and Science's *Resources 2030 Taskforce Report* cited the adverse impact of industry programs and contributions being conducted on a site-by-site basis and governments' failure to account for the cumulative impact on towns of projects (noted as 'the complex multidimensional' social challenges).<sup>48</sup>

Infrastructure and land development costs for local governments, depending on location, are exacerbated by isolation, cyclone ratings, coastal erosion and flooding, high professional and technical costs, native title and high construction costs. Perth construction costs, which influence costs in the Pilbara, are the highest in the nation (257.85) and remain elevated in Pilbara towns at 160 in Port Hedland, 165 in Newman, 155 in Karratha and very high in Onslow. Indicatively, it costs \$165,000 and \$235,000 more in Port Hedland and Newman respectively to build a house. This provides perspective on what it costs to construct large-scale social infrastructure. Construction costs are expected to increase by 1.5 percent over the next few years.<sup>49</sup> Insurance costs are also markedly higher through commercial insurers for residential and commercial properties because of climatic conditions. This is exemplified by the high cost of insurance for light industry and small to medium enterprises which range from 1.6 to 3.0 times higher and 2.1 to 2.5 times higher respectively with the highest costs being coastal because of cyclone risk.<sup>50</sup> A 2018 report of the Australian Competition and Consumer Commission identified residential insurance costs (building and contents) as twice that of the rest of Australia, having risen between 60-80 percent between 2007 and 2017.<sup>51</sup> That said, the majority of home owners in coastal Pilbara towns are paying home insurances of between \$10,000-\$15,000 per annum.

Even with government grants, most Pilbara local governments struggle to remain viable in the current economic environment. There are significant fluctuations in property valuations due to economic swings and associated Valuer-General's Office revaluations and limitations on the capacity to rate mining companies due to objections to valuations.

The wage impost on Pilbara local governments in a resource sector environment is discussed below.

### ***Wage disparity and staff attraction and retainment***

The cost of labour at a given point in time in all sectors in the Pilbara is influenced by the level of investment, production, demand and supply of labour in the resources sector. The upswing in the resources sector has seen labour

<sup>47</sup> ABC News, *New security screening costs could devastate regional air travel, councils warn*, 21 June 2019.

<sup>48</sup> Australian Department of Industry, Innovation and Science, *Resources 2030 Taskforce Report*, p53.

<sup>49</sup> Regional Development Australia Pilbara, *The cost of doing business in the Pilbara*, pp40-41.

<sup>50</sup> *Ibid.*, p5.

<sup>51</sup> ABC News, *ACCC finds north-west WA a hotspot for high residential insurance premiums*, Available at:

<https://www.abc.net.au/news/2018-06-10/insurance-in-north-west-western-australia-highest-in-country/9853136>

costs rise over the past six to 12 months beyond equivalent labour costs in Perth. This is likely to increase in the medium term as investment speeds up.<sup>52</sup>

The Commission asserts that in resource sector communities, wages offset cost of living, a key factor for setting employment benefits. The inherent problem is that wage indices are heavily skewed by wages in the resources sector which are the highest of all Australian industries, more than twice the average wage and 40 percent higher than the industry with the next highest wages.<sup>53</sup>

While the *Cost of doing business in the Pilbara* provides employment data for a medium sized business, it asserts that the data needs to be treated with caution 'as particular business costs vary enormously as do variations between sectors.'<sup>54</sup> It also notes that while the Pilbara accounts for nearly 8 percent of wages and salaries paid by businesses and organisations in Western Australia, there is a large variance in income levels, for example, 13 percent of workers have an income of less than \$800 per week.<sup>55</sup>

CMEWA notes that as at 2016-2017, approximately 118,000 (near the peak of 120,000 in 2013) were employed in the resources sector and more than half of those in the Pilbara. In 2016, approximately 70 percent had higher levels of educational attainment.<sup>56</sup> It notes further that the Chamber is working with government because of identified skills shortages; and that over the outlook period (2018-2028), demand and competition for skilled-labour is expected not only to increase for the resources sector but also across all sectors.<sup>57</sup> In other words, competition for skilled labour between the resources sector and other sectors will increase.

While there are inherent problems with the census and measuring FIFO versus residential workforce, economic data for the three shires evidences the following employment statistics for mining and construction (ex-supply chains):

*Port Hedland* – 5,266 (49.6 percent) of 10,629 jobs<sup>58</sup>

*Shire of East Pilbara* – 12,223 (79.6 percent) of the 15,353 jobs<sup>59</sup>

*Shire of Ashburton* – 18,237 (73.1 percent) of the 24,920 jobs<sup>60</sup>

Key recruitment challenges for Pilbara shires in attracting and retaining a stable workforce include:

#### *Staff recruitment*

The critical shortage of skilled staff in certain sectors and unwillingness to live remotely is a major issue. Recent examples include:

- The Town of Port Hedland has been unable to fill several finance positions and is currently using contractors. The position of Town Planner has been advertised three times, including through a specialist recruiter; the Occupational Health and Safety position has been vacant for one year; and the town has resorted to interstate recruitment agencies for a senior Human Resources advisor role. The town consistently struggles to recruit project managers for infrastructure projects.

<sup>52</sup> Regional Development Australia Pilbara, *The cost of doing business in the Pilbara*, p20.

<sup>53</sup> Australian Government, Department of Industry, Innovation and Science. Available at: <https://www.industry.gov.au/data-and-publications/australias-national-resources-statement/the-australian-resources-sector-significance-and-opportunities>

<sup>54</sup> Regional Development Australia Pilbara, *The cost of doing business in the Pilbara*, p14.

<sup>55</sup> Ibid., p21.

<sup>56</sup> Chamber of Minerals and Energy Western Australia, *2018-2028 Western Australian Resources Sector Outlook*, April 2018, p1.

Available at: <http://cmewa.com/policy-and-publications/annual-reports-submissions-publications/preview?path=2018-2028%2BResources%2BSector%2BOutlook%2BReport%2Bv1.0.pdf>.

<sup>57</sup> Ibid., p2.

<sup>58</sup> Economy.id. Available at: <https://economy.id.com.au/port-hedland/employment-by-industry?>

<sup>59</sup> Remplan Economy. Available at: <https://www.economyprofile.com.au/eastpilbara/industries/employment>.

<sup>60</sup> Remplan Economy. Available at: <https://www.economyprofile.com.au/pilbara/industries>.

While child-care workers are not employed by the Shire, there is a current shortage of approximately 300 childcare places in Port Hedland, partly due to the difficulty in recruiting childcare workers due to high cost of living and low salaries.

- The Shire of East Pilbara has advertised on three occasions for a Coordinator Information Services which remains vacant and until recently was unable to fill an Environmental Health Officer role.
- The Shire of Ashburton's position of Manager Finance and Administration was vacant for 9 months requiring the use of contractors and assumption of finance duties by the unit Director. Positions of Waste Manager and waste and grader driver have been difficult to fill. Before broadening of housing subsidies (see below), there was a critical shortage in cleaners in Onslow.

#### *Staff turnover*

Annual turnover for 2018/2019 was 29 percent in the Town of Port Hedland and 27 percent in the Shire of East Pilbara (averaging 25 percent for the last three years). Interestingly in 2014-2015, the Shire of East Pilbara experienced a 44 percent turnover. In the Shire of Ashburton, turnover has been between 40-50 percent for the past five years. The lack of a stable residential workforce severely impacts strategic planning, financial, occupational health, environmental and industrial relations compliance capacity for Pilbara towns.

#### *Staff training costs*

Staff training costs are heavily impacted by turnover and remoteness. For the financial year 2018-2019 Port Hedland incurred approximately \$158,000 of nearly \$18 million in wages (.9 percent) for 127 training applications, 46 of which were not able to be provided locally or online. For the same period, the Shire of East Pilbara incurred approximately \$170,000 of \$10 million in wages (1.7 percent) and the Shire of Ashburton \$302,000 of \$16 million in wages (1.9 percent).

#### *Housing as an incentive*

While no formal data is captured on the difficulties in staff attraction, the Councils collectively reported the following reasons:

- high rents mean any additional wage advantage from the region is lost, particularly for lower paid positions (those that are not able to afford rents and utilities)
- councils cannot compete with resource sector salaries which escalate markedly during economic upswings;
- it is difficult to attract the right set of skills to meet the unique requirements of remote local governments coupled with a candidate's willingness to live remotely;
- isolation and lack of amenity and services for families;
- similar pay scale to cities (or marginal difference) where people would prefer to live; and
- absence of qualified staff in certain sectors nation-wide.

Housing or housing subsidies are necessary attraction mechanisms and have been the point of difference in successfully recruiting a candidate on a number of occasions. The three councils provide or subsidise staff housing as follows:

*Port Hedland* – Executive Managers, managers, and next level down from manager as well as group housing for new graduates;

*East Pilbara* – Executive Managers, Managers, coordinators, specialist staff and outdoor workers; and

*Shire of Ashburton* – rental subsidy to lessors for housing for all staff (value varies according to locality).

The Town of Port Hedland and Shire of East Pilbara use housing as a point of last resort as an attraction incentive for critical positions which they have tried to recruit but where they have been unsuccessful on a number of occasions. The Town of Port Hedland and Shire of East Pilbara also provide utilities allowances in line with employer-provided housing, to meet substantial electricity costs associated with air conditioning, and high gas costs. Only bottled gas is available in Pilbara towns which comes at a Premium. Electricity is charged at the maximum legislative rate and Pilbara

towns do not have the benefits of peak and off-peak charge rates as per city counterparts. It is not unusual for an electricity bill for a two-month period in Newman to achieve charges of \$1500-\$2000.

While the Shire of Ashburton pursued the same arrangement as the aforementioned Councils, following a sustained critical shortage of staff severely impacting operations, Council resolved (as at 1 July 2019) to pay a rental subsidy to lessors. The shire still maintains housing stock and where those houses are allocated rental is offset.

### **Importance of a stable residential workforce**

As detailed, Pilbara mining towns are quite unique in that they experience rapid and sometimes exponential growth during mining upswings or 'booms' as people move into an area and harness employment opportunities. Western Australia's extensive reliance on FIFO and Transient Workforce Accommodation camps also means escalated demand for local services during periods of economic growth.<sup>61</sup> As evidenced, skilled worker shortages compound recruitment issues for smaller players such as local governments, small businesses and non-government organisations who already face higher costs. While local governments play a key enabling role in planning and infrastructure for economic development (in line with federal and state government policy), small businesses provide valuable local supply chain opportunities for industry and community and reduce costs for sector operations. A shortage of skilled labour in businesses supporting extractive industries has recently been raised by the resource sector.<sup>62</sup> When markets recover, there is a lag in accessing skilled workers and in the absence of supply chains, resources companies pay more.

The cost of establishing a business during a downturn is markedly different to establishment costs in an inflated regional economy and it is important that effective policy and funding strategies support local business viability.

Non-government organisations are key to the health of communities. Anti-social behaviour, Indigenous disadvantage, poor health outcomes, and FIFO mental health are just some of the areas addressed by the NGO sector. With recent reductions in State funding and employment competition from the resources sector, the viability of some of these organisations is under threat.

In the Pilbara, education staff work directly with industry, local government authorities and NGOs to meet the shortfall in skilled staff. For example, in Newman an education program for Indigenous youth is delivered from, and supported by, the Shire's youth centre.

Major resource sector operations, tourism, national highways, and poor Indigenous health outcomes command residential medical staff, which despite significant incentives, are difficult to attract and retain. High levels of fatigue at Pilbara hospitals are an ongoing concern.<sup>63</sup>

As noted, the capacity to rate FIFO camps that impact town infrastructure is limited by legislation and objections to valuations; however, infrastructure and services still need to be provided to these areas. Limited rates revenue from mining companies places an additional financial burden on local government's ability to financially service the requirements of the town. Industry-owned residential housing (rates and wages) contributes substantially to the sustainability of local government and local business. Industry residential investment also facilitates higher levels of direct financial contributions from mining companies (i.e. infrastructure) and social contribution from its workers (i.e. sports clubs). Community integration is also a key strategy for improving FIFO mental health and reducing rates of suicide. Companies need to be able to provide alternatives to FIFO that support both worker choice and realise positive psychosocial outcomes.<sup>64</sup> The alternative to FIFO, being residential settlement, is an approach supported by the CMEWA as the peak representative industry body for the resources sector.<sup>65</sup>

<sup>61</sup> Parliament of the Commonwealth of Australia, House of Representatives Standing Committee on Industry, Innovation, Science and Resources, *Keep it in the regions: mining and resources industry support for businesses in regional economics*, November 2018, p135.

<sup>62</sup> Regional Development Australia Pilbara, *The cost of doing business in the Pilbara*, p22.

<sup>63</sup> Western Australian Parliament, *Parliamentary Questions*, Legislative Council, *Karratha Health Campus and Hedland Health Campus*, 4 September 2019, Hon. Jacqui Boydell.

<sup>64</sup> Parliament of Western Australia, *The impact of FIFO work practices on mental health: Final Report*, 18 June 2015.

<sup>65</sup> Chamber of Minerals and Energy Submission, Productivity Commission, *Remote Area Tax Concessions and Payments*, p1.



### ***Productivity report assumptions and methodology***

The ZTO was introduced to counter the impact of ‘isolation, high costs of living and uncongenial climatic conditions’, and encourage settlement. It was a response to businesses in remote areas struggling to encourage workers to relocate and fill labour shortages. Isolation, climate and high cost were confirmed as ‘social grounds’ for the continuation of the allowance in 1981. Extension of FBT exemptions for employer provided housing in 2000 from primary producers was seen to enhance fairness of the taxation system and again make it easier for employers in remote areas to attract and retain staff.

The following details in brief some of the productivity commission assumptions and methodologies in the context of Pilbara towns and the above stated intent of the remote area tax concessions. This information is provided in response to the Commission’s request for assessment of the plausibility of its assumptions:

*Methodology for assessment of the Zone Tax Offset* – the ZTO has not been sufficiently reviewed against cost of living since it was introduced, despite the 1981 Cox review asserting that for any measure of relief to continue to provide assistance, ‘it must be the subject of regular and programmed review’.<sup>66</sup> The cyclical impact of mining economies on local government authorities, NGOs, SMEs and essential services’ workers, who earn lower wages, is considerable. Assessing the benefits of the ZTO at current levels is counterintuitive. While they have some impact on lower incomes, the concept of the zonal rebate offsetting cost of living is diminished by its value and taxable status. The reality is that these ‘lower level industries’ are struggling to attract workers because wage capacity does not generally offset cost of living or the hardships of isolation. Councils respectfully suggest that remote communities should not be penalised because the ZTO has not kept pace with the challenges of remote living.

*Unconstitutional (aka discriminatory between states and parts of states) to grant remote concessions* – this argument of legal validity is untested and has been debated intermittently since introduction of the concessions with varying views proffered. In the Second Reading speech for the *Income Tax Assessment Bill 1945* and in response to a question about the constitutional validity of the ZTO, Minister Chifley noted ‘I have been assured that the proposal is constitutionally sound....the soundness of the decisions made was checked by comparison with similar decisions made by industrial authorities and in particular, with the party allowances in Queensland, basic wage variations and district allowances in Western Australia, and public service and railways district allowances for Australia.’<sup>67</sup>

Further, a journal article reviewing Australia’s taxation rebates for residents in isolated areas and referencing work by Dr Lex Fullarton, Adjunct Professor, Curtin University, Western Australia, and retired tax practitioner, contends that apart from the widespread application of the tax concessions to Australian jurisdictions, two possible reasons why they have not been challenged as infringing the constitution (that is section 79A being declared as unconstitutional) are:

- that ‘the isolated zone is in effect financial assistance to those individuals living in certain parts of Australia and therefore is allowed pursuant to s 96 of the Constitution’; and
- ‘the offset is not taken into account in determining the individual’s taxable income and therefore is outside the scope of s51 (ii) of the Constitution.’

The article also goes on to demonstrate where various tax concessions have been provided but does argue that this issue of paying preferential benefits to parts of Australia being unconstitutional is constraining the economy and needs to be resolved.<sup>68</sup>

<sup>66</sup> Parliament of Australia, *Report of the Public Inquiry into income tax zone allowance*, June 1981, p33.

<sup>67</sup> Hon Ben Chifley MP, Parliament of Australia, *House of Representatives, Income Tax Assessment Bill 1945*, Second Reading Speech, Thursday 19 April 1945, pp1-2.

<sup>68</sup> McLaren, John, *The Economic Development of Northern Australia: A critical review of the taxation benefits and incentives of both past and present and the potential taxation options for the future*, Journal of the Australasian Tax Teachers Association 2017 Vol.12 No.1, pp5-7.

*Difficulties of remoteness are now 'cushioned' by technological and economic development* – the cost of living remains high for middle-to-low income earners; attraction and retainment of staff largely by the non-resource sector is hampered by poor infrastructure, low amenity, anti-social behaviour, accommodation costs, isolation from family due to high airfares and the tyranny of distance; and uncongenial climatic conditions that limit community participation. High speed internet and connectivity remain problematic in the Pilbara, particularly for small business. Pilbara residents also encounter difficulties accessing some health and education services. The Pilbara Development Commission as part of preparing the *Pilbara Regional Investment Blueprint* identified a suite of *Sustainable Community Indicators* across economic sustainability, community vibrancy and diversity and health and education access. Performance percentages for the Pilbara relative to the nation are provided. While these figures pertain to 2015, they are useful indicator of the extent to which the Pilbara lagged behind national performance percentages per capita in access to hospital (0.04 to 0.11), General Practitioner (.0023 to 0.054) and Allied Services (4.1 to 11). Access to adult health was comparable and child development services were double that of other centres. Distances to secondary education were also markedly different (92.2km to 23.3km).<sup>69</sup> The Commonwealth Government has acknowledged the difficulties in recruiting teachers to remote schools, citing an intention to waive HECs liabilities under certain conditions.<sup>70</sup> The State government provides attraction mechanisms such as housing and other subsidies.

*Living in remote locations is a personal choice* – Freedom of choice is closely aligned with the concept of allowing the market to do its job. Where freedom of choice is not being sufficiently exercised because of perceptions of 'liveability and lifestyle' and interdependent and interrelated economies exist that are heavily reliant of the attraction and retainment of a skilled workforce, and regional growth is central to harnessing emerging economic opportunities, tax and coordinated policy intervention is critical. The Department of Regional Development's 2016 *Living in the Regions Report* and associated survey evidenced that significant motivators for people moving away from the North of Western Australia, included cost of living and cheaper housing noted as 58 percent for the Pilbara and 67 percent for the Kimberley, and 40 percent for the Pilbara and 47 percent for the Kimberley respectively.<sup>71</sup>

As noted, Councils fully support raising the RAA for those on income support in the Pilbara and acknowledge Indigenous connection to land. However, Councils question the validity of the argument that it is better to facilitate mobility during periods of decline but support those that can't be mobile through tax concessions, as an argument for non-payment of remote area concessions such as the ZTO and FBT. This would be a dangerous practice in terms of preparation and readiness for economic upswings, industry diversification, retaining key supply chains and realising Indigenous health and social outcomes.

This notion of personal choice also negates the fact that Western Australia has just experienced a substantial economic downturn and high unemployment rates.

*Reliance on data at a given point in time* – reliance on one set of data as an indicator of cost of living i.e. 2016 ABS data on median rents in remote and very remote Australia, is problematic for areas where economic drivers dramatically impact the cost of housing (price and rental) and where construction of new premises for affordable housing is heavily constrained by cost of construction (including compliance with the cyclone code).

*International airport as a defining factor of isolation* – Port Hedland has an international airport offering very limited international services. This in part, is a strategy to grow regional investment and diversification of the economy. The high costs of airfares in regional Australia, particularly northern Western Australia, has been investigated by both the Federal and State Parliaments, and compound disadvantage.<sup>72</sup>

<sup>69</sup> Pilbara Development Commission, *Pilbara Regional Investment Blueprint*, p56.

<sup>70</sup> Australian Government, *Study Assist*. Available at: <https://www.studyassist.gov.au/news/remitting-very-remote-teachers-help-debt-these-initiatives-are-subject-passage-legislation>

<sup>71</sup> Department of Primary Industries and Regional Development, *Living in the regions report*, p14 and p20.

<sup>72</sup> Parliament of Australia, *Cancer of the Bush or Salvation for our Cities* and Parliament of Western Australia, *The Impact of FIFO Work Practices on Mental Health: Final Report*.

*Living in remote areas does not justify compensation from other taxpayers* – the Pilbara is a primary resource sector contributor to the Australian and State economies (taxation, royalties, employment, spend) and will be for the foreseeable future. It is also said that the ‘mining boom placed Australia in a strong economic and fiscal position ahead of the [GFC] crisis, and helped accelerate the post-crisis recovery’.<sup>73</sup> In other words, the economy was sustained by skilled and unskilled workers in the resources sector, workers who face a range of disadvantages over their city counterparts that are not always compensated for by remuneration. Councils respectfully suggest that the returns on regional economic development could justify ‘compensation’ from other taxpayers. The concept of tax discrimination is more equalised through the concept of zoning. The issue is whether those zones are appropriately demarcated and the benefit, sufficient to meet envisaged outcomes.

*FBT housing benefits draw resources away from other regions (or industries in the same region) that cannot access them* – the counter argument is that if LGAs, NGOs and SMEs in the Pilbara do not have housing incentives, a critical support component for regional economic growth, liveability, diversification and achieving the national commitment on closing the gap on Indigenous disadvantage, will not be achieved. A number of Shire staff in Port Hedland rent at Osprey Village, managed by the Department of Communities and constructed during the last mining to address accommodation needs of lower salaried workers who could not afford higher rents. This centre is currently full.

Approximately 182 NGOs operate in the Pilbara as well as about 44 Aboriginal corporations.<sup>74</sup> Government and NGO partnerships are critical to the delivery of ‘government’ services to vulnerable people in communities and there is a need to respect the interdependency of the two sectors. Further, in the absence of industry residential investment, the financial sustainability of LGAs (rates), business (spend) and amenity (financial contribution and participation) will markedly decline and the cumulative impact of FIFO on townships will increase. In Western Australia, government has delivered low cost housing for essential services workers (not NGOs).

The report notes that ‘on face value’ that encouraging workers to relocate from larger cities to zones is likely to reduce productivity because service industries tend to congregate in industry hubs where productivity benefits are realised from agglomeration.<sup>75</sup> This doesn’t recognise the enormous benefits that can be obtained in establishing businesses in regional areas i.e. increasing diversification, responding to new markets (i.e. the northern towns have proximity to Asian markets) or on the job training (mining and industry skills).

*That remote residents lack immediate access to primary health services but that there are more GPs per person in remote areas* – Previously mentioned data from the Pilbara Development Commission shows that as at 2015, the Pilbara had significantly fewer General Practitioners per capita than the national average. Further, this assumption does not consider the incentives required to attract GPs and the significant role of some local Pilbara Councils (sometimes in partnership with industry) in the provision of quality housing. Port Hedland leases 10 GP houses to medical organisations. The Shire of East Pilbara and Karratha have similar arrangements in place.

*It is unlikely that FBT concessions would be the main motivator for employing FIFO over DIDO* – As the Commission notes, the majority of housing concessions derive from the Pilbara, and the Bowen Basin and Central highlands in Queensland.

In Pilbara towns, a high percentage of housing is owned by industry and some of the large players, the majority of which are shareholder companies (i.e. in Newman 49 percent of housing is owned by BHP, equating to approximately 1220 homes and about 75 percent are mining owned in Port Hedland). Full exemptions for FIFO versus FBT charged at the highest marginal tax rate will undoubtedly influence decisions on FIFO and DIDO.

<sup>73</sup> Mining People, *Did the mining industry help Australia survive the GFC*, <https://www.miningpeople.com.au/news/Did-the-mining-industry-help-Australia-survive-the-GFC>

<sup>74</sup> Regional Development Australia Pilbara *Ten Year Community Plan for the non-government organisations sector in the Pilbara*, 2016, pp19-20.

<sup>75</sup> *Ibid.*, p144.

Pilbara Councils have worked proactively with resource companies over an extended period to increase community investment in the form of residential housing.

The Commission's assertion that choice of FIFO over DIDO as a consequence of tax changes would be in the minority is true in the context of overall FIFO numbers in WA which are the highest in Australia. Such an assertion; however, diminishes the impact of substantial residential settlement by mining industry workers in Pilbara towns (as opposed to FIFO) on the local economy and amenity of communities. The Queensland government has enacted legislation that requires mines located within 125 kms of a townsite to locate FIFO camps within those towns. While not residential housing per se, this provides an indication of government's expectations of the importance of town settlement and expectation of DIDO.<sup>76</sup>

*FBT concessions are poorly targeted to regional development goals* – the Commission refers to FBT exemptions on employer-provided housing as the 'big ticket item...worth many thousands of dollars at the employee level.'<sup>77</sup> Further, that they 'tend to increase employment by reducing labour costs, particularly in regions where they are heavily used'<sup>78</sup>...but that the Commission is not able to assess their value due to employer-provided housing not being reportable at present. The report then contends that FBT concessions are not well suited for the purpose of regional development, and that businesses will invest 'if the expected returns exceed the costs and risks.'<sup>79</sup> In this respect, the Commission takes a very narrow view of regional development. Regional development is not just about direct resource sector investment, it constitutes a whole-of-government, business, and community response to informed regional planning and service delivery (lands, infrastructure, support services, supply chains, disadvantage, affordable housing, anti-social behaviour, mental health), that facilitates economic growth and industry diversification and supports Indigenous communities. As detailed by the Commission in its report *2017 Transitioning Regional Economies*, local government planning processes are key to town adaptation and resilience during economic downturns.<sup>80</sup> Sustainable northern towns are also part of a broader defence strategy and are a key part of Governments' Asian engagement strategies.<sup>81</sup> In this context, FBT exemptions are a critical consideration if organisations and SMEs are to attract and retain skilled (and unskilled) labour, even more so when market dynamics command rents in excess of \$1000 per week (up to \$2500 during the boom). The reality is that housing, the 'big ticket item' is worth millions of dollars to the community and economy.

*State and Territory Governments carry primary responsibility for regional development and it is not up to the Commonwealth to provide these tax concessions*- there has been ongoing debate about the extent to which the Commonwealth can extend beyond its powers under section 51 of the Australian Constitution. In the *Transitioning Regional Economies* report, the Commission views that '[t]here is significant confusion, overlap and uncooperative rivalry between the Australian, State, Territory, and local governments in the pursuit of regional development'<sup>82</sup> and that the Commonwealth should return to 'its core business' by limiting its focus to national economic development through policy settings and 'built-in' funds (FAS grants) that have a significant impact on regional development.<sup>83</sup> The Commission's position on the confluence of Commonwealth/state roles is tendered as a reason for the Commonwealth not providing tax concessions.

The Commission is correct regarding the lack of coordination between the States and Territories on regional development and the risk of duplication and Pilbara Councils have called on Government for a shared planning

<sup>76</sup> Queensland Government, Department of State Development, Manufacturing, Infrastructure and Planning. Available at: <https://www.statedevelopment.qld.gov.au/coordinator-general/strong-and-sustainable-resource-communities.html>

<sup>77</sup> Productivity Commission, *Remote Area Tax Concessions and Payments*, August 2019, *Draft Report*, p26.

<sup>78</sup> Ibid., p27.

<sup>79</sup> Ibid., p29.

<sup>80</sup> Productivity Commission, *Transitioning Regional Economies*, 2017, p23.

<sup>81</sup> Government of Western Australia, Department of Jobs, Tourism, Science and Innovation, *Asian Engagement Strategy*. Available at: <https://www.jtsi.wa.gov.au/about-the-state/asian-engagement>. Commonwealth Government, *Our North, Our Future: White Paper on Developing Northern Australia*.

<sup>82</sup> Productivity Commission, *Transitioning Regional Economies*, 2017, p26

<sup>83</sup> Ibid., p27.

and infrastructure vision for the Pilbara. That said, COAG evidences enhanced collaboration between the states and the Commonwealth for growth of the regions, and particularly the north, through the Northern Australia Strategic Partnership and Regional Ministers' Forum. In August 2019, COAG confirmed its 'deep and enduring commitment to Northern Australia, and emphasised that a strong north is critical to our nation's future security, identity and prosperity.'<sup>84</sup> Tax concessions have long been used for regional development. The Commission's concept of towns being allowed to 'develop and prosper, or not, according to their own attributes' (aka intrinsic features and economic advantages and disadvantages)<sup>85</sup> would have considerable productivity impacts on industry and more broadly, the Australian and State economy and trade. The broader application of the FBT housing exemption in 2000 was based on making it easier for employers to attract and retain staff in remote areas.<sup>86</sup> This impetus remains today and was confirmed in the Australian Parliament's 2014 Pivot North Report which saw value in tax concessions to encourage regional development and settlement in the North.<sup>87</sup> Local governments struggle to attract and retain skilled labour (over extended periods) yet are expected to provide comparable city level services to major infrastructure providers (Port, airport, roads) and mining companies.

*There are other ways of encouraging regional settlement i.e. infrastructure and amenity funded through GST redistribution and specific purpose payments and that concessions would be better diverted to these types of programs* – Regional development strategies and initiatives in combination with tax concessions make it more financially viable for people to choose to live in the regions. The two are not mutually exclusive.

It is important to note that the level of amenity in remote communities is subject to a number of influences, including cumulative FIFO impacts; local government's capacity to attract and retain skilled workers for funding submissions and project management; poor renewal ratios for existing assets; high construction costs; low sources of local revenue and fiscal capacity; and the impact of anti-social behaviour on maintenance and repairs. While the State's Royalties for Regions funding improved the amenity of Pilbara towns, a number of projects have stalled such as land assembly projects, limiting the supply of industrial and residential land and housing availability.

*Providing fringe benefits to low income earners is financially unattractive to paying wages* – employer-provided housing in Port Hedland and the Shire of East Pilbara is primarily about attraction of key managerial, specialist, strategic or compliance positions; however, it is also used as an incentive for lower paid positions where those positions cannot be filled or in the case of the Shire of East Pilbara for their outdoor workforce who would not otherwise be able to afford local rents. The Shire of Ashburton 'rents' properties for all staff because of major issues with recruitment and turnover. Remote Councils must retain quality housing stock to ensure critical positions are filled during varied market dynamics which influence housing affordability. The cost of substituting FBT for wages is discussed below.

*Concept of goods or services being able to be readily purchased by employees in the absence of an operational reason to provide the good or service* – in remote mining towns, 'readily' is largely influenced by wage capacity, and availability and affordability of quality housing, which is contingent on market dynamics.

### **Impact of recommendations on Pilbara Councils/Towns**

#### **Zone Tax Offset**

Attraction and retention of staff is a significant challenge for Pilbara Councils and other sectors. Evidence has been provided under 'assumptions' that cost of living and cheaper housing are reasons people move away from the Pilbara.

<sup>84</sup> Council of Australian Governments, *COAG meeting communique, 9 August 2019*, <https://www.coag.gov.au/meeting-outcomes/coag-meeting-communique-09-august-2019>

<sup>85</sup> Productivity Commission, *Remote Area Tax Concessions and Payments*, August 2019, *Draft Report*, p164.

<sup>86</sup> Joe Hockey MP, Parliament of Australia, *Hansard*, 9 March 2000, p14278. Available at: <https://parlinfo.aph.gov.au/parlInfo/search/display/display.w3p;query=Id%3A%22chamber%2Fhansard%2F2000-03-09%2F0027%22>

<sup>87</sup> Parliament of Australia, *Pivot North: Inquiry into the Development of Northern Australia – Final Report*, p149.

While the ZTO has an impact on lower income earners, it is clearly insufficient and government has not ensured that it has kept pace with regional inflation. The methodology employed in relation to assessment of the effectiveness of the ZTO against its policy intents is deficient. It needs to be reassessed with a view to appropriately indexing the ZTO to offset costs of living and other hardships associated with remote living.

### **Remove 'customary' requirement under 58ZC of the Act**

The report proposes to remove clause (2)(d)(iii) of section 58ZC of the *Fringe Benefits Assessment Act*, shifting the benefit to reliance on (2)(d)(i) and (ii), specifically:

- (i) the nature of the employer's business was such that employees of the employer were liable to be frequently required to change their places of residence; or*
- (ii) there was not, at or near the place or places at which the employees of the employer were employed, sufficient suitable residential accommodation for those employees (other than residential accommodation provided by or on behalf of the employer);...*

Tests for either are not defined and place Councils (and other stakeholders such as NGOs or SMEs) in a position of uncertainty. Councils use employer-provided housing or in the case of the Shire of Ashburton, employer-provided subsidies to attract skilled (and in some circumstances, unskilled) staff to their respective Local Government. It appears in the absence of the 'customary' provision, employers will not be able to rely on part (i) as staff do not frequently change residence. The evidential basis for the absence of 'sufficient alternative residential accommodation' under part (ii) is not explained in the Commission's report or the Explanatory Memorandum for the *A New Tax System (Fringe Benefits) Bill 2000*. The majority of Pilbara towns currently have an insufficient supply of suitable 'habitable' residential accommodation at an appropriate market rate, to house Council employees required to ensure appropriate levels of legislative, regulatory and other performance. Reliance on this provision would leave councils (and other sector stakeholders such as NGOs and SMEs) in an uncertain and ambiguous position and make it extremely difficult to plan and budget for housing. There is also a risk that without a defined test, that Councils and other stakeholders would apply this test incorrectly.

If Council's cannot meet either of these tests in the absence of the 'customary' provision then this will come at significant financial cost to the LGA, the economy and to the liveability of the Pilbara.

In qualitative terms, a reduction to 50 percent or 100 percent loss of exemption in an already inflated regional economy with extremely high operating costs (and mining sector impacts), will affect Councils (and other stakeholders) as follows. The financial impact will vary according to the market value of properties which are subject to substantial increases during a boom:

- Councils will need to raise wages, rates or reduce services to offset increased costs in an already inflated regional economy
- Non-provision of housing or an inability to afford an increase in wages would lead to a loss of senior managers and strategic and technical staff
- Councils may elect to employ workers remotely which will create a disconnect with the community in both strategic planning and the provision of services
- Resource companies as shareholder companies will potentially offload properties in favour of FIFO (which attract full FBT exemptions) impacting housing values (including the Councils' housing stock) and the viability of investment, rates income (due to property devaluations), and mining contributions for capital infrastructure and services, resulting in an increase in anti-social behaviour through vacant housing
- May impact recruitment from the local community i.e. apprentices and Aboriginal people who move into the community but still require housing support
- NGOs that operate in reduced funding and higher compliance environments will need to raise wages or reduce services to vulnerable people which will not only impact the health and liveability of communities but the achievement of government policy outcomes for Indigenous people. A number of NGOs may not survive due to a tight fiscal environment
- Smaller companies reliant on cash flow will feel disincentivised to provide housing and potentially opt for a FIFO arrangement

- A potential loss of SMEs and valuable supply chains for mining, reducing access to skilled workers and increasing costs for servicing which may result in regional and wage inflation and competition for skilled workers
- Provision of medical housing (with FBT exemptions likely claimed by the recipient) may be impacted and consequentially constrain access to health services
- Potential increase in compliance burdens. Assuming the current requirements apply to the calculation of FBT, which do not involve Valuer General GRV calculations for determination of market rent and include calculation of a number of related considerations such as provision of utilities and onerous conditions of occupancy relating to employment, the administrative burden for housing stock could be considerable.<sup>88</sup> If 58ZC (2) (d) (ii) applies then there will also be a burden of proof in relation to insufficiency of housing supply.

Fuel subsidies have been a valuable component on the housing package for the Town of Port Hedland and the Shire of East Pilbara given the extremely high tariffs for electricity and cost of bottled gas.

Financially, it will substantially test the viability of Pilbara Councils. Preliminary impact calculations provided at **Attachment A** for the Town of Port Hedland, **Attachment B** for the Shire of East Pilbara, and at **Attachment C** for the Shire of Ashburton (pages 6-8), and related considerations by each Council are discussed below.

#### *Town of Port Hedland*

- Port Hedland currently owns 38 houses but intends to lease more, hence the figures below are provided at current housing ratios
- On calculation of \$500 per week in rent, the changes to FBT would cost Port Hedland \$438,077 per annum at 50 percent concession and \$876,154 per annum at no concession.
- Total annual gross up in wages per employee for a rental at \$500 per week would be \$56,212. An additional 5.5 percent would be incurred by GPs as local governments do not pay payroll tax (\$3,092 per annum)
- Fuel costs for Port Hedland would be approximately \$20,019 per annum with no concession

#### *Shire of East Pilbara*

- The Shire of East Pilbara currently has 86 residences
- On calculation of \$250 per week in rent, the changes to FBT would cost the Shire of East Pilbara \$490,464 per annum at 50 percent concession and \$980,928 at no concession. This equates to over half, or the full running costs, of the Newman Recreation Centre respectively.
- On calculation of \$350 per week in rent, the changes to FBT would cost the Shire of East Pilbara \$686,650 per annum at 50 percent concession and \$1,373,300 at no concession.
- On a calculation of \$900 per week (currently achieving \$1000 per week for executive properties in Karratha), the changes to FBT would cost the Shire of East Pilbara \$1,765,671 per annum at 50 percent concession and \$3,531,343 per annum at no concession.
- Fuel costs for East Pilbara would be \$47,810 per annum with no concession
- Indicatively, if rate rises were required to counter the costs of the proposed changes then this would equate to between 4 and 11 percent (on the calculations in Attachment A), or a reduction in services to meet these costs

The following is an assessment of impact using *Newman* as an example:

- \$5.4m in government revenue would be generated (FBT and ZTO)
- \$1.28m of ZTO would be unclaimable (based on an extrapolation of current total population applied to the 2016 census work profiles of full and part-time workers).
- A 50 percent FBT concession for employer provided remote housing would have a \$5.1 million impact for the town, a conservative impact based on the Commission's figures of \$3,666 per home, with a 50 percent

concession on \$300p/wk rent on an estimated 1400 homes. Full removal of the exemption would increase this figure substantially.

### **Shire of Ashburton**

- The Shire of Ashburton currently has 100 residences
- The Shire of Ashburton pays rental subsidies for all staff which varies according to the average rental market price in a given town.
- The actual cost for a 50 percent concession would be \$3,556,401 and \$4,649,893 for no concession

### **Retain existing geographical boundaries and update population figures**

Retaining the existing geographical boundaries and updating population figures to the 2016 census would have no impact on eligibility for the ZTO or FBT concessions for the Pilbara Councils, the subject of this submission, as all Councils are located in Zone A for income tax purposes and meet the criteria for an 'eligible urban area'.

### **Link eligibility rules to ABS remoteness areas**

While it is not clear how the ABS 'remoteness areas' would apply to FBT, the Commission indicates that it would broadly mirror application to the zone boundaries:

*That is, larger population thresholds could be applied in areas classified as remote or very remote, with smaller population thresholds applying elsewhere. In practice, this would broadly mimic the current approach while removing dependency on historical ZTO boundaries, However, it might also introduce additional complexity in specifying and identifying areas where the remote area concessions apply.<sup>89</sup>*

It is likely that all three councils and their towns would be captured under the ABS remoteness areas categorisation.

### **Remove geographical boundaries**

This requires employers to satisfy the legislative requirements under Section 58ZC of the *Fringe Benefits Assessment Act 1986*, decoupling the definition from 'remote area' discussed above. This is problematic in the context of removal of the 'customary provision'. Decoupling FBT concessions from the ZTO zones and changing the population thresholds for eligible urban area to 14,000-28,000 may well exclude Port Hedland (and Karratha) and would have significant financial, economic and social implications for the town.

### **Recommendations**

That the Commission reconsider its recommendations with due regard to the following proposed recommendations:

- 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, thereby 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

<sup>89</sup> Parliament of Australia, *Pivot North: Inquiry into the Development of Northern Australia – Final Report*, p252.



- 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
- 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.

## Attachment A – Town of Port Hedland

	ToPH
Actual	2019
Residential fuel invoices paid	\$45,150
Amount subject to FBT (concession 50%)	\$22,575
FBT paid	\$20,019
Estimate	
Number of staff residences	38
Estimated rental value p.a.	\$988,000
Current FBT payable	\$0
Estimated FBT payable 100%	\$876,154
Estimated FBT payable 50% concession	\$438,077
Rates yield	\$42,765,534

Salary gross up calculation assuming top tax bracket paid by employee

After tax rent per week		\$500
Pre-tax salary to pay	$500/(1-0.485)$	\$971
Plus 9.5% super	$971 \times 0.095$	\$92
Plus workers compensation 1.7%	$(971+92) \times 0.017$	\$18
Total annual cost to gross up salary to cover rent per employee		\$56,212

Does not cover leave accruals

Local government authorities do not pay payroll tax, however other providers (e.g. GPs) would incur another 5.5% on the \$56,212 being \$3,092.

## Attachment B – Shire of East Pilbara

	2019	2019	2019
Residential fuel invoices paid	97,803.00	97,803.00	97,803.00
Amount subject to FBT (concession 50%)	48,901.50	48,901.50	48,901.50
FBT Paid	47,810.70	47,810.70	47,810.70
<b>Rent Estimates at \$350/\$450 and \$1,000/week with employee paying \$100.</b>	<b>Estimate @\$250/week rent</b>	<b>Estimate @\$350/week rent</b>	<b>Estimate @\$900/week rent</b>
Number of Staff Residences	86	86	86
Estimated rental value P.A	1,118,000.00	1,565,200.00	4,024,800.00
Current FBT payable	0	0	0
Estimated FBT payable 100%	980,928.73	1,373,300.22	3,531,343.42
<b>Estimated FBT payable 50% concession</b>	<b>490,464.36</b>	<b>686,650.11</b>	<b>1,765,671.71</b>

## Attachment C – Shire of Ashburton

### Quantifying the impact of the proposed changes

The following table shows the number of residential accommodations currently provided by the Shire of Ashburton to its employees. Under the current rules, the properties are eligible to be provided to employees exempt from FBT:

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
		<b>\$ 1,596,400</b>		<b>\$ 867,509</b>	
					<b>\$ 2,463,909</b>

\*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 they are eligible for the 50% concession under the proposed changes:

Taxable value of the benefit	<b>\$ 2,463,909</b>
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	<b>\$ 1,092,492</b>
Add actual cost	\$ 2,463,909
<b>Total cost</b>	<b>\$ 3,556,401</b>

Based on the information available to us, the estimated total cost of providing these remote area housing benefits in the situations detailed in this report are summarised below. This estimated cost includes the cost of providing the housing, and the additional cost of FBT if applicable based on the proposed changes in the PC report.

	Estimated cost	Percentage increase in cost (from current position)
Current law	\$ 2,463,909	Nil
Suggested changes (50% concession)	\$ 3,556,401	44.34%
Suggested changes (No concession)	\$ 4,649,893	88.68%