



Attachments

Ordinary Council Meeting
Tuesday, 28 October 2025

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Minutes of the Ordinary Council Meeting held 16
September 2025



Published Minutes

Ordinary Council Meeting

Tuesday, 16 September 2025

Date:	Tuesday 16 September 2025
Time:	1:00pm
Location:	Barry Lang Centre, Deepdale Drive, Pannawonica
Distribution Date:	Friday 19 September 2025



**Shire of Ashburton
Ordinary Council Meeting**

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

Keith Woodward PSM
Chief Executive Officer
19 September 2025

These minutes were confirmed by Council as a true and accurate record of proceedings at the Ordinary Council Meeting held on Tuesday, 16 September 2025.

Presiding Member _____

Date _____

Disclaimer

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

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1 Declaration Of Opening

The Presiding Member declared the meeting open at 1:02 pm.

1.1 Acknowledgement Of Country

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

2 Announcement Of Visitors

The Presiding Member welcomed members of the public to the gallery.

3 Attendance

Shire President Declaration

In accordance with regulation 14C(2)(b) of the *Local Government (Administration) Regulations 1996*, I have approved Cr B Healy to attend this meeting via electronic means, noting they are in instantaneous communication with the meeting.

Cr B Healy Declaration

In accordance with regulation 14CA(5) of the *Local Government (Administration) Regulations 1996*, I declare that I can maintain confidentiality during the meeting or the closed part of the meeting.

3.1 Present

Elected Members:	SP A Smith	Shire President
	Cr K White	Deputy Shire President, Onslow Ward
	Cr R de Pledge	Ashburton-Tablelands Ward
	Cr M Gallanagh	Pannawonica Ward
	Cr L Rumble JP	Paraburdoo Ward
	Cr A Sullivan	Paraburdoo Ward
	Cr M Lynch	Tom Price Ward
	Cr B Healy	Tom Price Ward (by Electronic Means)
	Cr R Kapor	Tom Price Ward
Employees:	K Woodward PSM	Chief Executive Officer
	J Sangster	Deputy Chief Executive Officer
	C McGurk	Director Community Development (via Teams)

	D Kennedy G Harris A Johnston R Marlborough J Watson J Rouse	Director Corporate Services Director Infrastructure Services Manager Media and Communications A/Manager Governance ICT Systems Officer Governance Officer
Guests:	Nil	
Members of Public:	There was two members of the public in attendance at the commencement of the meeting.	
Members of media:	There were no members of the media in attendance at the commencement of the meeting.	

3.2 Apologies

3.3 Approved Leave Of Absence

Nil

4 Question Time

4.1 Response To Previous Public Questions Taken On Notice

Nil

4.2 Public Question Time

Nil

5 Declaration By Members

5.1 Due Consideration By Elected Members To The Agenda

Elected Members will be requested to note they have given due consideration to all matters contained in this agenda.

5.2 Declaration Of Interest

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

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

The following declarations of interest are disclosed –

Nil

6 Announcements By The Presiding Member And Councillors Without Discussion

SP A Smith

1. The Shire of Ashburton is happy to welcome our new Chief Executive Officer, Keith Woodward. Keith brings a wealth of experience and a strong commitment to serving our communities across the Shire. We look forward to working together, as we continue to grow and enhance the region, of all residents and businesses. Please welcome Keith to the Shire of Ashburton.
2. On behalf of the Shire of Ashburton, I want to sincerely thank Councillor Gallanagh, Councillor Lynch and Councillor Kapor for their time and dedication on Council.

Your care for our community and the effort you've each given have made a real difference. We're grateful for all you've contributed and wish you every happiness and success in the next chapter beyond Council. You'll always be part of the Ashburton family.

Cr M Lynch

It has been an honour and a privilege to represent the Shire of Ashburton communities for the past 9 years.

I have learned a great deal about the communities and their individual nuances and requirements. I have also learned a lot regarding Local Government and how to achieve the best outcomes for our communities, which is sometimes akin to beating your head against a brick wall.

So let me drop some wisdom bombs on you, in my own charming way.

Firstly, to Council. You are an amazingly dedicated and diverse bunch of people. Not many will stick their necks out and dedicate a large portion of their lives, for very little in return. Positive feedback is rarely heard and the remuneration is so far below the minimum wage it is a joke.

However, we must remember that you and your personal views are not important. You are a temporary place keeper.

Although in saying that I would like to commend Councillors Rumble, White and Gallanagh, for their long-standing commitment and service to their individual and wider communities of the Shire.

What is important, are the decisions we make as a Council. While you are here and now, the decisions Council make may have long standing implications, long after your time on Council has finished. So continue to make them wisely.

To the staff, I have thoroughly enjoyed meeting you all and learning what you do. I have huge respect for you and what you achieve. It must sometimes be difficult to put so much work into something and then leave the final decision to group of people who may not necessarily have a lot of knowledge in your field.

Unfortunately, I have noticed that there has been a culture creeping in of telling Council what staff want Council to know, rather than informing them of what they need to know. This, of course, is not all staff or reports, but this culture does need to change and the change starts with the staff in this room. The best information brings about the best decisions. Council wants to be part of the journey and wants to understand. You are the experts in your respective chosen fields and Council needs you to bring.

Cr M Gallanagh

I would like to echo everything Cr Lynch has just said. It's hard to believe it's been over ten years and Cr Lynch has been there for nine years. I have loved every moment I have had on Council and the support I have been given was phenomenal.

I know I have torched everybody about Pannawonica over the years, but the changes I have seen for Pannawonica in my time have just been amazing. When I began on Council Pannawonica wasn't even part of the partnership agreement, if you can believe that, there was nothing and nobody came an met with anybody from Pannawonica. So to get that happening and even with the new progress with the pump track which is happening and Tom will take up the mantle to get the deck and the playground finished.

Thanks everybody, it's been amazing and all the best for the Council. I will be back up for the official opening of the pump track. Thanks for everything, it's been magic.

7 Petitions / Deputations / Presentations

7.1 Petitions

Nil

7.2 Deputations

Nil

7.3 Presentations

Nil

8 Applications for Leave of Absence

8.1 Application for Leave of Absence

Council Decision **167/2025**

Moved **Cr M Gallanagh**

Seconded **Cr R Kapor**

That Council approves the request for leave of absence for Councillor Linton Rumble JP of the Paraburdoo Ward for the period 20 October to 27 October 2025, inclusive.

For: **A Smith, K White, R de Pledge, M Gallanagh, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 9/0

9 En Bloc Council Resolutions

9.1 Agenda Items Adopted En Bloc

Nil

10 Confirmation Of Minutes

10.1 Confirmation Of Council Minutes

10.1.1 Minutes Of The Ordinary Council Meeting Held On 19 August 2025

Council Decision 168/2025

Moved Cr M Lynch

Seconded Cr R Kapor

That the Minutes of the Ordinary Council Meeting held 19 August 2025 (Item 10.1.1 Attachment 1) be confirmed as a true and accurate record.

For: A Smith, K White, R de Pledge, M Gallanagh, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor

Against: Nil

Carried 9/0

10.2 Receipt Of Committee And Other Minutes

10.2.1 Minutes Of The Economic And Tourism Development Committee Meeting Held On 16 September 2025

Council Decision 169/2025

Moved Cr M Lynch

Seconded Cr L Rumble JP

That the Minutes of the Economic And Tourism Development Committee Meeting held 16 September 2025 (Item 10.2.1 Attachment 1) be received.

For: A Smith, K White, R de Pledge, M Gallanagh, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor

Against: Nil

Carried 9/0

11 Recommendations From Committee

Economic And Tourism Development Committee Meeting held on 16 September 2025

ETD.1 Economic Tourism & Development Committee Annual Update - 2025

File Reference	ED01
Applicant or Proponent(s)	Not Applicable
Author	S Allan, Manager Business & Economic Development
Authorising Officer	K Woodward PSM, Chief Executive Officer
Previous Meeting Reference	Ordinary Council Meeting 16 July 2024 - Item 11 AD.1 – (129/2024)
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	<ol style="list-style-type: none"> 1. Shire of Ashburton Economic Development Strategy 2024 - 2028 2. 2024 - 2025 Completed Projects and Actions 3. 2024 - 2025 Tourism Marketing and Promotion 4. Projects Underway 2025 - 2026

Report Purpose

The purpose of this report is to provide an annual update to the Economic Tourism and Development Committee (the Committee), for actions completed in the 2024/2025 financial year which are aligned to the adopted Shire of Ashburton’s Economic Development Strategy 2024 – 2028 (the Strategy).

The Committee is also requested to acknowledge the activities and actions of the previous financial year, and current projects in progress as consideration of future strategic planning and actions, as is the requirement to meet the Annual Priority Setting objective of the Economic Development Strategy’s original vision, as to provide annual project focus for Shire officers and Committee.

Background

In July 2024 Council adopted the Shire of Ashburton Economic Development Strategy 2024 - 2028 (refer Attachment 1) as key evidence and a tool to help inform and support future strategic and advocacy initiatives.

The key economic development vision pillars identified by Council recognise the following:

- A Global Resources Powerhouse;
- A World-Class Tourist Destination;
- A Thriving Community; and
- A Great Place to Have a Small Business.

The Strategy's mission statement is to:

'Leverage the continued growth of the resources sector, to grow our communities, encourage prosperity, and enhance liveability across the Shire whilst supporting the diversification of our economy'.

Nine (9) action areas were identified to ensure the future success of the Strategy:

- Annual Priority Setting
- Advocacy
- Land Use Planning
- Infrastructure Planning
- Company Engagement
- Development Leadership
- Investment Attraction
- Small Business Support
- Regional Promotion

This report aims to provide an update to Committee and Council of the actions of the Strategy that have been completed, are underway and to present a future focus for 2025-2026, to align with the expected outcomes of the Strategy.

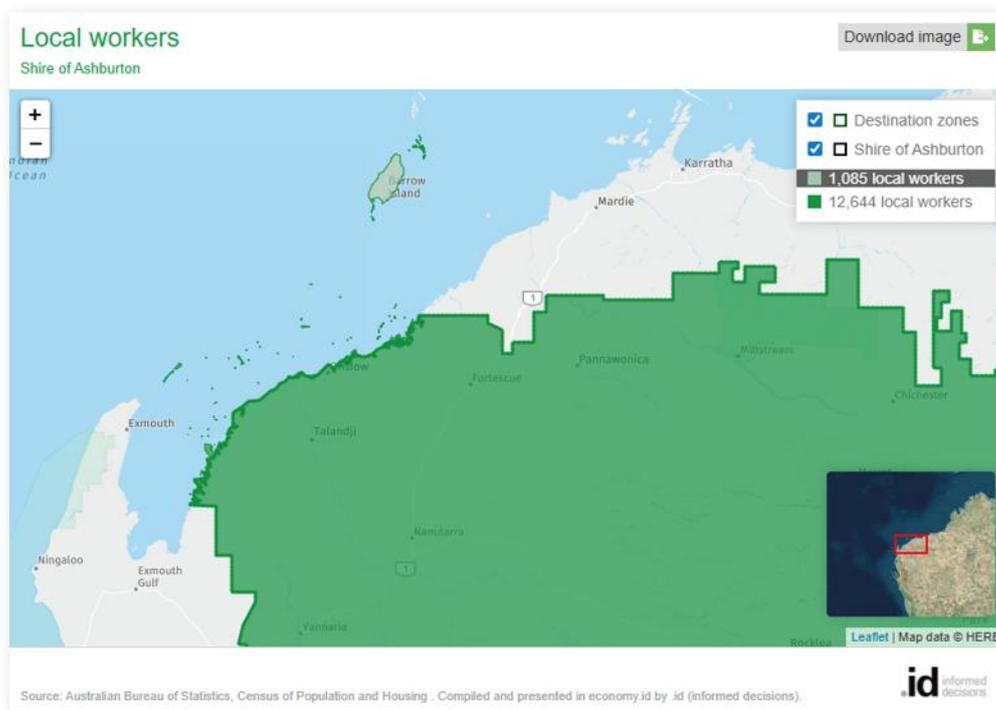
Comments

The Shire of Ashburton's (Shire) financial position is strong with our economy driven by major mining and resource operations. The recently adopted 2025/2026 budget aligns with the Shire's Strategic Community Plan 2022–2032, which envisions the Shire as a welcoming, sustainable and socially active district.

The Shire is a major economic driver for the Pilbara region and Western Australia. In 2024 the Ashburton districts Gross Regional Product (GRP) contribution was an estimated \$41.3 billion, 9.29% of the State's Gross Sale Product (GSP), and a National Gross Domestic Product contribution of \$38.6 Billion or 1.9%.

Key Statistics





(Source: Economy.id)

Ashburton tourism visitor overview, statistics and update.

Visitation to Australia’s North West (ANW) has yet to return to pre-2019 levels (COVID). 2023 saw a peak in visitation across WA, but figures to December 2024 show a slight decline as outbound tourism continues to grow. Visitor spend, however, has exceeded 2019 levels partially because of cost-of-living increases.



The ANW market is predominantly intrastate based (81%), with a slight increase on 2019 levels of 78%. There was a slight decline in the interstate market from 18% in 2019 to 16% in 2024. The international market has still to recover to 2019 levels of 4% and is currently sitting around 3%. The purpose of travel varies by market. Intrastate visitors are heavily skewed towards business travel, directly related to the region’s fly-in fly-out (FIFO) resources sector.

The Shire’s visitation figures to December 2024 in relation to ANW, show that the region attracts 3% of ANW’s overnight visitors, 19% of ANW’s visitor nights and 14% of ANW’s expenditure. (Source: Tourism WA).

Data supplied by the Department of Biodiversity, Conservation and Attractions (DBCA) show that Karijini National Park welcomes (on average) more than 600,000 visitors per season. Visitor numbers are expected to increase due to the completion road sealing projects within the National Park which facilitates a larger drive market to access the park (hire vehicles and non-4WD).

The Shire owned, managed and operated Tom Price Visitor Centre welcomed over 56,000 visitors in 2024/2025, a 9.4% increase from the previous financial year (51,480). The financial commitment by the Shire for the Tom Price Visitor Centre in 2024/2025 was \$783,500.

The Onslow Visitor Centre (OVC) in the past two years has seen a reduction in visitation numbers from ~12,000 in 2021 to ~8,000 in 2024. This 33% reduction is attributed to OVC having to reduce operating hours due to staff and volunteer availability. In May 2025 Council approved an amendment to the Shire and Onslow Tourism & Progress Association funding agreement with an increase of \$60,000 per annum for the remaining three financial years of the agreement (additional to the previous \$80,000), to support the ongoing operations of the Onslow Visitor Centre and Goods Shed Museum. The financial commitment by the Shire towards the Onslow Visitor Centre in 2024/2025 was \$175,000.

Shire of Ashburton Economic Development - Strategic Projects

Throughout the 2024/2025 financial year the Shire contributed more than \$2 million dollars towards projects that are directly related to the Strategy.

2024 – 2025 Completed Projects and Actions (cost \$1,800,187)

- Multi Modal Transport Network Study
- Local Government Bank of Australia feasibility study
- Ashburton Mountain Bike Trails Concept Plans
- Shop Ashburton – Buy Local Campaign
- Signature Event funding - Karijini Experience
- Small Business Friendly Local Government Alliance Membership
- Funding Support for the Onslow Tourism and Progress Association and the Onslow Visitor Centre.
- Tom Price Visitor Centre
- Development of Partnerships/Advocacy
- Trade Show Attendance

(Refer to Attachment 2 for an overview of costs associated)

2024 – 2025 Strategic Tourism marketing and promotion (Cost \$234,518)

- Visit Ashburton Destination Books
- Destination book warehousing, distribution and display at Perth Airport T1 and T2 terminals
- State tourism focused map advertising
- Regional Tourism Organisation Destination Book/Holiday Planner Advertising
- Editorial Sponsored Advertising
- TV Advertising (7Plus – Summer of Cricket)

- TV - 4WD and Adventure Show (series), to be aired September 2025
- Photo and Film content development
- Visit Ashburton Website and App updates
- Commissioned Art Piece by Emma Blyth for 100 Years of Onslow

(Refer to Attachment 3 for an overview of costs associated)

Projects Underway

Shire projects directly linked to the Strategy which are currently under way and planned for completion in the 2025/2026 Financial Year include:

- Onslow Town Centre transformation – Main Street Stage 1
- Onslow Ocean View Caravan Park Stage 3 Extension
- Minna Oval
- Small Business Grant Program
- Strategic Tourism Communications and Marketing Plan

(Refer to Attachment 4 for an overview of costs associated)

Annual Priority Setting

As part of the Annual Priority Setting objective of the Strategy, focus on future actions, projects and outcomes for 2025/2026 requires Committee support, direction and recommendation to Council. Updates and recommended future actions directly from the Strategy identified by the Manager of Business and Economic Development are outlined below:

(9.1 & 9.2) Lead regional tourism promotion through the continued growth of the Visit Ashburton Brand; and develop and execute a tourism marketing strategy (including a digital media asset renewal program):

Project Update:

- In December 2024 Council agreed to develop a 2025 – 2030 Strategic Tourism Communications and Marketing Plan. Throughout 2025 consultants have been conducting familiarisations of the Ashburton region, held workshops in Onslow and Tom Price with delegated members, local businesses, community representatives and key Shire staff, executed extensive desktop analysis and data collation and phone and online surveys with those stakeholders unable to make the workshops. The plan is near completion and expected to be presented to Committee and Council for endorsement November 2025. (cost \$78,947).
- Launch of varied TV marketing and promotion will commence from 30 August 2025 and includes Visit Ashburton 7Plus TV advertising as part of the AFL finals series with metropolitan and regional inclusion (cost \$15,000).
- Launch of the 4WD and Adventure Show (filmed in April and May 2025) and will run over 7 episodes from August 30 to 25 October 2025. Hosts Ronny Dahl and Mark LeCras focus on Ashburton's Reef to Range brand messaging; this footage will be used further via social media and digital channels. (cost \$40,000).

- The preferred supplier for the Tourism Signage project as per Committee and Council decision in December 2024 has been awarded and is in design phase with a briefing of the design concepts to provide to the Committee in November 2025 for then Main Roads WA approval, project completion and installation is expected by March 2026. (cost \$83,589).

Identified future focus:

(9.1 and 9.2): Future focus for 2025-2026 is intended to be on the completion, endorsement by Committee and Council and commencement in the implementation of the 2025 – 2030 Strategic Tourism Communication and Marketing Strategy.

(6.2) Unlock the barriers to developing new tourism product – Ashburton Mountain Bike Trails:

Project Update:

- Consultants Common Ground conducted extensive area familiarisation and research in April 2025 as to inform the Tom Price and Paraburdoo Mountain Bike Trails Concepts. Collaborative engagement continues with internal and external stakeholders, with a workshop scheduled in Paraburdoo on November 19, 2025, with consultants Common Ground, for the Paraburdoo Mountain Bike Trails Concept plan.

Identified future focus:

(6.2): Future focus for 2025/2026 Resolving land areas, tenures and utilities obstacles as to enable the continuation of the Paraburdoo Mountain Bike Trail network project. Actions include further traditional owner, business and community engagement via collaborative workshops, onsite and online meetings, a public engagement survey, and community information sessions.

Costs associated will include travel, accommodation, workshop facilitation, artwork design and potential print costs. Any costs associated can be utilised from current allocated budget (ED24078 Economic development initiatives).

Identified new actions and projects for commencement:

(4.1) Review and expand the Onslow Towards a Visitor Economy document to encompass projects promoting liveability:

The Onslow Towards a Visitor Economy is expected to be revised and published at the commencement of the 2026/2027 financial year, work needs to commence in 2025/2026 to meet this action.

Costs associated will include workshop facilitation with local business and community, artwork design and print costs. Any costs associated can be utilised from current allocated budget (ED24078 Economic development initiatives).

(7.2 & 7.3) Develop a business in Ashburton Brand; and develop an investment/business opportunities prospectus:

Developed conjunction with the revision Onslow Towards a Visitor Economy all projects align and complement each other.

Costs associated will include workshop facilitation with local business and community, artwork design and print costs. Any costs associated can be utilised from current allocated budget (ED24078 Economic development initiatives).

Consultation

Chief Executive Officer (Temporary)
 Director Community Development
 Manager Media and Communications

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	4. Performance - We will lead the organisation, and create the culture, to deliver demonstrated performance excellence to the community.
Strategic Outcome	4.1 Coordinated delivery of organisational leadership and performance excellence for the benefit of the community
Strategy	3 Provide professional leadership and advice to assist Council.

Council Policy

[Council Policies » Shire of Ashburton](#)

Council Policy – Tourism Promotion and Attraction

The Shire recognises that tourism will continue to be a major employer and contributor to the local economy and that it needs to play an active role to facilitate the growth and development of tourism opportunities and offerings.

Council Policy – Community Engagement

The Shire recognises that community engagement and the opportunity for communities to participate in planning for the future are vital in ensuring we meet our Strategic Community Plan objectives. Community engagement is not only good business practice but also important for good governance.

Council Policy – Communications and Media

To provide a professional, consistent, and cohesive approach to addressing media related issues within the district.

Financial Implications

Current Financial Year

Any project costs associated with the endorsement of the Strategic Tourism Communications and Marketing Plan for the current financial year budget, would be subject to approval by Committee and Council and would require a formal budget amendment.

Future Financial Year(s)

Any project costs associated in future financial year budgets are subject to support by the Committee and Council on the potential endorsement of the Strategic Tourism Communications and Marketing plan.

Legislative Implications

Nil

Risk Management

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Reputation (social/community)	Not meeting the Economic and Development Strategy 2024-2028 action requirement for Annual Priority Setting to enable future strategic planning.	Possible (3)	Minor (2)	Low (1-4)	Committee consider actions and approve or provide alternative actions that align with the Economic and Development Strategy 2024-2028

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

Voting Requirements

Simple Majority

Officer Recommendation

That the Economic Tourism and Development Committee recommends that Council:

1. Accept the details and information provided in the 2024/2025 annual update which align with the Shire of Ashburton’s Economic Development Strategy 2024 – 2028;
2. Acknowledges the activities and actions in progress for current projects, and supports the continuation and/or commencement of the strategic action items, as detailed below from currently budgeted funds:
 - a) **(Action items 9.1 & 9.2)** The completion with future consideration of endorsement by Committee and Council enabling the commencement in the implementation of the 2025 – 2030 Strategic Tourism Communication and Marketing Strategy;
 - b) **(Action item 6.2)** Paraburdoo Mountain Bike Trail Concept as to resolving land areas, tenures and utilities obstacles as to enable the continuation of the Paraburdoo Mountain Bike Trail network project;
 - c) **(Action item 4.1)** Review of the Onslow Towards a Visitor Economy document for completion by the end of financial year for launch in 2026/2027; and
 - d) **(Action items 7.2 & 7.3)** Develop a business in Ashburton Brand; and develop an investment/business opportunities prospectus.

Committee Recommendation

That Council:

1. Accept the details and information provided in the 2024/2025 annual update which align with the Shire of Ashburton’s Economic Development Strategy 2024 – 2028;
2. Acknowledges the activities and actions in progress for current projects, and supports the continuation and/or commencement of the strategic action items, as detailed below from currently budgeted funds:
 - a) (Action items 9.1 & 9.2) The completion with future consideration of endorsement by Committee and Council enabling the commencement in the implementation of the 2025 – 2030 Strategic Tourism Communication and Marketing Strategy;
 - b) (Action item 6.2) Paraburdoo Mountain Bike Trail Concept as to resolving land areas, tenures and utilities obstacles as to enable the continuation of the Paraburdoo Mountain Bike Trail network project;
 - c) (Action item 4.1) Review of the Onslow Towards a Visitor Economy document for completion by the end of financial year for launch in 2026/2027; and
 - d) (Action items 7.2 & 7.3) Develop a business in Ashburton Brand; and develop an investment/business opportunities prospectus.

Council Decision **170/2025**
Moved **Cr M Lynch**
Seconded **Cr A Sullivan**

That Council:

1. **Accept the details and information provided in the 2024/2025 annual update which align with the Shire of Ashburton’s Economic Development Strategy 2024 – 2028;**
2. **Acknowledges the activities and actions in progress for current projects, and supports the continuation and/or commencement of the strategic action items, as detailed below from currently budgeted funds:**
 - a) **(Action items 9.1 & 9.2) The completion with future consideration of endorsement by Committee and Council enabling the commencement in the implementation of the 2025 – 2030 Strategic Tourism Communication and Marketing Strategy;**
 - b) **(Action item 6.2) Paraburdoo Mountain Bike Trail Concept as to resolving land areas, tenures and utilities obstacles as to enable the continuation of the Paraburdoo Mountain Bike Trail network project;**
 - c) **(Action item 4.1) Review of the Onslow Towards a Visitor Economy document for completion by the end of financial year for launch in 2026/2027; and**
 - d) **(Action items 7.2 & 7.3) Develop a business in Ashburton Brand; and develop an investment/business opportunities prospectus.**

For: **A Smith, K White, R de Pledge, M Gallanagh, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 9/0

12 Office of the Chief Executive Officer Reports

12.1 Lot 500 First Avenue, Onslow - Request to Purchase Unused Closed Road Reserve - Mackerel Islands Pty Ltd

File Reference	SEC.0447
Applicant or Proponent(s)	Not Applicable
Author	C Mitchell, Planning & Lands Officer
Authorising Officer	J Sangster, Deputy Chief Executive Officer
Previous Meeting Reference	Ordinary Council Meeting 14 February 2017 - Item 15.1 – 108 Ordinary Council Meeting 12 February 2019 - Item 13.1 – 501/2019 Ordinary Council Meeting 9 May 2023 - Item 11.2 – 068/2023
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Beach Club Concept Plans

Report Purpose

Council is required to consider the proposed request from Mackerel Islands Pty Ltd (MIPL) to purchase a portion of dedicated, unconstructed road reserve (Lot 500 on Deposited Plan 420630) for alfresco dining and landscaping purposes adjoining the Onslow Beach Resort.

Background

In early 2015, the Chief Executive Officer of MIPL (owner of the Onslow Beach Resort), contacted the Shire to request permission to undertake landscaping works within the First Avenue Road reserve (Figure 1 refers), fronting the Onslow Beach Resort, to alleviate issues with dust pollution.



Figure 1: Unconstructed Road Reserve (First Avenue Onslow)

During prolonged negotiations, the proposed works were undertaken before a permit could be issued or conditions agreed.

The issue was subsequently presented to Council at its Ordinary Council Meeting on 14 February 2017. Council resolved the following:

“That Council –

1. *Update the Footpath Improvement Plan to include a proposed footpath along this general area (subject to confirmation from the current Coastal Hazard Risk Management and Adaptation Plan) so it forms part of a broader path network;*
2. *In an effort to find a mutually agreeable compromise, allocate a maximum of \$15,000 (estimated to be 50% of the concrete footpath construction cost) from the current footpath construction budget as a contribution towards the footpath cost; and*
3. *Accepts the works that have been completed (plus the additional works such as fencing that have already been agreed, namely general landscaping works including gardens and lawn, plus a gravelled road/pathway) and issue a permit for the landscaping works on First Avenue, Onslow (fronting Lot 447, the Ashburton Resort) on the condition of the construction of a 2m wide concrete footpath for the entire road reserve frontage of Lot 447.”*

The Shire funded 50% of the footpath costs and the remaining costs were funded by MIPL. The landscaping project was carried out and fully funded by MIPL. Although these works were agreed, complete, and a permit issued, the land tenure issues were never resolved.

In late 2018, MIPL requested some form of tenure over the land on the north-eastern boundary of Lot 447 on Deposited Plan 182626 (Onslow Beach Resort) to formalise the extended development.

The tenure issue was presented to Council at its Ordinary Council Meeting on 12 February 2019 where it resolved the following:

“That with respect to the proposed permanent closure of 6,689m2 unconstructed section of First Avenue Onslow, that Council:

1. *Resolve, in accordance with section 58 of the Land Administration Act 1997, to request the closure of 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.*
2. *Advertise the proposed road closure in accordance with Part 5, Division 1, section 58 of the Land Administration Act 1997.”*

As per Council's resolution on 12 February 2019, a portion of the unconstructed portion of First Avenue, Onslow was formally closed and a new Crown Reserve (Reserve 53874), with a Management Order vested to the Shire, was granted.

However, the remaining landscaped area (now Lot 500 on DP 420630), used by MIPL (Figure 1), has not been resolved and is considered an unlawful operation in its current form.

The formalisation of land tenure for the balance was not resolved for several reasons:

1. Water Corporation raised concerns regarding an existing reticulated water pipe and water meter which Water Corporation requested to be removed and relocated. This issue has now been resolved.

2. The Shire's reticulation assets for the remaining foreshore were located within this boundary and were being utilised by MIPL for its landscaped area. This issue has now been resolved at the cost of MIPL.
3. The Shire's initial proposal to the Department of Planning, Lands and Heritage (DPLH) was for a new Crown Reserve with Management Order vested to the Shire and sub-leased/licenced to MIPL. DPLH advised they no longer support Crown Reserve Management Orders for commercial purposes. DPLH suggested, as an alternative, the Shire purchase the land in freehold and licence the land to MIPL.

Throughout 2021 and 2023, the Shire began exploring and negotiating several options with the DPLH and MIPL to rectify the tenure concerns and, relying on advice from the DPLH in May 2023, Council resolved the following:

"That with respect to the proposed Management Order Reserve and formalisation of land tenure for Lot 500 First Avenue, Onslow - Onslow Beach Resort alfresco area, Council,

1. *Support the closure of an approximate 797m² portion of the remaining road reserve formally described as Public Road Land ID Number 4502533 (Lot 500 on DP 420630) as shown in Attachment 5 and:*
 - (a) *Advertise the proposed road closure in accordance with regulation 9 of the Land Administration Regulations 1998; and*
 - (b) *If no objections are received, request the Minister for Lands to permanently close that portion of road reserve.*
2. *Subject to the closure of Public Road described in point 1 above, authorises the Chief Executive Officer to:*
 - (a) *Request the Minister for Lands grant a Management Order of the subject Crown land (Lot 500 on DP 420630) vested to the Shire of Ashburton for the purpose of "Recreation" with the power to lease or licence for a period of 21 years;*
 - (b) *Advertise the disposal of Lot 500 on DP 420630 to the Mackerel Islands Pty Ltd for two weeks in accordance with section 3.58 of the Local Government Act 1995; and*
 - (c) *Subject to no objections being received to the disposal under point 2(b) above, negotiate the terms and execute a Licence/Lease of the subject land to the Mackerel Islands Pty Ltd.*
3. *Authorises the Chief Executive Officer to engross any other associated documents in order to close the road and affect the land disposal."*

Comments

Following Council's May 2023 resolution, the matter was actioned promptly, however, the management order and lease approvals were not granted to the Shire as DPLH no longer supported the lease to MIPL due to the increased commercial vision for the site (Attachment 1 refers).

The DPLH has now requested MIPL purchase the land outright from the State in accordance with State policy. It should be noted that the Shire will not derive any income from the sale of the road reserve as all proceeds will go to the State.

MIPL has provided the following statement in support of purchase proposal.

"The Beach Club is well utilised by the Onslow community and has become an important part of the town's social fabric, enhancing liveability. Demand is forecast to

Consultation

Onslow Beach Resort
 Mackerel Islands Pty Ltd
 Department of Planning, Lands and Heritage
 Water Corporation

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	2. Place - We will provide sustainable, purposeful, and valued built and natural environment opportunities for the community.
Strategic Outcome	2.2 Appropriate, inviting, and diverse employee accommodation and land management opportunities
Strategy	1 Manage and oversee compliance of land assembly and development.

Council Policy

[Council Policies » Shire of Ashburton](#)

Nil

Financial Implications

Current Financial Year

There will be no financial implications this financial year as the land transaction will be negotiated through discussions between MIPL and the DPLH, including amalgamation of the properties, anticipated to take approximately 12 months. Survey of the land and contract negotiation will take place between DPLH and MIPL, at MIPL's cost.

Future Financial Year(s)

Once the land is owned by MIPL in freehold, the Shire may derive a small increased income through rates.

Legislative Implications

Section 58 of the *Land Administration Act 1997* makes provisions/gives powers and outlines the process for closing roads.

Risk Management

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	MIPL continues to operate with no formalised land tenure of the subject site, presenting an insurance risk to the Shire as land manager.	Likely (4)	Minor (2)	Moderate (5-9)	Council supports the officer recommendation.

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. Notes its previous resolution to close road reserve Lot 500 on Deposited Plan 420630 First Avenue, Onslow;
2. Notes the Department of Planning, Land and Heritage no longer support a management order to the Shire of Ashburton or licence arrangement for the land transaction as outlined in Council's resolution dated 9 May 2023; and
3. Supports the sale of Crown land, Lot 500 on Deposited Plan 420630 First Avenue, Onslow by the Department of Lands Planning and Heritage to Mackerel Islands Pty Ltd, on the condition that it is not in conflict with the Onslow Coastal Footpath Concept Master Plan 2021 and the Onslow Foreshore Development Plan 2023.

Council Decision **171/2025**

Moved **Cr A Sullivan**

Seconded **Cr M Gallanagh**

That Council:

1. **Notes its previous resolution to close road reserve Lot 500 on Deposited Plan 420630 First Avenue, Onslow;**
2. **Notes the Department of Planning, Land and Heritage no longer support a management order to the Shire of Ashburton or licence arrangement for the land transaction as outlined in Council’s resolution dated 9 May 2023; and**
3. **Supports the sale of Crown land, Lot 500 on Deposited Plan 420630 First Avenue, Onslow by the Department of Lands Planning and Heritage to Mackerel Islands Pty Ltd, on the condition that it is not in conflict with the Onslow Coastal Footpath Concept Master plan 2021 and the Onslow Foreshore Development Plan 2023.**

For: **A Smith, K White, R de Pledge, M Gallanagh, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 9/0

***Note:** Prior to the Ordinary Council Meeting commencing an administrative amendment was made within this report to correct an error in fact in the third dot point in the Comments section, and in the map detailed in Figure 2.

13 Corporate Services Reports

13.1 Monthly Financial Statements - August 2025

File Reference	FM03
Applicant or Proponent(s)	Not Applicable
Author	T Dayman, Manager Finance
Authorising Officer	D Kennedy, Director Corporate Services
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Monthly Financial Statements - August 2025

Report Purpose

Shire officers are required to prepare a Statement of Financial Activity each month containing relevant information, as legislated.

The purpose of this report is to present the Statement of Financial Activity for the month ended 31 August 2025.

Council is requested to accept the Statement of Financial Activity, as provided at Attachment 1.

Background

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

Comments

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

Consultation

Executive Leadership Team
 Middle Management Group
 Finance Team

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	4. Performance - We will lead the organisation, and create the culture, to deliver demonstrated performance excellence to the community.
Strategic Outcome	4.2 Appropriate, sustainable, and transparent management of community funds
Strategy	4 Ensure financial transactions are accurate and timely.

Council Policy

Nil

Financial Implications

Current Financial Year

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

Future Financial Year(s)

Nil

Legislative Implications

Local Government Act 1995

Section 6.4 (Financial report)

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

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

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

Risk Management

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

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

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

Voting Requirements

Simple Majority

Ordinary Council Meeting Minutes

16 September 2025

Officer Recommendation

That Council, in accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996*, accepts the Statement of Financial Activity, and associated documentation for August 2025, as included at Attachment 1.

Council Decision **172/2025**

Moved **Cr K White**

Seconded **Cr R Kapor**

That Council, in accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996*, accepts the Statement of Financial Activity, and associated documentation for August 2025, as included at Attachment 1.1

For: **A Smith, K White, R de Pledge, M Gallanagh, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 9/0

13.2 Monthly Schedule of Accounts Paid - August 2025

File Reference	FM03
Applicant or Proponent(s)	Not Applicable
Author	T Dayman, Manager Finance
Authorising Officer	D Kennedy, Director Corporate Services
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Schedule of Accounts Paid - August 2025

Report Purpose

Shire officers are required to prepare a Schedule of Accounts Paid each month containing relevant information, as legislated.

The purpose of this report is to present the:

- Schedule of Creditor Accounts Paid for August 2025;
- Trust Fund Payments for August 2025; and
- Corporate Credit Card and Payment Card Reconciliations for August 2025.

Council is requested to confirm the Monthly Schedule of Accounts Paid, as presented in Attachment 1.

Background

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

A new regulation has been added to the *Local Government (Financial Management) Regulations 1996* to increase transparency and accountability in local government, through greater oversight of incidental spending. From 1 September 2023, local governments are required to disclose information about each transaction made on a credit cards, debit cards or other purchasing cards.

Comments

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

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

Ordinary Council Meeting Minutes

16 September 2025

Description	Amount \$
<u>Municipal Fund</u>	
Electronic Funds Transfers	13,059,809.45
BPay/Credit Cards	238,635.93
Cheques	0
Payroll	1,059,073.39
Bank Fees and Charges	2,337.21
<u>Municipal Fund Total</u>	14,359,855.98
<u>Trust Fund</u>	
Electronic Funds Transfers	0.00
<u>Trust Fund Total</u>	0.00

Payment Cards

Credit Cards	84,816.59
Fuel Cards – Ampol	1,707.62
Fuel Cards – Viva / Shell	8,938.94
Fuel Cards – Wex Motorpass	0
Taxi Cards – Cabcharge	0
<u>Payment Cards Total</u>	95,463.15

The below table provides a summary of payment totals during 2025-2026.

Month	EFT Payment	Direct Debits	Credit Cards	Payroll	Bank Fees	Total Payment
July 25	11,877,167	464,990	84,140	1,609,770	2,351	14,039,011
August 25	13,059,809	153,819	84,816	1,059,073	2,337	14,359,856
Total YTD 25/26	24,937,571	618,809	168,957	2,668,843	4,688	28,398,867
Total 24/25	83,319,933	3,931,059	579,458	13,971,918	30,854	101,833,224

Consultation

Executive Leadership Team
Finance Team

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

- Strategic Objective 4. Performance - We will lead the organisation, and create the culture, to deliver demonstrated performance excellence to the community.
- Strategic Outcome 4.2 Appropriate, sustainable, and transparent management of community funds
- Strategy 4 Ensure financial transactions are accurate and timely.

Council Policy

Nil

Financial Implications

Current Financial Year

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

Future Financial Year(s)

Nil

Legislative Implications

Local Government (Financial Management) Regulations 1996

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

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

Regulation 13A Payments by employees via purchasing cards

If a local government has authorised an employee to use a credit, debtor or other purchasing card, a list of payments made using the card must be prepared each month is to be presented to Council.

Risk Management

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

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

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

Voting Requirements

Simple Majority

Ordinary Council Meeting Minutes

16 September 2025

Officer Recommendation

That Council, in accordance with regulation 13 and 13A of the *Local Government (Financial Management) Regulations 1996*, confirms the Monthly Schedule of Accounts Paid for August 2025, inclusive of purchasing cards payments for August 2025, as included at Attachment 1.

Council Decision **173/2025****Moved** **Cr M Lynch****Seconded** **Cr M Gallanagh**

That Council, in accordance with regulation 13 and 13A of the *Local Government (Financial Management) Regulations 1996*, confirms the Monthly Schedule of Accounts Paid for August 2025, inclusive of purchasing cards payments for August 2025, as included at Attachment 1.

For: **A Smith, K White, R de Pledge, M Gallanagh, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 9/0

Ordinary Council Meeting Minutes

16 September 2025

14 Infrastructure Services Reports

Nil

15 Community Development Reports

Nil

16 Councillor Agenda Items / Notices of Motion

Nil

17 New Business Of An Urgent Nature Introduced By Council Decision

18 Confidential Matters

Council Decision 174/2025

Moved Cr R Kapor

Seconded Cr A Sullivan

That Council move behind closed doors at 1:26 pm, pursuant to clause 6.2 of the *Shire of Ashburton Standing Orders Local Law 2012* to consider the following confidential items.

18.1 Expired Exploration Mining Tenement - A51966

18.2 Rating Concession - Port of Ashburton Leases

Pursuant to sub section 5.23(2)(c) of the *Local Government Act 1995* which provides:

- (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

For: A Smith, K White, R de Pledge, M Gallanagh, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor

Against: Nil

Carried 9/0

18.1 Expired Exploration Mining Tenement - A51966

File Reference	RV12
Applicant or Proponent(s)	Not Applicable
Author	M Wagstaff, Senior Finance Officer
Authorising Officer	D Kennedy, Director Corporate Services
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Legal opinion - Confidential

Reason for Confidentiality

Section under the Act	<i>This matter is to be considered behind closed doors pursuant to s.5.23(2)(b) and (c) of the Local Government Act 1995 as the subject matter relates to:</i>
Sub-clause and Reason:	<i>“s.5.23(2)(b) and (c) the personal affairs of any person and 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.”</i>

Report Purpose

Council is required to consider the debt outstanding on Assessment A51966.

The purpose of this report is to provide sufficient information to allow Council to make an informed decision.

Voting Requirements

Simple Majority

Council Decision	175/2025
Moved	Cr R Kapor
Seconded	Cr R de Pledge
That with respect to Expired Exploration Mining Tenement - A51966, Council, approve the Officer’s Recommendation, as detailed in the body of this report	
For:	A Smith, K White, R de Pledge, M Gallanagh, L Rumble JP, R Kapor, M Lynch and B Healy
Against:	A Sullivan
	Carried 8/1

18.2 Rating Concession - Port of Ashburton Leases

File Reference	RV01
Applicant or Proponent(s)	Not Applicable
Author	M Wagstaff, Senior Finance Officer
Authorising Officer	D Kennedy, Director Corporate Services
Previous Meeting Reference	Ordinary Council Meeting 18 February 2025 - Item 18.2 – 022/2025
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	Nil

Reason for Confidentiality

Section under the Act	<i>This matter is to be considered behind closed doors pursuant to s.5.23(2)(d) of the Local Government Act 1995 as the subject matter relates to:</i>
Sub-clause and Reason:	<i>“s.5.23(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.”</i>

Report Purpose

The purpose of this report is for Council to consider the continuation of a previously provided rating concession for two commercial leases within the Port of Ashburton, and under the control of the Pilbara Ports Authority (PPA).

Voting Requirements

Simple Majority

Council Decision **176/2025**

Moved **Cr L Rumble JP**

Seconded **Cr R Kapor**

That, Council approves a rating concession in accordance with Section 6.47 of the Local Government Act 1995 on the following assessments, as detailed in the body of this report:

- a) **Assessment 52454;**
- b) **Assessment 52455.**

For: **A Smith, K White, R de Pledge, M Gallanagh, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 9/0

Ordinary Council Meeting Minutes

16 September 2025

Council Decision 177/2025**Moved** Cr L Rumble JP**Seconded** Cr R Kapor**That Council re-open the meeting to the public at 1:36 pm.****For:** A Smith, K White, R de Pledge, M Gallanagh, L Rumble JP, A Sullivan,
M Lynch, B Healy and R Kapor**Against:** Nil**Carried 9/0**

19 Next Meeting

The next Ordinary Council Meeting will be held at 1:00pm on Tuesday 21 October 2025 at Clem Thompson Sports Pavilion, Stadium Road, Tom Price.

20 Closure Of Meeting

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



Agenda Item 10.2.1 - Attachment 1

Onslow LEMC Unconfirmed Minutes - 10 September 2025



**Onslow
Local Emergency Management Committee**

Minutes

Meeting date	Wednesday 10 September 2025
Location	Onslow Council Chambers Second Ave Onslow
Time:	10:00 am
Online Access	418 914 062 680 6 / Tg26xG6k

EM Act Section 39: Functions of local emergency management committees

- (a) To advise and assist the local government in ensuring that local emergency management arrangements are established for its district.
- (b) To liaise with public authorities and persons in the development, review, and testing of local emergency management arrangements; and
- (c) To conduct other emergency management activities as directed by the SEMC or prescribed by the regulations.

Meeting Open

Time: 10:02pm

Welcome by Chair

Acknowledgement of Country

We respectfully acknowledge Aboriginal people as the Traditional Custodians of the lands on which we deliver our services to the communities throughout the Shire of Ashburton.

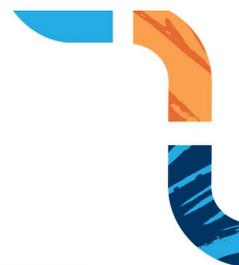
We acknowledge their enduring connection to the lands, waterways and communities and pay our respects to Elders past, present and emerging.

1. Attendance and Apologies

1.1. Attendance Register

Acknowledge attendance in person by completing the attendance register or online through a message in the chat section.

Nicholas Stuart SoA	Cameron Marinich SoA	Chantelle McGurk SoA	Sgt Dan Acres WA Police
Richard Pen- Dennis Main Roads	Brad Warnock Onslow Salt	Matthew Reimer DFES	Eleesha Coote St John WA



**Onslow
Local Emergency Management Committee**

Hayley Aliphon WA Country Health Service – Onslow Hospital	Janet Lynch SoA		
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1.2. Apologies

Kylie Kite SoA	Kyle Cameron SoA	Joanne Sangster SoA	President Audra Smith SoA
Gerald Gloggow MRL	John Wheelock DPIRD	Garth Lawrence DFES	

1.3. Guests

2. Disclosure of Interest

None

3. Guest presentations

None

4. Confirmation of LEMC Meeting Minutes

As there was no quorum at this meeting an email will be sent to the members present at the meeting held 11/06/2025 for endorsement.

Motion: The Committee moves that the Minutes of the meeting held 11/06/2025 are a true and correct record of that meeting.

Moved: Chantelle McGurk

Seconded: Cameron Marinich

Carried: By consensus

5. Action List Review

Refer to the attached Action Register.

6. Correspondence

NB: Not all correspondence is distributed as it may be administrative in nature. Relevant information will be distributed as required. If there is an item, you have not received but would like please email emergency.manangement@ashburton.wa.gov.au.



Onslow Local Emergency Management Committee

6.1. Correspondence In

- Email from Matt Reimer DFES regarding LEMC Annual Report 2024-25
- Email from DFES Web reports regarding monthly Local Government Report Package
- Email from Sara Fazeli University of New South Wales, research paper 'Measuring individual preparedness for flood and bushfire emergencies'
- Email from Debra McMillan Dept. of Communities endorsed copy of the Local Emergency Relief and Support Plan (LERSP)
- Email from David Cowdell Dept. of Fire and Emergency Services regarding Pre-season Preparedness Tour 2025, venue assistance sort
- Email from Brad Warnock regarding being added to the LEMC meeting invites as the Onslow Salt representative
- Email from DFES Web reports regarding monthly Local Government Report Package

6.2. Correspondence Out

- Email sent to the Committee regarding the Polyphagous Shot Hole Borer from John Wheelock DPIRD
- Email sent to the Committee containing Minutes from June meeting

7. Agenda Standing Items

7.1 Incident Reporting

WAPOL had a multi-agency attendance road accident on the 18th of April this year. Agencies that also attended included DFES, Mineral Resources, CSI, SGIO and Robe River – Rio Tinto.

7.2 Exercise and Post Exercise

7.2.1 Onslow Airport Exercise is occurring on the 11th of October

7.2.2 Onslow Sea Search and Rescue are conducting their Marine Search and Rescue Operations on the 24th to 26th of October.

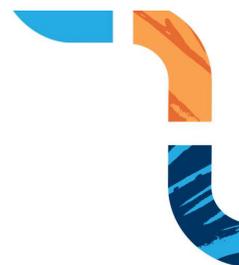
8. Agenda Items

8.1 DFES Pre-Season Preparedness Tour 2025

Being held at Onslow Council Chambers October 15th at 2:30pm

9. Agency Reports

None



**Onslow
Local Emergency Management Committee**

10. General Business

Nil

11. Next Meeting

DATE	VENUE	ADDRESS	TIME
Wednesday 12 th November 2025	Onslow Council Chambers	Second Ave Onslow	10:00 am

12. Meeting Closed

Time: 10:13



**Onslow
Local Emergency Management Committee**

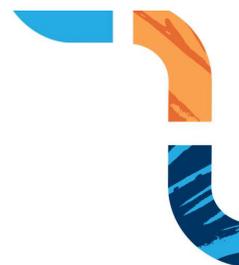
Action Register 2025

Item	Owner	Status
01/2025: Dept. of Communities Local Emergency Relief and Support Plan (LERSP)	Chair	<p>Completed: Carried over from 2024</p> <p>Committee to review, provide feedback for endorsement at March 2025 meeting</p>



Agenda Item 10.2.2 - Attachment 1

Pannawonica LEMC Unconfirmed Minutes - 30 September
2025



**Pannawonica
Local Emergency Management Committee**

Minutes

Meeting date	Thursday 30 September 2025
Location	Business Resilience Training Room (BRT), Deepdale Drive
Time	11:00 am
Online Access	494 017 248 768 3 / uv68Dm3u

EM Act Section 39: Functions of local emergency management committees

- (a) To advise and assist the local government in ensuring that local emergency management arrangements are established for its district.
- (b) To liaise with public authorities and persons in the development, review, and testing of local emergency management arrangements; and
- (c) To conduct other emergency management activities as directed by the SEMC or prescribed by the regulations.

Meeting Open

Time: 11:04

Welcome by Chair

Acknowledgement of Country

We respectfully acknowledge Aboriginal people as the Traditional Custodians of the lands on which we deliver our services to the communities throughout the Shire of Ashburton.

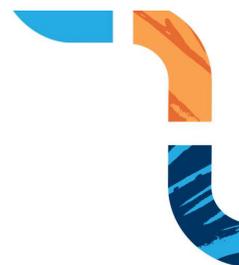
We acknowledge their enduring connection to the lands, waterways and communities and pay our respects to Elders past, present and emerging.

Administration

1. Attendance and Apologies

1.1. Attendance Register

Nick Stuart SoA	Cameron Marinich SoA	Dom Lovene Rio Tinto	Sharna Cochrane Rio Tinto
Shaun Foreman VFRS	President Audra Smith SoA	Matt Reimer DFES	Ashleigh Green Rio Tinto
Bianca Evans Rio Tinto	Mirco Turtschi Sodexo		



Pannawonica Local Emergency Management Committee

1.2. Apologies

Kylie Kite SoA	Kyle Cameron SoA	Joanne Sangster SoA	Sharon Clark SoA
John Wheelock DPIRD	Samantha Sylva – Pannawonica School	Garth Lawrence DFES	

1.3. Guests

2. Disclosure of Interest

None

3. Guest presentations

None

4. Confirmation of LEMC Meeting Minutes

The Minutes of the meeting held 12/06/2025 are tabled for endorsement is there any business arising from the Minutes. The Action list will be reviewed next.

Motion: The Committee moves that the Minutes of the meeting held 12/06/2025 are a true and correct record of that meeting:

Moved: Matt Reimer

Seconded: Bianca Evans

Carried: By consensus

5. Action List Review

Refer to the attached Action Register.

6. Correspondence

NB: Not all correspondence is distributed as it may be administrative in nature. Relevant information will be distributed as required. If there is an item, you have not received but would like please email:

emergency.management@ashburton.wa.gov.au

6.1. Correspondence In

- Email from Matt Reimer DFES regarding LEMC Annual Report 2024-25
- Email from DFES Web reports regarding monthly Local Government Report Package



Pannawonica Local Emergency Management Committee

- Email from Sara Fazeli University of New South Wales, research paper 'Measuring individual preparedness for flood and bushfire emergencies'
- Email from Debra McMillan Dept. of Communities endorsed copy of the Local Emergency Relief and Support Plan (LERSP)
- Email from David Cowdell Dept. of Fire and Emergency Services regarding Pre-season Preparedness Tour 2025, venue assistance sort
- Email from Bianca Evans Rio Tinto updating contact information
- Email from DFES Web reports regarding monthly Local Government Report Package

6.2. Correspondence Out

- Email sent to the Committee regarding the Polyphagous Shot Hole Borer from John Wheelock DPIRD
- Email sent to the Committee containing Minutes from June meeting

7. Agenda Standing Items

7.1. Incident Reporting

7.1.1 Pannawonica Rodeo Incident – WAPOL are still investigation

7.2. Exercise and Post Exercise

7.2.1 Aerodrome Full Scale Exercise – Pre-planning meeting – to be circulated

7.2.2 Desktop internal full scale cyclone review – Rio Tinto

8. Agenda Items

8.1 DFES Pre-Season Preparedness Tour 2025

Being held at TBA October 15th 9:30am

9. Agency Reports

10. General Business

11. Next Meeting

DATE	VENUE	ADDRESS	TIME
Thursday 13 th November 2025	TBA		11:00 am

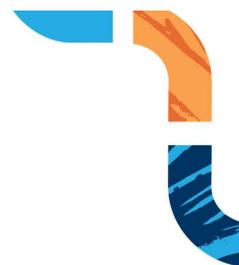


**Pannawonica
Local Emergency Management Committee**

12. Meeting Closed

Time: 11:19





**Pannawonica
Local Emergency Management Committee**

Action Register 2025

Item	Owner	Status
01/2025: AWARE funding items	Chairperson	Completed: Carried over from 2024 Project ideas to apply for funding next year
02/2025: AWS Signage update to the Committee	Chairperson	Completed: Assistance required with installation and suitable location.
03/2025: New AWS signage	Kyle Cameron/Daryl West	Completed: Signs have arrived.
04/2025: Dept. of Communities Local Emergency Management Relief and Support Plan (LERSP)	Kyle Cameron	Completed: Endorsed at the March 2025 meeting.
05/2025: Establish a meeting with Kyle Cameron, Dept of Communities and Bianca Evans	Kyle Cameron	In progress: To discuss suitable Pannawonica Evacuation Centre , roles and responsibilities.
06/2025: Review Pannawonica LEMC Membership	Kyle Cameron	Completed: Full review of membership, roles and responsibilities of the Committee and relevant stakeholders.
07/2025: Pannawonica Evacuation Centre	Kyle Cameron	In Progress: Mess been identified as evacuation centre and Dept. of Communities will provide training to personnel.



Agenda Item 10.2.3 - Attachment 1

Unconfirmed Minutes - Inland Local Emergency
Management Committee Meeting



Inland Local Emergency Management Committee

Minutes

Meeting date	Thursday 25 September 2025
Location	Clem Thompson Sports Pavilion Stadium Rd Tom Price
Time	10:00 am
Online Access	428 858 472 204 / jU34ok28

EM Act Section 39: Functions of local emergency management committees

- (a) To advise and assist the local government in ensuring that local emergency management arrangements are established for its district.
- (b) To liaise with public authorities and persons in the development, review, and testing of local emergency management arrangements; and
- (c) To conduct other emergency management activities as directed by the SEMC or prescribed by the regulations.

Meeting Open

Time: 10:04

Welcome by Chair

Acknowledgement of Country

We respectfully acknowledge Aboriginal people as the Traditional Custodians of the lands on which we deliver our services to the communities throughout the Shire of Ashburton.

We acknowledge their enduring connection to the lands, waterways and communities and pay our respects to Elders past, present and emerging.

1. Attendance and Apologies

1.1. Attendance Register

President Audra Smith SoA	Cr Linton Rumble SoA	Kyle Cameron SoA	Janet Lynch SoA
David Howard Red Cross	Rocky Simachila DBCA	Tom Mulcahy RTIO	Sylvia Winkler Nintirri
Matt Papa RTIO	Debra McMillan Dept of Communities	Joanna Alexandre Main Roads	Karen McCafferty Main Roads



Inland Local Emergency Management Committee

Rachel Stringer St Johns	Jess Smith WAPOL	Leisa Reynolds WAPOL	
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1.2. Apologies

Kylie Kite SoA/SES	Joanne Sangster SoA	D’Arcy Pickering BFB	Wayne Hatton BFB & VFRS
Brooke Larkings RTIO	Keith Anthony RTIO	Ben Helluer RTIO	Sharon Jager RTIO
Stephen Cox Paulsens Minesite	Dale Fitzgerald DBCA	Rev David Jackson Frontier Services	Jack Watson SES
David Winter RTIO			

2. Disclosure of Interest

No disclosures for this meeting.

3. Confirmation of LEMC Meeting Minutes

The Minutes of the meeting held 26/06/2025 were reviewed and no issues or amendments were raised.

Motion: The Committee moves that the Minutes of the meeting held 26/06/2025 are a true and correct record of that meeting.

Moved: Cr Linton Rumble

Seconded: Jess Smith

Carried: By consensus

4. Action List Review

The Action Register at the end of the Minutes was reviewed and updated.

5. Correspondence

NB: Not all correspondence is distributed as it may be administrative in nature. If there is an item, you have not received but would like, request a copy via email emergency.management@ashburton.wa.gov.au

5.1. Correspondence In

- Email from Matt Reimer DFES regarding LEMC Annual Report 2024-25
- Email from DFES Web reports regarding monthly Local Government Report Package



Inland Local Emergency Management Committee

- Email from Sara Fazeli University of New South Wales, research paper 'Measuring individual preparedness for flood and bushfire emergencies'
- Email from Peter Raykos DFES Grants Funding Officer regarding approved 2025/26 LGGs BFB & SES Capital and Operating Grants
- Email from Debra McMillan Dept. of Communities copy of Endorsed Local Emergency Relief and Support plan (LERSP)
- Email from D'Arcy Pickering Tom Price Volunteer Fire and Rescue Service updating contact information
- Email from DFES Web reports regarding monthly Local Government Report Package
- Email from Attila Virga Rio Tinto regarding Sodexo Mass Transport Emergency Response Exercise Karijini Laydown Area
- Email from David Cowdell DFES regarding change in arrangements for the BoM Pre-Season Preparedness Tour 2025 – The registration link has been forwarded to members of the Inland LEMC.
- Email from David Cowdell DFES regarding the Pilbara District Emergency Management Plan – Severe Weather (Draft 2.3a) for review

5.2. Correspondence Out

- Email sent to the Committee regarding the Polyphagous Shot Hole Borer from John Wheelock DPIRD
- Email sent to the Committee containing Minutes from June meeting

6. Agenda Standing Items

6.1. Incident Reporting

6.1.1. Tom Price LIA Fire

To be discussed further in Nov Meeting

6.1.2. Rocky Simachila DBCA

Someone fell 10 metres in Joffre Gorge. They sustained head and arm injuries

West of the Karijini visitor's centre, a car flipped over, no major injuries

SES and St Johns's assisted at least one person out of Hancock gorge who had a dislocated shoulder

A previously reported car located at the intersection of Joffrey and Banjima caught on fire. DFES assisted in extinguishing the fire.



Inland Local Emergency Management Committee



6.2. Exercise and Post Exercise

6.2.1. Rio Tinto – Mass casualty exercise

7. Agency Reports

7.1. Tom Price SES

July was a busy month for the team attending four rescues in Karijini National Park

Friday July 4th a lady fell whilst in Kalamina Gorge and sustained a leg injury and was airlifted by HEMS to Port Hedland. The road was in poor condition the ambulance was unable to travel to the carpark. WAPOL assisted in transporting SJA crew to site.

Monday July 8th a young child fell onto rocks at Fortescue Falls in Dales Gorge. They were carried out via stretcher to the ambulance and taken to Tom Price.

Monday July 14th first vertical rescue for the season in Joffre Gorge, a male fell 8m into the water and sustained serious injuries and transported to Tom Price.

Sunday July 20th a lady rolled ankle possible break, teams were stood down on route as assisted out of gorge by DBCA Rangers.

7.2. Department of Communities – Emergency Relief and Support

Please see attachment.

Starting a new training package that's more operational.

Walked through scenarios with department of community staff of setting up an evacuation centre so that they're aware of their roles and responsibilities under the legislation to deliver those support services.

Delivering ration packs to the storeroom at the evacuation centre. They are to sustain a person for 24 hours. There are 40 available.

7.3. Rio Tinto

Heavy focus on bushfire preparedness. Executing civil works on firebreaks. Completed 3 prescribed burns around the Brockman 2 village.

7.4. St Johns

There will be a new interim CP for 6 to 8 weeks.

Focused on recruitment and training. Will be doing mass casualty exercises, some of which will hopefully be inter-agency.

Sub-centre emergency management plans are due for review and mass casualty kits are under review.



Inland Local Emergency Management Committee

7.5. Shire of Ashburton

Will be doing a presentation at the November Inland LEMC meeting as to how we stand up during an emergency event as a committee and what our roles and responsibilities are.

Will reach out to our Indigenous communities to try and put a program together to build resilience within the communities and make sure that they are aware of what actions they should be taking.

Reminder to register for the BOM pre-season briefing on the 14th of October.

7.6. President Smith

Has been told that sod turning will be happening for the hospital in Tom Price in November. Will inform the committee when it happens.

8. General Business

8.1 Nintirri

Question was raised regarding whether agencies were able to reach out and initiate emergency management related meetings or whether they had to go through the LEMC. It was answered that they could, and didn't have to go through the LEMC.

9. Next Meeting

DATE	VENUE	ADDRESS	TIME
Thursday 27th November 2025	Clem Thompson Sports Pavilion	Stadium Rd Tom Price	10:00 am

10. Meeting Closed

Time: 10:39



Inland Local Emergency Management Committee

Action Register 2025

Item	Owner	Status
01/2025: Mobile coverage	Chair	Completed: Carried over from 2024. Network changed over to 5G. Source information from Telstra on mobile phone coverage within the Shire of Ashburton
02/2025: Rio Tinto Paraburdoo/Nammuldi joint exercise	Chair	Completed: Carried over from 2024. Follow up with Sharon Jager regarding this exercise with emergency services agencies
03/2025: LEMA Review	Chair	Completed: Update Committee with new information once available
04/2025: Tom Price Waste Facility bore/standpipe	Chair	In Progress: Testing flow rate of bore and installation of standpipe if suitable.
05/2025: Dept of Communities LERSP	Admin	Completed: Endorsed by Inland, Onslow and Pannawonica LEMCs
06/2025: Meeting with Dept of Communities, Shire, Nintirri and DPIRD	Chair	In progress: establish meeting date/time to discuss LERSP details.
07/2025: Teams Folder	Kyle Cameron	In progress: members to have access within a month.
08/2025: Annual membership review	Kyle Cameron	In progress: contact membership.



Agenda Item 13.1 - Attachment 1

Schedule of Accounts Paid - September 2025

Shire of Ashburton

CEO's Delegated Payment List - Regulation 13(1) Local Government (Financial Management) Regulation 1996

List of Payments - Payment Detail for Month of September 2025

Pursuant to the regulation:

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

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

Description	Amount
Municipal Fund	
EFT	\$ 12,329,479.01
Credit Cards/Bpay	\$ 67,022.54
Payroll	\$ 1,125,589.50
Bank Fees and Charges	\$ 2,708.93
Grand Total	\$ 13,524,799.98

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF SEPTEMBER 2025				
EFT Payment	Date	Name	Description	Amount
EFT76927	03/09/2025	3E Advantage Pty Ltd	Printer leasing	\$ 6,464.84
EFT76928	03/09/2025	Adventure Awaits	Supplies for Onslow's Waste initiative 2025	\$ 363.45
EFT76929	03/09/2025	AIM Construction Group WA Pty Ltd	Repairs and maintenance Tom Price	\$ 5,263.50
EFT76930	03/09/2025	Aerodrome Management Services	Passenger and baggage screening services	\$ 831.60
EFT76931	03/09/2025	AIM WA	Training services	\$ 1,265.00
EFT76932	03/09/2025	Avantgarde Technologies	Microsoft office subscriptions	\$ 648.01
EFT76933	03/09/2025	Brother of Mine Coffee Roasters Pty Ltd	Coffee supplies for onsale	\$ 847.56
EFT76934	03/09/2025	C Munro Contractors	Repairs and maintenance Onslow	\$ 7,323.55
EFT76935	03/09/2025	Centurion Transport Co Pty Ltd	Freight	\$ 203.26
EFT76936	03/09/2025	Coca-Cola Amatil (Aust) Pty Ltd	Refreshments for onsale	\$ 2,333.29
EFT76937	03/09/2025	Connectiv (Moco Investments Pty Ltd T/A)	Microsoft 365 migration Project	\$ 3,520.00
EFT76938	03/09/2025	Employee # 1164	Staff reimbursement	\$ 37.41
EFT76939	03/09/2025	First National Real Estate Karratha	Rent	\$ 7,821.43
EFT76940	03/09/2025	Focus Consulting WA Pty Ltd	Design services	\$ 550.00
EFT76941	03/09/2025	Employee #2206	Staff reimbursement	\$ 396.49
EFT76942	03/09/2025	Greenfield Technical Services	Engineering services	\$ 2,244.00
EFT76943	03/09/2025	Hille Thompson & Delfos	Consultancy for Onslow Peedamulla Road Upgrades	\$ 48,312.00
EFT76944	03/09/2025	Hitachi Construction Machinery	Vehicle parts, maintenance and repairs	\$ 1,084.49
EFT76945	03/09/2025	Housing Authority	Rent	\$ 8,000.00
EFT76946	03/09/2025	IDS Australasia Pty Limited	Maintenance of Airport flight procedures	\$ 9,100.72
EFT76947	03/09/2025	Independent Fuel Solutions Pty Ltd	Fuel	\$ 2,875.73
EFT76948	03/09/2025	Keys The Moving Solution	Relocation services	\$ 14,678.06
EFT76949	03/09/2025	Kez's Place (Kerrie Hooper T/A)	Catering	\$ 854.00
EFT76950	03/09/2025	KHB Mobile Mechanical Pty Ltd	Vehicle parts, maintenance and repairs	\$ 4,645.36
EFT76951	03/09/2025	Labour Right Services	Repairs and maintenance Paraburdoo	\$ 3,256.00
EFT76952	03/09/2025	Land Surveys	Consultancy services	\$ 16,369.00
EFT76953	03/09/2025	Lo-Go Appointments	Labour hire contracting services	\$ 9,868.32
EFT76954	03/09/2025	MKJ Logistics	Freight	\$ 3,526.82
EFT76955	03/09/2025	North Regional Tafe	Staff training	\$ 2,811.80
EFT76956	03/09/2025	Northstar Asset T/A The Jaffa Room	Copyright for movie screenings	\$ 165.00
EFT76957	03/09/2025	Onslow Contracting	Repairs and maintenance Onslow	\$ 924.99
EFT76958	03/09/2025	OTG Hydraulic Design	Consultancy services	\$ 3,960.00
EFT76959	03/09/2025	Paraburdoo Inn	Catering	\$ 102.00
EFT76960	03/09/2025	PFD Food Services Pty Ltd	Food items for onsale	\$ 5,888.15
EFT76961	03/09/2025	Pilbara Bin Services	Waste services	\$ 847.00
EFT76962	03/09/2025	Pilbara Food Services	Food items for onsale	\$ 429.00
EFT76963	03/09/2025	Pilbara Trees	Arborist services	\$ 9,335.15
EFT76964	03/09/2025	Piper Alderman	Legal services	\$ 286.00
EFT76965	03/09/2025	Radio And Broadcast Services	Replacement emergency DTV transmit antenna	\$ 27,430.70
EFT76966	03/09/2025	Redfish Technologies Pty Ltd	Consultancy services	\$ 5,632.00
EFT76967	03/09/2025	Rio Tinto - Pilbara Iron	Water, Rates and Electricity	\$ 54.79
EFT76968	03/09/2025	Royal Life Saving Society WA	Staff training	\$ 3,043.00
EFT76969	03/09/2025	Employee #2262	Staff reimbursement	\$ 974.49

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF SEPTEMBER 2025				
EFT Payment	Date	Name	Description	Amount
EFT76970	03/09/2025	Scott Printers Pty Ltd	Printing services	\$ 183.70
EFT76971	03/09/2025	Specialist Apps Pty Ltd	Annual maintenance of Ashburton Explorer App	\$ 10,120.00
EFT76972	03/09/2025	T.J. Depiazzi & Sons	Gardening supplies	\$ 14,584.68
EFT76973	03/09/2025	The Factory Aust. Pty Ltd	Tourism signage and hire of Christmas decorations	\$ 126,324.00
EFT76974	03/09/2025	Tom Price Physio Pty Ltd	Pre employment musculoskeletal exam	\$ 350.00
EFT76975	03/09/2025	Toyah Mccarthy Consulting	Consultancy services	\$ 4,737.85
EFT76976	03/09/2025	WA Local Government Association	Training services	\$ 2,486.00
EFT76977	03/09/2025	White Chalk Road Pty Ltd	Monthly Facebook ads management	\$ 836.00
EFT76978	03/09/2025	Wormald Australia	Fire equipment testing and servicing	\$ 7,774.89
EFT76979	11/09/2025	Abco Products	Cleaning products	\$ 1,022.86
EFT76980	11/09/2025	Adrian Murphy	Bond refund	\$ 50.00
EFT76981	11/09/2025	AIM Construction Group WA Pty Ltd	Repairs and maintenance Tom Price	\$ 9,658.00
EFT76982	11/09/2025	Alins Kitchen Onslow	Catering	\$ 2,850.00
EFT76983	11/09/2025	Ampol Australia Petroleum Pty Ltd	Fuel usage	\$ 1,274.32
EFT76984	11/09/2025	Ana Laura Rodriguez	Bond refund	\$ 50.00
EFT76985	11/09/2025	Ashburton Anglers Inc	Signature Event Grant	\$ 10,000.00
EFT76986	11/09/2025	Australian Audit	Probity audit services	\$ 3,476.00
EFT76987	11/09/2025	Avantgarde Technologies	ICT Subscriptions and hardware	\$ 151,564.54
EFT76988	11/09/2025	Badgers Workshop International Pty	Merchandise for onsale Tom Price Visitor Centre	\$ 1,327.15
EFT76989	11/09/2025	Bailey Ziccardi	Bond refund	\$ 50.00
EFT76990	11/09/2025	BD & A Casey & Jenalup Pty Ltd	Merchandise for onsale Tom Price Visitor Centre	\$ 200.00
EFT76991	11/09/2025	Blackwoods Pty Ltd	Staff PPE and cleaning products	\$ 1,300.24
EFT76992	11/09/2025	Brandworx Australia	Staff uniforms	\$ 320.30
EFT76993	11/09/2025	Building & Construction Industry Training	BCITF Levy	\$ 1,282.71
EFT76994	11/09/2025	Burbury Consulting Pty Ltd	Design services	\$ 18,067.50
EFT76995	11/09/2025	C Munro Contractors	Repairs and maintenance Onslow	\$ 45,722.05
EFT76996	11/09/2025	Campbells Canning Vale	Refreshments for onsale	\$ 960.35
EFT76997	11/09/2025	City of Greater Geraldton	Building surveying services	\$ 3,476.69
EFT76998	11/09/2025	Clayton Utz	Legal services	\$ 11,000.00
EFT76999	11/09/2025	Coca-Cola Amatil (Aust) Pty Ltd	Refreshments for onsale	\$ 466.49
EFT77000	11/09/2025	Combined Monitoring Centre Pty Ltd	Facilitie monitoring	\$ 175.46
EFT77001	11/09/2025	Daniel Watts	Bond refund	\$ 50.00
EFT77002	11/09/2025	Debbie Mackin	Bond refund	\$ 50.00
EFT77003	11/09/2025	Dept Mines, Industry Regulation & Safety	BRB Levy	\$ 8,620.53
EFT77004	11/09/2025	Dice Solutions	Electrical repairs and maintenance Onslow	\$ 13,037.37
EFT77005	11/09/2025	E & MJ Roshier Pty Ltd	Vehicle parts, maintenance and repairs	\$ 351.94
EFT77006	11/09/2025	Easifleet Pty Ltd	Novated lease	\$ 2,074.58
EFT77007	11/09/2025	Eurofins ARL	Onslow WWTP water sampling	\$ 297.55
EFT77008	11/09/2025	Focus Consulting WA Pty Ltd	Electrical consultancy services	\$ 3,652.00
EFT77009	11/09/2025	Fujifilm Business Innovation Australia	SES Printer lease	\$ 133.10
EFT77010	11/09/2025	Getbranded	Merchandise for Inspire Festival 2025	\$ 29,439.00
EFT77011	11/09/2025	GFG Temp Assist	Labour hire contracting service	\$ 8,468.35
EFT77012	11/09/2025	GHD Pty Ltd	Design services	\$ 6,141.02

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF SEPTEMBER 2025				
EFT Payment	Date	Name	Description	Amount
EFT77013	11/09/2025	GJS Group Australia Pty Ltd	Merchandise for Pannawonica SHP	\$ 519.08
EFT77014	11/09/2025	Greenfield Technical Services	Engineering services	\$ 25,965.74
EFT77015	11/09/2025	Hitachi Construction Machinery	Vehicle parts, maintenance and repairs	\$ 7,406.21
EFT77016	11/09/2025	Horizon Power	Electricity consumption	\$ 25,164.17
EFT77017	11/09/2025	HWL Ebsworth Lawyers	Legal services	\$ 20,980.74
EFT77018	11/09/2025	Initial Hygiene / Pink Hygiene Solutions	Hygiene services	\$ 4,396.45
EFT77019	11/09/2025	Integrity / Pinnacle Coachlines	Coach ticket sales	\$ 198.14
EFT77020	11/09/2025	Jensen Hughes Pty Limited	Consultancy services	\$ 2,200.00
EFT77021	11/09/2025	KHB Mobile Mechanical Pty Ltd	Vehicle parts, maintenance and repairs	\$ 2,658.66
EFT77022	11/09/2025	Komatsu Australia Pty Ltd	Vehicle parts, maintenance and repairs	\$ 2,591.53
EFT77023	11/09/2025	LK Advisory Pty Ltd	Consultancy services	\$ 38,647.13
EFT77024	11/09/2025	Lo-Go Appointments	Labour hire contracting services	\$ 10,608.44
EFT77025	11/09/2025	Maxxia Pty Ltd	Novated lease	\$ 833.78
EFT77026	11/09/2025	McMahon Burnett Transport	Freight	\$ 2,270.50
EFT77027	11/09/2025	Merchandising Libraries Pty Ltd	Signage for Paraburdoo Library	\$ 98.95
EFT77028	11/09/2025	Muguriyarra Pty Ltd	Road maintenance and upgrade works	\$ 816,476.93
EFT77029	11/09/2025	Napa (GPC Asia Pacific T/As)	Vehicle parts, maintenance and repairs	\$ 700.16
EFT77030	11/09/2025	NTC Contracting Pty Ltd (NTC Onslow Pty Ltd)	Vehicle access rectification works	\$ 8,341.85
EFT77031	11/09/2025	Officeworks Superstores Pty Ltd	Stationery	\$ 417.52
EFT77032	11/09/2025	Onslow Beach Resort	Catering and accommodation	\$ 2,997.00
EFT77033	11/09/2025	Onslow Contracting	Repairs and maintenance Onslow	\$ 1,617.55
EFT77034	11/09/2025	Ornithological Technical Services Pty Ltd	Consultancy services	\$ 15,436.47
EFT77035	11/09/2025	Paperpak Detmold Australia Sales Pty Ltd	Supplies for onsale Tom Price Visitor Centre	\$ 354.51
EFT77036	11/09/2025	Paraburdoo Golf Club	Communtiy Support Grant	\$ 2,000.00
EFT77037	11/09/2025	Pilbara Food Services	Food items for onsale	\$ 2,018.56
EFT77038	11/09/2025	Pilbara Motor Group / Karratha Toyota	Vehicle purchases, parts and maintenance	\$ 1,643.79
EFT77039	11/09/2025	Pivotel Satellite Pty Ltd	Monthly spot trackers subscription	\$ 938.20
EFT77040	11/09/2025	Planning Institute of Australia	Recruitment advertising	\$ 420.00
EFT77041	11/09/2025	Platinum Speakers & Entertainers Pty Ltd	Event facilitator	\$ 23,697.67
EFT77042	11/09/2025	R U OK? (R U Ok Limited T/A)	Event supplies	\$ 2,878.36
EFT77043	11/09/2025	Rio Tinto - Pilbara Iron	Water, Rates and Electricity	\$ 280.06
EFT77044	11/09/2025	Robe River Rodeo Inc	Signature Event Grant	\$ 10,000.00
EFT77045	11/09/2025	Royal Life Saving Society WA	Staff training	\$ 2,646.00
EFT77046	11/09/2025	RR Coffee Love Pty Ltd	Catering	\$ 845.00
EFT77047	11/09/2025	Employee #2259	Staff reimbursement	\$ 1,321.93
EFT77048	11/09/2025	SAS Locksmiths	Security supplies	\$ 225.68
EFT77049	11/09/2025	Scott Walden	Bond refund	\$ 50.00
EFT77050	11/09/2025	Services Australia	Payroll Deductions/Contributions	\$ 713.02
EFT77051	11/09/2025	Employee # 2094	Staff reimbursement	\$ 729.95
EFT77052	11/09/2025	Sigma Telford Group	Chemicals	\$ 5,346.39
EFT77053	11/09/2025	Employee # 2071	Staff reimbursement	\$ 274.35
EFT77054	11/09/2025	Spacetoco Pty Ltd	Partner Pro bundle	\$ 165.00
EFT77055	11/09/2025	St John Ambulance Western Australia Ltd	First Aid supplies	\$ 145.00

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF SEPTEMBER 2025				
EFT Payment	Date	Name	Description	Amount
EFT77056	11/09/2025	State Library of Western Australia	Library program supplies	\$ 605.00
EFT77057	11/09/2025	Stott & Hoare (S & H Investments Pty Ltd T/A)	ICT hardware	\$ 712.80
EFT77058	11/09/2025	Stratagreen	Gardening maintenance supplies	\$ 643.60
EFT77059	11/09/2025	Subsurface Mapping	Subsurface mapping	\$ 8,580.00
EFT77060	11/09/2025	Supagas Pty Limited	Bulk LPG	\$ 1,547.29
EFT77061	11/09/2025	Tammy Campbell	Bond refund	\$ 50.00
EFT77062	11/09/2025	Tenderlink.Com	Public tender advertising	\$ 369.60
EFT77063	11/09/2025	The Event Mill Pty Ltd	Signature event and festival management services	\$ 90,337.50
EFT77064	11/09/2025	The Trustee for Bindoo Superfund	Employer Super contribution	\$ 448.54
EFT77065	11/09/2025	Them Earthmoving Pty Ltd	Road maintenance and upgrade works	\$ 1,053,092.80
EFT77066	11/09/2025	Tiad Enterprises Pty Ltd	Vehicle parts, maintenance and repairs	\$ 481.25
EFT77067	11/09/2025	TNT Express (Fedex Express T/As)	Freight	\$ 256.25
EFT77068	11/09/2025	Tom Price Autopro	Vehicle parts, maintenance and repairs	\$ 1,651.00
EFT77069	11/09/2025	Vanessa Australia	Merchandise for onsale at Tom Price Visitor Centre	\$ 2,931.75
EFT77070	11/09/2025	Viva Energy Australia Pty Ltd	Fuel usage	\$ 8,012.05
EFT77071	11/09/2025	WA Reticulation Supplies	Reticulation supplies	\$ 1,170.20
EFT77072	11/09/2025	Water 2 Water	Water system supplies and servicing	\$ 1,224.00
EFT77073	11/09/2025	West Coast Shade Pty Ltd	Replacement shade sails for Onslow Skate Park	\$ 4,048.00
EFT77074	11/09/2025	Westrac Pty Ltd	Vehicle parts, maintenance and repairs	\$ 17,653.82
EFT77075	11/09/2025	XREF (AU) PTY LTD	Recruitment profiles and subscription	\$ 6,600.00
EFT77076	11/09/2025	Yirra Yaakin Threate Company	Event facilitator	\$ 5,500.00
EFT77077	18/09/2025	AFGRI Equipment Australia Pty Ltd	Vehicle parts, maintenance and repairs	\$ 2,154.66
EFT77078	18/09/2025	Agustin Fernandez	Onslow Gym swipe card bond refund	\$ 50.00
EFT77079	18/09/2025	AIM Construction Group Wa Pty Ltd	Repairs and maintenance Tom Price	\$ 38,687.00
EFT77080	18/09/2025	AIT Specialists Pty Ltd	Monthly fuel rebate calculations	\$ 1,464.80
EFT77081	18/09/2025	Alliance Engineering Pty Ltd	Consultancy services	\$ 17,062.10
EFT77082	18/09/2025	Allied Pickfords WA	Relocation services	\$ 5,320.49
EFT77083	18/09/2025	Amar Auto Electrics	Vehicle parts, maintenance and repairs	\$ 1,246.30
EFT77084	18/09/2025	AMS - Aerodrome Management Services	Passenger and baggage screening services	\$ 550.00
EFT77085	18/09/2025	Ashburton Aboriginal Corporation	Refund	\$ 227.06
EFT77086	18/09/2025	Australia Post	Postal charges	\$ 308.40
EFT77087	18/09/2025	BDR Welding And Fabrication	Repairs and maintenance Onslow	\$ 36,184.61
EFT77088	18/09/2025	Bennco Group	Repairs and maintenance Tom Price	\$ 4,430.12
EFT77089	18/09/2025	Employee #868	Reimbursement	\$ 284.90
EFT77090	18/09/2025	Bunnings Group Limited	Tools for Tom Price housing maintenance	\$ 1,622.14
EFT77091	18/09/2025	Byblos Constructions-Tom Price	Repairs and maintenance Tom Price	\$ 32,165.99
EFT77092	18/09/2025	C Munro Contractors	Repairs and maintenance Onslow	\$ 3,737.92
EFT77093	18/09/2025	Cabcharge Payments Pty Ltd	Cabcharges	\$ 1,196.57
EFT77094	18/09/2025	Cheela Plains Pastoral Co Pty Ltd	Maintenance grading works	\$ 33,437.80
EFT77095	18/09/2025	Clean Up Australia	Items for Onslow Waste Initiative	\$ 324.38
EFT77096	18/09/2025	Cleverpatch Pty Ltd	Craft items for programs	\$ 718.44
EFT77097	18/09/2025	Coca-Cola Amatil (Aust) Pty Ltd	Refreshments for onsale	\$ 1,172.41
EFT77098	18/09/2025	Corsign Wa Pty Ltd	Signs and hardware	\$ 66.00

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF SEPTEMBER 2025				
EFT Payment	Date	Name	Description	Amount
EFT77099	18/09/2025	Dice Solutions	Electrical repairs and maintenance Onslow	\$ 8,294.90
EFT77100	18/09/2025	Easifleet Pty Ltd	Novated lease charges	\$ 2,074.58
EFT77101	18/09/2025	Easy Signs Pty Ltd	Signs for Tom Price	\$ 137.50
EFT77102	18/09/2025	Elite Office Furniture	Notice boards	\$ 4,694.79
EFT77103	18/09/2025	First National Real Estate Karratha	Rent	\$ 13,904.76
EFT77104	18/09/2025	Glass Co WA	Shower screens for Shire housing	\$ 1,737.34
EFT77105	18/09/2025	Greenfield Technical Services	Engineering services	\$ 13,772.00
EFT77106	18/09/2025	Gwarli Nangala Arts & Crafts	Event facilitator	\$ 3,655.00
EFT77107	18/09/2025	Hedland Property Shop	Rent	\$ 5,214.29
EFT77108	18/09/2025	Horizon Power	Electricity consumption	\$ 42,042.90
EFT77109	18/09/2025	Housing Authority	Rent	\$ 4,000.00
EFT77110	18/09/2025	Initial Hygiene / Pink Hygiene Solutions	Hygiene services	\$ 4,392.44
EFT77111	18/09/2025	JJs Cleaning Tom Price Pty Ltd	Cleaning services	\$ 1,100.00
EFT77112	18/09/2025	Employee #2252	Reimbursement	\$ 203.47
EFT77113	18/09/2025	Keys The Moving Solution (Keys Bros Holdings Pty Ltd T/A)	Relocation services for Landfill Operator	\$ 3,579.10
EFT77114	18/09/2025	KHB Mobile Mechanical Pty Ltd	Vehicle parts, maintenance and repairs	\$ 1,290.25
EFT77115	18/09/2025	Kone Elevators Pty Ltd	Elevator service	\$ 1,589.05
EFT77116	18/09/2025	Kota Holdings Pty Ltd T/A Exclusive Iron Ore	Merchandise for Tom Price Visitor Centre	\$ 998.49
EFT77117	18/09/2025	Labour Right Services	Repairs and maintenance Paraburdoo	\$ 3,805.34
EFT77118	18/09/2025	Lo-Go Appointments (Helene Pty Ltd T/A)	Labour hire contracting services	\$ 19,736.64
EFT77119	18/09/2025	Long Neck Creek Holdings	Consultancy services	\$ 8,250.00
EFT77120	18/09/2025	Luis Navoni	Onslow Gym swipe card bond refund	\$ 50.00
EFT77121	18/09/2025	Michael Ghilarducci	Onslow Gym swipe card bond refund	\$ 50.00
EFT77122	18/09/2025	Mitchel Gruin	Onslow Gym swipe card bond refund	\$ 50.00
EFT77123	18/09/2025	Mitchell O'Dea	Inspring Youth Leaders grant	\$ 750.00
EFT77124	18/09/2025	Napa (GPC Asia Pacific T/As)	Vehicle parts, maintenance and repairs	\$ 259.60
EFT77125	18/09/2025	Ningaloo Aviation	Raffle prizes	\$ 980.00
EFT77126	18/09/2025	Norwest Refrigeration Services	Electrical repairs and maintenance Tom price	\$ 6,486.70
EFT77127	18/09/2025	NWMC Mining & Civil Pty Ltd	Liquid waste collections	\$ 1,014.00
EFT77128	18/09/2025	Officeworks Superstores Pty Ltd	Stationery	\$ 365.42
EFT77129	18/09/2025	Omnicom Media Group Australia Pty Ltd (Marketforce)	Tender advertising	\$ 5,994.65
EFT77130	18/09/2025	Onslow Beach Resort	Catering and accommodation	\$ 756.00
EFT77131	18/09/2025	Onslow General Store	Catering, consumables and hardware for Onslow	\$ 3,054.42
EFT77132	18/09/2025	Onslow Sports Club Incorporated	Venue hire	\$ 1,230.00
EFT77133	18/09/2025	Peter Rogers	Onslow Gym swipe card bond refund	\$ 50.00
EFT77134	18/09/2025	Pilbara Copy Service	Photocopier meterplan billing	\$ 2,013.44
EFT77135	18/09/2025	Pilbara Food Services	Food items for onsale	\$ 2,991.87
EFT77136	18/09/2025	Pilbara Trees	Arborist services	\$ 25,765.26
EFT77137	18/09/2025	Ptm Pilbara Traffic Management Pty Ltd	Traffic management services	\$ 24,669.88
EFT77138	18/09/2025	Quality Press	Business cards	\$ 352.00
EFT77139	18/09/2025	Quality Publishing Australia	Merchandise for sale at Tom Price Visitor Centre	\$ 1,140.81
EFT77140	18/09/2025	Ray White Exmouth	Rent	\$ 8,907.74
EFT77141	18/09/2025	Rio Tinto - Pilbara Iron Company Services P/L	Water rates and electricity	\$ 246.04

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF SEPTEMBER 2025				
EFT Payment	Date	Name	Description	Amount
EFT77142	18/09/2025	Roadline Contracting Pty Ltd	Tom Price footpath construction	\$ 351,347.19
EFT77143	18/09/2025	Safemaster Safety Products Pty Ltd	Height safety system upgrades	\$ 37,317.50
EFT77144	18/09/2025	Scott Printers Pty Ltd	Printing services	\$ 214.50
EFT77145	18/09/2025	Soco Studios (Travis Hayto Photography)	Videography services	\$ 5,608.90
EFT77146	18/09/2025	St John Ambulance Western Australia Ltd	First aid supplies	\$ 110.10
EFT77147	18/09/2025	Tamara Mott	Onslow Gym swipe card bond refund	\$ 15.00
EFT77148	18/09/2025	Tarryn Hayse	Onslow Gym swipe card bond refund	\$ 15.00
EFT77149	18/09/2025	Team Global Express (A/C# 2085060)	Freight	\$ 826.37
EFT77150	18/09/2025	Team Global Express (A/C# 2085599)	Freight	\$ 491.61
EFT77151	18/09/2025	Telstra Limited	Telephone and communication charges	\$ 99,692.22
EFT77152	18/09/2025	The Event Mill Pty Ltd	Event management services	\$ 189,990.30
EFT77153	18/09/2025	Tom Price Autopro (Townsend Investment Trust T/A)	Vehicle parts, maintenance and repairs	\$ 37.99
EFT77154	18/09/2025	Tom Price Physio Pty Ltd	Pre-employment assessment	\$ 350.00
EFT77155	18/09/2025	Vincent Umbers	Onslow Gym swipe card bond refund	\$ 50.00
EFT77156	18/09/2025	Water 2 Water	Water system supplies and servicing	\$ 412.60
EFT77157	18/09/2025	Water Corporation	Water consumption	\$ 194.06
EFT77158	18/09/2025	Westworks Consultancy	Aborist services	\$ 5,784.47
EFT77159	18/09/2025	Work Health Professionals Pty Ltd	Staff hearing tests	\$ 7,425.00
EFT77160	18/09/2025	Wormald Australia	Fire equipment testing and servicing	\$ 1,188.00
EFT77161	25/09/2025	A4 Projects	Project management consultancy services	\$ 99,281.74
EFT77162	25/09/2025	Abco Products	Cleaning products	\$ 12,396.77
EFT77163	25/09/2025	Aboriginal Enterprises Australia (WA)	Construction services	\$ 4,708.09
EFT77164	25/09/2025	Airway Logistics Pty Ltd	Freight charges	\$ 281.69
EFT77165	25/09/2025	Alana Sullivan	Meeting travel expenses	\$ 1,076.01
EFT77166	25/09/2025	AMS - Aerodrome Management Services	Passenger and baggage screening services	\$ 2,989.80
EFT77167	25/09/2025	Audra Smith	Meeting travel expenses	\$ 1,033.54
EFT77168	25/09/2025	Ausco Modular Pty Ltd	Equipment hire	\$ 9,221.23
EFT77169	25/09/2025	Australian Agribusiness (Holdings) Pty Ltd	Chemicals	\$ 3,987.50
EFT77170	25/09/2025	Australian Institute Of Management - AIM WA	Training services	\$ 10,436.93
EFT77171	25/09/2025	Avantgarde Technologies	ICT Subscriptions and hardware	\$ 117.62
EFT77172	25/09/2025	Blackwoods Pty Ltd	Staff PPE and cleaning products	\$ 12,913.44
EFT77173	25/09/2025	BOC Gases	BOC container service	\$ 1,273.88
EFT77174	25/09/2025	Brandworx Australia	Staff uniforms	\$ 3,257.88
EFT77175	25/09/2025	Brooks Hire Service Pty Ltd	Machinery hire	\$ 15,293.06
EFT77176	25/09/2025	Byblos Constructions	Construction, repairs and maintenance Tom Price and Paraburdoo	\$ 2,316,746.49
EFT77177	25/09/2025	Callcott & Downey Engineering Services	Vehicle parts, maintenance and repairs	\$ 8,074.00
EFT77178	25/09/2025	Cameron The Magician	Event facilitator	\$ 2,721.47
EFT77179	25/09/2025	Campbells Canning Vale	Refreshments for onsale	\$ 2,426.36
EFT77180	25/09/2025	Cardio Respiratory Sleep Pty Ltd	Medical assessment	\$ 385.00
EFT77181	25/09/2025	Centurion Transport Co Pty Ltd	Freight	\$ 1,668.70
EFT77182	25/09/2025	Choices Flooring	Housewares	\$ 4,130.00
EFT77183	25/09/2025	Clayton Utz	Legal services	\$ 10,165.65
EFT77184	25/09/2025	Cleanaway Pty Ltd	Waste collection services	\$ 4,196.43

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF SEPTEMBER 2025				
EFT Payment	Date	Name	Description	Amount
EFT77185	25/09/2025	Coca-Cola Amatil (Aust) Pty Ltd	Refreshments for onsale	\$ 3,155.89
EFT77186	25/09/2025	Connect Call Centre Services	After hours call centre service	\$ 429.07
EFT77187	25/09/2025	Corsign Wa Pty Ltd	Signs and hardware	\$ 2,431.00
EFT77188	25/09/2025	Creative.adm	Report design services	\$ 1,805.76
EFT77189	25/09/2025	Daniel Acres	Onslow Gym swipe card bond refund	\$ 15.00
EFT77190	25/09/2025	Edgeloe Engineering Pty Ltd	Consultancy services	\$ 17,693.02
EFT77191	25/09/2025	Emerge Associates	Landscape design and contract services	\$ 5,665.00
EFT77192	25/09/2025	Emirge Pty Ltd	Design and construction services	\$ 2,123,188.23
EFT77193	25/09/2025	Ertech Pty Ltd	Design and construction services	\$ 2,776,703.61
EFT77194	25/09/2025	GFG Temp Assist	Labour hire contracting services	\$ 13,721.40
EFT77195	25/09/2025	Grace Removals (Australia) Pty Ltd	Relocation services	\$ 8,324.80
EFT77196	25/09/2025	Greenfield Technical Services	Engineering services	\$ 10,243.75
EFT77197	25/09/2025	Hitachi Construction Machinery	Vehicle parts, maintenance and repairs	\$ 658.96
EFT77198	25/09/2025	HKS Engineering Consulting	Design services	\$ 8,696.59
EFT77199	25/09/2025	Horizon Power	Electricity consumption	\$ 5,330.33
EFT77200	25/09/2025	Independent Fuel Solutions Pty Ltd	Fuel	\$ 13,319.87
EFT77201	25/09/2025	Instant Weighing	Calibration services	\$ 2,244.00
EFT77202	25/09/2025	Institute Of Public Works Engineering Australia - IPWEA	Professional memberships	\$ 3,190.00
EFT77203	25/09/2025	Jensen Hughes Pty Limited	Design and development services	\$ 13,681.84
EFT77204	25/09/2025	Jerome Jerome Pty Ltd (Jerome Davenport Pty Ltd)	Artwork	\$ 5,052.08
EFT77205	25/09/2025	Karratha Building Co.	Demolition and waste removal services	\$ 164,604.00
EFT77206	25/09/2025	Kerry White	Meeting travel expenses	\$ 414.08
EFT77207	25/09/2025	KHB Mobile Mechanical Pty Ltd	Vehicle parts, maintenance and repairs	\$ 4,656.36
EFT77208	25/09/2025	Landgate	Land and asset compliance documents	\$ 65.20
EFT77209	25/09/2025	Linton Rumble	Meeting travel expenses	\$ 1,912.50
EFT77210	25/09/2025	Lo-Go Appointments	Labour hire contracting services	\$ 9,868.32
EFT77211	25/09/2025	Local Geotechnics	Geotechnical services	\$ 28,000.01
EFT77212	25/09/2025	Mark Keogh Training	First Aid training services	\$ 13,036.00
EFT77213	25/09/2025	Matthew Lynch	Meeting travel expenses	\$ 561.08
EFT77214	25/09/2025	Maxxia Pty Ltd	Novated lease	\$ 833.78
EFT77215	25/09/2025	Mcleods Lawyers Pty Ltd	Legal services	\$ 1,467.40
EFT77216	25/09/2025	MJK Logistics	Freight	\$ 523.59
EFT77217	25/09/2025	Napa (GPC Asia Pacific T/As)	Vehicle parts, maintenance and repairs	\$ 396.00
EFT77218	25/09/2025	Netlink Group Pty Ltd	ICT services	\$ 453.75
EFT77219	25/09/2025	North West Tree Services Pilbara	Arborist services	\$ 5,237.93
EFT77220	25/09/2025	Norwest Refrigeration Services	Electrical repairs and maintenance Tom price	\$ 11,228.36
EFT77221	25/09/2025	NTC Contracting Pty Ltd	Vehicle parts, maintenance and repairs	\$ 3,237.25
EFT77222	25/09/2025	NWMC Mining & Civil Pty Ltd	Equipment hire	\$ 17,001.60
EFT77223	25/09/2025	Officeworks Superstores Pty Ltd	Stationery	\$ 313.00
EFT77224	25/09/2025	Onsite Rental Group Operations Pty Ltd	Equipment hire	\$ 963.52
EFT77225	25/09/2025	Onslow Contracting	Repairs and maintenance Onslow	\$ 2,386.78
EFT77226	25/09/2025	Onslow General Store	Catering, consumables and hardware for Onslow	\$ 225.00
EFT77227	25/09/2025	Onslow Primary School P&C Association	Advertising services	\$ 100.00

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF SEPTEMBER 2025				
EFT Payment	Date	Name	Description	Amount
EFT77228	25/09/2025	OTG Hydraulic Design	Consultancy services	\$ 5,940.00
EFT77229	25/09/2025	PFD Food Services Pty Ltd	Food items for onsale	\$ 1,471.10
EFT77230	25/09/2025	Pilbara Mitre10	Hardware	\$ 6,818.32
EFT77231	25/09/2025	Pilbara Panel & Paint Pty Ltd	Insurance excess	\$ 300.00
EFT77232	25/09/2025	Pilbara Trees	Arborist services	\$ 2,990.11
EFT77233	25/09/2025	Planning Institute Of Australia	Recruitment advertising	\$ 420.00
EFT77234	25/09/2025	Radio And Broadcast Services	Onslow TV Compound maintenance	\$ 24,035.00
EFT77235	25/09/2025	Redfish Technologies Pty Ltd	ICT equipment	\$ 1,573.54
EFT77236	25/09/2025	Road Trip Essential Pty Ltd	Merchandise for on sale	\$ 1,095.58
EFT77237	25/09/2025	Employee #2265	Staff reimbursement	\$ 1,156.26
EFT77238	25/09/2025	Rory De Pledge	Meeting travel expenses	\$ 434.78
EFT77239	25/09/2025	Rosanne Kapor	Meeting travel expenses	\$ 1,089.03
EFT77240	25/09/2025	RR Coffee Love Pty Ltd	Catering	\$ 1,952.00
EFT77241	25/09/2025	Employee #2259	Staff reimbursement	\$ 750.00
EFT77242	25/09/2025	Safemaster Safety Products Pty Ltd	Height safety inspections	\$ 9,380.00
EFT77243	25/09/2025	Safety Signs Service	Signage	\$ 363.99
EFT77244	25/09/2025	Safeway Building & Renovations Pty Ltd	Construction services	\$ 6,856.30
EFT77245	25/09/2025	Seer Integrity & Compliance Pty Ltd	Audit services	\$ 12,042.92
EFT77246	25/09/2025	Select Mechanical Services	Consultancy services	\$ 462.00
EFT77247	25/09/2025	Services Australia	Payroll Deductions/Contributions	\$ 713.02
EFT77248	25/09/2025	Seven Network (Operations) Limited	Television advertising	\$ 3,988.20
EFT77249	25/09/2025	Sigma Telford Group (Cromag Pty Ltd T/A)	Chemicals	\$ 1,346.40
EFT77250	25/09/2025	Slater & Gordon Trust Account	Wittenoom legal services	\$ 85,200.00
EFT77251	25/09/2025	Smith Sculptors	Kangaroo sculptures	\$ 5,272.39
EFT77252	25/09/2025	Sodexo Remote Sites Australia Pty Ltd	Pannawonica consumables	\$ 683.12
EFT77253	25/09/2025	Sodexo Remote Sites Australia Pty Ltd - Rental Payments	Rent	\$ 3,059.52
EFT77254	25/09/2025	Sonic Healthplus Pty Ltd	Pre-employment medical assessment services	\$ 618.20
EFT77255	25/09/2025	Southern Cross Austereo Pty Ltd	Radio advertising	\$ 2,259.40
EFT77256	25/09/2025	Stihl Shop Osborne Park	Tools	\$ 1,209.15
EFT77257	25/09/2025	Supagas Pty Limited	Bulk LPG	\$ 520.13
EFT77258	25/09/2025	Sustainability In Practice Pty Ltd	Advisory services	\$ 44,412.28
EFT77259	25/09/2025	Talis Consultants Pty Ltd	Landfill monitoring services	\$ 13,528.88
EFT77260	25/09/2025	Tangibility Pty Ltd	Shire branded merchandise	\$ 1,681.68
EFT77261	25/09/2025	The Aware Group Inc	Signature event grant	\$ 10,000.00
EFT77262	25/09/2025	Them Earthmoving Pty Ltd	Maintenance grading works	\$ 69,855.50
EFT77263	25/09/2025	Tiad Enterprises Pty Ltd	Vehicle parts, maintenance and repairs	\$ 4,700.15
EFT77264	25/09/2025	TNT Express (Fedex Express T/As)	Freight charges	\$ 245.18
EFT77265	25/09/2025	Top Machine Services	Refreshments for onsale	\$ 300.00
EFT77266	25/09/2025	Totally Workwear Malaga	PPE	\$ 852.94
EFT77267	25/09/2025	Vanguard Print	Distribution and storage of Visit Ashburton guide	\$ 2,302.04
EFT77268	25/09/2025	Vanguard Publishing	Advertising services	\$ 1,762.75
EFT77269	25/09/2025	Veris Australia Pty Ltd	Geotechnical services	\$ 46,629.00
EFT77270	25/09/2025	Vorgee Pty Ltd	Merchandise for on sale	\$ 1,214.40

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF SEPTEMBER 2025				
EFT Payment	Date	Name	Description	Amount
EFT77271	25/09/2025	Water Corporation	Water consumption	\$ 258.62
EFT77272	25/09/2025	Western Australian Local Government Association (Walga)	Training services	\$ 8,145.24
EFT77273	25/09/2025	Winc Australia Pty Limited	Stationery and refreshments	\$ 862.31
EFT77274	25/09/2025	Wormald Australia	Fire equipment testing and servicing	\$ 30,063.92
			EFT Total	\$ 12,329,479.01
C cards/Bpay	Date	Name	Description	Amount
DD22451.1	04/09/2025	Shire of Ashburton	BRB Commissions collected for August 2025	\$ 126.50
DD22523.1	23/09/2025	Spacetoco	Partner Pro bundle	\$ 1,183.82
DD22524.1	23/09/2025	Spacetoco	Partner Pro bundle	\$ 683.25
DD22525.1	23/09/2025	Spacetoco	Partner Pro bundle	\$ 459.78
DD22526.1	23/09/2025	Spacetoco	Partner Pro bundle	\$ 1,328.49
DD22527.1	23/09/2025	Spacetoco	Partner Pro bundle	\$ 932.66
DD22531.1	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 1,483.08
DD22531.2	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 33,655.09
DD22531.3	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 2,689.94
DD22531.4	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 2,084.55
DD22531.5	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 1,432.50
DD22531.6	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 2,671.00
DD22531.7	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 917.92
DD22531.8	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 80.00
DD22531.9	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 854.88
DD22531.10	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 2,060.00
DD22531.11	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 1,725.34
DD22531.12	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 107.12
DD22531.13	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 1,090.97
DD22531.14	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 5,755.56
DD22531.15	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 245.64
DD22531.16	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 186.08
DD22531.17	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 11.10
DD22531.18	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 598.54
DD22531.19	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 1,990.32
DD22531.20	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 34.99
DD22531.21	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 802.00
DD22531.22	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 1,363.01
DD22531.23	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 160.00
DD22531.24	19/09/2025	Commonwealth Bank	Monthly credit card purchases	\$ 308.41
			Credit card/Bpay Total	\$ 67,022.54
Payroll	Date	Name	Description	Amount
2026-03.03	11/09/2025	Shire of Ashburton	Staff payroll P/E 07/09/2025	\$572,015.91

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF SEPTEMBER 2025				
EFT Payment	Date	Name	Description	Amount
2026-03.07	25/09/2025	Shire of Ashburton	Staff payroll P/E 21/09/2025	\$553,573.59
			Total payroll	\$1,125,589.50

Shire of Ashburton

**13A Payments by Employees via purchasing cards
Government (Financial Management) Regulation 1996 13A**

**Corporate Credit Cards
Payment Total for Months of August/September 2025**

Pursuant to the regulation:

- (1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared -

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

- (2) A list prepared under subregulation (1) must be -

- (a) presented to the council at the next ordinary meeting of Council after the list is prepared; and
- (b) recorded in the minutes of that meeting

Description	Amount
Director Community Development	\$ 1,090.97
Director Corporate Services	\$ 2,689.94
Manager Fleet	\$ 11.10
Manager Airport Services	\$ 2,060.00
Pool Manager Paraburdoo	\$ 80.00
Leading Hand Onslow - 1435	\$ 917.92
Swimming Pools Coordinator	\$ 186.08
Tom Price Pool Manager	\$ 160.00
Tom Price Community Development Officer	\$ 1,432.50
Manager Governance	\$ 245.64
Coordinator Communities West	\$ 1,990.32
Community Development Officer Pannawonica	\$ 598.54
Organisational Development Officer	\$ 2,084.55
ICT Coordinator	\$ 5,755.56
Executive Assistant Corporate Service	\$ 33,655.09
Manager Media and Communications	\$ 1,483.08
Organisational Development Officer	\$ 854.88
Manager Information Services	\$ 34.99
Executive Assistant Infrastructure	\$ 1,725.34

Manager Communities	\$	1,363.01
Comminuty Development officer Paraburdoo	\$	2,671.00
Manager Business and Economic Development	\$	107.12
Building and Housing Maintenance Officer Onslow	\$	308.41
Passenger Screening & Security Compliance Supervisor	\$	802.00
Grand Total	\$	62,308.04

LIST OF PAYMENTS FOR AUGUST/SEPTEMBER 2025

Reference	Date	Name	Description	Payment
Director Community Development - 1346				
X0000000000000002432	19/08/2025	Thalanyji Food & Fuel	ULP fuel for Ocean view caravan park utility AS9745 (PUT180)	\$ 125.00
X0000000000000002485	1/09/2025	RMS- Commercial	RMS booking system subscription for Ocean View Caravan Park - August 2025	\$ 302.22
X0000000000000002495	1/09/2025	Thalanyji Food & Fuel	Fuel for Toyota Hilux 4x2 Workmate S/C A/T AS9745	\$ 145.00
X0000000000000002489	2/09/2025	RMS- Commercial	Onslow Sun Chalets RMS text message subscription for the month of August	\$ 11.44
X0000000000000002490	2/09/2025	RMS- Commercial	Ocean View Caravan Park RMS text message subscription for the month of August.	\$ 12.45
X0000000000000002488	3/09/2025	RMS- Commercial	RMS subscription for Onslow Sun Chalets booking system - August 2025	\$ 311.39
X0000000000000002507	3/09/2025	Live Payments	Taxi travel for Director of Community Development 03/09/2025 - 05/09/2025	\$ 69.52
X0000000000000002582	11/09/2025	SP Signs4Safety	Safety signs for Onslow streetscape project	\$ 113.95
			Total	\$ 1,090.97
Director Corporate Services - 2073				
X0000000000000002542	28/08/2025	Inlogik Pty Limited	ExpenseMe Pro monthly subscription	\$ 460.94
X0000000000000002592	12/09/2025	Coles	Refreshments for Ordinary Council Meeting 12/09/2025	\$ 52.25
X0000000000000002592	12/09/2025	Coles	Refreshments for Ordinary Council Meeting 12/09/2025	\$ 5.99
X0000000000000002601	15/09/2025	Sodexo Remote Sites	Milk for Council Meeting - Pannawonica	\$ 6.60
X0000000000000002602	15/09/2025	Sodexo Remote Sites	September Council Meeting dinner Pannawonica	\$ 668.00
X0000000000000002631	17/09/2025	Qantas Airways	Flights for Tom Price Ranger 22/09/25 - 28/09/25.	\$ 1,075.95
X0000000000000002633	17/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 23.14
X0000000000000002653	19/09/2025	Sodexo Remote Sites	Catering for September Ordinary Council Meeting	\$ 397.07
			Total	\$ 2,689.94
Fleet Manager - 536				
X0000000000000002607	45917	Post Tom Price LPO	Postage	\$ 11.10
			Total	\$ 11.10
Manager Airport Services - 726				
X0000000000000002478	27/08/2025	Brunswick Sales	Scale readers for Onslow Airport baggage handling system	\$ 1,859.00
X0000000000000002478	27/08/2025	Brunswick Sales	Freight on scale readers for Onslow Airport baggage handling system	\$ 121.00
X0000000000000002565	28/08/2025	Kounta	Monthly online subscription for Onslow Airport Kiosk POS	\$ 80.00
			Total	\$ 2,060.00
Pool Manager Paraburdoo - 1157				
X0000000000000002556	9/09/2025	Kounta	Lightspeed POS Monthly Debit 09/08/25 - 09/09/25	\$ 80.00
			Total	\$ 80.00
Leading Hand Onslow - 1435				
X0000000000000002470	21/08/2025	Blackwoods	Reticulation fittings for Thalanyji Oval Onslow	\$ 12.50
X0000000000000002468	22/08/2025	Thalanyji Food & Fuel	Fuel for Toyota Hilux Workmate 4x2 S/C Ute AS9737	\$ 136.00
X0000000000000002469	22/08/2025	Blackwoods	Reticulation fittings for Thalanyji Oval Onslow	\$ 1.25
X0000000000000002553	8/09/2025	Thalanyji Food & Fuel	Fuel for Toyota Hilux Workmate 4x2 S/C A/T	\$ 99.37
X0000000000000002554	8/09/2025	Thalanyji Food & Fuel	Fuel for Toyota Hilux Workmate 4x2 S/C AS9518	\$ 115.53
X0000000000000002555	8/09/2025	Thalanyji Food & Fuel	Fuel for Toyota Hilux Workmate 4x2 S/C Ute	\$ 126.52
X0000000000000002552	9/09/2025	Onslow Pharmacy	Batteries for Onslow Town Maintenance	\$ 23.97
X0000000000000002606	12/09/2025	EZi* Tank Management Au	Tank dispensing kit for Paraburdoo Town Maintenance	\$ 227.70
X0000000000000002608	17/09/2025	Blackwoods Onslow	Hi-Vis vests for Onslow Depot visitors	\$ 35.07
X0000000000000002636	17/09/2025	Thalanyji Food & Fuel	Unleaded fuel for Toyota Hilux 4x2 Workmate S/C A/T	\$ 140.01
			Total	\$ 917.92

LIST OF PAYMENTS FOR AUGUST/SEPTEMBER 2025

Reference	Date	Name	Description	Payment
Swimming Pools Coordinator - 1551				
X000000000000002471	25/08/2025	Kounta	Monthly subscription fee to Lightspeed for point of sale system at Onslow Aquatic Centre	\$ 80.00
X000000000000002603	12/09/2025	Thalanyji Food & Fuel	Unleaded Fuel for Toyota Hilux (AS9818) 12/09/2025	\$ 106.08
				\$ 186.08
Pool Manager Tom Price - 1816				
X000000000000002494	22/08/2025	Kounta	Lightspeed for POS systems	\$ 160.00
				\$ 160.00
Tom Price Community Development Officer - 1857				
X000000000000002547	9/09/2025	KMart	Prizes and supplies for the Tom Price October School Holiday Program	\$ 233.00
X000000000000002548	9/09/2025	KMart	Craft supplies for Tom Price Youth Crafternoon Activations September 2025	\$ 140.00
X000000000000002549	9/09/2025	APR* partyrama	Decorations for Tom Price 'Ranger Program' within the October School Holidays	\$ 340.62
X000000000000002558	11/09/2025	Eckersleys Arts Crafts	Canvas for the Tom Price Paint your Partner Event 18/10/2025	\$ 237.95
X000000000000002658	12/09/2025	Coles	Snacks for Tom Price Youth Crafternoon on 12/09/2025	\$ 24.53
X000000000000002658	12/09/2025	Coles	Snacks for Tom Price Youth Crafternoon on 12/09/2025	\$ 3.47
X000000000000002657	16/09/2025	Why Leave Town	Why Leave Town Voucher for Ashburton All Stars Tom Price winner August	\$ 51.20
X000000000000002659	17/09/2025	Coles	Snacks for Tom Price High School Thursday Pop up 17/09/2025	\$ 103.18
X000000000000002659	17/09/2025	Coles	Snacks for Tom Price High School Thursday Pop up 17/09/25	\$ 198.98
X000000000000002661	17/09/2025	Coles	Catering for Disability Inclusion Solutions Training on the 18/09/2025	\$ 63.69
X000000000000002661	17/09/2025	Coles	Catering for Disability Inclusion Solutions Training on the 18/09/2025	\$ 49.88
X000000000000002660	18/09/2025	KMart	Refund for out of stock Kmart items for Tom Price Sept/Oct SHP	-\$ 26.00
X000000000000002662	18/09/2025	Coles	Cups for Disability Inclusion Solutions Training 18/09/2025	\$ 12.00
				\$ 1,432.50
Manager Governance - 1994				
X000000000000002464	21/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002465	22/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002597	8/09/2025	Discovery Holiday Park	Accommodation for Cr Sullivan 08/09/25 - 09/09/25.	\$ 233.38
				\$ 245.64
Coordinator Communities West - 1997				
X000000000000002492	22/08/2025	Mitre 10	Extension Lead for Passion of the Pilbara event	\$ 25.95
X000000000000002474	27/08/2025	Spotlight Pty Ltd	Materials for Onslow Keepers December event	\$ 320.00
X000000000000002493	2/09/2025	Coles	Food items for Onslow Keepers event	\$ 23.42
X000000000000002626	3/09/2025	Onslow General Store	Materials for Onslow Keepers event	\$ 15.65
X000000000000002627	3/09/2025	Onslow General Store	Cooking supplies for Onslow Keeper event	\$ 34.29
X000000000000002628	4/09/2025	Spotlight Pty Ltd	Decorations for Onslow Belonging event	\$ 198.40
X000000000000002628	4/09/2025	Spotlight Pty Ltd	Shipping on decorations for Onslow Belonging event	\$ 20.00
X000000000000002629	9/09/2025	Grenada Promotions	Materials for Onslow Belonging event	\$ 1,045.00
X000000000000002629	9/09/2025	Grenada Promotions	Freight on materials for Onslow Belonging event	\$ 44.00
X000000000000002630	9/09/2025	Swan Taxis Pty Ltd	Taxi fare for LG Pro attendance	\$ 38.12
X000000000000002640	12/09/2025	Reddy Express 6944	Fuel for LG Pro conference travel	\$ 82.76
X000000000000002641	12/09/2025	Swan Taxis Pty Ltd	Taxi fare for LG Pro conference travel	\$ 30.66
X000000000000002632	16/09/2025	Onslow General Store	Catering for Inclusion Solutions	\$ 11.99
X000000000000002632	16/09/2025	Onslow General Store	Catering for Inclusion Solutions	\$ 100.08
				\$ 1,990.32

LIST OF PAYMENTS FOR AUGUST/SEPTEMBER 2025

Reference	Date	Name	Description	Payment
Community Development Officer Pannawonica - 2017				
X000000000000002417	22/08/2025	Sodexo Remote Sites	Catering supplies for Pannawonica CRTF Term 3	\$ 39.02
X000000000000002482	23/08/2025	Sodexo Remote Sites	Pannawonica Term 3 CRTF consumables	\$ 40.37
X000000000000002482	23/08/2025	Sodexo Remote Sites	Pannawonica Term 3 CRTF consumables	\$ 84.08
X000000000000002610	12/09/2025	Temu.Com	Materials for Pannawonica Movember event	\$ 235.07
X000000000000002611	16/09/2025	Sodexo Remote Sites Au	Fuel for Pannawonica Pool Vehicle AS9354 (PUT129)	\$ 100.00
X000000000000002638	16/09/2025	Sodexo Remote Sites Au	Fuel for Pannawonica Pool Vehicle AS9354 (PUT129)	\$ 100.00
				\$ 598.54
Organisational Development Officer - 2061				
X000000000000002477	45891	R U OK Limited	R U OK Day giveaway items for Shire towns	\$ 181.80
X000000000000002477	45891	R U OK Limited	Freight on R U OK Day items	\$ 28.63
X000000000000002476	45894	Lestok	Airport transfers for Contract Management Training Facilitator	\$ 41.03
X000000000000002476	45894	Lestok	Airport transfers for Contract Management Training Facilitator	\$ 0.75
X000000000000002475	45896	Lestok	Airport transfers for MOD for IA negotiations	\$ 41.03
X000000000000002475	45896	Lestok	Airport Transfers for MOD for IA negotiations	\$ 0.75
X000000000000002543	45904	Coles	Refreshments for Internal Networking Event	\$ 76.89
X000000000000002543	45904	Coles	Refreshments for Internal Networking Event	\$ 69.05
X000000000000002544	45904	Liquorland	Refreshments for Internal Networking Event	\$ 104.00
X000000000000002545	45904	Liquorland	Refreshments for Internal Networking Event	\$ 51.00
X000000000000002546	45909	Tom Price Medical Centre	Pre employment medical for Tom Price Town Maintenance Officer position	\$ 638.00
X000000000000002546	45909	Tom Price Medical Centre	Pre employment medical for Tom Price Town Maintenance Officer position	\$ 140.00
X000000000000002642	45916	DTS International	Pre-employment Trimetrix Profile	\$ 544.50
X000000000000002643	45917	Lestok	Bus transfer Airport to Tom Price 26/09/2025	\$ 41.03
X000000000000002643	45917	Lestok	Bus transfer Airport to Tom Price	\$ 0.75
X000000000000002644	45917	Lestok	Tom Price to Airport transfers 14/11/2025	\$ 41.03
X000000000000002644	45917	Lestok	Tom Price to Airport transfers 14/11/2025	\$ 0.75
X000000000000002645	45917	Lestok	Bus transfers for OD Advisor 31/10/2025	\$ 41.03
X000000000000002645	45917	Lestok	Bus transfers for OD Advisor 31/10/2025	\$ 0.75
X000000000000002646	45917	Lestok	Bus transfers for OD Advisor 27/10/2025	\$ 41.03
X000000000000002646	45917	Lestok	Bus transfers for OD Advisor 27/10/2025	\$ 0.75
				\$ 2,084.55
ICT Coordinator - 2076				
X000000000000002593	2/09/2025	SP Ntwrk Hardwares	ICT network hardware	\$ 3,422.00
X000000000000002594	3/09/2025	Amazon Au Marketplace	Power cable for Starlink Mini	\$ 44.95
X000000000000002596	3/09/2025	Amazon Au Marketplace	Off Brand Apple Pencils and Starlink Mini Power to Anderson Cable	\$ 40.04
X000000000000002596	3/09/2025	Amazon Au Marketplace	Off Brand Apple Pencils and Starlink Mini Power to Anderson Cable	\$ 84.83
X000000000000002595	4/09/2025	Amazon Au Marketplace	Starlink mini magnet mounts	\$ 829.48
X000000000000002682	15/09/2025	Amazon Au Marketplace	Generic Apple Pencils for testing and Starlink Mini Cables for vehicle mounting	\$ 304.90
X000000000000002677	16/09/2025	Starlink Internet	Change of Starlink Plan	\$ 11.36
X000000000000002676	18/09/2025	Starlink Internet	Monthly Starlink Costs	\$ 1,018.00
				\$ 5,755.56
Executive Assistant Corporate Service - 2083				
X000000000000002443	21/08/2025	Virgin Airlines	Flights for Director Community Development 03/09/25 - 05/09/25	\$ 1,211.21

LIST OF PAYMENTS FOR AUGUST/SEPTEMBER 2025

Reference	Date	Name	Description	Payment
X000000000000002427	22/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002428	22/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002437	22/08/2025	Qantas Airways	Flights for Director Community Development 19/11/25 - 22/11/25.	\$ 997.42
X000000000000002438	22/08/2025	Qantas Airways	Flights for Infrastructure Contractor 08/09/25 - 10/09/25.	\$ 1,983.20
X000000000000002439	22/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002441	22/08/2025	Lestok	Bus Ticket for Marketing Communications Officer 25/08/2025.	\$ 41.78
X000000000000002442	22/08/2025	Lestok	Bus Ticket for Marketing Communications Officer 28/08/2028	\$ 41.78
X000000000000002455	25/08/2025	Corporate Travel Management	Accommodation for Manager Organisational Development 20/08/25 - 22/08/25	\$ 440.00
X000000000000002456	25/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 12.39
X000000000000002457	25/08/2025	Corporate Travel Management	Accommodation for Deputy Chief Executive Officer 22/08/25 - 25/08/25	\$ 440.00
X000000000000002458	25/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 12.39
X000000000000002459	25/08/2025	Corporate Travel Management	Accommodation for Cr Sullivan 19/08/25 - 21/08/25	\$ 547.00
X000000000000002460	25/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 5.94
X000000000000002461	25/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 12.39
X000000000000002462	25/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 7.38
X000000000000002463	25/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 5.94
X000000000000002497	26/08/2025	Qantas Airways	Flights for Acting Coordinator Ranger Services 21/11/25 -30/11/25	\$ 997.42
X000000000000002499	26/08/2025	Qantas Airways	Flights for Deputy Chief Officer 10/09/2025	\$ 574.29
X000000000000002501	26/08/2025	Qantas Airways	Flights for Acting Coordinator Ranger Service 17/10/25 - 26/10/25.	\$ 997.42
X000000000000002502	26/08/2025	Qantas Airways	Flights for Manager Organisational Development 10/09/25 -11/09/25.	\$ 1,072.95
X000000000000002503	26/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002504	26/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002505	26/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002496	28/08/2025	Qantas Airways	Flights for Deputy Chief Executive Officer 12/09/2025.	\$ 498.76
X000000000000002498	28/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002500	29/08/2025	Qantas Airways	Flights for FIFO Contractor 22/09/25 -24/09/25.	\$ 1,674.05
X000000000000002506	29/08/2025	Qantas Airways	Flights for FIFO contractor 08/09/25 - 09/09/25.	\$ 1,983.20
X000000000000002510	29/08/2025	Qantas Airways	Flights for Deputy Chief Executive Officer 23/09/25 - 05/10/25	\$ 997.42
X000000000000002511	29/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002512	29/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002513	29/08/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002514	1/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002515	1/09/2025	Corporate Travel Management	Accommodation for Cr Kapor 17/03/25 -19/03/25.	\$ 315.00
X000000000000002516	1/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 12.39
X000000000000002517	1/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 4.26
X000000000000002560	1/09/2025	Virgin Airlines	Flights for FIFO Weighbridge Officer 26/09/2025	\$ 605.61
X000000000000002561	1/09/2025	Virgin Airlines	Flights for FIFO Manager Statagic Waste 03/10/2025.	\$ 605.61
X000000000000002518	2/09/2025	Corporate Travel Management	Accommodation for former Airport Worker 26/06/25 - 04/07/2025	\$ 350.00
X000000000000002519	2/09/2025	Corporate Travel Management	Accommodation for Former Airport Worker 26/06/25 - 04/07/2025	\$ 2,450.00
X000000000000002520	2/09/2025	Corporate Travel Management	Accommodation for Infrastructure Contractor 25/06/25 -26/06/25.	\$ 162.40
X000000000000002521	2/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002522	2/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002523	2/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13

LIST OF PAYMENTS FOR AUGUST/SEPTEMBER 2025

Reference	Date	Name	Description	Payment
X0000000000000002524	2/09/2025	Corporate Travel Management	Accommodation for Marketing Communications Officer 25/08/25 - 28/08/25.	\$ 585.00
X0000000000000002528	2/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 12.39
X0000000000000002529	2/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 7.90
X0000000000000002530	2/09/2025	Corporate Travel Management	Accommodation for Deputy Chief Executive Officer 17/03/25 - 19/03/25.	\$ 630.00
X0000000000000002531	2/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 12.39
X0000000000000002532	2/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 8.50
X0000000000000002527	4/09/2025	Corporate Travel Management	Accommodation for Road Maintenance Officer 27/08/25 - 29/08/2025.	\$ 304.00
X0000000000000002535	4/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 12.39
X0000000000000002536	4/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 4.10
X0000000000000002562	4/09/2025	Qantas Airways	Flights for Project Manager Contractor 05/10/25 -07/10/25.	\$ 1,187.13
X0000000000000002563	4/09/2025	Qantas Airways	Flights Perth to Paraburdoo for Employee Relocation 27/10/2025.	\$ 706.43
X0000000000000002564	4/09/2025	Qantas Airways	Flights for Project Manager Contractor 24/09/25 -25/09/25.	\$ 1,229.82
X0000000000000002566	4/09/2025	Qantas Airways	Flights for Employee Relocation 27/10/2025.	\$ 706.43
X0000000000000002567	4/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X0000000000000002568	4/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X0000000000000002571	4/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X0000000000000002572	4/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X0000000000000002559	9/09/2025	Local Government Management	LG Professionals Annual Membership renewal for Chief Executive Officer 2025 -2026	\$ 560.00
X0000000000000002583	9/09/2025	AIR CARRI7952760273559	Flights for Director Community Development 15/09/25 - 19/09/25	\$ 167.81
X0000000000000002534	10/09/2025	Qantas Airways	Flights for Deputy Chief Executive Officer 13/09/2025	\$ 154.00
X0000000000000002537	10/09/2025	Qantas Airways	Flights for Deputy Chief Executive Officer 13/09/25	\$ 110.00
X0000000000000002538	10/09/2025	Qantas Airways	Flights for Manager Organisational Development 23/09/25 - 26/09/25.	\$ 1,069.02
X0000000000000002539	10/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 12.39
X0000000000000002540	10/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.75
X0000000000000002541	10/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X0000000000000002573	10/09/2025	Corporate Travel Management	Accommodation for Director Community Development 03/09/25 -05/09/25	\$ 500.00
X0000000000000002574	10/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 12.05
X0000000000000002575	10/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 33.07
X0000000000000002576	10/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 12.05
X0000000000000002577	10/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 4.72
X0000000000000002578	10/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X0000000000000002579	10/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X0000000000000002613	10/09/2025	AIR CARRI7952760273559	Flights for Project Manager 08/10/25 -17/10/25.	\$ 605.61
X0000000000000002584	11/09/2025	Qantas Airways	Flights for Project Manager 08/10/25 - 17/10/25.	\$ 624.93
X0000000000000002585	11/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X0000000000000002586	11/09/2025	Corporate Travel Management	CTM Afterhours Booking Service Fee.	\$ 27.24
X0000000000000002587	11/09/2025	Corporate Travel Management	Accommodation for CR Rumble 08/09/25 - 09/09/25.	\$ 198.00
X0000000000000002588	11/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 2.67
X0000000000000002589	11/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 12.39
X0000000000000002590	12/09/2025	Qantas Airways	Flights for Procurement Officer 08/09/25 - 12/09/25.	\$ 114.53
X0000000000000002591	12/09/2025	Qantas Airways	Flights for Procurement Officer 08/09/25 - 12/09/25.	\$ 110.00
X0000000000000002614	15/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 12.39
X0000000000000002615	15/09/2025	Corporate Travel Management	Accommodation for Manager Organisational Development 10/09/25 - 11/09/25.	\$ 220.00

LIST OF PAYMENTS FOR AUGUST/SEPTEMBER 2025

Reference	Date	Name	Description	Payment
X000000000000002616	16/09/2025	Corporate Travel Management	Accommodation for Exec Manager Land Property and Regulatory Services 28-29/05/2025	\$ 170.00
X000000000000002617	16/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 12.39
X000000000000002618	16/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 2.30
X000000000000002612	17/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 9.03
X000000000000002619	17/09/2025	Corporate Travel Management	Accommodation for Cr Rumble 14/07/25 -16/07/25.	\$ 669.00
X000000000000002620	17/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 12.39
X000000000000002621	18/09/2025	Qantas Airways	Flights for Coordinator Roads (Temporary) 18/10/25.	\$ 685.45
X000000000000002622	18/09/2025	Qantas Airways	Flights for ISO Auditor 12/11/25 - 14/11/25.	\$ 1,701.13
X000000000000002623	18/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002624	18/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 6.13
X000000000000002625	18/09/2025	Corporate Travel Management	Accommodation for Coordinator Communities East 09/09/25 - 15/09/25.	\$ 585.00
X000000000000002634	18/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 12.39
X000000000000002635	18/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 7.90
X000000000000002650	19/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 12.39
X000000000000002651	19/09/2025	Corporate Travel Management	Accommodation for Coordinator Communities West 09/09/25 - 12/09/25.	\$ 585.00
X000000000000002652	19/09/2025	Corporate Travel Management	CTM Booking Service Fee.	\$ 7.90
				\$ 33,655.09
Manager Media and Communications - 2090				
X000000000000002400	20/08/2025	Facebook	Monthly Facebook advertising for Visit ashburton and Shire of Ashburton	\$ 807.00
X000000000000002508	1/09/2025	Canva* 04626-13552841	Printed flyers for 2025/2026 rates	\$ 162.50
X000000000000002508	1/09/2025	Canva* 04626-13552841	Freight charges on flyers for 2025/2026 rates	\$ 14.00
X000000000000002509	1/09/2025	Facebook	Monthly facebook marketing costs advertising for Visit Ashburton and SoA	\$ 409.00
X000000000000002604	17/09/2025	Intuit Mailchimp	Monthly payment for email marketing subscription	\$ 90.58
				\$ 1,483.08
Organisational Development Officer - 2116				
X000000000000002487	26/08/2025	Tom Price Medical Centre	Pre-employment medical assessment for Cleaner Paraburdoo	\$ 638.00
X000000000000002487	26/08/2025	Tom Price Medical Centre	Pre-employment medical assessment for Cleaner Paraburdoo	\$ 140.00
X000000000000002557	10/09/2025	Onslow General Store	Food supplies for Onslow R U OK Day morning tea.	\$ 12.54
X000000000000002557	10/09/2025	Onslow General Store	Food supplies for Onslow R U OK Day morning tea.	\$ 64.34
				\$ 854.88
Manager Information Services - 2119				
X000000000000002637	18/09/2025	MUZZYS HARDWARE	Storage boxes for ICT	\$ 34.99
				\$ 34.99
Executive Assistant Infrastructure - 2125				
X000000000000002473	22/08/2025	Muzzy's Hardware	Outdoor setting for Tom Price Depot and spikes for road counters	\$ 369.98
X000000000000002491	25/08/2025	Nanutarra Roadhouse	Nanutarra Roadhouse accommodation for Infrastructure Contractor	\$ 424.62
X000000000000002569	5/09/2025	Coles	Hand sanitiser and disinfectant for Tom Price Works Depot	\$ 163.76
X000000000000002570	9/09/2025	The Grants Hub	Annual subscription for Infrastructure Services Assets - Grants	\$ 486.00
X000000000000002647	18/09/2025	Pilbara Food Services	Food items for RU OK Day BBQ Tom Price Depot	\$ 41.14
X000000000000002647	18/09/2025	Pilbara Food Services	Food items for RU OK Day BBQ Tom Price Depot	\$ 169.75
X000000000000002648	18/09/2025	Coles	Food for RU OK Day BBQ Tom Price Depot	\$ 0.25
X000000000000002648	18/09/2025	Coles	Food for RU OK Day BBQ Tom Price Depot	\$ 41.04
X000000000000002649	18/09/2025	Tom Price Bakery	Bread rolls for RU OK Day BBQ Tom Price Depot	\$ 28.80

LIST OF PAYMENTS FOR AUGUST/SEPTEMBER 2025

Reference	Date	Name	Description	Payment
				\$ 1,725.34
Manager Communities - 2128				
X000000000000002484	27/08/2025	Wrapped Creations	Attendance at Women of the Pilbara Forum for Director and Manager Community Services	\$ 1,198.00
X000000000000002483	28/08/2025	Coles	Cupcake supplies for Onslow RUOK Day	\$ 165.01
				\$ 1,363.01
Community Development officer Paraburdoo - 2141				
X000000000000002402	20/08/2025	IGA Paraburdoo	Storage container for Paraburdoo kitchen	\$ 34.80
X000000000000002472	21/08/2025	IGA Paraburdoo	Fruit for Rowans walk Paraburdoo	\$ 40.80
X000000000000002472	21/08/2025	IGA Paraburdoo	Fruit for Rowans walk Paraburdoo	\$ 49.13
X000000000000002480	27/08/2025	Kmart	Treats for Paraburdoo Halloween trail	\$ 200.00
X000000000000002481	27/08/2025	Temu	Paraburdoo October school holiday programme supplies	\$ 111.00
X000000000000002525	27/08/2025	Clever Patch	Paraburdoo school holiday craft activity supplies	\$ 609.68
X000000000000002525	27/08/2025	Clever Patch	Freight on craft supplies	\$ 32.89
X000000000000002526	28/08/2025	Clever Patch	Craft supplies for Paraburdoo Halloween Mask competition	\$ 357.98
X000000000000002526	28/08/2025	Clever Patch	Freight on craft supplies	\$ 32.89
X000000000000002533	3/09/2025	IGA Paraburdoo	BBQ supplies for ESM day at Paraburdoo Primary School	\$ 112.20
X000000000000002550	3/09/2025	IGA Paraburdoo	Refreshments for Paraburdoo youth activation event	\$ 52.69
X000000000000002550	3/09/2025	IGA Paraburdoo	Refreshments for Paraburdoo youth activation event	\$ 44.19
X000000000000002551	10/09/2025	Temu	Decorations and treats for Paraburdoo Halloween disco	\$ 489.16
X000000000000002598	12/09/2025	IGA Paraburdoo	Refreshments for Paraburdoo A Magic night out	\$ 114.07
X000000000000002598	12/09/2025	IGA Paraburdoo	Refreshments for Paraburdoo A Magic night out	\$ 134.32
X000000000000002599	12/09/2025	IGA Paraburdoo	Paraburdoo A Magic night out 13/09/2025 community donation for food	\$ 164.50
X000000000000002609	12/09/2025	IGA Paraburdoo	L McManus- accidental use of corporate card declaration	\$ 7.90
X000000000000002600	13/09/2025	IGA Paraburdoo	Refreshments for Paraburdoo A Magic night out	\$ 31.60
X000000000000002605	16/09/2025	Why Leave Town	Paraburdoo Ashburton All-stars gift card	\$ 51.20
				\$ 2,671.00
Manager Business and Economic Development - 2161				
X000000000000002580	45904	Onslow General Store	Insect repellent for Out Back Air Race Sundowner Event	\$ 30.12
X000000000000002581	45904	Onslow General Store	Refreshments for Out Back Air Race Sundowner Event	\$ 55.00
X000000000000002639	45904	Onslow General Store	Refreshments for Out Back Air Race 2025	\$ 22.00
				\$ 107.12
Building and Housing Maintenance Officer Onslow - 2198				
X000000000000002434	20/08/2025	Bigwarehouse Spares	LED Lamp Rangehood globes for 172 Hardy Ave Paraburdoo	\$ 119.41
X000000000000002433	22/08/2025	BigW Online	Westinghouse 1800W Bagless Vacuum Cleaner - WHVC01SB	\$ 189.00
				\$ 308.41
Passenger Screening & Security Compliance Supervisor - 2234				
X000000000000002479	45896	Airsafe	Online Training for Airport Services and Screening Officer 27/08/2025	\$ 90.00
X000000000000002486	29/08/2025	All Global Training	Radiation awareness training for Onslow Airport staff	\$ 712.00
				\$ 802.00
			Total Credit Cards	\$ 62,308.04

Shire of Ashburton

**13A Payments by Employees via purchasing cards
Government (Financial Management) Regulation 1996 13A**

**Other Payment Cards
Payment Total for Months of August 2025**

Pursuant to the regulation:

- (1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared -

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

- (2) A list prepared under subregulation (1) must be -

- (a) presented to the council at the next ordinary meeting of Council after the list is prepared; and
- (b) recorded in the minutes of that meeting

Description	Amount
Cabcharge	\$ 1,196.57
Ampol	\$ 1,274.32
Shell	\$ 8,012.05
Grand Total	\$ 10,482.94

OTHER PAYMENT CARDS FOR THE MONTHS OF AUGUST 2025					
Supplier	Date	Card Holder	Description	Amount	
Cab charge	Adele Heraty	20/08/2025	Taxi travel	\$	53.03
Cab charge	Adele Heraty	21/08/2025	Taxi travel	\$	24.15
Cab charge	Adele Heraty	21/08/2025	Taxi travel	\$	25.83
Cab charge	Adele Heraty	22/08/2025	Taxi travel	\$	67.41
Cab charge	Amelia Johnston	22/08/2025	Taxi travel	\$	67.41
Cab charge	Amelia Johnston	26/08/2025	Taxi travel	\$	46.41
Cab charge	Amelia Johnston	26/08/2025	Taxi travel	\$	44.62
Cab charge	Amelia Johnston	26/08/2025	Taxi travel	\$	47.35
Cab charge	Amelia Johnston	27/08/2025	Taxi travel	\$	18.90
Cab charge	Amelia Johnston	28/08/2025	Taxi travel	\$	47.56
Cab charge	Amy Bishop	25/08/2025	Taxi travel	\$	34.65
Cab charge	Amy Bishop	26/08/2025	Taxi travel	\$	11.24
Cab charge	Amy Bishop	28/08/2025	Taxi travel	\$	29.51
Cab charge	Andrew Price	11/08/2025	Taxi travel	\$	55.97
Cab charge	Audra Smith	04/08/2025	Taxi travel	\$	74.03
Cab charge	Audra Smith	05/08/2025	Taxi travel	\$	72.24
Cab charge	Audra Smith	06/08/2025	Taxi travel	\$	52.08
Cab charge	Audra Smith	19/08/2025	Taxi travel	\$	55.02
Cab charge	Audra Smith	20/08/2025	Taxi travel	\$	79.38
Cab charge	Audra Smith	20/08/2025	Taxi travel	\$	79.80
Cab charge	Gavin Harris	24/08/2025	Taxi travel	\$	70.09
Cab charge	Gavin Harris	30/08/2025	Taxi travel	\$	50.32
Cab charge	Jon Tapper	06/08/2025	Taxi travel	\$	49.46
Cab charge	Jon Tapper	09/08/2025	Taxi travel	\$	40.11
Ampol	12/08/2025	PUT137	Fuel purchases	\$	260.56
Ampol	12/08/2025	PSW115	Fuel purchases	\$	140.91
Ampol	25/08/2025	PUT163	Fuel purchases	\$	218.67
Ampol	26/08/2025	PSD11	Fuel purchases	\$	64.92
Ampol	26/08/2025	PSD13	Fuel purchases	\$	81.59
Ampol	26/08/2025	PUT163	Fuel purchases	\$	185.57
Ampol	27/08/2025	PUT137	Fuel purchases	\$	249.20
Ampol	29/08/2025	PSD12	Fuel purchases	\$	72.90
Shell	1/08/2025	PUT123	Fuel purchases		\$116.51
Shell	1/08/2025	P575	Fuel purchases		\$45.41
Shell	1/08/2025	P575	Fuel purchases		\$56.97
Shell	2/08/2025	PUT116	Fuel purchases		\$89.69
Shell	4/08/2025	PRM19	Fuel purchases		\$55.51
Shell	4/08/2025	PUT173	Fuel purchases		\$130.84
Shell	4/08/2025	PUT121	Fuel purchases		\$113.23
Shell	5/08/2025	PRM18	Fuel purchases		\$60.97
Shell	8/08/2025	PSW107	Fuel purchases		\$83.40
Shell	9/08/2025	PSW105	Fuel purchases		\$137.58
Shell	11/08/2025	PLD18	Fuel purchases		\$175.04
Shell	11/08/2025	PUT174	Fuel purchases		\$86.56
Shell	11/08/2025	PUT123	Fuel purchases		\$97.98
Shell	12/08/2025	PUT142	Fuel purchases		\$150.37
Shell	12/08/2025	PUT183	Fuel purchases		\$80.77
Shell	12/08/2025	PUT173	Fuel purchases		\$106.48
Shell	13/08/2025	PRS09	Fuel purchases		\$237.53
Shell	13/08/2025	PUT123	Fuel purchases		\$97.59
Shell	14/08/2025	PSW107	Fuel purchases		\$84.06
Shell	14/08/2025	P575	Fuel purchases		\$22.64
Shell	14/08/2025	PUT146	Fuel purchases		\$155.53
Shell	14/08/2025	PUT183	Fuel purchases		\$50.15
Shell	14/08/2025	PUT121	Fuel purchases		\$88.00
Shell	14/08/2025	PLD18	Fuel purchases		\$221.72
Shell	14/08/2025	P575	Fuel purchases		\$161.88
Shell	14/08/2025	PUT174	Fuel purchases		\$36.03
Shell	15/08/2025	PSW118	Fuel purchases		\$134.62

Supplier	Date	Card Holder	Description	Amount
Shell	16/08/2025	SP1	Fuel purchases	\$972.75
Shell	18/08/2025	PUT142	Fuel purchases	\$145.05
Shell	18/08/2025	PRM19	Fuel purchases	\$42.60
Shell	18/08/2025	PUT123	Fuel purchases	\$85.21
Shell	18/08/2025	PSW120	Fuel purchases	\$144.51
Shell	19/08/2025	PRS09	Fuel purchases	\$217.00
Shell	20/08/2025	PUT147	Fuel purchases	\$134.17
Shell	21/08/2025	PRTV01	Fuel purchases	\$30.41
Shell	21/08/2025	PSD11	Fuel purchases	\$106.08
Shell	21/08/2025	PSW119	Fuel purchases	\$8.98
Shell	25/08/2025	PUT183	Fuel purchases	\$121.63
Shell	25/08/2025	PSW108	Fuel purchases	\$69.72
Shell	25/08/2025	PUT173	Fuel purchases	\$125.47
Shell	25/08/2025	PUT177	Fuel purchases	\$139.31
Shell	26/08/2025	PSD11	Fuel purchases	\$17.28
Shell	26/08/2025	PSW107	Fuel purchases	\$64.79
Shell	26/08/2025	PLD18	Fuel purchases	\$209.84
Shell	26/08/2025	SP1	Fuel purchases	\$972.76
Shell	26/08/2025	PSD13	Fuel purchases	\$77.42
Shell	26/08/2025	P575	Fuel purchases	\$4.33
Shell	27/08/2025	PUT142	Fuel purchases	\$164.88
Shell	27/08/2025	PUT183	Fuel purchases	\$50.56
Shell	27/08/2025	PSW105	Fuel purchases	\$189.64
Shell	27/08/2025	P575	Fuel purchases	\$99.59
Shell	27/08/2025	PFL03	Fuel purchases	\$117.17
Shell	28/08/2025	PUT122	Fuel purchases	\$133.10
Shell	29/08/2025	PUT146	Fuel purchases	\$127.82
Shell	29/08/2025	PSW107	Fuel purchases	\$73.26
Shell	29/08/2025	PSW105	Fuel purchases	\$170.70
Shell	30/08/2025	PUT183	Fuel purchases	\$140.16
Shell	30/08/2025	PUT142	Fuel purchases	\$113.79
Shell	31/08/2025	P575	Card fee's	\$2.50
Shell	31/08/2025	P575	Card fee's	\$2.50
Shell	31/08/2025	P575	Card fee's	\$2.50
Shell	31/08/2025	PFL03	Card fee's	\$2.50
Shell	31/08/2025	PLD18	Card fee's	\$2.50
Shell	31/08/2025	SP1	Card fee's	\$2.50
Shell	31/08/2025	PRM18	Card fee's	\$2.50
Shell	31/08/2025	PRM19	Card fee's	\$2.50
Shell	31/08/2025	PRS09	Card fee's	\$2.50
Shell	31/08/2025	PSD11	Card fee's	\$2.50
Shell	31/08/2025	PSW105	Card fee's	\$2.50
Shell	31/08/2025	PSW107	Card fee's	\$2.50
Shell	31/08/2025	PSW108	Card fee's	\$2.50
Shell	31/08/2025	PSW118	Card fee's	\$2.50
Shell	31/08/2025	PSW120	Card fee's	\$2.50
Shell	31/08/2025	PUT116	Card fee's	\$2.50
Shell	31/08/2025	PUT121	Card fee's	\$2.50
Shell	31/08/2025	PUT122	Card fee's	\$2.50
Shell	31/08/2025	PUT123	Card fee's	\$2.50
Shell	31/08/2025	PUT142	Card fee's	\$2.50
Shell	31/08/2025	PUT146	Card fee's	\$2.50
Shell	31/08/2025	PUT147	Card fee's	\$2.50
Shell	31/08/2025	PUT156	Card fee's	\$2.50
Shell	31/08/2025	PUT173	Card fee's	\$2.50
Shell	31/08/2025	PUT174	Card fee's	\$2.50
Shell	31/08/2025	PUT183	Card fee's	\$2.50
			Total Other Payment Cards	\$ 10,482.94



Agenda Item 13.2 - Attachment 1

Monthly Financial Statements - September 2025

SHIRE OF ASHBURTON
MONTHLY FINANCIAL REPORT
(Containing the required statement of financial activity and statement of financial position)
For the period ended 31 September 2025

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

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SHIRE OF ASHBURTON
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025

Note	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	74,096,895	72,554,995	72,546,209	(8,786)	(0.01%)	
Grants, subsidies and contributions	10,397,241	491,605	1,735,656	1,244,051	253.06%	▲
Fees and charges	14,110,910	4,940,100	4,547,296	(392,804)	(7.95%)	
Interest revenue	4,972,036	1,264,368	627,365	(637,003)	(50.38%)	▼
Other revenue	319,950	70,356	222,919	152,563	216.84%	▲
Profit on asset disposals	71,069	0	0	0	0.00%	
	103,968,101	79,321,424	79,679,445	358,021	0.45%	
Expenditure from operating activities						
Employee costs	(27,363,854)	(6,971,220)	(5,414,683)	1,556,537	22.33%	▲
Materials and contracts	(45,449,502)	(11,260,665)	(8,405,340)	2,855,325	25.36%	▲
Utility charges	(1,732,580)	(502,400)	(320,495)	181,905	36.21%	▲
Depreciation	(18,256,733)	(4,564,131)	0	4,564,131	100.00%	▲
Finance costs	(24,613)	(2,589)	686	3,275	126.50%	
Insurance	(1,583,139)	(791,538)	(4,252)	787,286	99.46%	▲
Other expenditure	(1,072,208)	(261,765)	(67,312)	194,453	74.29%	▲
Loss on asset disposals	(151,592)	0	0	0	0.00%	
	(95,634,221)	(24,354,308)	(14,211,396)	10,142,912	41.65%	
Non cash amounts excluded from operating activities	2(c) 18,337,256	4,564,131	0	(4,564,131)	(100.00%)	▼
Amount attributable to operating activities	26,671,136	59,531,247	65,468,049	5,936,802	9.97%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	21,490,163	0	3,130,000	3,130,000	0.00%	
Proceeds from disposal of assets	554,000	0	0	0	0.00%	
	22,044,163	0	3,130,000	3,130,000	0.00%	
Outflows from investing activities						
Acquisition of property, plant and equipment	(16,428,023)	(6,882,106)	(4,269,663)	2,612,443	37.96%	▲
Acquisition of infrastructure	(68,337,227)	(15,653,013)	(12,828,684)	2,824,329	18.04%	▲
	(84,765,250)	(22,535,119)	(17,098,347)	5,436,772	24.13%	
Amount attributable to investing activities	(62,721,087)	(22,535,119)	(13,968,347)	8,566,772	38.02%	
FINANCING ACTIVITIES						
Inflows from financing activities						
Transfer from reserves	28,407,905	0	0	0	0.00%	
	28,407,905	0	0	0	0.00%	
Outflows from financing activities						
Payments for principal portion of lease liabilities	(42,528)	(11,406)	(11,406)	0	0.00%	
Repayment of borrowings	(78,012)	0	0	0	0.00%	
Transfer to reserves	(10,350,798)	0	(1,241,880)	(1,241,880)	0.00%	
	(10,471,338)	(11,406)	(1,253,286)	(1,241,880)	(10887.78%)	
Amount attributable to financing activities	17,936,567	(11,406)	(1,253,286)	(1,241,880)	(10887.78%)	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a) 18,113,384	18,113,384	21,025,554	2,912,170	16.08%	▲
Amount attributable to operating activities	26,671,136	59,531,247	65,468,049	5,936,802	9.97%	
Amount attributable to investing activities	(62,721,087)	(22,535,119)	(13,968,347)	8,566,772	38.02%	▲
Amount attributable to financing activities	17,936,567	(11,406)	(1,253,286)	(1,241,880)	(10887.78%)	▼
Surplus or deficit after imposition of general rates	0	55,098,106	71,271,969	16,173,863	29.35%	▲

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.

▲ Indicates a variance with a positive impact on the financial position.

▼ Indicates a variance with a negative impact on the financial position.

Refer to Note 3 for an explanation of the reasons for the variance.

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

**SHIRE OF ASHBURTON
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

	Actual	Actual as at
	30 June 2025	30 September
	\$	2025
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	119,535,175	106,170,499
Trade and other receivables	5,102,977	64,566,732
Inventories	184,788	289,678
Other assets	3,041,143	1,484,878
TOTAL CURRENT ASSETS	127,864,083	172,511,787
NON-CURRENT ASSETS		
Other financial assets	139,334	139,334
Property, plant and equipment	199,779,244	204,048,906
Infrastructure	426,300,844	439,129,529
Right-of-use assets	51,722	51,722
TOTAL NON-CURRENT ASSETS	626,271,144	643,369,491
TOTAL ASSETS	754,135,227	815,881,278
CURRENT LIABILITIES		
Trade and other payables	10,092,619	3,262,442
Contract liabilities	4,451,207	4,451,207
Capital grant/contributions liabilities	8,733,733	8,733,733
Other liabilities	107,459	107,133
Lease liabilities	52,018	40,612
Borrowings	78,012	78,012
Employee related provisions	1,874,413	1,864,324
TOTAL CURRENT LIABILITIES	25,389,461	18,537,463
NON-CURRENT LIABILITIES		
Contract liabilities	2,322,000	2,322,000
Capital grant/contributions liabilities	354,620	354,620
Borrowings	354,024	354,024
Employee related provisions	471,688	471,688
Other provisions	7,730,450	7,730,450
TOTAL NON-CURRENT LIABILITIES	11,232,782	11,232,782
TOTAL LIABILITIES	36,622,243	29,770,245
NET ASSETS	717,512,984	786,111,033
EQUITY		
Retained surplus	326,782,240	394,138,409
Reserve accounts	81,579,099	82,820,979
Revaluation surplus	309,151,645	309,151,645
TOTAL EQUITY	717,512,984	786,111,033

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

SHIRE OF ASHBURTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

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

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 14 October 2025

THE LOCAL GOVERNMENT REPORTING ENTITY

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

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICIES

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

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

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

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Measurement of employee benefits
- Estimation uncertainties and judgements made in relation to lease accounting

**SHIRE OF ASHBURTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

2 NET CURRENT ASSETS INFORMATION

	Adopted Budget Opening	Actual as at	Actual as at
Note	1 July 2025	30 June 2025	30 September 2025
(a) Net current assets used in the Statement of Financial Activity			
Current assets	\$	\$	\$
Cash and cash equivalents	68,330,715	119,535,175	106,170,49
Trade and other receivables	5,591,920	5,102,977	64,566,73
Inventories	164,788	184,788	289,67
Other assets	806,064	3,041,143	1,484,87
	<u>74,893,487</u>	<u>127,864,083</u>	<u>172,511,78</u>
Less: current liabilities			
Trade and other payables	(9,300,268)	(10,092,618)	(3,262,442)
Other liabilities	0	(13,292,399)	(13,292,073)
Lease liabilities	0	(52,018)	(40,612)
Borrowings	(54,269)	(78,012)	(78,012)
Employee related provisions	(1,903,650)	(1,874,413)	(1,864,324)
	<u>(11,258,187)</u>	<u>(25,389,460)</u>	<u>(18,537,463)</u>
Net current assets	63,635,300	102,474,623	153,974,32
Less: Total adjustments to net current assets	2(b) (63,635,300)	(81,449,069)	(82,702,355)
Closing funding surplus / (deficit)	0	21,025,554	71,271,96
(b) Current assets and liabilities excluded from budgeted deficiency			
Adjustments to net current assets			
Less: Reserve accounts	(63,689,569)	(81,579,099)	(82,820,979)
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of lease liabilities	0	52,018	40,612
- Current portion of borrowings	54,269	78,012	78,012
Total adjustments to net current assets	2(a) (63,635,300)	(81,449,069)	(82,702,355)
	Adopted Budget Estimates	YTD Budget Estimates	YTD Actual
	30 June 2026	30 September 2025	30 September 2025
	\$	\$	\$
(c) Non-cash amounts excluded from operating activities			
Adjustments to operating activities			
Less: Profit on asset disposals	(71,069)	0	
Add: Loss on asset disposals	151,592	0	
Add: Depreciation	18,256,733	4,564,131	
Total non-cash amounts excluded from operating activities	18,337,256	4,564,131	

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

**SHIRE OF ASHBURTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2025-26 year is \$50,000 and 10.00% whichever is the greater.

Description		Var. \$	Var. %	
		\$	%	
Revenue from operating activities				
Grants, subsidies and contributions		1,244,051	253.06%	▲
Regional Road Group Grant - Pending Journal Correction to Capital funding	1,220,000		Permanent	
	0			
	0			
Interest revenue		(637,003)	(50.38%)	▼
Reserve Interest - Accrued Interest	(986,052)		Timing	
Municipal Fund Interest	(247,385)		Timing	
Reserve Interest	630,433		Timing	
Other revenue		152,563	216.84%	▲
Variance in Workers Compensation Recovered	(43,544)		Permanent	
Expenditure from operating activities				
Employee costs		1,556,537	22.33%	▲
Reduction in Salary, Superannuation and allowances	1,063,510		Timing	
Reduction in Other Employment Costs, Recruitment, training etc	493,027		Timing	
Materials and contracts		2,855,325	25.36%	▲
Variance in Airport operations	310,774		Timing	
Variance In Consultancy Expenditure	243,837		Timing	
Variance in Legal Expenditure	61,091		Timing	
Variances in Events & Festivals	0		Timing	
Variance in Inspire - Rio Tinto - Agreement Delivery	799,098		Timing	
Variance in Community Initiatives	(34,862)		Timing	
Variance in Aged Care Facilities	109,406		Timing	
Variance in Land Development - Utilities Upgrade	1,174,998		Timing	
Variance in Fuel & Oils	134,227		Timing	
Variance in Regional Road Expenditure	(1,666,475)		Timing	
Variance in Local Roads Expenditure	165,135		Timing	
Variance in Flood Damage Repairs Expenditure	901,479		Timing	
Variance in Regional Waste Facility - Operation	(93,769)		Timing	
Variance in Environment Expenditure	(19,705)		Timing	
Variance in IT Operations (Software, Hardware, communications, CCTV)	263,815		Timing	
Variance Compliance Enforcement	(43,544)		Timing	
Housing - Externally Owned	(104,762)		Permanent	
Utility charges		181,905	36.21%	▲
Timing Variance on Utility Charges - various locations	181,905		Timing	
Depreciation		4,564,131	100.00%	▲
Depreciation Pending processing	4,564,131			
Insurance		787,286	99.46%	▲
Insurance Premiums pending costings to P&L	787,286			
Other expenditure		194,453	74.29%	▲
Variance in Clr allowances	90,447		Timing	
Affiliations and Sponsorship	47,574		Timing	
Non cash amounts excluded from operating activities		(4,564,131)	(100.00%)	▼
Depreciation Pending processing	(4,564,131)		Timing	
Outflows from investing activities				
Acquisition of property, plant and equipment		2,612,443	37.96%	▲
Variance in Capital Project timing - refer to capital acquisition	2,612,443		Timing	
Acquisition of infrastructure		2,824,329	18.04%	▲
Surplus or deficit at the start of the financial year		2,912,170	16.08%	▲
Due to variance in EOFY position v's budget estimated position	2,912,170		Timing	
Surplus or deficit after imposition of general rates		16,173,863	29.35%	▲
	16,173,863		Timing	

SHIRE OF ASHBURTON
SUPPLEMENTARY INFORMATION

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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

SHIRE OF ASHBURTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$18.11 M	\$18.11 M	\$21.03 M	\$2.91 M
Closing	\$0.00 M	\$55.10 M	\$71.27 M	\$16.17 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$106.17 M	% of total
Unrestricted Cash	\$23.35 M	22.0%
Restricted Cash	\$82.82 M	78.0%

Refer to 3 - Cash and Financial Assets

Payables		
	\$3.26 M	% Outstanding
Trade Payables	\$0.17 M	
0 to 30 Days		501.2%
Over 30 Days		(401.2%)
Over 90 Days		(1.4%)

Refer to 9 - Payables

Receivables		
	\$3.13 M	% Collected
Rates Receivable	\$61.31 M	15.6%
Trade Receivable	\$3.13 M	% Outstanding
Over 30 Days		11.8%
Over 90 Days		1.5%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$26.67 M	\$59.53 M	\$65.47 M	\$5.94 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$72.55 M	% Variance
YTD Budget	\$72.55 M	(0.0%)

Grants and Contributions		
YTD Actual	\$0.01 M	% Variance
YTD Budget	\$0.00 M	0.0%

Fees and Charges		
YTD Actual	\$4.55 M	% Variance
YTD Budget	\$4.94 M	(8.0%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$62.72 M)	(\$22.54 M)	(\$13.97 M)	\$8.57 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.00 M	%
Adopted Budget	\$0.55 M	(100.0%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$12.83 M	% Spent
Adopted Budget	\$68.34 M	(81.2%)

Refer to 5 - Capital Acquisitions

Capital Grants		
YTD Actual	\$0.00 M	% Received
Adopted Budget	\$21.49 M	(100.0%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$17.94 M	(\$0.01 M)	(\$1.25 M)	(\$1.24 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.43 M

Refer to 10 - Borrowings

Reserves	
Reserves balance	\$82.82 M
Net Movement	\$1.24 M

Refer to 4 - Cash Reserves

Lease Liability	
Principal repayments	(\$0.01 M)
Interest expense	(\$0.00 M)
Principal due	\$0.04 M

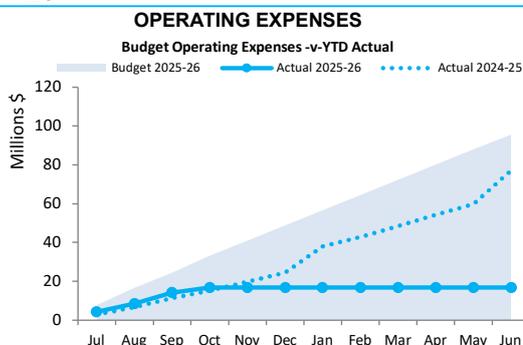
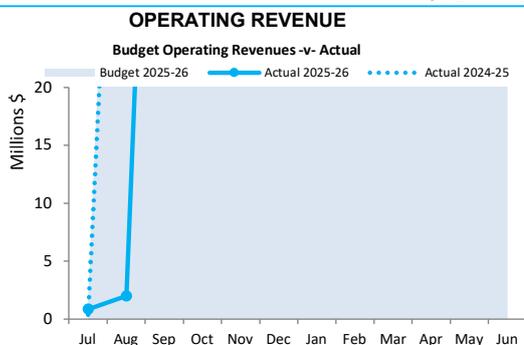
Refer to Note 11 - Lease Liabilities

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

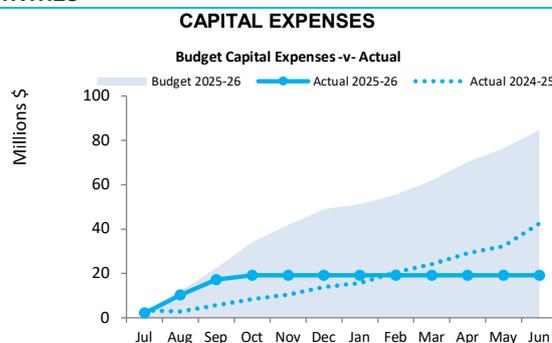
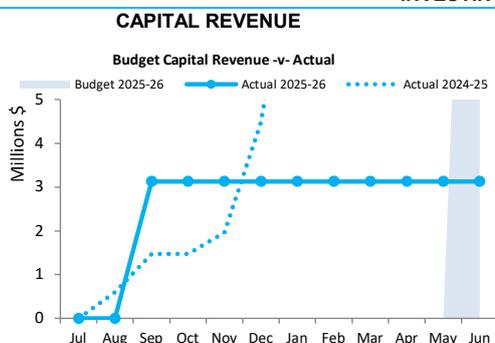
**SHIRE OF ASHBURTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

2 KEY INFORMATION - GRAPHICAL

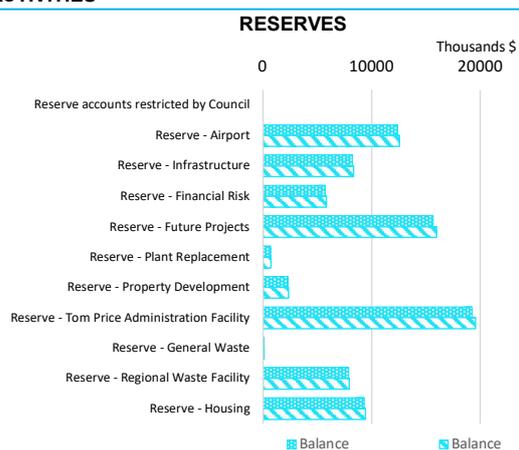
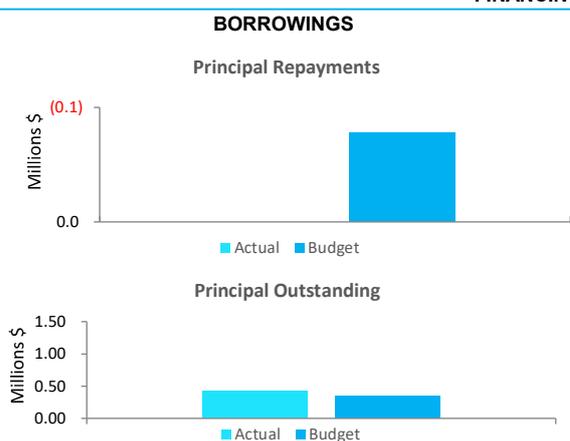
OPERATING ACTIVITIES



INVESTING ACTIVITIES



FINANCING ACTIVITIES



**SHIRE OF ASHBURTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted \$	Reserve Accounts \$	Total \$	Trust \$	Institution	Interest Rate	Maturity Date
Westpac	Cash and cash equivalents	6,327,196		6,327,196		Westpac	4.10%	On-call
Commonwealth Bank	Cash and cash equivalents	16,492,744	3,613,029	20,105,773		CBA	4.10%	On-call
Cash on hand	Cash and cash equivalents	2,900		2,900				
Commonwealth Bank	Cash and cash equivalents	526,679		526,679		CBA	4.70%	On-call
Trust	Cash and cash equivalents	0			6,017	Westpac	0.00%	On-call
Term Deposit	Cash and cash equivalents	0	3,420,173	3,420,173		NAB	4.00%	04/2026
Term Deposit	Cash and cash equivalents	0	3,420,173	3,420,173		NAB	4.00%	04/2026
Term Deposit	Cash and cash equivalents	0	4,111,200	4,111,200		AMP	5.10%	01/2026
Term Deposit	Cash and cash equivalents	0	3,442,997	3,442,997		NAB	4.00%	06/2026
Term Deposit	Cash and cash equivalents	0	5,141,590	5,141,590		Westpac	2.65%	11/2025
Term Deposit	Cash and cash equivalents	0	11,489,100	11,489,100		NAB	4.00%	03/2026
Term Deposit	Cash and cash equivalents	0	5,745,572	5,745,572		NAB	4.00%	03/2026
Term Deposit	Cash and cash equivalents	0	8,569,081	8,569,081		NAB	4.00%	03/2026
Term Deposit	Cash and cash equivalents	0	5,403,518	5,403,518		AMP	4.25%	12/2025
Term Deposit	Cash and cash equivalents	0	3,738,489	3,738,489		NAB	4.10%	12/2025
Term Deposit	Cash and cash equivalents	0	5,762,715	5,762,715		AMP	4.25%	12/2025
Term Deposit	Cash and cash equivalents	0	5,100,095	5,100,095		NAB	4.15%	12/2025
Term Deposit	Cash and cash equivalents	0	8,863,247	8,863,247		NAB	4.15%	01/2026
Term Deposit	Cash and cash equivalents	0	5,000,000	5,000,000		Judo	4.50%	01/2026
Total		23,349,520	82,820,979	106,170,499	6,017			
Comprising								
Cash and cash equivalents		23,349,520	82,820,979	106,170,499	6,017			
		23,349,520	82,820,979	106,170,499	6,017			

KEY INFORMATION

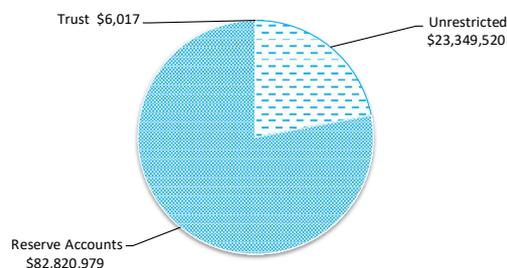
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 8 - Other assets.



**SHIRE OF ASHBURTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

4 RESERVE ACCOUNTS

Reserve account name	Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Reserve accounts restricted by Council								
Reserve - Airport	12,438,115	1,446,447	(1,702,000)	12,182,562	12,387,662	187,270	0	12,574,9
Reserve - Infrastructure	7,934,867	27,880	(7,530,519)	432,228	8,220,201	119,533	0	8,339,7
Reserve - Financial Risk	5,737,330	289,000	0	6,026,330	5,737,330	89,378	0	5,826,7
Reserve - Future Projects	15,750,305	558,535	(14,205,206)	2,103,634	15,682,613	297,780	0	15,980,3
Reserve - Plant Replacement	701,141	98,090	0	799,231	701,141	10,923	0	712,0
Reserve - Property Development	2,305,172	572,696	(190,105)	2,687,763	2,305,172	35,931	0	2,341,1
Reserve - Tom Price Administration Facility	19,269,442	1,046,964	(4,700,000)	15,616,406	19,269,443	300,187	0	19,569,6
Reserve - General Waste	108,141	86,020	(80,075)	114,086	108,142	1,685	0	109,8
Reserve - Regional Waste Facility	7,991,015	1,090,069	0	9,081,084	7,870,088	57,504	0	7,927,5
Reserve - Housing	9,511,148	5,135,097	0	14,646,245	9,297,307	141,690	0	9,438,9
	81,746,676	10,350,798	(28,407,905)	63,689,569	81,579,099	1,241,880	0	82,820,9

SHIRE OF ASHBURTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land	190,105	0	5,825	5,825
Buildings	3,306,927	3,306,927	1,097,310	(2,209,617)
Buildings - specialised	10,231,991	3,575,179	3,126,381	(448,798)
Furniture and equipment	490,000	0	36,302	36,302
Plant and equipment	2,209,000	0	3,846	3,846
Acquisition of property, plant and equipment	16,428,023	6,882,106	4,269,663	(2,612,443)
Infrastructure - roads	22,310,385	3,747,168	2,160,322	(1,586,846)
Infrastructure - Pathways	1,500,000	0	337,732	337,732
Infrastructure - Drainage	5,979,616	1,189,706	18,962	(1,170,744)
Infrastructure - Parks & Recreation	8,791,600	1,066,139	3,304,842	2,238,703
Infrastructure - Town	29,623,551	9,650,000	7,002,703	(2,647,297)
Infrastructure - Regional Waste Facility	80,075	0	0	0
Infrastructure - Airport	52,000	0	4,124	4,124
Acquisition of infrastructure	68,337,227	15,653,013	12,828,684	(2,824,329)
Total capital acquisitions	84,765,250	22,535,119	17,098,347	(5,436,772)
Capital Acquisitions Funded By:				
Capital grants and contributions	21,490,163	0	0	0
Other (disposals & C/Fwd)	554,000	0	0	0
Reserve accounts				
Reserve - Airport	1,702,000		0	0
Reserve - Infrastructure	7,530,519		0	0
Reserve - Future Projects	14,205,206		0	0
Reserve - Property Development	190,105		0	0
Reserve - Tom Price Administration Facility	4,700,000		0	0
Reserve - General Waste	80,075		0	0
Contribution - operations	34,313,182	22,535,119	17,098,347	(5,436,772)
Capital funding total	84,765,250	22,535,119	17,098,347	(5,436,772)

KEY INFORMATION**Initial recognition**

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

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

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

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

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

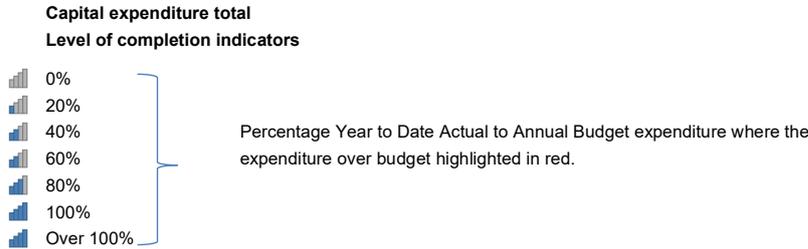
In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

SHIRE OF ASHBURTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED



		Adopted			Variance
Account Description		Budget	YTD Budget	YTD Actual	(Under)/Over
		\$	\$	\$	\$
█ X3838	Terminal Building	650,000	0	0	
█ X3743	Ons Ad - Radio System	0	0	4,124	(4,124)
█ X3744	Airfield Lighting For Twy E & Wga Apron	52,000	0	0	
█ X3563	Old Onslow Contingency Works	0	0	198	(198)
█ X3753	Multipurpose Court Cleaner - Tom Price	0	0	31,332	(31,332)
█ X3754	Multipurpose Court Cleaner - Paraburdoo	0	0	177	(177)
█ X3755	Linemarking Robot	40,000	0	0	
█ X3809	Onslow Foreshore Gym Equipment	80,000	0	0	
█ X3818	Onslow Skate Park Toilet	500,000	0	0	
█ X3829	Facilities Renewal - Budget Only	300,000	0	0	
█ X3820	Clem Thompson Lift / Balustrade	500,000	0	0	
█ X3740	Cleaner Van Fitout	0	0	185	(185)
█ X3819	Thalanyji Oval Lighting	1,900,000	0	0	
█ X3827	Paraburdoo Pool - Shade And Winch System	150,000	0	0	
█ X3828	Tom Price Pool - Shade And Winch System	150,000	0	0	
█ X3830	Tom Price - Lions Park Fencing	100,000	0	0	
█ X3831	Clem Thompson Cricket Pitch Replacement	100,000	0	0	
█ X3837	Parks & Recreation Budget Only	159,388	0	0	
█ X3835	Paraburdoo Dog Park Infrastructure	60,000	0	0	
█ X3836	Tom Price Dog Park - Agility Fitout	50,000	0	0	
█ X3832	Pathways Renewal	600,000	0	0	
█ X3833	Pathways - New	900,000	0	0	
█ X3825	Ashburton Ave - Renew Stormwater Drainage Line	120,000	0	0	
█ X3826	Drainage Renewal - Budget Only	280,000	0	0	
█ X3591	Onslow Ocean Outfalls	39,910	0	0	
█ X3719	Onslow Third St Drainage Upgrade	1,781,604	1,131,604	0	1,131,604
█ X3823	Drainage Upgrade - First Street - Onslow	3,400,000	0	0	
█ X3824	Onslow Drainage Basin 1 - Low Flow Channel	300,000	0	0	
█ X3792	Peter Sutherland Oval Lighting Upgrade	1,046,117	600,000	506,912	93,081
█ X3793	Clem Thompson Oval Lighting Upgrade	1,083,109	0	443,796	(443,796)
█ X3775	Tom Price Depot - Building - Renewal	0	0	1,913	(1,913)
█ X3785	Additional Office Creation - Tom Price Depot	234,000	234,000	209,705	24,295
█ X3726	Lot 9001 South Road	190,105	0	5,825	(5,825)
█ X3834	Onslow - Senior Units Carpark Covers	100,000	0	0	
█ X3768	Minna Oval Sports Pavilion - Capital - New	4,403,848	2,000,000	2,637,192	(637,192)
█ X2328	Onslow Men'S Shed Construction	1,502,964	1,300,000	171,329	1,128,674
█ X3476	Onslow Drainage	58,102	58,102	18,962	39,140
█ X2344	Foreshore Masterplan Works (Anzac Park)	131,139	131,139	110,754	20,385
█ X3480	Onslow Bike Park	1,941,564	335,000	984,742	(649,742)
█ X3481	Pannawonica Bike / Pump Track	0	0	503,526	(503,526)
█ X3588	Onslow Streetscape	18,242,603	4,650,000	2,026,616	2,623,387
█ X2339	Ocean View Caravan Park Stage 3	10,166,331	5,000,000	4,932,941	67,050
█ X3493	Property Renewals - Budget Only	2,000,000	0	0	
█ X3660	Paraburdoo (81 Pilbara Ave) - Air Conditioning Replacement	0	0	25,600	(25,600)
█ X3693	Paraburdoo (Samson Avenue, 294) - Capital Renewal	0	0	3,304	(3,304)
█ X3766	Onslow Cartoon Units - Capital Renewal	0	0	12,184	(12,184)
█ X3626	Accomodaton Strategy - Onslow, Watson Drive	3,306,927	3,306,927	1,097,302	2,209,625
█ X3496	Retractable Shade Sail Repair - Onslow Aquatic Centre	41,179	41,179	29,984	11,195

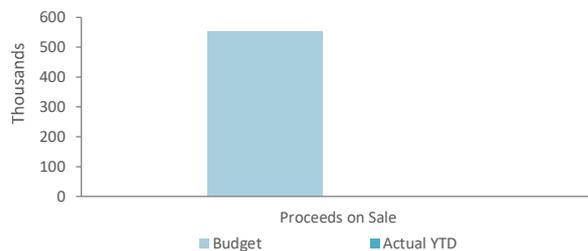
		Adopted			Variance	
Account Description		Budget	YTD Budget	YTD Actual	(Under)/Over	
		\$	\$	\$	\$	
▀	X3705	Onslow Aquatic - Capital - New - Heating	467,451	0	34,385	(34,385)
▀	X3704	Quentin Broad Swimming Pool - Capital - New - Heating	595,177	0	437,796	(437,796)
▀	X3703	Vic Hayton Memorial Pool - Capital - New Heating	607,655	0	282,732	(282,732)
▀	X0174	Bedford Fire Truck Restoration	0	0	3,071	(3,071)
▀	X3230	Prwmf - Cell 2	80,075	0	0	
▀	X2981	Nameless Valley Drive Reconstruction - Various	200,000	0	0	
▀	X2998	Towera - Lyndon Road Renewal	3,220,000	0	0	
▀	X3041	Roebourne - Wittenoom Road Works (Tba)	1,497,479	1,000,000	37,364	962,63
▀	X3518	Roebourne - Wittenoom Road - Resheet	4,300,000	0	0	
▀	X3712	Ashburton Downs - Meekatharra Rd	2,247,168	2,247,168	2,122,958	124,21
▀	X3810	Nickol Avenue - Reseal	250,000	0	0	
▀	X3811	King Ave - Reseal	220,000	0	0	
▀	X3812	Margaret Ave - Reseal	220,000	0	0	
▀	X3813	Brockman Ave - Reseal	225,000	0	0	
▀	X3814	Palm Street - Reseal	180,000	0	0	
▀	X3815	Sirius Street - Reseal	325,000	0	0	
▀	X3816	Beasley Street - Reconstruction	1,100,000	0	0	
▀	X3817	Turee Way - Reconstruction & Reseal	1,020,739	0	0	
▀	X3821	Ashburton Downs Meekathara Rd - Resheet 1	450,000	0	0	
▀	X3822	Ashburton Downs Meekathara Rd - Resheet 2	3,355,000	0	0	
▀	X3807	Twitchin Road Upgrade	3,500,000	500,000	0	500,00
▀	X2292	Tom Price Skate Park Expansion	250,000	0	0	
▀	X3625	Onslow Cctv	120,000	0	0	
▀	X3727	Tom Price Post Office Landscaping Upgrade	1,214,617	0	5,150	(5,150)
▀	LX30510	Plant - Community Amenities	513,000	0	0	
▀	LX30511	Plant - Recreation and Culture	667,000	0	0	
▀	LX30512	Plant - Transport	964,000	0	0	
▀	LX30505	Plant - Law, Order and Public Safety	65,000	0	0	
▀	TV30201	ICT Equipment - Renewal	250,000	0	0	
▀	X2992	Tom Price Pathway Program	0	0	337,732	(337,732)
▀	X0765	Tom Price Kennels Upgrade	0	0	35,170	(35,170)
▀	X3435	Visit Ashburton Tourism Signage	0	0	37,995	(37,995)
▀	X3808	Visit Ashburton Tourism Signage	0	0	4,793	(4,793)
▀	X3736	Carinya Unit Upgrade - Onslow	0	0	8	(8)
▀	X3739	Tom Price Cleaners Van	0	0	591	(591)
		84,765,251	22,535,119	17,098,347	5,436,77	

**SHIRE OF ASHBURTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual				
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)	
		\$	\$	\$	\$	\$	\$	\$	\$	
Plant and equipment										
	PMG05 Grader	198,771	150,000	0	(48,771)			0		
	PTR28 Rear Loader Refuse Truck	148,166	80,000	0	(68,166)			0		
	PTR29 Hino Tipper	38,224	50,000	11,776	0			0		
	PUT 158 Hilux	43,015	20,000	0	(23,015)			0		
	PUT 150 Hilux	30,225	27,000	0	(3,225)			0		
	PUT 137 Hilux	14,700	32,000	17,300	0			0		
	PUT 143 Hilux	23,700	32,000	8,300	0			0		
	PRM11 Mower	0	3,000	3,000	0			0		
	PRM13 Mower	0	3,000	3,000	0			0		
	PRM14 Mower	0	3,000	3,000	0			0		
	PRM16 Kubota Mower	3,353	5,000	1,647	0			0		
	PRM17 Kubota Mower	3,353	5,000	1,647	0			0		
	PRM18 Kubota Mower	6,063	5,000	0	(1,063)			0		
	PRM19 Kubota Mower	6,063	5,000	0	(1,063)			0		
	PRM20 Kubota Mower	7,918	5,000	0	(2,918)			0		
	PSW93 Toyota Fortuner	29,156	32,000	2,844	0			0		
	PSW94 Toyota Fortuner	28,055	32,000	3,945	0			0		
	PSW105 Toyota Fortuner	35,371	32,000	0	(3,371)			0		
	PRTV01 Kubota	2,597	5,000	2,403	0			0		
	PUT 116 Hilux	5,700	14,000	8,300	0			0		
	PUT 140 Hilux	10,093	14,000	3,907	0			0		
		634,523	554,000	71,069	(151,592)	0	0	0		

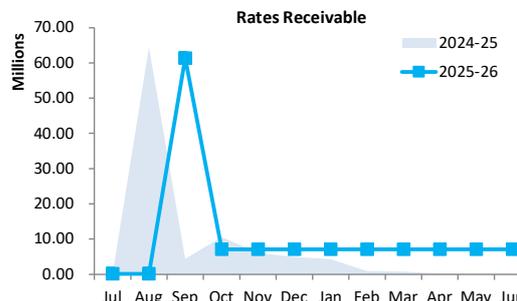


**SHIRE OF ASHBURTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable	30 Jun 2025	30 Sep 2025
	\$	\$
Opening arrears previous year	160,979	216,814
Levied this year	72,215,075	72,546,209
Less - collections to date	(72,040,034)	(11,331,009)
Gross rates collectable	336,020	61,432,014
Allowance for impairment of rates receivable	(119,206)	(119,206)
Net rates collectable	216,814	61,312,808
% Collected	99.5%	15.6%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(132,179)	2,127,004	231,725	2,905	33,979	2,263,434
Percentage	(5.8%)	94.0%	10.2%	0.1%	1.5%	
Balance per trial balance						
Trade receivables	(132,179)	2,127,004	231,725	2,905	33,979	2,263,434
GST receivable	545,109	0	0	0	0	1,003,690
Allowance for credit losses of rates and statutory receivables						(119,206)
Allowance for impairment of receivables from contracts with customers						(13,200)
Total receivables general outstanding						3,134,718

Amounts shown above include GST (where applicable)

KEY INFORMATION

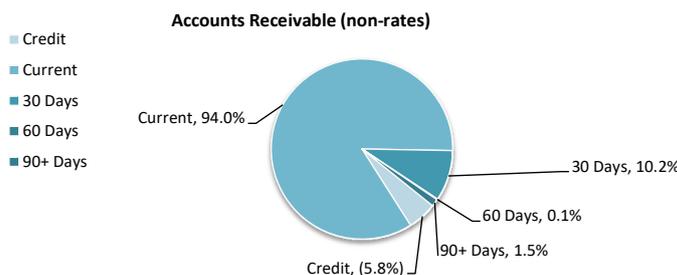
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

Classification and subsequent measurement

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

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



**SHIRE OF ASHBURTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 30 September 2025
	\$	\$	\$	\$
Other current assets				
Other financial assets at amortised cost				
Financial assets at fair value through profit and loss	0	0	0	
Inventory				
Fuel	58,778	104,890	0	163,668
Tom Price Tourist Bureau	126,010			126,010
Other assets				
Prepayments	148,718		(342,261)	(193,543)
Accrued income	2,892,425		(1,214,004)	1,678,421
Total other current assets	3,225,931	104,890	(1,556,265)	1,774,556

Amounts shown above include GST (where applicable)

KEY INFORMATION

Other financial assets at amortised cost

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**SHIRE OF ASHBURTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

OPERATING ACTIVITIES

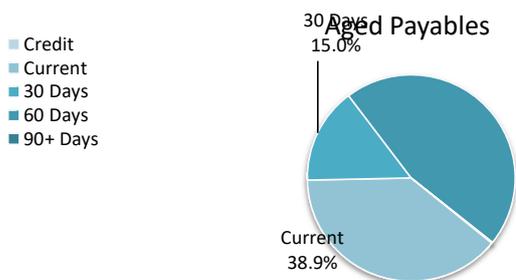
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	(8)	860,567	332,650	(1,019,090)	(2,433)	171,68
Percentage	0.0%	501.2%	193.8%	-593.6%	-1.4%	
Balance per trial balance						
Sundry creditors	(8)	860,567	332,650	(1,019,090)	(2,433)	171,68
ATO liabilities	0	395,077	481,820	0	0	876,89
Accrued Expenses	0	0	814,036	0		814,03
Payroll Creditors	0	298,080	143,992			442,07
Bonds And Deposits Not Held In Trust	0	40,253	133,544	79,358	648,004	901,16
Prepaid Rates - Excess Rates	0	(128,276)	2,638	7,186	175,041	56,59
Total payables general outstanding						3,262,44

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



**SHIRE OF ASHBURTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

FINANCING ACTIVITIES

10 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2025	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Airport Upgrade	119	25,496	0	0	0	(25,496)	25,496	0	0	(1,22)
Onslow Administration Centre	124	406,540	0	0	0	(52,516)	406,540	354,024	0	(13,02)
Total		432,036	0	0	0	(78,012)	432,036	354,024	0	(14,24)
Current borrowings		78,012					78,012			
Non-current borrowings		354,024					354,024			
		432,036					432,036			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

**SHIRE OF ASHBURTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

FINANCING ACTIVITIES

11 LEASE LIABILITIES

Movement in carrying amounts

Information on leases Particulars	Lease No.	1 July 2025	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Photocopier lease	1	\$ 52,018	\$ 0	\$ 0	\$ (11,406)	\$ (42,528)	\$ 40,612	\$ 9,490	\$ (349)	\$ (10,36)
Total		52,018	0	0	(11,406)	(42,528)	40,612	9,490	(349)	(10,36)
Current lease liabilities		52,018					40,612			
		52,018					40,612			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

SHIRE OF ASHBURTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025

OPERATING ACTIVITIES

12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2025 \$	Liability transferred from/(to) non current \$	Liability Increase \$	Liability Reduction \$	Closing Balance 30 September 2025 \$
Other current liabilities						
Other liabilities						
Contract liabilities		4,451,207	0	0	0	4,451,207
Capital grant/contributions liabilities		8,733,733	0	0	0	8,733,733
Monies held in trust		107,459	0	0	(326)	107,133
Total other liabilities		13,292,399	0	0	(326)	13,292,073
Employee Related Provisions						
Provision for annual leave		1,378,296	0			1,378,296
Provision for long service leave		496,117	0		(10,089)	486,028
Total Provisions		1,874,413	0	0	(10,089)	1,864,324
Total other current liabilities		15,166,812	0	0	(10,415)	15,156,397

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

KEY INFORMATION**Provisions**

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions**Short-term employee benefits**

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

**SHIRE OF ASHBURTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

13 TRUST FUND

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

Description	Opening Balance	Amount	Amount	Closing Balance
	1 July 2025	Received	Paid	30 September 2025
	\$	\$	\$	\$
Public Open Space	6,000			6,000
Interest Earnings	17			17
	6,017	0	0	6,017



Agenda Item 13.4 - Attachment 1

Expression of Interest - Independent Members - Audit,
Risk and Improvement Committee



Expression of Interest - Independent Members - Audit, Risk and Improvement Committee

The Shire of Ashburton (the Shire) is seeking expressions of interest from suitably qualified and experienced external independent persons for the following roles on the Shire's Audit, Risk and Improvement Committee (ARIC):

- Presiding Member; and a
- Deputy of the Presiding Member.

Invitations are invited for experienced professionals with expertise in risk and financial audit management to express their interest in serving in these roles on the Shire's ARIC.

This is a unique opportunity to support the Shire and the local community by actively contributing to governance excellence.

Selection

Your application will be assessed against the following selection criteria.

Essential

Applicants must:

1. Be a natural person, who is either an Australian Citizen or a Permanent Resident. Companies or other corporate entities are not eligible.
2. Have current qualifications and/or demonstrated extensive senior experience relevant to one or more of the following:
 - Financial management
 - Audit and assurance
 - Governance, compliance
 - Risk management
 - Fraud, cyber security, internal controls
3. Not have been subject to bankruptcy or insolvency proceedings under the *Bankruptcy Act 1966* (Cth).
4. Not have been convicted of a serious local government offence; or convicted of a criminal offence for which the indictable penalty was or included imprisonment for more than 5 years.

Desirable

1. Demonstrated experience working with government and/or institutional governing bodies responsible for diverse and complex legislative functions.
2. Demonstrated knowledge and/or experience working in or with local governments.



3. Experience in presiding at local government council or committee meetings and/or meetings conducted in accordance with formal rules for conduct, participation and voting.
4. Demonstrated leadership, facilitation and communication skills, in complex compliance environments.

Application requirements

Applicants are required to complete the Expression of Interest – Respondent Form, providing relevant information requested in each field.

Applicants may submit additional information, as the applicant considers appropriate, limited to a maximum of 3 x A4 pages.

Submit your application

Applications close at 5:00pm on Sunday 12 October 2025 by [webform](#), email or post (marked confidential), addressed to the Chief Executive Officer at soa@ashburton.wa.gov.au, or to PO Box 567, Tom Price WA 6751.

For any other queries, please contact the Shire's Manager Governance, Jasmine Bray on 0424 155 982, or by email to jasmine.bray@ashburton.wa.gov.au

Supporting Information

1. Background

Pending reforms to the *Local Government Act 1995* (the Act) through the *Local Government Amendment Act 2024*, will introduce changes to local government Audit Committee, functions.

The Presiding Member and a Deputy of the Presiding Member of the ARIC will be required to be persons who are not:

- a current Elected Member of the Shire or another local government; or
- an employee of a local government.

Former Elected Members are eligible to apply.

The legislative amendments are expected to be effective after the 2025 ordinary local government election. The Shire has taken the initiative pending the legislative changes commencing, to establish an ARIC and appoint, in accordance with the amended Committee membership, that must include:

- An independent external Presiding Member; and
- An independent external Deputy of the Presiding Member



2. Audit, Risk and Improvement Committee

This Committee functions include guiding and assisting the Shire carrying out its broad audit obligations in regard to financial management, monitoring internal and external financial performance, advising the CEO relevant to internal controls, risk management and compliance ensuring governance integrity and accountability, and supporting the overall transparency and strengthening of financial and risk oversight.

The Committee primarily supports the Shire's functions under:

- Part 6 (Financial Management) and Part 7 (Audit) of the Act;
- Regulation 16 (Committee Functions) and Regulation 17 (CEO Review) of the *Local Government (Audit) Regulations 1996*; and
- Regulation 5(2) (Financial Management Systems Reviews) of the *Local Government (Financial Management) Regulations 1996*.

This Committee meets at least 4 times per year, following the adoption of an annual meeting schedule.

Meetings are held on the morning of Ordinary Council Meeting days. To support the community Ordinary Council and Committee meetings are held on a rotational basis in the Shire's four primary towns – Tom Price, Paraburdoo, Onslow and Pannawonica.

Meeting are called, convened and conducted in accordance with the Act and *Local Government (Administration) Regulations 1996*. The conduct of all Council and Committee meetings is managed in accordance with the Shire's *Standing Order Local Law 2012*. However, it recognised that future legislative reforms will prescribe statewide standardised meeting procedures to guide the conduct of future Council and Committee meetings.

Further information on this Committees adopted terms of reference can viewed via this link: [Shire of Ashburton](#).

3. Overview of Committee Administration

- The Shire's Chief Executive Officer (CEO) is responsible for determining and preparing Committee meeting agendas, inclusive of officer reports and recommendations for consideration.
- This Committee's decision-making authority is limited to making recommendations that are referred to a Council meeting for decision. The Committee therefore cannot instruct, or direct the Shires administration, or commit to a particular course of action, unless the Committee's recommendation to do so, has been endorsed by Council.
- Committee meetings are generally held in-person. However, the Act currently provides provisions that enable up to half the number of meetings held in any 12-month period to be held by electronic means. Furthermore, committee members can attend meetings by electronic means, if approved, for up to half the in-person meetings held in any 12 month period.
- The Shire's provides administrative support, including the CEO and professional staff attending meetings, minute taking and provision of advice and support.
- Meeting minutes, including Committee recommendations to the Council are required to be published on the Shire's official website.
- Appointments to the ARIC following the 2025 Local Government Election will expire on 16 October 2027.

- All Council's committee meetings are open to the public, with provisions to enable a committee to resolve to go behind closed doors to discuss matters prescribed as confidential.

4. Independent External Member Roles and Responsibilities

Appointment to the Shire's ARIC, is an appointment to specified office that is a member of this committee in accordance with the provisions of the Act. The specified offices prescribed, are:

- **Presiding Member** – refer to the Act s.5.12(1) and the yet to be proclaimed s.7.1A (*Local Government Amendment Act 2023*);
- **Deputy Presiding Member** refer to the Act s.5.11A and the yet to be proclaimed s.7.1B (*Local Government Amendment Act 2023*).

Any appointment is not a contract for supply of services or employment. It is a legislative appointment by the Council, by absolute majority decision, to a statutory office.

4.1 Audit, Risk and Improvement Committee - Presiding Member Responsibilities

The Presiding Member is responsible for ensuring meetings are conducted in accordance with the Act and the *Shire's Standing Orders Local Law 2012* or any applicable standardised meeting procedures prescribed. This includes:

- Preparing to attend ARIC meetings, including in advance of committee meetings:
 - prerequisite reading of agenda and attachments to the agenda, and
 - seeking advice, additional information, or clarifications regarding matters included in the agenda from the Shire's CEO.
- Attending and presiding at meetings, facilitating the meeting to progress through the order of business specified in the agenda.
- Maintaining orderly conduct of the meeting.
- Comply with the *Local Government (Model Code of Conduct) Regulations 2021* and the adopted Shire of Ashburton Code of Conduct for Council Members, Committee Members and Candidates.
- Disclosing direct financial, indirect financial, proximity and impartiality interests in relation to matters considered by the committee, as required by the Act.
- Facilitating the process of motions, including debate and voting requirements.
- Participating in debate, contributing your expertise and experience in the decision-making process and vote.
- Liaising with the Shire's CEO, seeking advice or support to ensure the committee compliance, operational and business requirements are met.

4.2 Audit, Risk and Improvement Committee – Deputy of the Presiding Member

Perform the functions, responsibilities and obligations of the ARIC Presiding Member, when the Presiding Member is unable to attend a meeting, as detailed in clause 4.1.

5. Remuneration

Council have determined the meeting attendance fee to be paid the Presiding Member of the ARIC (or the Deputy of the Presiding Member, when performing the functions of the Presiding Member) is \$450 per meeting, which is the maximum attendance fee prescribed in the current Salaries and Allowances Tribunal (WA) Determination for Local Government Chief Executive Officers and Council Members.



The meeting attendance fee is paid in arrears for each meeting attended whether by electronic means (as prescribed by the Act) or in person, and is inclusive of:

- time required to prepare adequately for meetings (consideration of agenda papers and consultation with Shire staff); and
- meeting attendance.

Accommodation

Where an ARIC meeting is attended in person (at least two meeting per year, unless the Act is amended to enable additional meeting attendance by electronic means in any 12 month period), the Shire is responsible for arranging and funding accommodation for attendance where travel is required away from the appointed Presiding Member's (or in the absence of the Presiding Member, the Deputy Presiding Member's) normal place of residence.

When in person attendance is required transit accommodation will be arranged for one night prior to a scheduled meeting and one night after. Any additional accommodation will be at the Presiding Member's own expense, unless the CEO determines otherwise.

Travel

By Air

Where the Presiding Member (or in the absence of the Presiding Member, the Deputy Presiding Member) lives outside of the Shire of Ashburton district. The Shire will arrange and pay for flights to and from the Perth Airport to an airport in the district closest to the meeting location.

The Shire will also arrange and fund cabcharge costs for the travel to and from the place of normal residence to the Perth Airport.

The Shire will arrange or provide the Presiding Member (or in the absence of the Presiding Member, the Deputy Presiding Member) transportation to and from a local airport to the allocated transit accommodation.

By Vehicle – Local

Where the Presiding Member (or in the absence of the Presiding Member, the Deputy Presiding Member) lives or works in the Shire of Ashburton district or an adjoining local government district, travel by their own vehicle will be reimbursed for attendance at an in person meeting to and from their normal place of residence/work at the following rates per kilometre.

- Vehicle 1600cc or under, or an electric vehicle - 61.21c
- Vehicle 2600cc and under - 74.12c
- Vehicle 2600cc and over - 1.03.52c

Meal Costs

Meals will be reimbursed on the completion of a reimbursement application (with receipts being supplied) up to the value of \$130 per day, or as otherwise provided in the Council Policy – Elected Member Entitlements.



Expression of Interest – Respondent Form

The information provided in this form will be used as the basis by which the Shire identifies and selects suitably qualified and experienced persons to be appointed as the:

- independent Presiding Member: and a
- independent Deputy of the Presiding Member

of the Shire of Ashburton’s Audit, Risk and Improvement Committee (the Committee).

This RESPONDENT FORM has been designed so that Parts 1 to 8 are to be complete electronically, by filling in the form fields.

1. PERSONAL INFORMATION		
Full Name:	Click or tap here to enter text.	
Email address:	Click or tap here to enter text.	
Mobile Phone:	Click or tap here to enter text.	
Identify below the location where you would normally commence travel to attend Committee meeting, for the purposes of reimbursing travel costs:		
Suburb/ Township:	Click or tap here to enter text.	
Postcode:	Click or tap here to enter text.	
2. PERSONAL STATEMENT		
Provide a concise statement addressing your motivation for seeking appointment to the Committee.		
Click or tap here to enter text.		
3. QUALIFICATIONS:		
Please list your current qualifications, the name of the institution that awarded the qualification and the year the qualification was attained.		
Qualification Name	Name of Institution	Year Qualification attained
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.



Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

4. MEMBERSHIP OF PROFESSIONAL ASSOCIATIONS:

Professional Association Name	Membership Level / Classification
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.

5. PROFESSIONAL EXPERIENCE

Briefly describe your experience regarding the following areas of expertise. You may provide details for all or only some elements as applicable to you and your professional experience.

Financial Management

Click or tap here to enter text.

Audit and assurance

Click or tap here to enter text.

Governance and compliance

Click or tap here to enter text.

Risk Management

Click or tap here to enter text.

Fraud, Cyber Security, Internal Controls

Click or tap here to enter text.

Leadership, facilitation and communication skills, in complex compliance environments

Click or tap here to enter text.



Working with institutional governing bodies responsible for diverse and complex legislative functions, which may include Local Government.					
Click or tap here to enter text.					
Meeting Procedures and Practices , including presiding at meetings, outlining the regulatory frameworks that applied to the conduct of meetings.					
Click or tap here to enter text.					
6. List LOCAL GOVERNMENTS and OTHER ORGANISATIONS you are or have been associated with in the past 5 years.					
Local Government / Organisation Name:	Nature of your association:				
Click or tap here to enter text.	Click or tap here to enter text.				
Click or tap here to enter text.	Click or tap here to enter text.				
Click or tap here to enter text.	Click or tap here to enter text.				
Click or tap here to enter text.	Click or tap here to enter text.				
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Click or tap here to enter text.	Click or tap here to enter text.				
Click or tap here to enter text.	Click or tap here to enter text.				
Click or tap here to enter text.	Click or tap here to enter text.				
7. Attach your CV, and any additional information	<table border="1"> <tr> <td>YES</td> <td><input type="checkbox"/></td> <td>NO</td> <td><input type="checkbox"/></td> </tr> </table>	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
YES	<input type="checkbox"/>	NO	<input type="checkbox"/>		
Click or tap here to enter text.					



8. Declaration	
To be completed by Respondents	
I DECLARE that:	
<input type="checkbox"/>	I have never been subject to bankruptcy or insolvency proceedings in accordance with the <i>Bankruptcy Act 1966</i> (Cth).
<input type="checkbox"/>	I have not been convicted of a serious local government offence; or convicted of a criminal offence for which the indictable penalty was or included imprisonment for more than 5 years.
<input type="checkbox"/>	The information I provided in or attached to this Respondent Form is true and correct at the time I signed this declaration.
<input type="checkbox"/>	I have read, understood and agree to the terms outlined in the: <ul style="list-style-type: none"> • Expression of Interest; and • Supporting Information detailing applicable legislative and operational arrangements.
<input type="checkbox"/>	I acknowledge the information I have provided in or attached to this Respondent Form will be the basis of assessing suitability for the roles offered.
<input type="checkbox"/>	I authorise the Shire to distribute the information I provided in or attached to this Respondent Form to elected members for the purpose assessing suitability for the independent Presiding Member or the Deputy of the Presiding Member roles.
<input type="checkbox"/>	I acknowledge that if I am selected to be appointed as the independent Presiding Member or the Deputy of the Presiding Member, I will have a legislated obligation to comply with the Local Government (Model Code of Conduct) Regulations 2021 and the Shire of Ashburton's Code of Conduct for Council Members, Committee Members and Candidates, as applicable to a Committee Members.
<input type="checkbox"/>	I acknowledge that if I am appointed as the independent Presiding Member or as the Deputy of the Presiding Member, the appointment is between myself and the Shire.
RESPONDENT SIGNATURE:	
PRINT NAME:	
DATE SIGNED:	

Respondents may print, sign (wet signature), scan and submit this declaration.





Agenda Item 13.5 - Attachment 1

Local Emergency Management Committee's - Terms of Reference - Update



Inland Local Emergency Management Committee

The Inland Local Emergency Management Committee (LEMC) is established in accordance with the *Emergency Management Act 2005* and comprises the Tom Price and Paraburdoo townships and surrounding communities.

Position	Incumbent
Members	1. 2.
Deputies	1. 2.
External Members	Representatives from the following organisations: <ul style="list-style-type: none"> • Department of Communities • Department of Fire and Emergency Services • Flinders Mines • FMG • Karijini National Park • Main Roads WA – Pilbara Region • Nintirri Centre • North Tom Price Primary School • Office of Emergency Management • Paraburdoo Hospital • Paraburdoo Primary School • Paraburdoo Volunteer Fire and Rescue • Paulsens Goldmine



<p>External Members cont.</p>	<ul style="list-style-type: none"> • Rio Tinto • St John Ambulance • Tom Price Bush Fire Brigade • Tom Price Hospital • Tom Price Primary School • Tom Price Senior High School • Tom Price State Emergency Service • Tom Price Volunteer Fire and Rescue Service • WA Police – Tom Price
<p>Chairperson</p>	<p>Shire President</p>
<p>Deputy Chairperson</p>	<p>Sargent Chris Clelland, Officer in Charge, Tom Price Police</p>
<p>Responsible Officers</p>	<p>Deputy Chief Executive Officer Manager Regulatory Services Coordinator Ranger Services Community Emergency Services Coordinator Administration Officer Community Safety Ranger Services</p>
<p>Contact Details</p>	<p>LEMC Executive Officer emergency.management@ashburton.wa.gov.au</p>



Terms of Reference

1. Name

Shire of Ashburton Inland Local Emergency Management Committee

2. Aim

The aim of the Local Emergency Management Committee (LEMC) is to collaborate with local support organisations, hazard management agencies and industry representatives to collectively build a resilient community that is prepared to respond and recover from an emergency.

3. Objectives

1. Develop local emergency management arrangements that are practical to all stakeholders and service agencies.
2. Ensure the arrangements are contemporary and relevant to the community and addresses all possible risks and scenarios.
3. Participate in inter-local government relations to further emergency management cooperation within the Emergency Management District.
4. Engage the community through safety and awareness campaigns, and by disseminating information through social media, media outlets, and public events.
5. Participate in interagency training exercises that improve the capabilities and knowledge of the committee, local stakeholders, and hazard management agencies.
6. Exercise the emergency management arrangements to test their effectiveness in practical applications, and actively strive for continuous improvement.
7. Share meeting minutes, committee member experiences and proposed actions with local government elected members, State agencies and the local community.
8. Strategise ways to mitigate potential emergencies and to improve recovery arrangements.

4. Duties and Responsibilities

1. Advise and assist the Shire of Ashburton in ensuring that local emergency management arrangements are established for its district.
2. Liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements.



3. Carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed by the regulations.
4. Perform at least one emergency training exercise a year to assist improve the capabilities of their community to prepare for, respond to and recover from emergencies.
5. After the end of each financial year each Local Emergency Management Committee is to prepare and submit to the District Emergency Management Committee for the district, an annual report on activities undertaken by it during the financial year.

5. Membership

Membership Notes:

1. Special guests may be invited to attend committee meetings as determined by the LEMC Executive Officer.
2. Each voting member is to nominate a proxy to the Executive Officer from within their agency or organisation to attend if the appointed member is absent.
3. Non-attendance at meetings of voting members without a justifiable apology, or that have not been represented by their proxy will be asked to provide an explanation to the Chairperson.
4. Repeated non-attendance may result in the Chairperson notifying the District Emergency Management Committee.
5. Members representing agencies and organisations that can no longer participate in the committee should advise the Executive Officer of their resignation and nominate an alternative representative for membership.
6. Committee membership will be reviewed at each meeting by the LEMC Executive to ensure that it is representative of the community and the potential risks and scenarios.
7. New members may join the LEMC via resolution of the committee.
8. Membership may cease by decision of the LEMC due to the representative:
 - Ceasing to hold office with the organisation that required membership.
 - Resigning their membership.
 - Failing to attend 50% of scheduled meetings in a calendar year; or
 - The LEMC is disbanded.



The membership of the LEMC will comprise the following:

5.1 Executive Membership

This group comprises the:

- Chairperson
- Deputy Chairperson
- Executive Officer
- Department of Fire and Emergency Services representative
- Any other representative as determined LEMC.

The role of this group is to form quickly to consider issues of an urgent nature to determine a course of action for the LEMC.

5.2 General members

This group comprises LEMC members with voting rights.

5.3 Co-opted members

This group is comprised of representatives that are brought in to assist the LEMC to deal with a specific issue. They are selected due to their specialist skills and knowledge and engaged only for the duration of the issue under consideration.

5.4 Invited guests

Are representatives invited by the LEMC to:

- address the Committee on an issue
- provide a presentation to inform the committee about a topic or issue
- or observe to facilitate engagement.

6. Meeting Management

6.1 Chairperson

The Chairperson is appointed by Council and should be an elected member of Council. In the absence of the Chair, the Deputy Chair will act as the Chairperson.

If an elected member of Council is not appointed as Chair, Council may appoint a Shire staff member to be Chair.

6.2 Deputy Chair

The Local Emergency Coordinator (Officer in Charge of the local Police station for the area) should be appointed as the Deputy Chair.



6.3 Executive Officer

The LEMC Executive Officer is determined by the Chief Executive Officer ~~Council appointed senior Shire staff member.~~

6.4 Quorum

A quorum for the committee will be a minimum 50% of its voting membership.

If voting members present at the meeting are equally divided, the Chair is to cast a second vote to decide the issue.

The Chair may take part in discussion on any matter before the committee. Upon indicating this, the presiding person is to vacate the Chair for that part of the meeting and the Deputy Chair is to take over until the Chair has completed their participation.

6.5 Minutes - Agendas

The Shire of Ashburton is responsible for secretariat and administrative support to the LEMC and does that through the Executive Officer who is responsible for preparing documentation for all business transacted at each meeting. An Administration Officer may be appointed to assist as required to prepare meeting documentation as follows:

- Preparation of agendas
- Distribution of agendas fourteen (14) days prior to a scheduled meeting
- Taking of meeting minutes
- Distribution of draft minutes within fourteen (14) days of the meeting.
- Ensure that the LEMC contact list is updated at each meeting
- Ensure an attendance register is completed at each meeting
- Provide a copy of the draft minutes to Council Support for the information of Council at their next available meeting.

6.6 Schedule

The meeting schedule will be set at the start of each calendar in consultation between the Chair, Executive Officer, and membership.

Meeting notes:

- Four (4) meetings are to be scheduled a minimum of one in each quarter in the months of:
 - March
 - June
 - September
 - November
- Other meeting may be facilitated in consultation between the Executive



- Scheduled dates may vary with consultation and agreement of the Executive
- Meetings will not be held on a Public Holiday unless there is an operational requirement.

6.7 Authority

The LEMC has no delegated powers under the *Local Government Act 1995*. The LEMC role is to advise and recommend and has no power to commit or compel any member agency or other to do things.

6.8 Annual Business Plan

The Chair in consultation with the Executive Officer and the membership will develop an annual business plan that provides guidance on the work of the LEMC each year.

6.9 Annual Reporting

The LEMC is required to provide an annual report at the end of each financial year on its activities which is provided to the Pilbara District Emergency Management Committee (DEMC) and State Emergency Management Committee (SEMC).

The compilation of the report is coordinated by the Chair in consultation with the Executive Officer and the membership based on documents and guidance provided by the Pilbara District Emergency Management Adviser who coordinates the reports on behalf of the DEMC and SEMC.

7. Contact and Resource Directory

The LEMC through the Chair and Executive Officer coordinates the development and maintenance of two key documents for use by the LEMC membership within the Shire.

7.1 Shire of Ashburton Emergency Management Contact Directory

This document is maintained by Shire through the LEMC Executive Officer and is distributed to agencies and organizations that have a representative on the LEMC with voting rights. Any other distribution is at the discretion of the Chair in consultation with the executive Officer.

The document is:

- Routinely updated and reviewed at each scheduled LEMC meeting.
- An online copy is kept on the Shire's Microsoft Teams website.



- The Executive Officer manages access to the Microsoft Teams site.
- Use is permitted for emergency management related activity only.

7.2 Shire of Ashburton Emergency Management Resource Directory

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- An online copy is kept on the Shire’s Microsoft Teams website.
- The Executive Officer manages access to the Microsoft Teams site.
- Use is permitted for emergency management related activity only.

Office use only		
Relevant delegations	Nil	
LEMC adoption	Date	28 March 2023
Reviewed/modified	Date	10 December 2024 – Council Decision: 250/2024
	Date	19 August 2025 – Council Decision: 151/2025
	Date	xx October 2025 – Council Decision: xxx/2025
	Date	
	Date	
Next review due	2027	



Onslow Local Emergency Management Committee

The Onslow Local Emergency Management Committee (LEMC) is established in accordance with the *Emergency Management Act 2005* and comprises the Onslow town site and surrounding communities.

Position	Incumbent
Members	1. 2.
Deputies	1. 2.
External Members	Representatives from the following organisations: <ul style="list-style-type: none"> • BHP • Buurabalayji Thalanyji Aboriginal Corporation • Chevron • Dampier Vessel Traffic Service • Department of Communities • Department of Fire and Emergency Services • Department of Transport • Horizon Power – Onslow • Main Roads WA – Pilbara Region • Office of Emergency Management • Onslow General Store • Onslow Hospital • Onslow Salt



External Members cont.	<ul style="list-style-type: none"> • Onslow School • Onslow Volunteer Emergency Service Unit • Onslow Volunteer Marine Rescue • Peedamulla Station • Pilbara Port Authority • St John Ambulance – Onslow • WA Police – Onslow • Water Corporation – West Pilbara District
Chairperson	Shire President
Deputy Chairperson	Sargent Dan Acres, Officer in Charge, Onslow Police Station
Responsible Officers	Deputy Chief Executive Officer Manager Regulatory Services Community Emergency Services Coordinator Ranger – Onslow Administration Officer Community Safety Ranger Services
Contact Details	LEMC Executive Officer emergency.management@ashburton.wa.gov.au



Terms of Reference

1. Name

Shire of Ashburton Onslow Local Emergency Management Committee.

2. Aim

The aim of the Local Emergency Management Committee (LEMC) is to collaborate with local support organisations, hazard management agencies and industry representatives to collectively build a resilient community that is prepared to respond and recover from an emergency.

3. Objectives

1. Develop local emergency management arrangements that are practical to all stakeholders and service agencies.
2. Ensure the arrangements are contemporary and relevant to the community and addresses all possible risks and scenarios.
3. Participate in inter-local government relations to further emergency management cooperation within the Emergency Management District.
4. Engage the community through safety and awareness campaigns, and by disseminating information through social media, media outlets, and public events.
5. Participate in interagency training exercises that improve the capabilities and knowledge of the committee, local stakeholders, and hazard management agencies.
6. Exercise the emergency management arrangements to test their effectiveness in practical applications, and actively strive for continuous improvement.
7. Share meeting minutes, committee member experiences and proposed actions with local government elected members, State agencies and the local community.
8. Strategise ways to mitigate potential emergencies and to improve recovery arrangements.

4. Duties and Responsibilities

1. Advise and assist the Shire of Ashburton in ensuring that local emergency management arrangements are established for its district.
2. Liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements.



3. Carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed by the regulations.
4. Perform at least one emergency training exercise a year to assist improve the capabilities of their community to prepare for, respond to and recover from emergencies.
5. After the end of each financial year each Local Emergency Management Committee is to prepare and submit to the District Emergency Management Committee for the district, an annual report on activities undertaken by it during the financial year.

5. Membership

Membership Notes:

1. Special guests may be invited to attend committee meetings as determined by the LEMC Executive Officer.
2. Each voting member is to nominate a proxy to the Executive Officer from within their agency or organisation to attend if the appointed member is absent.
3. Non-attendance at meetings of voting members without a justifiable apology, or that have not been represented by their proxy will be asked to provide an explanation to the Chairperson.
4. Repeated non-attendance may result in the Chairperson notifying the District Emergency Management Committee.
5. Members representing agencies and organisations that can no longer participate in the committee should advise the Executive Officer of their resignation and nominate an alternative representative for membership.
6. Committee membership will be reviewed at each meeting by the LEMC Executive to ensure that it is representative of the community and the potential risks and scenarios.
7. New members may join the LEMC via resolution of the committee.
8. Membership may cease by decision of the LEMC due to the representative:
 - Ceasing to hold office with the organisation that required membership.
 - Resigning their membership.
 - Failing to attend 50% of scheduled meetings in a calendar year; or
 - The LEMC is disbanded.



The membership of the LEMC will comprise the following:

5.1 Executive Membership

This group comprises the:

- Chairperson
- Deputy Chairperson
- Executive Officer
- Department of Fire and Emergency Services representative
- Any other representative as determined LEMC.

The role of this group is to is to form quickly to consider issues of an urgent nature to determine a course of action for the LEMC.

5.2 General members

This group comprises LEMC members with voting rights.

5.3 Co-opted members

This group is comprised of representatives that are brought in to assist the LEMC to deal with a specific issue. They are selected due to their specialist skills and knowledge and engaged only for the duration of the issue under consideration.

5.4 Invited guests

Are representatives invited by the LEMC to:

- address the Committee on an issue
- provide a presentation to inform the committee about a topic or issue
- or observe to facilitate engagement.

6. Meeting Management

6.1 Chairperson

The Chairperson is appointed by Council and should be an elected member of Council. In the absence of the Chair, the Deputy Chair will act as the Chairperson.

If an elected member of Council is not appointed as Chair, Council may appoint a Shire staff member to be Chair.

6.2 Deputy Chair

The Local Emergency Coordinator (Officer in Charge of the local Police station for the area) should be appointed as the Deputy Chair.



6.3 Executive Officer

The LEMC Executive Officer is determined by the Chief Executive Officer a Council appointed senior Shire staff member.

6.4 Quorum

A quorum for the committee will be a minimum 50% of its voting membership.

If voting members present at the meeting are equally divided, the Chair is to cast a second vote to decide the issue.

The Chair may take part in discussion on any matter before the committee. Upon indicating this, the presiding person is to vacate the Chair for that part of the meeting and the Deputy Chair is to take over until the Chair has completed their participation.

6.5 Minutes - Agendas

The Shire of Ashburton is responsible for secretariat and administrative support to the LEMC and does that through the Executive Officer who is responsible for preparing documentation for all business transacted at each meeting. An Administration Officer may be appointed to assist as required to prepare meeting documentation as follows:

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- Ensure that the LEMC contact list is updated at each meeting
- Ensure an attendance register is completed at each meeting
- Provide a copy of the draft minutes to Council Support for the information of Council at their next available meeting.

6.6 Schedule

The meeting schedule will be set at the start of each calendar in consultation between the Chair, Executive Officer, and membership.

Meeting notes:

- Four (4) meetings are to be scheduled a minimum of one in each quarter in the months of:
 - March
 - June
 - September
 - November
- Other meeting may be facilitated in consultation between the Executive



- Scheduled dates may vary with consultation and agreement of the Executive
- Meetings will not be held on a Public Holiday unless there is an operational requirement.

6.7 Authority

The LEMC has no delegated powers under the *Local Government Act 1995*. The LEMC role is to advise and recommend and has no power to commit or compel any member agency or other to do things.

6.8 Annual Business Plan

The Chair in consultation with the Executive Officer and the membership will develop an annual business plan that provides guidance on the work of the LEMC each year.

6.9 Annual Reporting

The LEMC is required to provide an annual report at the end of each financial year on its activities which is provided to the Pilbara District Emergency Management Committee (DEMC) and State Emergency Management Committee (SEMC).

The compilation of the report is coordinated by the Chair in consultation with the Executive Officer and the membership based on documents and guidance provided by the Pilbara District Emergency Management Adviser who coordinates the reports on behalf of the DEMC and SEMC.

7. Contact and Resource Directory

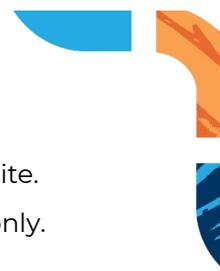
The LEMC through the Chair and Executive Officer coordinates the development and maintenance of two key documents for use by the LEMC membership within the Shire.

7.1 Shire of Ashburton Emergency Management Contact Directory

This document is maintained by Shire through the LEMC Executive Officer and is distributed to agencies and organizations that have a representative on the LEMC with voting rights. Any other distribution is at the discretion of the Chair in consultation with the executive Officer.

The document is:

- Routinely updated and reviewed at each scheduled LEMC meeting.
- An online copy is kept on the Shire's Microsoft Teams website.



- The Executive Officer manages access to the Microsoft Teams site.
- Use is permitted for emergency management related activity only.

7.2 Shire of Ashburton Emergency Management Resource Directory

This document is maintained by Shire through the LEMC Executive Officer and is distributed to agencies and organizations that have a representative on the LEMC with voting rights. Any other distribution is at the discretion of the Chair in consultation with the executive Officer.

The document is:

- Routinely updated and reviewed at each scheduled LEMC meeting.
- An online copy is kept on the Shire’s Microsoft Teams website.
- The Executive Officer manages access to the Microsoft Teams site.
- Use is permitted for emergency management related activity only.

Office use only		
Relevant delegations	Nil	
LEMC adoption	Date	21 March 2023
Reviewed/modified	Date	10 December 2024 – Council Decision: 250/2024
	Date	19 August 2025 – Council Decision: 151/2025
	Date	xx October 2025 Council Decision: xxx/2025
	Date	
	Date	
Next review due	2027	



Pannawonica Local Emergency Management Committee

The Pannawonica Local Emergency Management Committee (LEMC) is established in accordance with the *Emergency Management Act 2005* and comprises the 'closed' town of Pannawonica.

Position	Incumbent
Members	1. Cr 2. Cr
Deputies	1. Cr 2. Cr
External Members	Representatives from the following organisations: <ul style="list-style-type: none"> • Department of Communities • Department of Fire and Emergency Services • Office of Emergency Management • Pannawonica Medical Centre • Pannawonica School • Rio Tinto • Sodexo • WA Police – Pannawonica • WA Sonic Health Plus
Chairperson	Shire President
Deputy Chairperson	Sargent Anntoinette Cashmore, Officer in Charge, Pannawonica Police
Responsible Officers	Deputy Chief Executive Officer Manager Regulatory Services Coordinator Ranger Services Community Emergency Services Coordinator Administration Officer Community Safety Ranger Services
Contact Details	LEMC Executive Officer emergency.management@ashburton.wa.gov.au



Terms of Reference

1. Name

Shire of Ashburton Pannawonica Local Emergency Management Committee

2. Aim

The aim of the Local Emergency Management Committee (LEMC) is to collaborate with local support organisations, hazard management agencies and industry representatives to collectively build a resilient community that is prepared to respond and recover from an emergency.

3. Objectives

1. Develop local emergency management arrangements that are practical to all stakeholders and service agencies.
2. Ensure the arrangements are contemporary and relevant to the community and addresses all possible risks and scenarios.
3. Participate in inter-local government relations to further emergency management cooperation within the Emergency Management District.
4. Engage the community through safety and awareness campaigns, and by disseminating information through social media, media outlets, and public events.
5. Participate in interagency training exercises that improve the capabilities and knowledge of the committee, local stakeholders, and hazard management agencies.
6. Exercise the emergency management arrangements to test their effectiveness in practical applications, and actively strive for continuous improvement.
7. Share meeting minutes, committee member experiences and proposed actions with local government elected members, State agencies and the local community.
8. Strategise ways to mitigate potential emergencies and to improve recovery arrangements.

4. Duties and Responsibilities

1. Advise and assist the Shire of Ashburton in ensuring that local emergency management arrangements are established for its district.
2. Liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements.



3. Carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed by the regulations.
4. Perform at least one emergency training exercise a year to assist improve the capabilities of their community to prepare for, respond to and recover from emergencies.
5. After the end of each financial year each Local Emergency Management Committee is to prepare and submit to the District Emergency Management Committee for the district, an annual report on activities undertaken by it during the financial year.

5. Membership

Membership Notes:

1. Special guests may be invited to attend committee meetings as determined by the LEMC Executive Officer.
2. Each voting member is to nominate a proxy to the Executive Officer from within their agency or organisation to attend if the appointed member is absent.
3. Non-attendance at meetings of voting members without a justifiable apology, or that have not been represented by their proxy will be asked to provide an explanation to the Chairperson.
4. Repeated non-attendance may result in the Chairperson notifying the District Emergency Management Committee.
5. Members representing agencies and organisations that can no longer participate in the committee should advise the Executive Officer of their resignation and nominate an alternative representative for membership.
6. Committee membership will be reviewed at each meeting by the LEMC Executive to ensure that it is representative of the community and the potential risks and scenarios.
7. New members may join the LEMC via resolution of the committee.
8. Membership may cease by decision of the LEMC due to the representative:
 - Ceasing to hold office with the organisation that required membership.
 - Resigning their membership.
 - Failing to attend 50% of scheduled meetings in a calendar year; or
 - The LEMC is disbanded.



The membership of the LEMC will comprise the following:

5.1 Executive Membership

This group comprises the:

- Chairperson
- Deputy Chairperson
- Executive Officer
- Department of Fire and Emergency Services representative
- Any other representative as determined LEMC.

The role of this group is to form quickly to consider issues of an urgent nature to determine a course of action for the LEMC.

5.2 General members

This group comprises LEMC members with voting rights.

5.3 Co-opted members

This group is comprised of representatives that are brought in to assist the LEMC to deal with a specific issue. They are selected due to their specialist skills and knowledge and engaged only for the duration of the issue under consideration.

5.4 Invited guests

Are representatives invited by the LEMC to:

- address the Committee on an issue
- provide a presentation to inform the committee about a topic or issue
- or observe to facilitate engagement.

6. Meeting Management

6.1 Chairperson

The Chairperson is appointed by Council and should be an elected member of Council. In the absence of the Chair, the Deputy Chair will act as the Chairperson.

If an elected member of Council is not appointed as Chair, Council may appoint a Shire staff member to be Chair.

6.2 Deputy Chair

The Local Emergency Coordinator (Officer in Charge of the local Police station for the area) should be appointed as the Deputy Chair.



6.3 Executive Officer

The LEMC Executive Officer is determined by the Chief Executive Officer ~~a Council appointed senior Shire staff member.~~

6.4 Quorum

A quorum for the committee will be a minimum 50% of its voting membership.

If voting members present at the meeting are equally divided, the Chair is to cast a second vote to decide the issue.

The Chair may take part in discussion on any matter before the committee. Upon indicating this, the presiding person is to vacate the Chair for that part of the meeting and the Deputy Chair is to take over until the Chair has completed their participation.

6.5 Minutes - Agendas

The Shire of Ashburton is responsible for secretariat and administrative support to the LEMC and does that through the Executive Officer who is responsible for preparing documentation for all business transacted at each meeting. An Administration Officer may be appointed to assist as required to prepare meeting documentation as follows:

- Preparation of agendas
- Distribution of agendas fourteen (14) days prior to a scheduled meeting
- Taking of meeting minutes
- Distribution of draft minutes within fourteen (14) days of the meeting.
- Ensure that the LEMC contact list is updated at each meeting
- Ensure an attendance register is completed at each meeting
- Provide a copy of the draft minutes to Council Support for the information of Council at their next available meeting.

6.6 Schedule

The meeting schedule will be set at the start of each calendar in consultation between the Chair, Executive Officer, and membership.

Meeting notes:

- Four (4) meetings are to be scheduled a minimum of one in each quarter in the months of:
 - March
 - June
 - September
 - November
- Other meeting may be facilitated in consultation between the Executive



- Scheduled dates may vary with consultation and agreement of the Executive
- Meetings will not be held on a Public Holiday unless there is an operational requirement.

6.7 Authority

The LEMC has no delegated powers under the *Local Government Act 1995*. The LEMC role is to advise and recommend and has no power to commit or compel any member agency or other to do things.

6.8 Annual Business Plan

The Chair in consultation with the Executive Officer and the membership will develop an annual business plan that provides guidance on the work of the LEMC each year.

6.9 Annual Reporting

The LEMC is required to provide an annual report at the end of each financial year on its activities which is provided to the Pilbara District Emergency Management Committee (DEMC) and State Emergency Management Committee (SEMC).

The compilation of the report is coordinated by the Chair in consultation with the Executive Officer and the membership based on documents and guidance provided by the Pilbara District Emergency Management Adviser who coordinates the reports on behalf of the DEMC and SEMC.

7. Contact and Resource Directory

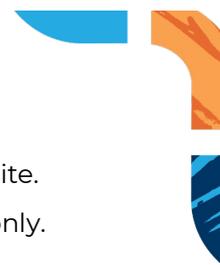
The LEMC through the Chair and Executive Officer coordinates the development and maintenance of two key documents for use by the LEMC membership within the Shire.

7.1 Shire of Ashburton Emergency Management Contact Directory

This document is maintained by Shire through the LEMC Executive Officer and is distributed to agencies and organizations that have a representative on the LEMC with voting rights. Any other distribution is at the discretion of the Chair in consultation with the executive Officer.

The document is:

- Routinely updated and reviewed at each scheduled LEMC meeting.
- An online copy is kept on the Shire's Microsoft Teams website.



- The Executive Officer manages access to the Microsoft Teams site.
- Use is permitted for emergency management related activity only.

7.2 Shire of Ashburton Emergency Management Resource Directory

This document is maintained by Shire through the LEMC Executive Officer and is distributed to agencies and organizations that have a representative on the LEMC with voting rights. Any other distribution is at the discretion of the Chair in consultation with the executive Officer.

The document is:

- Routinely updated and reviewed at each scheduled LEMC meeting.
- An online copy is kept on the Shire’s Microsoft Teams website.
- The Executive Officer manages access to the Microsoft Teams site.
- Use is permitted for emergency management related activity only.

Office use only		
Relevant delegations	Nil	
LEMC adoption	Date	21 March 2023
Reviewed/modified	Date	10 December 2024 – Council Decision: 250/2024
	Date	19 August 2025 – Council Decision: 151/2025
	Date	xx October 2025 Council Decision: xxx/2025
	Date	
	Date	
Next review due	2027	



Agenda Item 13.5 - Attachment 2

Onslow Senior Citizens and Carinya Units Working Group
- Terms of Reference - Update



Onslow Senior Citizens and Carinya Units Working Group

Position	Incumbent
Members	1. 2.
Deputies	Nil
External Members	1. Community representative 2. Community representative 3.
Chairperson	
Deputy Chairperson	Nil
Responsible Officers	Director Community Development Executive Manager Land, Property and Regulatory Services <u>Manager Communities</u> Lease and Accommodation Officer



Terms of Reference

Purpose

The purpose of the Onslow Senior Citizens and Carinya Units Working Group (Working Group) is to provide means to consider applications lodged for residential occupancy of the Onslow Senior Citizens Units and the Carinya Units (Units) by eligible persons, and to broadly support ongoing effective operations at the Units.

Role and functions

The role and functions of the Working Group is to:

1. review applications submitted for residential accommodation vacancies at the Units to determine compliance with the occupancy eligibility criteria;
2. ensure an up to date waiting list of eligible tenants is adequately maintained; and
3. be a forum for tenants collectively through the appointed tenant community representatives to raise matters of common concern in respect to the operation of the Units.

Guiding principles

The Working Group must give full consideration to the requirements of the Joint Venture agreement with the Department of Communities (Department), formerly Homeswest, in regard to applying the Department's occupancy eligibility criteria to applications for vacancies at the Units.

Delegation

1. The Working Group:
 - a. is formally supported by Council and it is broadly responsible to that body through the Shire administration; and
 - b. in its own right does not have any executive powers to make decisions that require a formal Council determination, excepting decisions of the Shire officers on the Working Group, through delegations approved by Council or through any applicable sub-delegations.
2. The Shire administration through the Executive Manager, Land, Property and Regulatory Services, in accordance with delegated authority, administers leasing functions and arrangements, using the developed waiting list.



Terms

1. These terms of reference are effective upon endorsement by Council and continue until for the length of the Joint Venture agreement.
2. Any variations to these Terms of Reference are to be endorsed by Council.

Membership

1. The Working Group comprises of six members, as follows:
 - a. Shire of Ashburton – Councillor, Onslow Ward;
 - b. Two community representatives (being current tenants of the Units);
 - c. Shire of Ashburton – Director Community Development, [Executive Manager, Land, Property and Regulatory Services Manager Communities](#), and a Lease and Accommodation Officer.
2. Community representatives will be appointed by calling for nominations from the current tenants of the Units.
3. Community representative selections will be made by the Chief Executive Officer or an authorised delegate.
4. Community membership is contingent on regular attendance at meetings. If a member is absent from two consecutive meetings, and/or is an apology for three consecutive meetings, membership may be terminated.
5. Community representatives and elected member appointments will be for up to two-years, with membership expiry coinciding with local government ordinary elections.

Community representation appointment and selection

1. Nominees for membership of the Working Group must be able to demonstrate:
 - a. They are a current tenant of the Units;
 - b. A willingness to contribute meaningfully to meetings in a fair and unbiased manner; and
 - c. Capacity to represent and commit to Working Group for the required term.
2. Nominations will be assessed by the selection panel, against the selection criteria detailed above.



3. The selection panel will consist of:
 - a. Director Community Development;
 - b. [Executive Manager Land, Property and Regulatory Services Manager Communities](#); and
 - c. Lease and Accommodation Officer.
4. Recommendations of the selection panel will be submitted to Council for endorsement.

Quorum

The meeting quorum will be at least 50% of the members of the Working Group.

Voting

Each Working Group representative shall have one vote and in the case of a tied vote, the Chairperson shall have a casting vote.

Meetings

1. The elected member representative will be the appointed chairperson of the Working Group for the purposes of coordinating and managing meetings.
2. Meetings will be scheduled as and when required in consultation with the chairperson, with no less than two meetings being held each year.

Confidentiality

Members must not release information that the person knows, or should reasonably know, is confidential.

Reporting

1. The Working Group shall report to Council by way of its meeting notes.
2. Any recommendations from the Working Group are to be endorsed by Council through an officer report.

Office use only				
Relevant delegations	Nil			
Council adoption	Date	8 August 2023	Resolution #	157/2023
	Date	19 August 2025	Resolution #	151/2025
Reviewed/modified	Date	xx October 2025	Resolution #	xxx/2025
	Date		Resolution #	
	Date		Resolution #	
Next review due	2027			





Agenda Item 13.5 - Attachment 3

Regional Road Group Framework - Update



Regional Road Group

There are 10 Regional Road Groups (RRG) in WA, established under the State Road Funds to Local Government Agreement which is overseen by a State Advisory Committee (SAC). The RRGs make recommendations to the SAC regarding the Annual Local Government Roads Program for their Region and any other relevant issues.

The RRGs are comprised of elected representatives from each local government within the road group. Most groups are supported by a sub-group or technical committee comprised of local government staff. Administrative support is provided by Main Roads WA.

RRGs importantly provide local government with a voice in how the State Government’s contribution to local roads is spent. The RRG members serves a vital and valuable role in ensuring road funding decisions maximise community benefits and preserve and improve the public road network across Western Australia.

Position	Incumbent
Members	1.
Deputies	1.
Responsible Organisation	Main Roads WA
Supporting Information	Regional Road Group information
Contact Details	Cassandra Neave, Acting Customer Service Manager cassandra.neave@mainroads.wa.gov.au (08) 9172 8860



Agenda Item 15.1 - Attachment 5

Tom Price Sporting Working Group - Terms of Reference
Review



Terms of Reference

Purpose

The purpose of the Tom Price Sporting Working Group (the Group) is to:

1. provide guidance to sport and recreation issues within the Tom Price Sporting precinct (Tom Price Oval and Minna Oval);
2. provide a forum for discussion of matters relating to sport and recreation within the town of Tom Price, including the identification of issues and opportunities and ensuring equitable access to sport and recreation opportunities for all members of the community; and
3. provide direction on all matters relating to the clubs and facilities.

Role and functions

The role of the Group is to:

1. assist and provide feedback on policy development in relation to sport and recreation;
2. assist Council to develop key strategies in relation to sport and recreation;
3. provide advice on the provision of sport and recreation facilities, with a view to ensuring facilities are activated, well utilised and are fit for purpose;
4. provide a forum for the engagement, communication, dissemination and consideration of information regarding sport and recreation issues;
5. assist in the development of a partnership approach in addressing club development needs; and
6. leverage partnerships and networks to advocate for support, investment and promotion of sport and recreation within the Tom Price sporting precincts.

The role of members of the Group are to:

1. attend meetings, reviewing relevant material to enable informed discussion, and making timely decisions/actions to progress the purpose of the Group;
2. abide by the Shire's Code of Conduct, to have open and honest discussions and to treat each member with due courtesy and respect;
3. have the best interests of the stakeholders and facilities at its forefront;

In addition to these, the specific roles for each membership type are as follows:

1. Elected members are responsible for ensuring that the Group adheres to the direction set by Council, contributing from a Shire-wide perspective, and ensures the delivery of the Group's purpose.



2. Community members are responsible for contributing to the delivery of the Group's purpose within the scope of their skills, knowledge and capabilities.
3. Officers are responsible for presenting to the Group, conducting necessary research, providing professional advice, and for administering its meetings.

Delegation

1. This Group has no delegated authority and no authority to implement its recommendations without resolution of Council.
2. The Group may only make decisions in respect to its day-to-day operations and these are to be made by consensus (i.e. members being satisfied with a decision even though it may not be their first choice). If consensus is not possible, the presiding member can make the final decision.
3. The Committee does not have any management functions and cannot involve itself in management processes or procedures, other than by making a recommendation to Council.

Terms

1. These terms of reference are effective upon endorsement by Council and continue until Council otherwise resolve to disband the Group.
2. Any variations to these Terms of Reference are to be endorsed by Council.

Membership

1. The Group shall be comprised of:
 - a. two Tom Price Ward Councillors, with the remaining Tom Price Ward Councillor being the appointed deputy; and
 - b. a minimum of four and a maximum of seven community members (only one member may be appointed to the Group from each sporting organisation at any one time).
2. All memberships expire at the end of the Group's term.
3. Members appointed to the Group are not entitled to a sitting fee, or any such type of remuneration.
4. Appointments of Councillors to the Group will be for up to two-year terms, with membership expiry coinciding with the local government ordinary elections.
5. Appointments of community members are for a period of up to two years, with membership expiry coinciding with the local government ordinary elections.
6. Community members may not serve more than two consecutive terms on the Group unless insufficient nominations are received.



7. The following Shire officers will attend Group meetings, however, will not have voting rights:
 - a. Manager Communities (or their delegate);
 - b. Senior Club Development Officer; and
 - c. A meeting secretary (for the purpose of taking meeting notes).

Community representative appointment and selection

1. Community members will be appointed by calling for nominations through an advertisement on the Shire's website, social media channels and noticeboards.
2. Nominations will be assessed by the selection panel, against the selection criteria detailed below, giving consideration to the diversity of sport and recreation clubs, associations, and interests, to ensure even and fair representation.
3. The selection panel will consist of:
 - a. Director Community Development;
 - b. Manager Communities; and
 - c. Senior Club Development Officer.
4. Recommendations of the selection panel will be submitted to Council for endorsement.

Selection criteria

Nominees for membership of the Group must be able to demonstrate:

1. Current involvement in service provision, policy or program development in the area of sport and recreation;
2. Endorsement by their organisation;
3. Strong knowledge of the Tom Price sporting activities with networks throughout the local community;
4. Strong knowledge of sport and recreation trends and impacts relevant to the purpose of the Group;
5. A willingness to contribute meaningfully to meetings in a fair and unbiased manner; and
6. Capacity to represent and commit to Group for the required term.

Quorum

The meeting quorum will be at least 50% of the membership determined and agreed under clause 1 of the membership provisions, participating members of the Group.



Meetings

1. The Group will elect a chairperson and deputy chairperson at its first meeting. The chairperson will be the person consulted on the day-to-day operations of the Group and its required preparations, including the agenda, for its next meeting.
2. The chairperson and deputy chairperson will be appointed for a period of up to two years with expiry coinciding with the next ordinary local government election after which time a new chairperson and deputy chairperson will be appointed.
3. The Group will meet as agreed and required, upon the calling of the meeting by the chairperson.
4. A schedule of meetings will be developed and agreed by the Group and the Group may change the meeting schedule by agreement.
5. The Group may invite meeting guests that may include, but not be limited to, staff and or external subject matter experts.
6. Decisions are to be made by simple majority. Where a vote is tied, the chairperson may use a casting vote to make the final decision.
7. If a member is unable to attend the meeting, they must advise the presiding member as soon as reasonably practicable.
8. If a community representative fails to attend three (3) consecutive meetings without having provided notice to the committee, they will automatically cease to hold office and the position may be readvertised and the normal appointment procedure followed.
9. The agenda and meeting notes are to be prepared by the Shire, as follows:
 - a. The agenda will be distributed no later than three working days before the meeting on the Shire's website.
 - b. The minutes will be distributed no later than five working days after the meeting on the Shire's website.
 - c. Both the agenda and meeting notes are to be developed in the prescribed form.

Confidentiality

Committee members must not release information that the person knows, or should reasonably know, is confidential information.



Reporting

1. The Group shall report to Council by way of its meeting notes.
2. Any recommendations from the Group are to be endorsed by Council through an officer report.

Office use only				
Relevant delegations	Nil			
Council adoption	Date	8 August 2023	Resolution #	157/2023
	Date	19 August 2025	Resolution #	151/2025
Reviewed/modified	Date	<u>xx October 2025</u>	Resolution #	<u>xxx/2025</u>
	Date		Resolution #	
	Date		Resolution #	
Next review due	2027			