



## **EAST PILBARA SHIRE COUNCIL**

# **AGENDA**

## **ORDINARY COUNCIL MEETING**

**NOTICE IS HEREBY GIVEN** that an  
ORDINARY Meeting of the Council will be held,  
in Council Chambers, Marble Bar,  
10.00 AM, FRIDAY, 9 MARCH, 2018.

**Sian Appleton**  
**ACTING CHIEF EXECUTIVE OFFICER**



## DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of East Pilbara for any act, omission or statement or intimation occurring during Council or Committee Meetings. The Shire of East Pilbara disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee Meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee Meeting does so at that person's or legal entity's own risk.

In particular and without derogating any planning application or application of a licence, any statement or intimation of approval made by any member or Officer of the Shire of East Pilbara during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of East Pilbara.

The Shire of East Pilbara warns that anyone who has any application lodged with the Shire of East Pilbara must obtain and should only rely on

## WRITTEN CONFIRMATION

of the outcome of the application and any conditions attaching to the decision made by the Shire of East Pilbara in respect of the application.

Signed: \_\_\_\_\_  
Sian Appleton  
Acting Chief Executive Officer

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**1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

**2 RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE**

**2.1 ATTENDANCES**

Councillors

Cr Lynne Craigie	Shire President
Cr Jeton Ahmedi	Deputy Shire President
Cr Lang Coppin OAM	Councillor
Cr Anthony Middleton	Councillor
Cr Carol Williams	Councillor
Cr Biddy Schill	Councillor
Cr Craig Hoyer	Councillor
Cr Gerry Parsons	Councillor
Cr Dean Hatwell	Councillor

Officers

Ms Sian Appleton	Deputy Chief Executive Officer
Mr Rick Miller	Director Technical and Development Services

Public Gallery

**2.2 APOLOGIES**

Councillor Apologies

Cr Michael Kitchin	Councillor
Cr Anita Grace	Councillor

Officer Apologies

Nil

**2.3 LEAVE OF ABSENCE**

**3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

**3.1 CR ANITA GRACE - NCR18-5387**

**3.1.1 BUSH FIRE BRIGADE – NEWMAN**

On the 5<sup>th</sup> February 2018 Cr Anita Grace called as a query was raised by a member of the public regarding Newman setting up a Bush Fire Brigade in conjunction with the Newman Fire Volunteers.

Mr Rick Miller, Director Technical and Development Services replied the Shire is still investigating and will report back to Council in April with a recommendation.

**3.2 CR BIDDY SCHILL – IAM18-41340**

**3.2.1 NULLAGINE TOWN PARK**

Requested a definitive completion date on works at the Nullagine Town Park.

Mr Rick Miller, Director Technical and Development Services response:

Installation was delayed due to contractor workloads that required changed timing of start date. It is currently scheduled for completion by 23 March 2018.

**3.2.2 TOILET BLOCKS AT GALLOP HALL AND CARAVAN PARK NULLAGINE**

Allegedly these premises have been assessed could we have a result and plans for the refurbishment.

Ms Sian Appleton, Acting Chief Executive Officer response:

Gallop Hall new toilet block is in the agenda for consideration.

Mr Ben Lewis, Acting Director Community Services response:

An initial site audit has been completed; this information will form part of the report to be present to Council at the April meeting.

**3.2.3 CALITROPHIS DECLARED WEED**

Calitrophis is a declared weed and ten years ago was hardly ever seen in the Pilbara now; it is along the river banks and bush area. Can the Council contact the Department of Agriculture regarding the controlling of weed.

Mr Rick Miller, Director Technical and Development Services will take question on notice.

**4 PUBLIC QUESTION TIME**

**5 PETITIONS/DEPUTATIONS/PRESENTATIONS**

**6 APPLICATIONS FOR LEAVE OF ABSENCE**

**7 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING**

**7.1 CONFIRMATION OF MINUTES**

[Minutes February 02 2018 Council.DOCX](#)

**OFFICER'S RECOMMENDATION**

**THAT the minutes of the Ordinary Meeting of Council held on 2 February 2018, be confirmed as a true and correct record of proceedings.**

**8 MEMBERS REPORT**

**8.1 ITEMS FOR RECOMMENDATION**

**8.2 ITEMS FOR INFORMATION**

## **9 OFFICER'S REPORTS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1.1 CHIEF EXECUTIVE OFFICER STATUS OF COUNCIL DECISION - FEBRUARY 2018**

**File Ref:** CLR -4-5  
**Responsible Officer:** Ms Sian Appleton  
Acting Chief Executive Officer  
**Author:** Mrs Sheryl Pobrica  
Executive Services Administration Officer  
**Proposed Meeting Date:** 09 March 2018  
**Location/Address:** N/A  
**Name of Applicant:** N/A  
**Author Disclosure of Interest:** Nil

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### **REPORT PURPOSE**

To inform of the action taken in relation to Council decisions.

### **BACKGROUND**

Council requested to be informed of the progress and completion of previous decisions.

### **COMMENTS/OPTIONS/DISCUSSIONS**

The status list of Council decisions is included in the agenda.

### **STATUTORY IMPLICATIONS/REQUIREMENTS**

Local Government Act 1995  
Part 2 Constitution of local government  
Division 2 Local governments and councils of local governments  
Section 2.7

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

### **POLICY IMPLICATIONS**

Nil

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## STRATEGIC COMMUNITY PLAN

### Goal 1 – Civic Leadership – Planned Actions

*The Shire of East Pilbara seeks to deliver high quality corporate governance and demonstrate accountability to its constituents. All decisions are informed by community engagement – leading to the effective allocation of the Shire's resources – that deliver optimum benefits to the community.*

#### 1.1 Efficient and effective local government

##### 1.1.1 Ethical, accountable and transparent decision-making

## RISK MANAGEMENT CONSIDERATIONS

In order to remain transparent and to facilitate timely and appropriate decision-making it is necessary that actions items be reviewed at each Council meeting.

## FINANCIAL IMPLICATIONS

Nil

## VOTING REQUIREMENTS

Simple.

## OFFICER'S RECOMMENDATION

**THAT the Chief Executive Officer "Status of Council Decisions" Report for the month of February 2018 be received.**

COUNCIL MEETING DATE	ITEM NO	COUNCIL RESOLUTION	OFFICER	ACTION TAKEN/ STATUS	ESTIMATED COMPLETION DATE	COMMENTS
25 August 2017	12.1.2	AVIAIR PILBARA-RPT AIR SERVICE MOU	CEO		On Going	
22 September 2017	13.5	DESERT ROAD TRAIL SITES Cr Lang Coppin asked if a letter could be written to the mining companies in the Shire of East Pilbara region for sponsoring the Desert Road Trail whether it is to donate towards signage on the Trail especially Newcrest, Nifty, Woodie Woodie where the trail is close to their mining site. Chief Executive Officer to follow up.	CEO	Letter sent awaiting on response	April 2018	
22 September 2017	13.6	SPONSORSHIP FOR COMMUNITY AREAS Cr Lang Coppin asked if a letter could be written to the mining companies within the Shire of East Pilbara for sponsorship e.g. Rio Tinto, Millennium, FMG, Roy Hill, e.g. Marble Bar Skate Park,	CEO	The Executive Team met with Millennium / Roy Hill – awaiting further response. No	April 2018	

**SHIRE OF EAST PILBARA  
ORDINARY COUNCIL MEETING AGENDA**

**9 MARCH, 2018**

COUNCIL MEETING DATE	ITEM NO	COUNCIL RESOLUTION	OFFICER	ACTION TAKEN/ STATUS	ESTIMATED COMPLETION DATE	COMMENTS
		Marble Bar Golf Course, shade over community facilities, Nullagine. Chief Executive Officer to follow up.		other responses received.		
8 December 2017	9.1.4	ALTERNATIVE QUEEN'S BIRTHDAY PUBLIC HOLIDAY 2018	ESAO	Letter has been sent to the department 13/12/2017 by ESAO – waiting for approval and gazetted for advertising the dates	In Progress	
8 December 2017	9.1.5	LOCAL GOVERNEMENT ACT 1995 REVIEW: PHASE 1	CES		In Progress	

**9.1.2 AFFIXING OF THE COMMON SEAL TO EMPLOYMENT CONTRACT -  
MANAGER COMMUNITY SAFETY**

**File Ref:** ADM-1-1  
**Responsible Officer:** Ms Sian Appleton  
Acting Chief Executive Officer  
**Author:** Mr David Kular  
Manager Human Resource  
**Proposed Meeting Date:** 09 March 2018  
**Location/Address:** N/A  
**Name of Applicant:** N/A  
**Author Disclosure of Interest:** Nil

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**REPORT PURPOSE**

To note the approval to affix the common seal of the Shire of East Pilbara to the employment contract of the Manager Community Safety.

**BACKGROUND**

Council has employed Mr Brent Stein to the position of Manager Community Safety. The term of the contract is for three years, from 19<sup>th</sup> February 2018, and expiring on 18<sup>th</sup> February 2021.

**COMMENTS/OPTIONS/DISCUSSIONS**

Nil

**STATUTORY IMPLICATIONS/REQUIREMENTS**

Nil

**POLICY IMPLICATIONS**

**Policy:**

Council's Policy Manual 2017-2018  
4.5 Execution of Documents

**EXECUTION OF DOCUMENTS**

Minute No: Item 9.2.4  
Date 9<sup>th</sup> December 2016

**Objective**

To allow for the proper execution of documents.

**Policy**

All documents validly executed will have the common seal affixed and any two of the following: the Shire President, Chief Executive Officer or Deputy Chief Executive Officer's attestations affixing the seal. Use of the common seal is to be recorded in the common seal register and must have the Council resolution number included and the date that the seal was applied.

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**STRATEGIC COMMUNITY PLAN**

Nil

**RISK MANAGEMENT CONSIDERATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Resource requirements are in accordance with existing budgetary allocation.

**VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**THAT Council note the common seal be affixed to the employment contract between the Shire of East Pilbara and Mr Brent Stein, Manager Community Safety for a term of three years (3) from 19<sup>th</sup> February 2018 to 18<sup>th</sup> February 2021.**

**9.2 DEPUTY CHIEF EXECUTIVE OFFICER**

**9.2.1 DEPUTY CHIEF EXECUTIVE OFFICER STATUS OF COUNCIL DECISION -  
FEBRUARY 2018**

**File Ref:** CLR -4-5  
**Responsible Officer:** Ms Sian Appleton  
Acting Chief Executive Officer  
**Author:** Mrs Sheryl Pobrica  
Executive Services Administration Officer  
**Proposed Meeting Date:** 09 March 2018  
**Location/Address:** N/A  
**Name of Applicant:** N/A  
**Author Disclosure of Interest:** Nil

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**REPORT PURPOSE**

To inform of the action taken in relation to Council decisions.

**BACKGROUND**

Council requested to be informed of the progress and completion of previous decisions.

**COMMENTS/OPTIONS/DISCUSSIONS**

The status list of Council decisions is included in the agenda.

**STATUTORY IMPLICATIONS/REQUIREMENTS**

Local Government Act 1995  
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  - (a) oversee the allocation of the local government's finances and resources; and
  - (b) determine the local government's policies.

**POLICY IMPLICATIONS**

Nil

## STRATEGIC COMMUNITY PLAN

### Goal 1 – Civic Leadership – Planned Actions

*The Shire of East Pilbara seeks to deliver high quality corporate governance and demonstrate accountability to its constituents. All decisions are informed by community engagement – leading to the effective allocation of the Shire's resources – that deliver optimum benefits to the community.*

#### 1.1 Efficient and effective local government

##### 1.1.1 Ethical, accountable and transparent decision-making

## RISK MANAGEMENT CONSIDERATIONS

In order to remain transparent and to facilitate timely and appropriate decision-making it is necessary that actions items be reviewed at each Council meeting.

## FINANCIAL IMPLICATIONS

Nil

## VOTING REQUIREMENTS

Simple.

## OFFICER'S RECOMMENDATION

**THAT the Deputy Chief Executive Officer "Status of Council Decisions" Report for the month of February 2018 be received.**

COUNCIL MEETING DATE	ITEM NO	COUNCIL RESOLUTION	OFFICERS	ACTION TAKEN/ STATUS	ESTIMATED COMPLETION DATE	COMMENTS
28 July 2017	13.2	NULLAGINE CARAVAN PARK Cr Bidy Schill said the toilet block at the Nullagine Caravan Park requires an urgent upgrade as they are unacceptable for use; especially it is now tourist season. Cr Bidy Schill would like this brought back to Council regarding the condition of the toilet block. Ms Sian Appleton, Deputy Chief Executive Officer to follow up.	DCEO	Report being provided re-future of Nullagine Caravan Park	April 2018	
27 October 2017	11.2.4	PROPOSAL TO DEVELOP A RECONCILIATION ACTION PLAN	MCW	RAP Commenced.		
27 October 2017	15.8	GALLOP HALL TOILET BLOCK Cr Bidy Schill said the toilets next to Gallop Hall have been refurbished but when people are using the hall they can only use one toilet, as the other one is used for the CRC staff, and asking why they are locked and should be used for public using the Gallop Hall. Ms Sian Appleton, Deputy Chief Executive Officer to follow up	DCEO	To be considered at Budget Review		

**SHIRE OF EAST PILBARA  
ORDINARY COUNCIL MEETING AGENDA**

**9 MARCH, 2018**

COUNCIL MEETING DATE	ITEM NO	COUNCIL RESOLUTION	OFFICERS	ACTION TAKEN/ STATUS	ESTIMATED COMPLETION DATE	COMMENTS
8 December 2017	9.2.3	REVIEW OF POLICY 4.3 CONFERENCES-STUDY TOURS	CG		Completed	
8 December 2017	9.2.4	PROPOSED NEW POLICY 6.12 - ANNUAL THANK A VOLUNTEER AND THE AUSTRALIA DAY WA, COMMUNITY CITIZEN OF THE YEAR (COTY) AWARDS	MCW		Completed	
8 December 2017	9.2.5	AUDIT COMMITTEE REPORT	DCEO		Completed	
8 December 2017	13.2	COMMUNITY BANNER POLES Cr Biddy Schill noted that there are a number of community banners around Newman but none have been put up in Nullagine. Ms Sian Appleton, Deputy Chief Executive Officer to follow up for Nullagine and Marble Bar.	DCEO	New Banners have been ordered.	Completed	
8 December 2017	13.3	RECORDING OF COUNCIL MEETING MINUTES Cr Biddy Schill asked if the audio from Council meetings could be recorded. Shire President Lynne Craigie suggested that the meeting minutes be typed live on the projector as has been done previously. Ms Sian Appleton, Deputy Chief Executive Officer to follow up.	DCEO	Member Motion in agenda	Completed	
8 December 2017	13.4	NEWMAN AQUATIC CENTRE OPENING HOURS Cr Gerry Parsons asked if the Newman Aquatic Centre can look at extending their opening hours as it is starting to heat up. Ms Sian Appleton, Deputy Chief Executive Officer advised that the extended summer opening hours will commence soon.	DCEO	Summer hours have been introduced	Completed	
8 December 2017	13.7	DISCLOSURE OF ORGANISATIONAL RELATIONSHIPS Cr Anita Grace stated that at the recent PRC meeting, a question was asked on whether the Shire's relationship with the PRC needs to be disclosed in relation to the related party disclosure form. Ms Sian Appleton, Deputy Chief Executive Officer to follow up.	DCEO	Coordinator Governance following up	March 2018	
8 December 2017	13.8	COUNCILLOR KNOWLEDGE OF THE SHIRE Cr Lang Coppin asked if it would be possible to arrange an internal trip across the Shire for all	DCEO	With the Media Relations Department	April 2018	

**SHIRE OF EAST PILBARA  
ORDINARY COUNCIL MEETING AGENDA**

**9 MARCH, 2018**

COUNCIL MEETING DATE	ITEM NO	COUNCIL RESOLUTION	OFFICERS	ACTION TAKEN/ STATUS	ESTIMATED COMPLETION DATE	COMMENTS
		Councillors in an effort to increase their working knowledge on its communities. Shire President Lynne Craigie said that this would be logistically difficult and suggested that staff produce a photo and information session to be presented by Council. Ms Sian Appleton, Deputy Chief Executive Officer to follow up.				
8 December 2017	13.15	MARBLE BAR RACE CLUB TOWER Further to previous discussion, Cr Michael Kitchin raised the concern about the instability of the commentator's tower at the Marble Bar Race Club. Cr Kitchin asked if the Shire could potentially have any duty of care or liability. Mr Allen Cooper, Chief Executive Officer said that the Shire's Building and Assets unit can investigate the structure and if it is deemed unstable it can be cordoned off; but noted that this is ultimately not the Shire's responsibility.	MAP/ADC	Inspection undertaken. Acting Director Community Services to comment	Completed	

### 9.2.2 AFFIXING COMMON SEAL UNDER DELEGATED AUTHORITY

**Responsible Officer:** Ms Sian Appleton  
Deputy Chief Executive Officer

**Author:** Ms Dawn Brown  
Contract and Procurement Officer

**Proposed Meeting Date:** 09 March 2018

**Location/Address:** N/A

**Name of Applicant:** N/A

**Author Disclosure of Interest:** Nil

### REPORT PURPOSE

This report is to advise Council of the documents that have had the Shire of East Pilbara's Common Seal affixed under delegated authority since the Council Meeting held 2<sup>nd</sup> February, 2018.

### BACKGROUND

There was one document that has had the Shire's Common Seal affixed under delegated authority, since the last Council meeting.

### COMMENTS/OPTIONS/DISCUSSIONS

Document	Details	Parties	Synergy TC No.
Contract	Installation Box Culverts (RFQ 03-2017/18)	LG Craven & Sons	TC2017560

- Contract – Installation of Box Culverts, Newman – awarded to LG Craven & Sons – works have recently been completed.

### STATUTORY IMPLICATIONS/REQUIREMENTS

*Local Government Act 1995*, Part 9, Division 3, s.9.49A Execution of Documents.

### POLICY IMPLICATIONS

#### 4.5 EXECUTION OF DOCUMENTS

**Minute No:** Item 9.2.4

**Date:** 9<sup>th</sup> December 2016

#### **Objective**

To allow for the proper execution of documents.

#### **Policy**

All documents validly executed will have the common seal affixed and any two of the following: the Shire President, Chief Executive Officer or Deputy Chief Executive

Officer's attestations affixing the seal. Use of the common seal is to be recorded in the common seal register and must have the Council resolution number included and the date that the seal was applied.

**Delegation From:** Council  
**Delegation To:** Chief Executive Officer  
**Council File Reference:** ADM-14-9  
**Legislative Authority for Delegation:** S5.42 Local Government Act 1995

And Delegated Authority as per:

**Power/Duty/Authorisation Delegated:**

Authority to prepare the necessary documentation to execute documents taking into account any specific or policy requirements of council where:

The Council has authorised entering into a formal contract or a formal contract is considered necessary by the Chief Executive Officer as part of the day to day operation of the Council or a formal contract is authorised under a delegated authority from the Council.

**Authority for exercise of Power/Duty/Authorisation**

**Conditions attached to Delegation**

Also refer to Council's Standing Orders Local Law

**Date of Delegation** \_\_\_\_\_

**Delegator (Shire President)** \_\_\_\_\_

**STRATEGIC COMMUNITY PLAN**

**Goal 1 – Civic Leadership – Planned Actions**

The Shire of East Pilbara seeks to deliver high quality corporate governance and demonstrate accountability to its constituents. All decisions are informed by community engagement – leading to the effective allocation of the Shire's resources – that deliver optimum benefits to the community.

- 1.1 Efficient and effective local government
- 1.1.1 Ethical, accountable and transparent decision-making
  - Responsible officer: DCEO
  - Timing: As appropriate

**RISK MANAGEMENT CONSIDERATIONS**

Should Council not be informed of the documents that have had the Common Seal affixed under delegated authority, the Shire will fail to abide by their Execution of Documents Policy which clearly states that "*Use of the common seal is to be recorded in the common seal register and must have the Council resolution number included and the date that the seal was applied*".

**FINANCIAL IMPLICATIONS**

No financial resource impact.

**VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**THAT Council have been advised that the Common Seal has been affixed under delegated authority to the Contract between the Shire of East Pilbara and LG Craven and Sons for the Installation of Box Culverts.**



### 9.2.3 AUDIT COMMITTEE REPORT 22 FEBRUARY 2018

**File Ref:** FIN-23-1

**Attachments:** [rptCARFullReturn.pdf](#)  
[Minutes February 22 2018 Audit Committee.docx](#)

**Responsible Officer:** Ms Sian Appleton  
Deputy Chief Executive Officer

**Author:** Mrs Lisa Davis  
Manager Corporate Services

**Proposed Meeting Date:** 09 March 2018

**Location/Address:** N/A

**Name of Applicant:** N/A

**Author Disclosure of Interest:** Nil

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#### REPORT PURPOSE

For Council to consider recommendations from the Audit Committee.

#### BACKGROUND

The Audit Committee met on the 22 February 2018 and the minutes of that meeting are attached.

#### COMMENTS/OPTIONS/DISCUSSIONS

Role of the Audit Committee:

As a requirement of the Local Government Act 1995, the Audit Committee was formed “to provide independent oversight of the financial systems of the local government on behalf of the Council. As such, the committee will operate to assist Council to fulfil its corporate governance, stewardship, leadership and control responsibilities in relation to the local government’s financial reporting and audit responsibilities.”

#### STATUTORY IMPLICATIONS/REQUIREMENTS

Refer to attached Audit Committee minutes.

#### POLICY IMPLICATIONS

Refer to attached Audit Committee minutes.

#### STRATEGIC COMMUNITY PLAN

##### Goal 1 – Civic Leadership – Planned Actions

The Shire of East Pilbara seeks to deliver high quality corporate governance and demonstrate accountability to its constituents. All decisions are informed by community engagement – leading to the effective allocation of the Shire’s resources – that deliver optimum benefits to the community.

1.1 Efficient and effective local government

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- 1.1.2 Continued strong financial management  
Responsible officer: DCEO  
Timing: 1 year

**RISK MANAGEMENT CONSIDERATIONS**

Refer to attached Audit Committee minutes.

**FINANCIAL IMPLICATIONS**

No financial resource impact.

**VOTING REQUIREMENTS**

Absolute.

**OFFICER'S RECOMMENDATION**

**THAT Council consider the following recommendation as presented by the Audit Committee.**

**AUDIT COMMITTEE RECOMMENDATION**

**THAT Council adopt the Compliance Audit Return for the calendar year 1 January 2017 to 31 December 2017.**

#### 9.2.4 BUDGET REVIEW AS AT 31 JANUARY 2018

**File Ref:** FIN-23-10  
**Attachments:** [Budget Review pdf](#)  
**Responsible Officer:** Ms Sian Appleton  
Deputy Chief Executive Officer  
**Author:** Mrs Lisa Davis  
Manager Corporate Services  
**Proposed Meeting Date:** 09 March 2018  
**Location/Address:** N/A  
**Name of Applicant:** N/A  
**Author Disclosure of Interest:** Nil

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#### REPORT PURPOSE

For Council to consider and accept the budget review as at 31 January 2018.

#### BACKGROUND

This report outlines projected variance within the 2017/2018 budget, proposed changes to the budget and brief explanation of why the changes are required. Also attached is a nineteen page report detailing projected actual figures to 31 January and variances against the budget figures.

These are three sections to the budget review attachment:

1. A financial activity report outlining variances against project actuals and the 2017/2018 project.
2. A reconciliation of projected actual capital expenditure against the 2017/2018 budget.
3. Projected net assets as at 30 June 2018.

#### COMMENTS/OPTIONS/DISCUSSIONS

The Deputy Chief Executive Officer will provide an overview and explanation as required of how to interpret the budget review.

The bought forward surplus in the budget increased by approximately \$2,000,000. The majority of this is due to the Auditors request to bring the financial assistance grant in advance into the general revenue of the 2016/2017 year.

As at the 31 January material variances in the operating and capital budgets are as follows:

#### General purpose Funding – Function 3

Financial Assistance Grant has been reduced by - \$439,500.

**Governance – Function 4**

Overspend in IT and Communications approximately - \$170,000.

**Education and Welfare – Function 8**

Funding for the Family and Youth Hub is down by \$5,500,000 matched by a decrease in expenditure.

**Community Amenities – Function 10**

Liquid Waste and Tip Fees down on budget by approximately \$250,000.

**Recreation & Culture – Function 11**

Overspend in Parks & Gardens approximately - \$100,000.

**Transport – Function 12**

Income for Landcorp to be bought in the 2018/2019 - \$150,000.

The following additional expenditure on capital is submitted for consideration by Council:

<b>New Capital Expenditure</b>		
Kiln (partly funded)	New	\$ 10,000
Rec Centre Mural	New	\$ 10,000
Staff Housing – moved from reserve	Increase	\$ 80,000
Marble Bar Public Toilet – from EPAC toilet	New	\$120,000
Nullagine Public Toilet – from EPAC toilet	New	\$120,000
Donga transport to Nullagine Depot	New	\$ 50,000
Cape Keraudren Residence	Additional	\$ 50,000
<b>TOTAL ADDITIONAL CAPITAL EXPENDITURE</b>		

<b>Capital Items not Undertaken</b>		
IT Equipment	Reduced	\$150,000
EPAC Toilets– as above & partly moved to reserve	Reduced	\$410,000
Rec Centre Aircon – underspend moved to reserve	Reduced	\$ 50,000
Cenotaph – moved to reserve	Reduced	\$200,000
Heavy Plant – moved to reserve	Reduced	\$500,000
<b>TOTAL CAPITAL WORK NOT UNDERTAKEN</b>		

<b>Additional Reserve Transfers</b>		
Recreation Facilities Maintenance	Transfer In	\$1,000,000

**STATUTORY IMPLICATIONS/REQUIREMENTS**

*Local Government (Financial Management) Regulations 1996 – Part 3 Annual Budget s6.2*

**33A. Review of budget**

(1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.

(2A) The review of an annual budget for a financial year must —

- (a) *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
  - (b) *consider the local government's financial position as at the date of the review; and*
  - (c) *review the outcomes for the end of that financial year that are forecast in the budget.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) *A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*  
  
*\*Absolute majority required.*
- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

*Local Government Act 1995 Part 6, Division 4*

**6.11. Reserve accounts**

- (1) *Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.*
- (2) *Subject to subsection (3), before a local government —*
  - (a) *changes\* the purpose of a reserve account; or*
  - (b) *uses\* the money in a reserve account for another purpose,**it must give one month's local public notice of the proposed change of purpose or proposed use.*  
  
*\* Absolute majority required.*

**POLICY IMPLICATIONS**

Nil

**STRATEGIC COMMUNITY PLAN**

**Goal 1 – Civic Leadership – Planned Actions**

The Shire of East Pilbara seeks to deliver high quality corporate governance and demonstrate accountability to its constituents. All decisions are informed by community engagement – leading to the effective allocation of the Shire's resources – that deliver optimum benefits to the community.

- 1.1 Efficient and effective local government
  - 1.1.2 Continued strong financial management  
Responsible officer: DCEO  
Timing: 1 year
  - 1.1.3 Effective business management  
Responsible officer: DCEO  
Timing: 1-3 years

## RISK MANAGEMENT CONSIDERATIONS

The Budget Review is a mandatory compliance item under the Local Government Act 1995. If a Budget Review is not completed and accepted by Council within specified timeframes Council will be in legislative breach of the Act.

## FINANCIAL IMPLICATIONS

If the budget review is accepted by Council it is expected that Council will bring forward a surplus of approximately \$140,000 into the 2018/2019 year.

## VOTING REQUIREMENTS

Absolute.

## OFFICER'S RECOMMENDATION

**THAT Council**

- 1. Accept the Budget Review as at the 31<sup>st</sup> January 2018 as set out;**
- 2. Authorise additional capital expenditure as follows:**

<b>New Capital Expenditure</b>		
Kiln (partly funded)	New	\$ 10,000
Rec Centre Mural	New	\$ 10,000
Staff Housing – moved from reserve	Increase	\$ 80,000
Marble Bar Public Toilet	New	\$120,000
Nullagine Public Toilet	New	\$120,000
Donga transport to Nullagine Depot	New	\$ 50,000
Cape Keraudren Residence	Additional	\$ 50,000
<b>TOTAL ADDITIONAL CAPITAL EXPENDITURE</b>		

- 3. Authorise additional transfers to reserves as follow:**

<b>Additional Reserve Transfers</b>		
Recreation Facilities Maintenance	Transfer In	\$1,000,000

### 9.2.5 COMMUNITY ASSISTANCE GRANTS - ROUND TWO 2017/18

Attachments	<a href="#"><u>Confidential Under Separate Cover</u></a>
Responsible Officer:	Ms Sian Appleton Deputy Chief Executive Officer
Author:	Mrs Danielle Airtton Coordinator Community Wellbeing
Proposed Meeting Date:	09 March 2018
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	Nil

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### REPORT PURPOSE

For Council to consider and make decisions on the Community Assistance Grant funding applications for Round 2 of the 2017/2018 financial year.

### BACKGROUND

The Shire of East Pilbara's Community Assistance Grants and Sponsorships are designed to promote community development and wellbeing within the East Pilbara local government area.

Grants are available for not-for-profit organisations involved in arts, culture, sports, recreation and social services. Limited support is also available to local educational institutions. Applicants must fit one of the following categories:

1. A not-for-profit community organisation providing a community service within the East Pilbara region where there is a demonstrated community need or benefit;
2. An educational institution in the East Pilbara (for award presentations only);
3. A sporting association to assist with club development (eg. Coaching courses, governance training and or grant writing courses); or
4. An organisation involved in cultural development within the East Pilbara.

Applications for the Community Assistance Grant Number Three (3) can be made by clubs and community groups twice per year. Round One (1) opens on the 1st of July and closes on the 31st July and applications are assessed at the next scheduled Council Meeting. Round Two (2) opens on January 1st and closes on January 31st and applications are assessed at the next scheduled Council Meeting. Each application is eligible for a grant of up to \$6,000 in cash or in-kind contributions.

### COMMENTS/OPTIONS/DISCUSSIONS

This round, the Shire received four (4) applications from community organisations and sporting clubs based in the East Pilbara. All four (4) applications met the Shire's Community Assistance Grants eligibility criteria. Details are as follows:

Applicant Organisation	Met Criteria (Yes/No)	Amount Sought	Comment/Description
Kanyirninpa Jukurrpa (KJ)	Yes	\$6,000.00	Cash contribution towards language program 'Building Martu Wellbeing through Pride in Language'
Lions Club of Newman Inc.	Yes	\$6,000.00	Cash contribution towards Stage 2 of upgrade to Animal Park and Playground
Newman Vets Football Club	Yes	\$6,000.00	Cash and in-kind contributions towards the 2018 Newman Vets Celebrity Match
Newman Day Care Centre Inc.	Yes	\$3,733.40	Cash contribution towards a new printer/photocopier for the centre
<b>TOTAL</b>		<b>\$21,733.40</b>	

A summary of each application follows:



<b>Name of organisation</b>	Kanyirninpa Jukurrpa (KJ)			
<b>Activity the organisation is seeking funding for</b>	Building Martu Wellbeing through Pride in Language			
<b>Funding Details</b>	<b>Amount Requested</b>	<b>Total Budget</b>		
	<b>\$6000</b>	<b>\$45,000</b>		
<b>Type of fund request</b>	In kind	<input type="checkbox"/>	Cash	<input checked="" type="checkbox"/>
<b>Funding sought from other organisations</b>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
<b>If other funding is sought, amount funded from other organisation</b>	\$ 24,000			
<b>Previous funding from Shire of East Pilbara</b>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
<b>If yes, amount received and funded years</b>	2013 - \$4,838			
<b>Funds Acquitted</b>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
<b>Outstanding Shire Debts</b>	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
<b>Does Application meet funding criteria?</b>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<b>Not for profit community organisations providing a community service within the East Pilbara region where there is a demonstrated community need or benefit</b>			
<input type="checkbox"/>	<b>Educational institutions in the East Pilbara for award presentations only</b>			
<input type="checkbox"/>	<b>Sporting Associations to assist with club development (e.g. coaching courses, governance training and or grant writing courses).</b>			
<input checked="" type="checkbox"/>	<b>Organisations involved in cultural development within the Shire of East Pilbara</b>			
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Is the applicant registered for GST - YES</b>			
<b>Description and purpose of grant</b>	The objective of the project is to capitalise on the early success of KJ's language program by providing wages for the employment of Martu women to work alongside a non-Martu language worker. The project will work with 10 Martu women who want to keep their language strong. The existing language program has already engendered great enthusiasm and participation and this project will support an expansion of activities in the East Pilbara.			

<b>Target group of project outcome</b>	The Martu community within the Shire of East Pilbara. The project particularly aimed at supporting the aspirations of Martu Women as the female officer employed will enable culturally appropriate practice.
<b>Benefit to East Pilbara Community</b>	To build on the success of KJ's language program and support the continued provision of language support to local service providers. Through this project Martu can build self-confidence and take pride in their language, country and culture.
<b>Acknowledgement of SOEP</b>	Article in KJ's quarterly Newsletter Acknowledgement and Shire logo in KJ's Annual Report

<b>Name of organisation</b>	Lions Club of Newman Inc.				
<b>Activity the organisation is seeking funding for</b>	Upgrade to Animal Park				
<b>Funding Details</b>	<b>Amount Requested</b>	<b>Total Budget</b>			
	<b>\$6000</b>	<b>\$12,000</b>			
<b>Type of fund request</b>	In kind	<input type="checkbox"/>	Cash	<input checked="" type="checkbox"/>	
<b>Funding sought from other organisations</b>	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>	
<b>If other funding is sought, amount funded from other organisation</b>	\$				
<b>Previous funding from Shire of East Pilbara</b>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>	
<b>If yes, amount received and funded years</b>	2015 - \$1000 2014 - \$5000				
<b>Funds Acquitted</b>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>	Comments:
<b>Outstanding Shire Debts</b>	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>	Comments:
<b>Does Application meet funding criteria?</b>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>	Comments:
<input checked="" type="checkbox"/>	<b>Not for profit community organisations providing a community service within the East Pilbara region where there is a demonstrated community need or benefit</b>				
<input type="checkbox"/>	<b>Educational institutions in the East Pilbara for award presentations only</b>				
<input type="checkbox"/>	<b>Sporting Associations to assist with club development (e.g. coaching courses, governance training and or grant writing courses).</b>				
<input type="checkbox"/>	<b>Organisations involved in cultural development within the Shire of East Pilbara</b>				
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<b>Is the applicant registered for GST – NOT REGISTERED FOR GST</b>				
<b>Description and purpose of grant</b>	<p>The purpose of the funding would be to commence Stage 2 of the upgrades to the animal park. The first Stage was funded by the Shire in 2014/2015.</p> <p>The upgrades to the park are an on-going project to help beautify the park and playground so that families and children in the community can have a safe and interactive space to enjoy.</p>				
<b>Target group of project outcome</b>	All residents of Newman however in particular families with small children.				

<b>Benefit to East Pilbara Community</b>	A free community playground and animal park for all residents to enjoy. Interaction with the animals for children is a great experience given the remote location of Newman and also provides a sensory and educational experience for children as they learn about the animals and interact with them.
<b>Acknowledgement of SOEP</b>	The Shire logo will be displayed on the sign located at the front of the Animal park.

<b>Name of organisation</b>	Newman Vets Football Club				
<b>Activity the organisation is seeking funding for</b>	Newman Vets Celebrity Match				
<b>Funding Details</b>	<b>Amount Requested</b>	<b>Total Budget</b>			
	<b>\$6000</b>	<b>\$45,000</b>			
<b>Type of fund request</b>	In kind	<input checked="" type="checkbox"/>	Cash	<input checked="" type="checkbox"/>	
<b>Funding sought from other organisations</b>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>	
<b>If other funding is sought, amount funded from other organisation</b>	\$ 27,500				
<b>Previous funding from Shire of East Pilbara</b>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>	
<b>If yes, amount received and funded years</b>	2017 \$6000				
<b>Funds Acquitted</b>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>	Comments:
<b>Outstanding Shire Debts</b>	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>	Comments:
<b>Does Application meet funding criteria?</b>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>	Comments:
<input checked="" type="checkbox"/>	<b>Not for profit community organisations providing a community service within the East Pilbara region where there is a demonstrated community need or benefit</b>				
<input type="checkbox"/>	<b>Educational institutions in the East Pilbara for award presentations only</b>				
<input type="checkbox"/>	<b>Sporting Associations to assist with club development (e.g. coaching courses, governance training and or grant writing courses).</b>				
<input type="checkbox"/>	<b>Organisations involved in cultural development within the Shire of East Pilbara</b>				
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<b>Is the applicant registered for GST – NOT REGISTERED FOR GST</b>				

<b>Description and purpose of grant</b>	<p>The funding will contribute to the delivery of the 10<sup>th</sup> annual Newman Vets Celebrity Match. The club partners with Newman National Football League, Newman Junior Football Council and V Swans Football Club and is a fundraising event for local charities and not for profit organisations.</p> <p>The event includes bringing celebrity sportsman to be a part of the weekend's activities, including mentoring sessions, autograph sessions, community engagement opportunities, skills and qualification sessions, as well as the junior and senior football games.</p> <p>Linking with the three local schools and engaging with local businesses the event will deliver a weekend of physical and social engagement whilst celebrating the positive aspects of living in a regional community.</p>
<b>Target group of project outcome</b>	<p>All members of the Newman community – including approximately:</p> <ul style="list-style-type: none"><li>• 150 Male and Female Youth;</li><li>• 150 Male and Female Children;</li><li>• Spectators and participants across the weekend - 2000</li></ul>
<b>Benefit to East Pilbara Community</b>	<p>The community will benefit from attending the free and inclusive event which has become a staple in the Newman Event calendar; local charities and not for profit organisations will receive fundraising; local schools will be engaged and benefit from mentoring and meeting celebrities and businesses will be engaged and included in the event planning and delivery.</p>
<b>Acknowledgement of SOEP</b>	<p>The Shire Logo will be included on all attire including playing guernsey, social media and other all other marketing collateral. Verbal acknowledgement will also be provided at the events.</p>

<b>Name of organisation</b>	Newman Day Care Centre Inc.				
<b>Activity the organisation is seeking funding for</b>	New Printer/Photocopier				
<b>Funding Details</b>	<b>Amount Requested</b>	<b>Total Budget</b>			
	\$3733.40	\$7466.80			
<b>Type of fund request</b>	In kind	<input type="checkbox"/>	Cash	<input checked="" type="checkbox"/>	
<b>Funding sought from other organisations</b>	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>	
<b>If other funding is sought, amount funded from other organisation</b>	\$				
<b>Previous funding from Shire of East Pilbara</b>	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>	
<b>If yes, amount received and funded years</b>					
<b>Funds Acquitted</b>	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	Comments: N/A
<b>Outstanding Shire Debts</b>	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>	Comments:
<b>Does Application meet funding criteria?</b>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>	Comments:
<input checked="" type="checkbox"/>	<b>Not for profit community organisations providing a community service within the East Pilbara region where there is a demonstrated community need or benefit</b>				
<input type="checkbox"/>	<b>Educational institutions in the East Pilbara for award presentations only</b>				
<input type="checkbox"/>	<b>Sporting Associations to assist with club development (e.g. coaching courses, governance training and or grant writing courses).</b>				
<input type="checkbox"/>	<b>Organisations involved in cultural development within the Shire of East Pilbara</b>				
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Is the applicant registered for GST - YES</b>				
<b>Description and purpose of grant</b>	The funding will be used towards purchasing a new printer/photocopier for the office. The printer/photocopier is used by all educators for the benefit of the children who are being cared for.				
<b>Target group of project outcome</b>	All children who attend the day care centre.				
<b>Benefit to East Pilbara Community</b>	To support and provide a required resource to one of only two day care centres in the area.				

<b>Acknowledgement of SOEP</b>	The Shire will be thanked via Newman Day Cares Facebook page and a proudly funded by Shire of East Pilbara sign will be placed on the photocopier.
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The overall Community Assistance Grant budget for 2017/18 is \$55,200. Approximately \$10,000 of the total amount needs to be set aside for the smaller Grant 1 and Grant 2 programs that are open year-round and approved by the CEO under delegated authority. The balance of \$45,200 then needs to be halved, to accommodate the two Grant 3 rounds approved by the full Council. This means there is approximately \$22,000 for each of the two rounds.

The total amount funded for Round 1 of the 2017/2018 financial year was \$10,504.21.

With four (4) months until the end of the 2017/2018 financial year there is a balance of \$40,056.05 available within the Community Assistance Grant budget.

The total amount sought for Round 2 of the 2017/18 financial year is \$21,733.40 meaning the full \$21,733.40 applied for can be afforded given the underspend on Round 1, the current funds available in the budget and the forecasted spend for the smaller Grant 1 and Grant 2 programs for the rest of this financial year.

Each of the Round 2 applications have been individually assessed against the eligibility criteria to assist the decision making process.

Based on the applicants' submissions and with reference to the Community Assistance Grant policy and guidelines, Kanyirninpa Jukurrpa (KJ), the Lions Club of Newman Inc., Newman Vets Football Club and Newman Day Care Centre Inc. applications are recommended to be funded in full.

It is also noted that there are no outstanding debts listed against any of the organisations who have applied for this round of Community Assistance Grant 3.

## **STATUTORY IMPLICATIONS/REQUIREMENTS**

Nil

## **POLICY IMPLICATIONS**

### **6.6 COMMUNITY ASSISTANCE GRANTS**

## **STRATEGIC COMMUNITY PLAN**

### **Goal 2 – Social – Planned Actions**

- 2.4.1 Promote diverse, harmonious and caring communities  
Partnering With: Federal Government, State Government, Industry and NGO's  
Responsible officer: MCW  
Timing: 1-3 years
- 2.4.2 Build strong community groups, networks and governance  
Partnering With: Federal Government, State Government, Industry and NGO's  
Responsible officer: MCW  
Timing: 1-5 years



- 2.4.3 Provide relevant and affordable community services  
Partnering With: Federal Government, State Government, Industry and NGO's  
Responsible officer: MCW  
Timing: 1-5 years
- 2.4.4 Equity and opportunities for all  
Partnering With: Federal Government, State Government, Industry, NGO's and Indigenous groups  
Responsible officer: MCW  
Timing: 1-3 years
- 2.2.1 Encourage high quality education and diverse skills development  
Partnering With: State Government, Industry  
Responsible officer: MCW  
Timing: 1-5 years

The Shire of East Pilbara seeks to foster harmonious communities that acknowledge a shared heritage; develop strong community connections, and have access to relevant and affordable community services and well-managed community infrastructure.

**2.1 Health and recreation**

- 2.1.1 Promote safe and healthy communities  
Partnering With: NGO's, State Government  
Responsible officer: MCW  
Timing: 1-3 years
- 2.1.2 Encourage active lifestyles  
Partnering With: State Government, Industry  
Responsible officer: MCW  
Timing: 1-3 years
- 2.1.3 Encourage high rates of participation in community activities and events  
Partnering With: Industry  
Responsible officer: MCW  
Timing: 1 year

**RISK MANAGEMENT CONSIDERATIONS**

Low reputational risk.

**FINANCIAL IMPLICATIONS**

Resource requirements are in accordance with existing budgetary allocation.

**VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**THAT Council**

- 1. THAT Council approve the Community Assistance Grant application for Kanyirninpa Jukurrpa (KJ) for a cash contribution of \$6,000 for the language program 'Building Martu Wellbeing through Pride in Language'.**
- 2. THAT Council approve the Community Assistance Grant application for the Lions Club of Newman for a cash contribution of \$6,000 for the Stage 2 upgrade to the Animal Park and Playground.**
- 3. THAT Council approve the Community Assistance Grant application for Newman Vets Football Club for a cash and in-kind contribution of \$6,000 as a contribution to the 2018 Newman Vets Celebrity Football Match.**
- 4. THAT Council approve the Community Assistance Grant application for Newman Day Care Centre Inc. for a cash contribution of \$3,733.40 for a new printer/photocopier for the centre.**

**9.2.6 AWARD OF RFT03-2017/18 ART MATERIALS MARTUMILI**

<b>Attachments:</b>	<a href="#"><u>Confidential Under Separate Cover</u></a>
<b>Responsible Officer:</b>	<b>Ms Sian Appleton</b> <b>Deputy Chief Executive Officer</b>
<b>Author:</b>	<b>Ms Carly Day</b> <b>Manager Martumili Artists</b>
<b>Proposed Meeting Date:</b>	<b>09 March 2018</b>
<b>Location/Address:</b>	<b>N/A</b>
<b>Name of Applicant:</b>	<b>N/A</b>
<b>Author Disclosure of Interest:</b>	<b>Nil</b>

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**REPORT PURPOSE**

For council to consider the tender for the supply of high quality art materials to Martumili Artists and to seek approval for the Chief Executive Officer to apply the common seal of the Shire of East Pilbara to the contract for the successful tenderer

**BACKGROUND**

Martumili artists buy an ongoing supply of art materials for the production of artwork

The tender scope of works includes:

- Supply Matisse range structure acrylic Paints, Mediums, Varnishes and Gesso to Martumili artists
- Supply rolls of high quality cotton and linen
- Supply large quantities of Double coated hand primed Cotton and Linen with a range of Back Ground Colours
- Supply support, timber and parts for a bele-arti Machine
- Supply Bele-arti Pre-primed box canvases in a range of sizes
- Supply standard sized mitred PQ and Bumpa stretcher bars for priming
- Supply a range of brushes
- Supply large rolls of bubble wrap with foam backing for artworks
- Supply artist quality paper
- Supply artist quality Gauche and oil paints

**COMMENTS/OPTIONS/DISCUSSIONS**

The Tender was advertised in the West Australian newspaper on the 27<sup>th</sup> of January, 2018, the shire Tenderlink Portal, the Shire website and Shire noticeboards.

The closing deadline for the tender was 10.00am, Friday the 16<sup>th</sup> February, 2018

At the close of the tender there was one (1) compliant tender as follows:

<b>Tenderer</b>
Chapman & Bailey

There was no non-compliant tenders received

The Documentation outlined the qualitative selection criteria with the associated weightings for the evaluation of the tender submission as follows

Relevant Experience	Weighting 20%
Delivery	Weighting 10%
Range of Product	Weighting 10%
Price consideration	Weighting 60%

A confidential Recommendation Report under separate cover is submitted to council which contains the evaluation panel's finding in relation to each tender submission and the justification for the Recommended Tenderer.

### **STATUTORY IMPLICATIONS/REQUIREMENTS**

Local Government Act 1995 and Local Government (Functions and General Regulations) 1996 tender regulations.

Part 3 - Functions of local governments (Division 2 - Legislative functions of local governments) (Subdivision 2 - Local laws made under any Act) 3.14. Commencement of local laws (pg 46)

### **POLICY IMPLICATIONS**

#### **4.5 EXECUTION OF DOCUMENTS**

Minute No:

Date: 9<sup>th</sup> March 2018

### **STRATEGIC COMMUNITY PLAN**

#### **Goal 2 – Social – Planned Actions**

The Shire of East Pilbara seeks to foster harmonious communities that acknowledge a shared heritage; develop strong community connections, and have access to relevant and affordable community services and well-managed community infrastructure.

2.3 Art, culture and youth

2.3.3 Foster artistic and creative expression

Partnering With: Federal Government, State Government, Industry and NGO's

Responsible officer: DCEO

Timing: 1-3 years

### **RISK MANAGEMENT CONSIDERATIONS**

Not getting materials means that Martumili's main business of painting will come to an end

**FINANCIAL IMPLICATIONS**

Resource requirements are in accordance with existing budgetary allocation.

**VOTING REQUIREMENTS**

Absolute.

**OFFICER'S RECOMMENDATION**

**THAT Council**

- 1. Award tender RFT 03-2017/18 for the supply of quality art materials to Chapman & Bailey**
- 2. Approve the Chief Executive Officer to apply the common seal of the Shire of East Pilbara to the subsequent contract between Chapman & Bailey and the Shire of East Pilbara with respect to this Tender.**

**9.2.7 MARTU CHRISTIAN FELLOWSHIP LEASE FOR RESERVE 48297 & 48298,  
26-28 COWRA DRIVE, NEWMAN**

**File Ref:** A435510  
**Attachments:** [Request for new lease MCF .pdf](#)  
**Responsible Officer:** Ms Sian Appleton  
Deputy Chief Executive Officer  
**Author:** Mrs Marisa Wolfenden  
Coordinator Property Services  
**Proposed Meeting Date:** 09 March 2018  
**Location/Address:** Lot 26 - 28 Cowra Drive, Newman  
**Name of Applicant:** Martu Christian Fellowship Inc  
**Author Disclosure of Interest:** Nil

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**REPORT PURPOSE**

To seek Council approval to enter into a new lease agreement between the Shire of East Pilbara and the Martu Christian Fellowship Inc for Reserve 48927 and 48298, Cowra Drive, Newman.

**BACKGROUND**

The Shire at its ordinary meeting on the 5 May 2006, resolved to enter into a lease agreement for Reserve 48298, Cowra Drive Newman with the Martu Christian Fellowship Inc. The agreement was 10 years with an Option Term of 10 years.

Recently, Martu Christian Fellowship Inc. sought approval by Council to enter into a Deed of Variation to its existing lease agreement to include Reserve 48927, which is the vacant land to the rear of the existing farm.

Upon execution of the documentation, the lease was forwarded to Council's solicitors to obtain Minister Approval where it was discovered that the original lease was not approved or executed by the Minister for Lands, as per the requirements of the Lands Administration Act.

**COMMENTS/OPTIONS/DISCUSSIONS**

Shire staff sort retrospective approval for the original lease agreement which was declined by the Minister for Land. Council's solicitors advised that a new lease agreement would need to be entered into.

The proposed new lease will have the same terms and conditions as the original agreement with exception of the following changes:

- Term 10 years,
  - Option Term 10 years,
  - Commencement Date 1st January 2018
-

## **STATUTORY IMPLICATIONS/REQUIREMENTS**

Compliance with the Land Administration Act

## **POLICY IMPLICATIONS**

**Delegation From:** Council

**Delegation To:** Chief Executive Officer

**Council File Reference:** ADM 14-9

**Legislative Authority for Delegation** S 5.42 Local Government Act 1995

### **Power/Duty/Authorisation Delegated:**

Authority to prepare the necessary documentation to execute documents taking into account any specific or policy requirements of council where:

The Council has authorised entering into a formal contract or a formal contract is considered necessary by the Chief Executive Officer as part of the day to day operation of the Council or a formal contract is authorised under a delegated authority from the Council

### **Authority for exercise of Power/ Duty/ Authorisation**

### **Conditions attached to Delegation**

Also refer to Council's Standing Orders Local Law.

**Date of Delegation** \_\_\_\_\_

**Delegator (Shire President)** \_\_\_\_\_

## **EXECUTION OF DOCUMENTS**

**Minute No:** Item 9.1.3

**Date:** 27th June 2003

All documents validly executed will have the common seal affixed and the President and the Chief Executive Officer's attestations affixing the seal. Use of the common seal is to be recorded in the common seal register and must have the Council resolution number included and the date that the seal was applied.

### **Objective**

To allow for the proper execution of documents.

### **Policy**

Council's Policy Manual 27 June 2004 on page 78

Strategic Community Plan

### **Goal 2 – Social – Planned Actions**

The Shire of East Pilbara seeks to foster harmonious communities that acknowledge a shared heritage; develop strong community connections, and have access to relevant and affordable community services and well-managed community infrastructure.

**2.1 Health and recreation**

- 2.1.1 Promote safe and healthy communities**  
Partnering With: NGO's, State Government  
Responsible officer: MCW  
Timing: 1-3 years

**RISK MANAGEMENT CONSIDERATIONS**

Currently the Shire is non-complaint with Section 18 (1) of the Land Administration Act rendering the existing agreement questionable in its legality.

There is an element of reputational risk from the community and the Department of Lands that Council is operating lease agreements with no formal approval of the Minister.

**FINANCIAL IMPLICATIONS**

The cost for the creation and execution of the lease documents will be approximately \$1500.00 and within the adopted budget.

**VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**THAT Council**

- 1. Approve entering into a lease agreement with Martu Christian Fellowship Inc for Reserve 48927 and Reserve 48298, Cowra Drive Newman commencing from 1 January 2018 for 10 years with an Option Term of 10 years**
- 2. Approve the proposed lease to be sent to the Minister of Lands for approval**
- 3. Approve the Chief Executive Officer to apply the common seal to the agreement between the Shire of East Pilbara and Martu Christian Fellowship Inc, subject to ministerial approval.**



**9.2.8 NEWMAN VETS INC - AFFIX COMMON SEAL TO THE LEASE  
AGREEMENT FOR CLUBROOMS AT CAPRICORN OVAL, LOT 995,  
RESERVE 409370**

**Responsible Officer:** Ms Sian Appleton  
Deputy Chief Executive Officer

**Author:** Mrs Marisa Wolfenden  
Coordinator Property Services

**Proposed Meeting Date:** 09 March 2018

**Location/Address:** Lot 995 Thulluna - Capricorn Oval Complex

**Name of Applicant:** Newman Vets Inc

**Author Disclosure of Interest:** Nil

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**REPORT PURPOSE**

To seek Council approval to enter into a lease agreement between the Shire of East Pilbara and Newman Vets Inc and to apply the Shire of East Pilbara common seal to the lease documentation.

**BACKGROUND**

The Shire of East Pilbara has received a request from the Newman Vets Inc to lease the old Tennis Clubrooms located at Capricorn Oval Complex, which have been defunct since 2016.

The Newman Vets Inc predominately uses the Goanna Oval for scheduled football games which is adjacent to the old tennis clubrooms. Currently the Newman Vets do not have any club facilities that include storage, kitchen and toilet facilities for their seasonal fixtures or off season. The Newman Vets Inc has been utilising Newman National Football League local club venues to date.

**COMMENTS/OPTIONS/DISCUSSIONS**

Shire staff had a site meeting with the President of the Newman Vets Inc where the following conditions would apply;

Lease term	5 years with a 5 year option
Annual Service Fee	The Shire of East Pilbara charges \$550.00 per year for leasing; this is part of the Shire of East Pilbara Fees and Charges and is reviewed annually.
Commencement Date	1 April 2018
Insurance	Providing the Shire of East Pilbara with current insurance documentation and committee details throughout the agreement.

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	Building insurance will be in the Shire of East Pilbara name and the premium will be on charged to lessee annually
Outgoings	Lessee is responsible for all outgoings, including water and power consumption, ESL, insurances, communication services etc
Utility Charges	Meter readings will be read on a bi-monthly schedule by the Shire of East Pilbara and on charged to the lessee
General Maintenance	Lessee will be responsible for the general maintenance
Minister approval	Approval by the Minister for Lands is required under the Management Order, prior to any lease agreement being entered into.

## **STATUTORY IMPLICATIONS/REQUIREMENTS**

Nil

## **POLICY IMPLICATIONS**

## **STRATEGIC COMMUNITY PLAN**

### **Goal 1 – Civic Leadership – Planned Actions**

The Shire of East Pilbara seeks to deliver high quality corporate governance and demonstrate accountability to its constituents. All decisions are informed by community engagement – leading to the effective allocation of the Shire’s resources – that deliver optimum benefits to the community.

#### **1.1 Efficient and effective local government**

### **Goal 2 – Social – Planned Actions**

The Shire of East Pilbara seeks to foster harmonious communities that acknowledge a shared heritage; develop strong community connections, and have access to relevant and affordable community services and well-managed community infrastructure.

#### **2.1 Health and recreation**

##### **2.1.3 Encourage high rates of participation in community activities and events**

Partnering With: Industry  
Responsible officer: MCW  
Timing: 1 year

**RISK MANAGEMENT CONSIDERATIONS**

This proposal presents minimal risk to Council.

**FINANCIAL IMPLICATIONS**

No financial resource impact.

**VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**THAT Council**

- 1. Approve entering into a lease agreement with Newman Vets Inc for the old tennis clubrooms at Lot 995, Capricorn Oval Complex,**
- 2. Approve the proposed lease to be sent to the Minister of Lands for approval,**
- 3. Approve the Chief Executive Officer to apply the common seal to the agreement between the Shire of East Pilbara and the Newman Vets Inc and Shire of East Pilbara, subject to ministerial approval.**

**9.2.9 RATES EXEMPTION - FREE MASONS CAPRICORN LODGE**

<b>File Ref:</b>	<b>A404113/FIN-22-1</b>
<b>Attachments:</b>	<a href="#">LG Act 1995</a> <a href="#">Freemasons Capricorn Lodge Application for Rates Exemption pdf</a> <a href="#">Freemasons Capricorn Lodge Financials pdf</a>
<b>Responsible Officer:</b>	<b>Ms Sian Appleton</b> <b>Deputy Chief Executive Officer</b>
<b>Author:</b>	<b>Mrs Joanna Eades</b> <b>Rates Revenue Officer</b>
<b>Proposed Meeting Date:</b>	<b>09 March 2018</b>
<b>Location/Address:</b>	<b>N/A</b>
<b>Name of Applicant:</b>	<b>N/A</b>
<b>Author Disclosure of Interest:</b>	<b>Nil</b>

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**REPORT PURPOSE**

That Council consider the application for rates exemption by Freemasons Capricorn Lodge.

**BACKGROUND**

Freemasons Capricorn Lodge submitted an application for rates exemption under section 6.26(2)(g) of the Local Government Act 1995.

Freemasons Western Australia fall under two constitutions, "Grand Lodge of Western Australia Freemasons Homes for the Aged Incorporated" and "The Grand Lodge of Western Australia of Antient Free and Accepted Masons Incorporated". As per 6.03 of the Grand Lodge of Western Australian Freemasons Homes for the Aged Incorporated "*There shall not be any fees for membership of the Association*". In this case the Freemasons Capricorn Lodge charge membership fees therefore the application needs to be considered under the constitution of "The Grand Lodge of Western Australia of Antient Free and Accepted Masons Incorporated"

As per the above constitution section

- 3.1 (a) *The objects of Grand Lodge are to pursue the aims of Freemasonry being: (iii) to practise public charity and philanthropy,*
- 3.1 (c ) *to provide aid, help, relief, support, assistance, charity and benevolence, whether financial or otherwise, to any person, Lodge, Association, Institution or Organisation in need, whether associated with Freemasonry or not.*
- 6 – *Non-Profit, Grand Lodge shall not carry on any activity for the purposes of profit or gain to an individual Member or Members of Grand Lodge*

## COMMENTS/OPTIONS/DISCUSSIONS

As per the application the Freemasons Capricorn Lodge have applied for an Exemption to Rates under section 2.26 (g) *land used exclusively for charitable purposes*.

As per their financials from 1<sup>st</sup> July 2016 to 30<sup>th</sup> June 2017 their total expenditure was \$21,321.56, of this \$1,702.50 was spend of Charitable purposes. This is 8% of their total expenditure.

## STATUTORY IMPLICATIONS/REQUIREMENTS

Local Government Act 1995 Section 6.26 Rateable Land

(1) Except as provided in this section all land within a district is rateable land

(2) The following land is not rateable land

(a) .....

(g) land used exclusively for charitable purposes

## POLICY IMPLICATIONS

Nil

## STRATEGIC COMMUNITY PLAN

### Goal 1 – Civic Leadership – Planned Actions

The Shire of East Pilbara seeks to deliver high quality corporate governance and demonstrate accountability to its constituents. All decisions are informed by community engagement – leading to the effective allocation of the Shire's resources – that deliver optimum benefits to the community.

1.1 Efficient and effective local government

1.1.1 Ethical, accountable and transparent decision-making

Responsible officer: DCEO

Timing: As appropriate

## RISK MANAGEMENT CONSIDERATIONS

Low Reputational Risk.

## FINANCIAL IMPLICATIONS

The value of the exemption would be \$1,028.46 for the 2017/2018 financial year and an approximate CPI of 3% for each financial year thereafter.

## VOTING REQUIREMENTS

Simple.

## OFFICER'S RECOMMENDATION

**THAT Council do not approve a rates exemption for Freemasons Capricorn Lodge.**

**9.2.10 MONTHLY FINANCIAL REPORT - DECEMBER 2017**

<b>Attachments:</b>	<a href="#">December 2017 Financial Report.pdf</a> <a href="#">December 2017 Variance Report.pdf</a>
<b>Responsible Officer:</b>	<b>Ms Sian Appleton</b> <b>Deputy Chief Executive Officer</b>
<b>Author:</b>	<b>Mrs Noelene Holmes</b> <b>Coordinator Financial Services</b>
<b>Proposed Meeting Date:</b>	<b>09 March 2018</b>
<b>Location/Address:</b>	<b>N/A</b>
<b>Name of Applicant:</b>	<b>N/A</b>
<b>Author Disclosure of Interest:</b>	<b>Nil</b>

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**REPORT PURPOSE**

To provide Councillors with a monthly financial statement on the operations of Council.

**BACKGROUND**

The attached 11-page report details the financial activities of the Council for the period 1st July 2017 to 31st December 2017 of the 2017/2018 financial year –

There are 4 sections of the monthly report:

1. An operating statement comparing income and expenditure to the adopted budget for each function of Council.
2. A more detailed schedule which breaks the operating statement down into the various operational sections and departments of Council.
3. A schedule detailing all expenditure for the year to date for individual capital items.
4. A statement of cash flows.

**COMMENTS/OPTIONS/DISCUSSIONS**

The Deputy Chief Executive Officer will provide an overview and explanation as required of how to interpret the financial statement at the meeting.

Reportable variations in accordance with accounting policies are as follows:

**STATUTORY IMPLICATIONS/REQUIREMENTS**

Local Government Act 1995  
Part 6 Financial Management  
Division 4 General financial provisions  
Section 6.4(2)

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*“The financial report is to –*

- (a) be prepared and presented in the manner and form prescribed; and*
- (b) contain the prescribed information.”*

Local Government (Financial Management) Regulations 1996

Part 4 Financial reports

Reg 34(1) -

*“A Local Government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22 (1)(d), for that month in the following detail –*

- (a) annual budget estimates ...*
- (b) budget estimates to the end of the month to which the statement relates;*
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
- (e) the net current assets at the end of the month to which the statement relates.”*

## **POLICY IMPLICATIONS**

### **3.1 Accounting Policies**

## **STRATEGIC COMMUNITY PLAN**

Nil

### **Goal 1 – Civic Leadership – Planned Actions**

The Shire of East Pilbara seeks to deliver high quality corporate governance and demonstrate accountability to its constituents. All decisions are informed by community engagement – leading to the effective allocation of the Shire’s resources – that deliver optimum benefits to the community.

#### **1.1 Efficient and effective local government**

##### **1.1.1 Ethical, accountable and transparent decision-making**

Responsible officer: DCEO

Timing: As appropriate

##### **1.1.2 Continued strong financial management**

Responsible officer: DCEO

Timing: 1 year

##### **1.1.3 Effective business management**

Responsible officer: DCEO

Timing: 1-3 years

## **RISK MANAGEMENT CONSIDERATIONS**

This report is part of ensuring that risk matters are reviewed periodically.

## **FINANCIAL IMPLICATIONS**

This report discloses financial activities for the period under review.

**VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**That the monthly financial statements for the period 1st July 2017 to 31st December 2017 of the 2017/2018 financial year as presented be received.**



**9.2.11 MONTHLY FINANCIAL REPORT - JANUARY 2018**

<b>Attachments:</b>	<a href="#">January 2018 Financial Report.pdf</a> <a href="#">January 2018 Variance Report.pdf</a>
<b>Responsible Officer:</b>	<b>Ms Sian Appleton</b> <b>Deputy Chief Executive Officer</b>
<b>Author:</b>	<b>Mrs Noelene Holmes</b> <b>Coordinator Financial Services</b>
<b>Proposed Meeting Date:</b>	<b>09 March 2018</b>
<b>Location/Address:</b>	<b>N/A</b>
<b>Name of Applicant:</b>	<b>N/A</b>
<b>Author Disclosure of Interest:</b>	<b>Nil</b>

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**REPORT PURPOSE**

To provide Councillors with a monthly financial statement on the operations of Council.

**BACKGROUND**

The attached 11-page report details the financial activities of the Council for the period 1st July 2017 to 31st January 2018 of the 2017/2018 financial year –

There are 4 sections of the monthly report:

5. An operating statement comparing income and expenditure to the adopted budget for each function of Council.
6. A more detailed schedule which breaks the operating statement down into the various operational sections and departments of Council.
7. A schedule detailing all expenditure for the year to date for individual capital items.
8. A statement of cash flows.

**COMMENTS/OPTIONS/DISCUSSIONS**

The Deputy Chief Executive Officer will provide an overview and explanation as required of how to interpret the financial statement at the meeting.

Reportable variations in accordance with accounting policies are as follows:

**STATUTORY IMPLICATIONS/REQUIREMENTS**

Local Government Act 1995  
Part 6 Financial Management  
Division 4 General financial provisions  
Section 6.4(2)

*“The financial report is to –*

- (a) be prepared and presented in the manner and form prescribed; and*
- (b) contain the prescribed information.”*

Local Government (Financial Management) Regulations 1996

Part 4 Financial reports

Reg 34(1) -

*“A Local Government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22 (1)(d), for that month in the following detail –*

- (a) annual budget estimates ...*
- (b) budget estimates to the end of the month to which the statement relates;*
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
- (e) the net current assets at the end of the month to which the statement relates.”*

## **POLICY IMPLICATIONS**

### **3.1 ACCOUNTING POLICIES**

#### **STRATEGIC COMMUNITY PLAN**

Nil

#### **Goal 1 – Civic Leadership – Planned Actions**

The Shire of East Pilbara seeks to deliver high quality corporate governance and demonstrate accountability to its constituents. All decisions are informed by community engagement – leading to the effective allocation of the Shire’s resources – that deliver optimum benefits to the community.

##### **1.1 Efficient and effective local government**

###### **1.1.1 Ethical, accountable and transparent decision-making**

Responsible officer: DCEO

Timing: As appropriate

###### **1.1.2 Continued strong financial management**

Responsible officer: DCEO

Timing: 1 year

###### **1.1.3 Effective business management**

Responsible officer: DCEO

Timing: 1-3 years

## **RISK MANAGEMENT CONSIDERATIONS**

This report is part of ensuring that risk matters are reviewed periodically.

## **FINANCIAL IMPLICATIONS**

This report discloses financial activities for the period under review.

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**VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**That the monthly financial statements for the period 1st July 2017 to 31st January 2018 of the 2017/2018 financial year as presented be received.**

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**9.2.12 CREDITORS FOR PAYMENT**

**File Ref:** FIN10-2

**Attachments:** [Schedule of Accounts EFT.pdf](#)  
[Schedule of Accounts CHQ.pdf](#)  
[Schedule of Accounts Directs.pdf](#)

**Responsible Officer:** Ms Sian Appleton  
Deputy Chief Executive Officer

**Author:** Ms Memory Mandaza  
Expenditure Finance Officer

**Proposed Meeting Date:** 09 March 2018

**Location/Address:** N/A

**Name of Applicant:** N/A

**Author Disclosure of Interest:** Nil

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**REPORT PURPOSE**

Council endorsement of payment to creditors.

**BACKGROUND**

As per the attachment list, outlines payments made to creditors since the Council meeting on the 02 February 2018.

**COMMENTS/OPTIONS/DISCUSSIONS**

<b>FUND</b>	<b>VOUCHER</b>	<b>AMOUNT</b>
EFT Payments	EFT# 42116 - # 42523	2,466,335.08
	<b>Total</b>	<b>\$2,466,335.08</b>
Cheque Payments	CHQ# 24464 - # 24500	52,768.63
Direct Debits	DD11392.2 – DD11483.9	102,116.91
Manual Cheques	-	0
	<b>Total</b>	<b>\$154,885.54</b>
	<b>GRAND TOTAL</b>	<b><u>\$2,621,220.62</u></b>

*Please note the computer system allows for only a limited field for the description of goods/services purchased, therefore the description shown on the attached Schedule of Accounts may not show the entire description entered for the goods/services purchased.*

**CANCELLED AND UNUSED CHEQUES:**

UNUSED CHEQUES

CANCELLED CHEQUES & EFTS

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EFT# 42127, 42229, 42430 & 42451  
CHQ# 24490

### **STATUTORY IMPLICATIONS/REQUIREMENTS**

Local Government (Financial Management) Regulations 1996  
Part 2 – General financial management  
Reg 11

- (1) *A local government is to develop procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for, and properly authorised use of –*
- (a) *cheques, credit cards, computer encryption devices and passwords, purchasing cards and any other devices or methods by which goods, services, money or other benefits may be obtained; and*
  - (b) *petty cash systems.*

Local Government (Financial Management) Regulations 1996  
Part 2 – General financial management  
Reg 12

- (1) *A payment may only be made from the municipal fund or the trust fund –*
- (a) *if the local government has delegated to the CEO the exercise of its power to make payments from those funds – by the CEO; or*
  - (b) *otherwise, if the payment is authorised in advance by a resolution of the council.*
- (2) *The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.*

### **POLICY IMPLICATIONS**

Nil

### **STRATEGIC COMMUNITY PLAN**

Nil.

### **RISK MANAGEMENT CONSIDERATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Total expenses of \$2,621,220.62

### **VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**THAT Council endorse the payments:**

<b>FUND</b>	<b>VOUCHER</b>	<b>AMOUNT</b>
EFT Payments	EFT# 42116 - # 42523	2,466,335.08
	<b>Total</b>	<b>\$2,466,335.08</b>
Cheque Payments	CHQ# 24464 - # 24500	52,768.63
Direct Debits	DD11392.2 – DD11483.9	102,116.91
Manual Cheques	-	0
	<b>Total</b>	<b>\$154,885.54</b>
	<b>GRAND TOTAL</b>	<b><u>\$2,621,220.62</u></b>

**9.3 DIRECTOR TECHNICAL AND DEVELOPMENT SERVICES**

**9.3.1 DIRECTOR TECHNICAL AND DEVELOPMENT SERVICES STATUS OF  
COUNCIL DECISIONS - FEBRUARY 2018**

**File Ref:** CLR 4-5  
**Responsible Officer:** Mr Rick Miller  
Director Technical and Development Services  
**Author:** Mrs Sheryl Pobrica  
Executive Services Administration Officer  
**Proposed Meeting Date:** 09 March 2018  
**Location/Address:** N/A  
**Name of Applicant:** N/A  
**Author Disclosure of Interest:** Nil

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**REPORT PURPOSE**

To inform of the action taken in relation to Council decisions.

**BACKGROUND**

Council requested to be informed of the progress and completion of previous decisions.

**COMMENTS/OPTIONS/DISCUSSIONS**

The status list of Council decisions is included in the agenda.

**STATUTORY IMPLICATIONS/REQUIREMENTS**

Local Government Act 1995  
Part 2 Constitution of local government  
Division 2 Local governments and councils of local governments  
Section 2.7

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

**POLICY IMPLICATIONS**

Nil

## STRATEGIC COMMUNITY PLAN

### Goal 1 – Civic Leadership – Planned Actions

*The Shire of East Pilbara seeks to deliver high quality corporate governance and demonstrate accountability to its constituents. All decisions are informed by community engagement – leading to the effective allocation of the Shire's resources – that deliver optimum benefits to the community.*

#### 1.1 Efficient and effective local government

##### 1.1.1 Ethical, accountable and transparent decision-making

## RISK MANAGEMENT CONSIDERATIONS

In order to remain transparent and to facilitate timely and appropriate decision-making it is necessary that actions items be reviewed at each Council meeting.

## FINANCIAL IMPLICATIONS

Nil

## VOTING REQUIREMENTS

Simple.

## OFFICER'S RECOMMENDATION

**THAT the Director Technical and Development Services “Status of Council Decisions” Report for the month of February 2018 be received.**

COUNCIL MEETING DATE	ITEM NO	COUNCIL RESOLUTION	OFFICER	ACTION TAKEN/ STATUS	ESTIMATED COMPLETION DATE	COMMENTS
28 Jul 2017	11.2. 1	DESERT ROAD MASTER PLAN Project Implementation - Cr Lang Coppin	MDS-P	Refer to Information Bulletin Letters seeking support funding has been sent to various mining companies and awaiting responses.	Ongoing	
28 September 2012	13.4	NEW ROAD LINKED TO LIGHT INDUSTRIAL AREA (LIA) – NEWMAN - Cr Shane Carter	MDS-P	Refer to Information Bulletin Funding in budget to prepare RFQ to carry out detailed design and costings	Jun 2018	
28 <sup>th</sup> October 2016	13.7	GARDEN BED NEWMAN DRIVE Cr Lynne Craigie said the garden beds on Newman Drive, next to the Chicken Treat Van needs attention.	DTDS WSPG	Design and costings have been Discussed with BHP and they will now consider as part of their budget deliberations.	Complete	
9 December 2016	13.5	SIGNAGE REGARDING NEWMAN TOWN Cr Lynne Craigie asked if it is possible for signs to be erected on Great Northern Highway to advise of what services are available in Newman.	MDS-P DTDS	NCCI would like an information business sign installed at the main town entry information bay on Kalgan Drive. Shire to draft up concept design and costings. Further discussions required on how to fund.	Jun 2018	



**SHIRE OF EAST PILBARA  
ORDINARY COUNCIL MEETING AGENDA**

**9 MARCH, 2018**

COUNCIL MEETING DATE	ITEM NO	COUNCIL RESOLUTION	OFFICER	ACTION TAKEN/ STATUS	ESTIMATED COMPLETION DATE	COMMENTS
28 July 2017	13.3	SIGNAGE NULLAGINE Cr Biddy Schill asked regarding the signage policy as there is a sign at the front entrance of the triangle park and is very distracting, does it require permission by the Shire?	MDSP	Following further discussions the applicant will contact MRWA to discuss standard tourist signage to be installed further out of town.	Complete	
2 February 2018	13.1	HEALTH INSPECTOR Cr Biddy Schill asked what powers the Health inspector has regarding selling food after the expired date.  Mr Rick Miller, Director Technical and Development Services to follow up with the Manager Development Services – Health.	MDS-H	These are difficult cases to prove as a “best by” date is not a “breaching” law and you have to prove the product is contaminated at time of sale and unfit for human consumption. This requires the product to be obtained and tested in a laboratory. This action which, may result in court, is time consuming and costly, therefore a formal written complaint is required to action and provide feedback. A formal complaint has since been received and in conjunction with this complaint, officers have inspected the site several times and noted no products on sale after the “best before” date. Officers did talk the shopkeeper and provided general advice on food safety and hygiene. Under normal Health Dep surveillance guidelines this location is deemed a low risk and requires only an annual inspection. However officers typical attend and inspect site about 3 times per year and will continue to monitor.	Complete	
2 February 2018	13.2	NULLAGINE STAFF Cr Biddy Schill asked about staffing over the Christmas period with only one person was on duty out of three.  Mr Rick Miller, Director Technical and Development Services to follow up	MTSR	As this is an operational matter the Manager ensures there are adequate resources and backup during periods when staff are sick or on leave. This is also the case in this instance. It has been standard practise to only have one staff member on duty during the Christmas period (2 in Marble Bar). A comprehensive jobs and contacts list is provided and Marble Bar staff did attend to check and provide assistance as needed. Previously it has been	Complete	

**SHIRE OF EAST PILBARA  
ORDINARY COUNCIL MEETING AGENDA**

**9 MARCH, 2018**

COUNCIL MEETING DATE	ITEM NO	COUNCIL RESOLUTION	OFFICER	ACTION TAKEN/ STATUS	ESTIMATED COMPLETION DATE	COMMENTS
				Dippy. Annie the new maintenance worker is very capable and has been given contacts and a list of daily tasks to complete. Annie also has the assistance of the local police and Joe Zabela for mechanical issues or if other assistance was required. To my knowledge Annie had no issues with working alone.		
2 February 2018	13.3	<p><b>CARDBOARD COLLECTION WOOLWORTHS</b> Cr Anita Grace advised the Woolworths flat and packed their cardboard for recycling back to Perth. Can the Shire be involved with this?</p> <p>Mr Rick Miller, Director Technical and Development Services to following up.</p>	MTSH	<p>1. We will assess this in regards to the new Waste Services Contract.</p> <p>2. We will also contact Woolworths/Contractor to get more detailed information on their arrangement in regards to the cardboard recycling.</p>	Apr 2018	
2 February 2018	13.4	<p><b>CROSSWALK LEE LANE</b> Cr Gerry Parsons asked regarding the crosswalk on Lee Lane and the negative comments from the public.</p> <p>Mr Rick Miller, Director Technical and Development Services to look at current situation and possible alternatives.</p>	DTDS	Under assessment and investigation	Apr 2018	
2 February 2018	13.7	<p><b>MARBLE BAR PARKING AREA FOR TRUCKS &amp; RIGS</b> Cr Michael Kitchin asked if Council would investigate supplying a parking area for trucks and rigs on the Marble Bar / Limestone Road to get ahead of the game.</p> <p>Mr Rick Miller, Director Technical and Development Services responded there has been no request for this and normally it would be Main Road who supplies truck bays. Mr Rick Miller, however, will</p>	DTDS	Under assessment and investigation	Apr 2018	


**SHIRE OF EAST PILBARA  
ORDINARY COUNCIL MEETING AGENDA**

**9 MARCH, 2018**

COUNCIL MEETING DATE	ITEM NO	COUNCIL RESOLUTION	OFFICER	ACTION TAKEN/ STATUS	ESTIMATED COMPLETION DATE	COMMENTS
		follow up.				
2 February 2018	13.9	<p><b>CUT OUTS FOR DRAINS</b> Cr Anthony Middleton asked when the bitumen will be reinstated on the cut outs on the roads for works installing new drains around Newman.</p> <p>Mr Rick Miller, Director Technical and Development Services, responded that road base will be temporary installed until the road is resealed as part of the current resealing program.</p>	MTSN	These are being monitored and topped up once a week as needed. We expect the cutouts to be permanently repaired in April/May along with other programmed road sealing works.	Complete	
2 February 2018	13.10	<p><b>RUMBLE STRIPS</b> Cr Anthony Middleton asked if rumble strips could be installed because of the new speed limit on the Great Northern Highway.</p> <p>Mr Rick Miller, Director Technical and Development Services, stated that this is a Main Roads responsibility, Mr Rick Miller, however, will follow up.</p>	DTDS	Advice and request has been forwarded to MRWA	Complete	
2 February 2018	13.11	<p><b>WEIGHBRIDGE NEWMAN</b> Cr Jeton Ahmedi asked when the weighbridge would be operational.</p> <p>Mr Rick Miller, Director Technical and Development Services, said that the new contract currently being issued includes the provision of this service.</p>	DTDS	Officers are currently working on finalising the admin side of this and working with new contractors with operations expected to commence about the end of March 2018.	Complete	

**SHIRE OF EAST PILBARA  
ORDINARY COUNCIL MEETING AGENDA**

**9 MARCH, 2018**

COUNCIL MEETING DATE	ITEM NO	COUNCIL RESOLUTION	OFFICER	ACTION TAKEN/ STATUS	ESTIMATED COMPLETION DATE	COMMENTS
2 February 2018	13.12	<p>NOTICEBOARD OUTSIDE POST OFFICE Cr Jeton Ahmedi asked if this should be relocated to a more accessible area.</p> <p>Mr Rick Miller, Director Technical and Development Services to follow up.</p>	DTDS	<p>The existing noticeboard will be relocated in the town square next to the seat wall opposite the Pop Up shops. An order has been issued &amp; expect it to be moved by end March</p> 	Complete	
2 February 2018	13.13	<p>SEWAGE PIT ON NEWMAN DRIVE Cr Jeton Ahmedi asked for the sewage pit could be assessed as currently it is considerably lower than the road and is situated on the bend in the road.</p> <p>Mr Rick Miller, Director Technical and Development Services advised pit is owned by Water Corporation and generally expensive to alter. Will follow up with Water Corporation</p>	DTDS	<p>Shire to carry out pothole repair and has forwarded a complaint to Water Corporation request they address the subsiding lids and the pit lid being lower than the road.</p>	Complete	
2 February 2018	13.14	<p>TREES BLOCKING LIGHTS Cr Hoyer asked if the trees on Capricorn Oval could be trimmed to allow the lights to work more effectively and the dead tree removed/pruned.</p> <p>Mr Rick Miller, Director Technical and Development Services to follow up.</p>	DTDS CPG	<p>A site meet was held and the works complete</p>	Complete	
2 February 2018	13.15	<p>WOOLWORTHS CAR PARK CURBING Cr Lynne Craigie said she had received a complaint regarding the tight corner coming into the Woolworths carpark and the damage it was</p>	DTDS	<p>The main entry off Iron Ore Parade was inspected and works to remove the tight corner will be completed with other scheduled roadworks in April.</p>	Complete	

**SHIRE OF EAST PILBARA  
ORDINARY COUNCIL MEETING AGENDA**

**9 MARCH, 2018**

COUNCIL MEETING DATE	ITEM NO	COUNCIL RESOLUTION	OFFICER	ACTION TAKEN/ STATUS	ESTIMATED COMPLETION DATE	COMMENTS
		doing to tyres.  Mr Rick Miller Director Technical and Development Services requested more specific details and location of kerb and will then investigate options.				
2 February 2018	13.16	NEWMAN TOWN SQUARE Cr Lynne Craigie said people would like to use the Square but have been told that they cannot put chairs on the grassed area.  Mr Rick Miller, Director Technical and Development Services will follow up.	DTDS CPG	This will be discussed with PETS team to provide clarity and consistency in advice provided to customers.	Complete	

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**9.3.2 DELEGATION TO CHIEF EXECUTIVE OFFICER TO AWARD OR REJECT  
TENDERS FOR PERIOD TO 13 APRIL 2018 - RF10 201718**

**File Ref:** LEG-13-7-2  
**Responsible Officer:** Mr Rick Miller  
Director Technical and Development Services  
**Author:** Mr Bhavesh Modi  
Manager Technical Services - Newman  
**Proposed Meeting Date:** 09 March 2018  
**Location/Address:** N/A  
**Name of Applicant:** N/A  
**Author Disclosure of Interest:** Nil

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**REPORT PURPOSE**

For Council to consider delegating authority to the CEO to award or reject subject tenders for the period up to the next Council meeting to be held on 13 April 2018. This is to assist in the efficient and timely delivery of the annual works program and continue ongoing maintenance of infrastructure.

For Council to approve the Common Seal to be affixed under delegated authority to the CEO for the contract between the Shire of East Pilbara and the successful tenderer/s.

**BACKGROUND**

The current adopted proposed works was advertised on the 24 February 2018 as tender RFT 10-2017/18 Pavement, Asphalt and Bitumen Spray Seal Works Newman and closes on the 19 March 2018.

This project is part of the SOEP 3-Year Plan for Newman Infrastructure Renewal and Preservation 2015/2018 and will include up to nine streets for pavement profiling and asphalt works and up to thirteen streets for bitumen spray seal works. Earlier this year phase 1 was constructed which involved new drainage lines for four streets in Newman. Hence, in addition to the specified twenty two streets, these four streets are also included for pavement profiling and asphalt works to complete entire drainage project with completion of required reinstatement works.

All projects were included in the adopted 2017/18 budget, with individual streets currently being listed on R2R grant funding portal.

On the 30 January 2018 the shire received advice from Roads to Recovery (R2R) that a review of their records indicated that the shire had \$131,546 of this years allocation not allocated. They advised that it needed to be allocated before the shire submitted their ¼ly report due on the 31 January 2018. After reviewing existing projects and noting the tight timelines for report submissions, officers added the funds to existing project(GL129610) to increase number of streets to be treated.

The below tabled budget and expenditures illustrates the Newman based R2R funded both projects' status for the current FY 2017-18, including recent increase in the R2R funding;

Item	Project Description /GL	Total Budget R2R- Adopted	Total Budget Extra Allocation	RFT 04- 2017/18 Drainage Works Newman (Spent)	Other Prelim Costs (Spent)	Budget for RFT10- 2017/18 (balance)
1	129610 - Newman Town Street Reseals-Muns Additional (R2R)-	\$900,000	\$527,546	\$0	0	\$527,546
2	129617- Drainage Works, including concrete and asphalt reinstatement- Mindarra Dr West (Part 2)	\$620,000	\$985,000	\$778,812	\$44,955	\$161,233
3	129627- Drainage Works, including concrete and asphalt reinstatement- Nyabalee Rd and O'Flaherty Street.	\$320,000	\$459,000	\$430,000	\$23,453	\$5,547
	<b>TOTALS</b>	<b>\$1,840,000</b>	<b>\$1,971,546</b>	<b>\$1,208,812</b>	<b>\$68,408</b>	<b>\$694,326</b>

In summary, RFT 10-2017/18- Pavement, Asphalt and Bitumen Spray Seal Works Newman would have the R2R funded budget as listed in the table below;

GL	Description	Budget Available
129610	Newman Town Street Reseals-Muns Additional (R2R)-	\$527,546
129617	Drainage Works, including concrete and asphalt reinstatement- Mindarra Dr West (Part 2).	\$161,233
129627	Drainage Works, including concrete and asphalt reinstatement- Nyabalee Rd and O'Flaherty Street.	\$5,547
<b>Total</b>		<b>\$694,326</b>

## **COMMENTS/OPTIONS/DISCUSSIONS**

It will be recommended that the CEO (or in the absence of the CEO, the Acting CEO) be delegated authority to award or reject tenders for the following project up to the nominated values per approved 2017/18 budget allocations:

Tender No.	Description	Fund Source	Account Expenditure	Account Budget (ex GST)
RFT 10-2017/18	Pavement, Asphalt and Bitumen Spray Seal Works Newman	R2R	GL 129610 GL 129617 GL 129627	\$694,326

## **STATUTORY IMPLICATIONS/REQUIREMENTS**

**Part 3 – Functions of local governments (Division 3 – Executive functions of local governments) (Subdivision 6 – Various executive functions) 3.57.** Tenders for providing goods or services (pg 70).

**Part 5 - Administration (Division 4 – Local government employees) 5.42.** Delegation of some powers and duties to CEO (pg 153)

- (1) A local government may delegate (absolute majority required) to the CEO the exercise of any of its powers or the discharge of any of its duties under-
  - (a) this act other than those referred to in section 5.43; or

- (2) A delegation under this section is to be in writing and may be general or otherwise provided in the instrument of delegation.

**Part 5 - Administration (Division 4 – Local government employees) 5.43. Limits on delegations to CEO (pg 153)**

A local government cannot delegate to a CEO any of the following powers or duties –

- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph.

**STATUTORY IMPLICATIONS/REQUIREMENTS**

**Part 3 – Functions of local governments (Division 3 – Executive functions of local governments) (Subdivision 6 – Various executive functions) 3.57.** Tenders for providing goods or services (pg 70).

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A local government cannot delegate to a CEO any of the following powers or duties –

- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph.

**POLICY IMPLICATIONS**

**4.5 EXECUTION OF DOCUMENTS**

**Minute No: Item 9.1.3**

**Date: 27<sup>th</sup> June 2013**

**Objective**

To allow for the proper execution of documents.

**Policy**

All documents validly executed will have the common seal affixed and the Shire President and the Chief Executive Officer's attestations affixing the seal. Use of the common seal is to be recorded in the common seal register and must have the Council resolution number included and the date that the seal was applied.

**Delegation From:** Council

**Delegation To:** Chief Executive Officer

**Council File Reference:** ADM-14-9

**Legislative Authority for Delegation:** S5.42 Local Government Act 1995

**Power/Duty/Authorisation Delegated:**



Authority to prepare the necessary documentation to execute documents taking into account any specific or policy requirements of council where:

The Council has authorised entering into a formal contract or a formal contract is considered necessary by the Chief Executive Officer as part of the day to day operation of the Council or a formal contract is authorised under a delegated authority from the Council.

**Authority for exercise of Power/Duty/Authorisation**

**Conditions attached to Delegation**

Also refer to Council's Standing Orders Local Law

**Date of Delegation** \_\_\_\_\_

**Delegator (Shire President)** \_\_\_\_\_



### 3.14 Procurement and Tender Procedures Policy

Responsible Directorate	Corporate Services
Responsible Officer	Chief Executive Officer Deputy Chief Executive Officer Manager Assets and Procurement
File Number	FIN-25-2

#### 1. PURPOSE:

To ensure a best practice approach to procurement which promotes transparent, equitable and competitive purchasing practices for the Shire of East Pilbara (Shire) and is compliant with the Local Government Act 1995 (Act) and the Local Government (Functions and General) Regulations 1996 (Regulations).

#### 2. OBJECTIVES:

The objectives of this Policy are to ensure that all purchasing activities:

Demonstrate that best value for money is attained for the Shire;

Are compliant with relevant legislations, including the Act and Regulations;

Are recorded in compliance with the State Records Act 2000 and associated records management practices and procedures of the Shire;

Mitigate probity risk, by establishing consistent and demonstrated processes that promotes openness, transparency, fairness and equity to all potential suppliers;

Ensure that the sustainable benefits, such as environmental, social and local economic factors are considered in the overall value for money assessment; and

Are conducted in a consistent and efficient manner across the Shire and that ethical decision making is demonstrated.

#### 3. ETHICS AND INTEGRITY:

The highest standards of ethics and integrity are to be observed in undertaking all purchasing activities. Employees will act in an honest and professional manner that supports the standing of the Shire and promotes a proud and collaborative community.

The following principles, standards and behaviours must be observed and enforced through all stages of the purchasing process to ensure the fair and equitable treatment of all parties.



1. Full accountability shall be taken for all purchasing decisions and the efficient, effective and proper expenditure of public monies based on achieving value for money.
2. All purchasing practices shall comply with relevant legislation, regulations, and requirements consistent with Council policies, values and Code of Conduct.
3. Purchasing is to be undertaken in a competitive basis in which all potential suppliers are treated impartially, honestly and consistently.
4. All processes, evaluations and decisions shall be transparent, free from bias and fully documented in accordance with applicable policies, record keeping practices and audit requirements.
5. Any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed.
6. Any information provided to the Shire by a supplier shall be treated as commercial-in-confidence and should not be released unless authorized by the supplier or under relevant legislation.

#### 4. VALUE FOR MONEY:

Value for money is an overarching principle governing purchasing, that allows the best possible outcome to be achieved for the Shire.

Value for money is determined when the consideration of price, risk and quality factors that are assessed to determine the most advantageous outcome to be achieved for the Shire.

As such, purchasing decisions must be made with greater consideration than obtaining lowest price, but also to incorporate quality and risk factors into the decision.

An assessment of the best value for money outcome for any purchasing process should consider:

- a) All relevant whole-of-life costs and benefits, whole of life cycle costs (for goods) and whole of contract life costs (for services) including transaction costs associated with acquisition, delivery, distribution, as well as other costs such as, but not limited to, holding costs, consumables, deployment, maintenance and disposal;
- b) the technical merits of the goods or services being offered in terms of compliance with specifications, user requirements, quality standards, sustainability, service benchmarks, contractual terms and conditions, value adds offered, warranties, guarantees, repair and replacement policies, ease of inspection, ease of after sales service, and any relevant methods of assuring quality;
- c) financial viability and capacity to supply without risk of default (competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history);



d) a strong element of competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable; and

e) local business capabilities.

#### **5. BUY LOCAL/REGIONAL PRICE PREFERENCE POLICY:**

(Refer to Policy Manual Item 3.13):-

As much as practicable, the Shire must:

where appropriate, consider buying practices, procedures and specifications that do not unfairly disadvantage local businesses;

consider indirect benefits that have flow on benefits for local suppliers (i.e. servicing and support);

ensure that procurement plans address local business capability and local content;

explore the capability of local businesses to meet requirements and ensure that Requests for Quotation and Tenders are designed to accommodate the capabilities of local businesses;

avoid bias in the design and specifications for Requests for Quotation and Tenders – all Requests must be structured to encourage local businesses to bid; and

provide adequate and consistent information to potential suppliers.

To this extent, a qualitative weighting may be afforded in the evaluation of quotes and tenders where suppliers are located within the boundaries of the Shire, or substantially demonstrate a benefit or contribution to the local economy.

A regional price preference may be afforded to locally based businesses for the purposes of assessment. Provisions are detailed within the Shire's Regional Price Preference Policy.

#### **6. PURCHASING REQUIREMENTS:**

##### **6.1 Legislative /Regulatory Requirements**

The requirements that must be complied with by the Shire, including purchasing thresholds and processes, are prescribed within the Local Government (Functions and General) Regulations 1996 and this Policy.

##### **6.2 Policy**

Purchasing that is \$150,000 or below in total value [excluding GST] must be in accordance with the purchasing requirements under the relevant threshold as defined under Section 6.4 of this Procurement Policy.

Purchasing that exceeds \$150,000 in total value [excluding GST] must be put to public Tender when it is determined that a regulatory Tender exemption, as stated under Section 6.5 of this Procurement Policy is not deemed to be suitable.



### 6.3 Purchasing Value Definition

Determining purchasing value is to be based on the following considerations:

#### Exclusive of GST

The actual or expected value of a contract over the full contract period, including all options to extend; or to the extent to which it could be reasonably expected that the Shire will continue to purchase a particular category of goods, services or works and what total value is, or could be, reasonably expected to be purchased.

Must incorporate any variation to the Scope of purchase and be limited to a 10% tolerance of the original purchasing value.

#### 6.4 Procurement Thresholds and Requirements

The following procedures will be adhered to when purchasing items and other services and goods as per the adopted budget. All purchase orders are to be completed as set out below:

Range (excluding GST)	Requirements
\$0 - \$50	Under direction from the authorised Supervisor, petty cash may be utilised for purchases in this range.
\$51 - \$5,000	Under direction from the authorised Supervisor, a purchase order book will be utilised without verbal or written quotes necessarily being obtained.
\$5,001 - \$29,999	<p>A purchase order will be utilised following three written quotes being obtained.</p> <p>Staff must retain electronic evidence of the suppliers invited to supply a written quote. Each supplier must receive the same detailed description (<i>Specification</i>) of what goods/services are being requested.</p> <p>A completed SoEP Declaration of Quotes form must be completed and attached to the Requisition.</p> <p><i>[Three quotes must be sourced, including if using WALGA Preferred Supplier Panel, or a SoEP Local Panel]</i></p>
\$30,000 - \$149,999	<p>Obtain at least three written quotes from suppliers by formal invitation, by way of a <b>Formal Request for Quotation Process</b> which includes a detailed Scope of Works/Specification of Goods and Services required.</p> <p>The procurement decision is to be based on pre-determined evaluation criteria that assess all value for money considerations in accordance with the definition stated within this Policy.</p> <p>Quotations within this threshold may be obtained from the Shire's Local Preferred Supplier Panels; the WALGA Preferred Supply Programme or from the open market.</p> <p>A copy of the last page of the Recommendation Report – Endorsement by CEO to Award the RFQ to the recommended respondent must be attached to the Requisition/Purchase Order.</p> <p>Under direction from the authorised Supervisor, and in consultation with the Chief Executive Officer, the Deputy Chief Executive Officer and/or the Director Technical &amp; Development Services a purchase order will be utilised following the RFQ process.</p> <p><i>[Three quotes must be sourced, including if using WALGA Preferred Supplier Panel, or a SoEP Local Panel]</i></p>
\$150,000 & Greater	Under direction from the authorised Supervisor, Tenders will be invited as follows.





	<p>If work is allowed for in the budget, a Request to Invite Tenders form is to be submitted to the Chief Executive Officer for approval.</p> <p>If the work is not allowed for in the budget, permission to go to Tender must be obtained from Council.</p> <p>A copy of the Council Resolution to award the Tender to the successful Tenderer must be attached to the Requisition/Purchase Order.</p>
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### **6.5 Tender Exemptions**

An exemption to publicly invite tenders may apply in the following instances:

An emergency situation as defined by the Act;

The purchase is under a Contract of WALGA (Preferred Supplier Arrangements\*), Department of Treasury and Finance (permitted Common Use Arrangements); Regional Council; or another Local Government;

The purchase is under auction which has been authorized by Council;

The Contract is for petrol, oil or other liquid or gas used for internal combustion engines;

The purchase is acquired from a person registered on the WA Aboriginal Business Directory, as published by the Small Business Development Corporation, where the consideration under contract is worth \$250,000 or less and represents value for money\*;

The purchase is acquired from an Australian Disability Enterprise and represents value for money\*.

The purchase is from a pre-qualified supplier under a Panel established by the Shire\*

Any other exclusion under Regulation 11 of the Local Government (Functions and General) Regulations 1996.

\*Whilst exempt from the Tender process – three quotes are still required if purchase is to be made under this instance.

### **6.6 Purchase Order Authorisation**

All staff that have purchase order authorisation must successfully complete the WALGA E-Learning Procurement Package. Until such time as this has been completed successfully staff will not have access to authorize purchase orders.

Staff that are in positions that have authority to raise Purchase Orders of \$10,000 or over will be required to complete the six modules, the Foundation Knowledge and Practical Knowledge Quiz.



Staff that are in positions to raise Purchase Orders of less than \$10,000 are required to undertake the first three modules and Foundation Quiz only.

Purchase orders must be generated and signed by authorized persons for all goods and services ordered for the Shire at the time that the order is placed.

Amounts shown are GST exclusive.

Orders should never be raised retrospectively.

Authorising Officer	Requirements
<ul style="list-style-type: none"> <li>Chief Executive Officer*,</li> <li>Deputy Chief Executive Officer*; and</li> <li>Director Technical &amp; Development Services*</li> <li>Manager Technical Services – Rural (only for Road Construction &amp; Plant Fleet)</li> </ul>	<p>May raise a purchase order in accordance with the Procurement Thresholds and Requirements set out in 6.4 of this Procurement Policy to the maximum value of \$150,000. If the purchase is in excess of \$150,000 a Requisition is to be authorised by the Chief Executive Officer prior to the purchase order being issued.</p> <p><i>*Only these Authorising Officers are authorised to sign Capital Expenditure Purchase Orders with the exception of Road Construction and Light Vehicles which can be signed by Manager Technical Services – Rural.</i></p>
<ul style="list-style-type: none"> <li>Managers</li> </ul>	<p>May raise a purchase order in accordance with the Procurement Thresholds and Requirements set out in 6.4 of this Procurement Policy to the maximum value of \$30,000. If the purchase is in excess of \$30,000 a Requisition is to be authorised by their Supervisor prior to the purchase order being issued.</p>
<ul style="list-style-type: none"> <li>Coordinators</li> <li>Works Supervisor (Newman &amp; Marble Bar)</li> <li>Environmental Health Officer</li> </ul>	<p>May raise a purchase order in accordance with the Procurement Thresholds and Requirements set out in 6.4 of this Procurement Policy to the maximum value of \$10,000. If the purchase is in excess of \$10,000 a Requisition is to be authorised by their Supervisor prior to the purchase order being issued.</p>





Other Authorised Officers	May raise a purchase order in accordance with the Procurement Thresholds and Requirements set out in 6.4 of this Procurement Policy to the maximum value of \$2,000. If the purchase is in excess of \$2,000 a Requisition is to be authorised by their Supervisor prior to the purchase order being issued.
Designated Fleet Officer	Is authorised to purchase light vehicles under \$150,000 utilising the WA State Purchasing Agreement and adhering to Council's budget decisions and Council's Light Vehicle Policy. Any vehicle incurring the luxury car tax will have to be approved by the Chief Executive Officer or the Deputy Chief Executive Officer

Splitting of purchases to keep below threshold is a breach of the Code of Conduct and will be treated as such.

#### 6.7 Capital Expenditure

All capital purchase orders will be signed by the Chief Executive Officer, Deputy Chief Executive Officer or the Director Technical & Development Services with the exception of road construction and light vehicles which can be signed by Manager Technical Services - Rural.

Definition of a Capital Item for the purpose of the Shire of East Pilbara:

Any item budgeted as a capital item in the adopted budget;

Any item to be purchased, which involves the replacement of an existing asset through the sale, trade-in, write-off or disposal of an item on the fixed asset register.

Refer to the Accounting Policy in the Council's Policy Manual for the further treatment of non-current assets.

No item of a capital nature may be purchased unless included in the adopted budget, or if unbudgeted, has been approved by "absolute majority" of Council prior to the purchase of the item. (Council has no retrospective right of approval of purchase of non-budgeted items of capital).

In order to preserve the cash flow of the Shire, major items of budgeted capital expenditure should be deferred, where possible, until the second or third quarter of the financial year. However all capital orders must be raised by the 30 April to allow adequate time for payment by June 30 of each year. In all cases, the timing of the expenditure on major items of capital should be discussed and agreed with the Deputy Chief Executive Officer.



## 6.8 Consultants Services

Services separately identified in the adopted budget to be at officer's discretion up to \$20,000. Between \$20,001 and \$150,000 [excluding GST] a Request for Quote procedure shall be utilized, in compliance with purchase thresholds.

Services which are envisaged to exceed \$150,000 [excluding GST] shall undergo the full Tender process.

## 6.9 Light Vehicle Disposals

The preference for the disposal of light vehicles (less than \$150,000 excluding GST) is by public auction. The reserve sale price is to be determined by the Manager Technical Services - Rural in conjunction with the Chief Executive Officer and/or the Director Technical and Development Services.

The following information sources will be utilised in determining the reserve sale price:

Valuation by the auction house.

Valuation from a recognised source i.e.: red book.

Internet research.

Past sales by auction house.

Disposals are to be completed within the same financial year, or within 3 months of receipt of a new vehicle, whichever is the sooner to maximise sales return.

## 7. TENDER ANTI-AVOIDANCE:

The Shire shall not enter into two or more contracts or create multiple purchase order transactions of a similar nature for the purpose of 'splitting' the value of the purchase or contract to take the value of the consideration of the purchase below a particular purchasing threshold, particularly in relation to Tenders and to avoid the need to call a Public Tender.

## 8. EMERGENCY PURCHASES:

An emergency purchase is defined as an unanticipated and unbudgeted purchase which is required in response to an emergency situation as provided for in the Local Government Act 1995.

*Local Government Act 1995, Part 6, Division 4, s.6.8 (1)(c)*

- 6.8. Expenditure from municipal fund not included in annual budget
- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
  - (b) is authorised in advance by resolution\*; or
  - (c) is authorised in advance by the mayor or president in an emergency.

\* Absolute majority required.



In such instances, quotes and tenders are not required to be obtained prior to the purchase being undertaken, but has to be in accordance with 6.8(1)(c) of the Local Government Act 1995.

An emergency purchase does not relate to purchases not planned for due to time constraints.

Every effort must be made to anticipate purchases required by the Shire in advance and to allow sufficient time to obtain quotes and tenders, whichever may apply.

#### **9. RECORDS MANAGEMENT:**

Records of all purchasing activity must be retained in compliance with the State Records Act 2000 (WA), the Shire's Records Management Policy and associated procurement procedures.

For each procurement activity, such documents may include:

The Procurement initiation document such as a procurement business case which justifies the need for a contract to be created (where applicable);

Procurement Planning and approval documentation which describes how the procurement is to be undertaken to create and manage the contract;

Request for Quotation/Tender documentation;

Copy of public advertisement inviting tenders, or the notice of private invitation (whichever is applicable);

Copies of quotes/tenders received;

Evaluation documentation, including individual evaluators notes and clarifications sought;

Negotiation documents such as negotiation plans and negotiation logs;

Approval of award documentation;

All correspondence to respondents notifying of the outcome to award a contract;

Contract Management Plans which describes how the contract will be managed; and

Copies of contract(s) with supplier(s) formed from the procurement process.

#### **10. PURCHASING FROM DISABILITY ENTERPRISES:**

Pursuant to Part 4 of the *Local Government (Functions and General) Regulations 1996*, the Shire is not required to publicly invite tenders if the goods or services are to be supplied from an Australian Disability Enterprise, as registered on [www.ade.org.au](http://www.ade.org.au).

This is contingent on the demonstration of value for money.

Where possible, Australian Disability Enterprises are to be invited to quote for supplying goods and services under the tender threshold. A qualitative weighting may be afforded in the evaluation of quotes and tenders to provide advantages to Australian Disability Enterprises.



#### **11. PURCHASING FROM ABORIGINAL BUSINESSES:**

Pursuant to Part 4 of the *Local Government (Functions and General) Regulations 1996*, the Shire is not required to publicly invite tenders if the goods or services are to be supplied from a person registered on the Aboriginal Business Directory published by the Small Business Development Corporation on [www.abdwa.com.au](http://www.abdwa.com.au), where the expected consideration under contract is worth \$250,000 or less. This is contingent on the demonstration of value for money.

Where possible, Aboriginal businesses are to be invited to quote for supplying goods and services under the tender threshold. A qualitative weighting may be afforded in the evaluation of quotes and tenders to provide advantages to Aboriginal owned businesses or businesses that demonstrate a high level of aboriginal employment.

#### **12. PANELS OF PREQUALIFIED SUPPLIERS:**

In accordance with Regulation 24AC of the *Local Government (Functions and General) Regulations 1996*, a Panel of Pre-qualified Suppliers ("Panel") may be created where most of the following factors apply:

The Shire determines that a range of similar goods and services are required to be purchased on a continuing and regular basis;

there are numerous potential suppliers in the local and regional procurement-related market sector(s) that satisfy the test of 'value for money';

the purchasing activity under the intended Panel is assessed as being of a low to medium risk;

the Panel will streamline and will improve procurement processes; and

the Shire has the capability to establish, manage the risks and achieve the benefits expected of the proposed Panel.

The Shire will endeavour to ensure that Panels will not be created unless most of the above factors are firmly and quantifiably established.

##### **12.1 Establishing a Panel**

Should the Shire determine that a Panel is beneficial to be created, it must do so in accordance with Part 4, Division 3 the *Local Government (Functions and General) Regulations 1996*.

Panels may be established for one supply requirement, or a number of similar supply requirements under defined categories within the Panel.

Panels may be established for a minimum of two (2) year and for a maximum length of time deemed appropriate by the Shire. However, Contracts may not be entered into for more than one (1) year, and no option to renew a Contract is to be offered.

Evaluation criteria must be determined and communicated in the application process by which applications will be assessed and accepted.





Where a Panel is to be established, the Shire will endeavour to appoint at least three (3) suppliers to each category, on the basis that best value for money is demonstrated. Where less than three (3) suppliers are appointed to each category within the Panel, the category is not to be established.

In each invitation to apply to become a pre-qualified supplier (through a procurement process advertised through a state-wide notice), the Shire must state the expected number of suppliers it intends to put on the panel.

Should a Panel member leave the Panel, they may be replaced by the next ranked Panel member determined in the value for money assessment should the supplier agree to do so, with this intention to be disclosed in the detailed information set out under Regulation 24AD(5)(d) and (e) when establishing the Panel.

#### **12.2 Distributing Work amongst Panel Members**

To satisfy Regulation 24AD(5) of the Regulations, when establishing a Panel of pre-qualified suppliers, the detailed information associated with each invitation to apply to join the Panel must either prescribe whether the Shire intends to:

Obtain quotations from each pre-qualified supplier on the Panel with respect to all purchases, in accordance with Clause 12.3; or

Purchase goods and services exclusively from any pre-qualified supplier appointed to that Panel, and under what circumstances; or

Develop a ranking system for selection to the Panel, with work awarded in accordance with Clause 12.2 (b).

In considering the distribution of work among Panel members, the detailed information must also prescribe whether:

each Panel member will have the opportunity to bid for each item of work under the Panel, with pre-determined evaluation criteria forming part of the invitation to quote to assess the suitability of the supplier for particular items of work. Contracts under the pre-qualified panel will be awarded on the basis of value for money in every instance;

or

work will be awarded on a ranked basis, which is to be stipulated in the detailed information set out under Regulation 24AD(5)(f) when establishing the Panel.

The Shire is to invite the highest ranked Panel member, who is to give written notice as to whether to accept the offer for the work to be undertaken. Should the offer be declined, an invitation to the next ranked Panel member is to be made and so forth until a Panel member accepts a Contract. Should the list of Panel members invited be exhausted with no Panel member accepting the offer to provide goods/services under the Panel, the Shire may then invite suppliers that are not pre-qualified under the Panel, in accordance with the Purchasing Thresholds stated in section 6.4 of this Policy.



When a ranking system (as per 12.2(b)) is established, the Panel must not operate for a period exceeding 12 months.

In every instance, a contract must not be formed with a pre-qualified supplier for an item of work beyond 12 months, which includes options to extend the contract.

### **12.3 Purchasing from the Panel**

The invitation to apply to be considered to join a panel of pre-qualified suppliers must state whether quotations are either to be invited to every member (within each category, if applicable) of the Panel for each purchasing requirement, whether a ranking system is to be established, or otherwise.

Each quotation process, including request for quotation, quotations received must be made through either Tenderlink E-Tendering Portal, eQuotes, or any other electronic quotation facility that the Shire utilizes.

Communications with panel members, evaluation of quotes and notification of award communications must all retained using the unique reference number as per Clause 12.4.

### **12.4 Recordkeeping**

Records of all communications with Panel members, with respect to the quotation process and all subsequent purchases made through the Panel, must be kept.

For the creation of a Panel, this includes:

The Procurement initiation document such as a procurement business case which justifies the need for a Panel to be created;

Procurement Planning and approval documentation which describes how the procurement is to be undertaken to create and manage the Panel;

Request for Applications documentation;

Copy of public advertisement inviting applications;

Copies of applications received;

Evaluation documentation, including clarifications sought;

Negotiation documents such as negotiation plans and negotiation logs;

Approval of award documentation;

All correspondence to applicants notifying of the establishment and composition of the Panel such as award letters;

Contract Management Plans which describes how the contract will be managed; and

Copies of framework agreements entered into with pre-qualified suppliers.



The Shire is also to retain records of all requests for quotation, including quotations received from pre-qualified suppliers and contracts awarded to Panel members. A unique reference number shall be applied to all records relating to each quotation process, which is to also be quoted on each purchase order issued under the Contract.

Information with regards to the Panel offerings, including details of suppliers appointed to the Panel, must be kept up to date, consistent and made available for access by all officers and employees of the Shire.

References	<ul style="list-style-type: none"> <li>Local Government Act 1995</li> <li>Local Government (Functions and General) Regulations 1996 (as amended)</li> </ul>		
Related Procedures	Nil		
Date Adopted by Council	27 June 2003	Item No	9.1.3
Review/Amendment Date	5 May 2006	Item No	
Review/Amendment Date	27 April 2007	Item No	9.3.5
Review/Amendment Date	24 July 2009	Item No	9.4.1
Review/Amendment Date	29 January 2010	Item No	9.1.6
Review/Amendment Date	11 March 2011	Item No	9.2.5
Review/Amendment Date	3 February 2012	Item No	9.1.8
Review/Amendment Date	25 May 2012	Item No	9.2.4
Review/Amendment Date	28 July 2012	Item No	9.2.7
Review/Amendment Date	28 June 2013	Item No	9.2.6
Review/Amendment Date	27 September 2013	Item No	9.2.7
Review/Amendment Date	6 December 2013	Item No	9.2.9
Review/Amendment Date	24 April 2014	Item No	9.2.17
Review/Amendment Date	12 December 2014		9.2.2
Review/Amendment Date	30 January 2015	Item No	9.2.6
Review/Amendment Date	6 March 2015	Item No	9.2.11
Review/Amendment Date	26 June 2015	Item No	9.2.7
Review/Amendment Date	25 September 2015	Item No	9.2.4
Review/Amendment Date	23 October 2015	Item No	10.2.6
Review/Amendment Date	21 April 2017	Item No	9.2.5
Review/Amendment Date	26 May 2017	Item No	9.2.5
Next Review			

## **STRATEGIC COMMUNITY PLAN**

### **Goal 1 – Civic Leadership – Planned Actions**

The Shire of East Pilbara seeks to deliver high quality corporate governance and demonstrate accountability to its constituents. All decisions are informed by community engagement – leading to the effective allocation of the Shire’s resources – that deliver optimum benefits to the community.

- 1.1 Efficient and effective local government
  - 1.1.1 Ethical, accountable and transparent decision-making
  - 1.1.2 Continued strong financial management
  - 1.1.3 Effective business management

### **Goal 3 – Economic – Planned Actions**

The Shire of East Pilbara seeks to support the economic development of its communities through the establishment of partnerships with industry, local businesses, government agencies and the tourism sector.

- 3.3 Provide Adequate Community Infrastructure

## **RISK MANAGEMENT CONSIDERATIONS**

The risk to Council reputation will be increased by not taking opportunity to avoid seasonal constraints and maintaining continuous operations. By awarding contract/s as soon as practical will reduce the risk of not completing the works in accordance with Council policy requirements.



## FINANCIAL IMPLICATIONS

Resource requirements are in accordance with the requested adjustments in the existing budgetary allocations and includes the unallocated amount of \$131,546 as listed in the table below;

GL	Description	Budget Available
129610	Newman Town Street Reseals-Muns Additional (R2R)-	\$527,546
129617	Drainage Works, including concrete and asphalt reinstatement- Mindarra Dr West (Part 2).	\$161,233
129627	Drainage Works, including concrete and asphalt reinstatement- Nyabalee Rd and O'Flaherty Street.	\$5,547
<b>Total</b>		<b>\$694,326</b>

## VOTING REQUIREMENTS

Absolute.

## OFFICER'S RECOMMENDATION

THAT Council

1. Delegate authority to the CEO (or in the absence of the CEO the Acting CEO) under s.5.42(1) and (2) and s.5.43(b) of the Local Government Act, to accept the following tender for the period up to the 13 April 2018, up to the values detailed in Table 1.

Tender No.	Description	Fund Source	Account Expenditure	Account Budget (ex GST)
RFT 10-2017/18	Pavement, Asphalt and Bitumen Spray Seal Works Newman	R2R	GL 129610 GL 129617 GL 129627	\$694,326

2. Approve the Common Seal to be affixed under delegated authority to CEO for the contract between the Shire of East Pilbara and the successful tenderer/s.

**9.3.3 AMENDING THE FEES AND CHARGES FOR THE NEWMAN TOWN  
SQUARE AND THE EDGE FOR CO-WORKING**

<b>Attachments:</b>	<a href="#">Attachment 1 The Edge Co-working Definitions.docx</a> <a href="#">Attachment 2 The Edge Floor Plans.pdf</a> <a href="#">Attachment x - Co-working - Promotional Material.pdf</a>
<b>Responsible Officer:</b>	<b>Mr Rick Miller</b> <b>Director Technical and Development Services</b>
<b>Author:</b>	<b>Mr Ryan Del Casale</b> <b>Manager Development Services - Planning</b>
<b>Proposed Meeting Date:</b>	<b>09 March 2018</b>
<b>Location/Address:</b>	<b>Newman Town Square, Lot 105 (No. 10) Lee Lane, Newman</b>
<b>Name of Applicant:</b>	<b>N/A</b>
<b>Author Disclosure of Interest:</b>	<b>Nil</b>

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**REPORT PURPOSE**

Council consideration is requested to amend the fees and charges, for the use of the facilities associated with the Town Square and the Edge. The amendment is to include fees and charges for co-working in the Edge facilities and other minor charges.

**BACKGROUND**

The building known as the 'Edge' is located on the Edge of the Newman Town Square. It comprises a commercial grade kitchen (and a food court), a mezzanine space for office purposes and two retail units known as the 'Pop-Ups' (or Shop/Office A & B). The development of the Square and the Edge were identified as part of the Newman Revitalisation Project. It was identified that there was a need for facilities in Newman to cater for the following;

- Small business incubation/activation;
- A kitchen for new and existing businesses (including home based businesses) to test ideas and new ventures;
- Versatile pop-up spaces and existing businesses (including home based businesses) to test ideas and new ventures, as consultation rooms and also for office use; and
- Office space for a range of users to co-locate in.

This co-location of users is known as 'co-working' where workers share a space, usually an office, but are not necessarily employed by the same organisation. A co-working space is an office environment designed for entrepreneurs, freelancers, remote employees, traveling business professionals, or employees of major corporations that prefer to work in an innovative entrepreneurial environment. Co-working offices make networking easy and encourage collaboration, innovation and

work life balance. These offices can facilitate regular networking meet ups, social events, hackathons, start up weekends, workshops, training on new technologies and improve professional skills. In addition co-working staff would help connect their members with mentors.

As part of the Newman Business Activation Program (started by the Shire in 2016 with Pilbara Development Commission funding) it was identified that Edge buildings would be the facility to accommodate this. Primarily the Mezzanine could cater for office Co-working as this space was specifically designed for this purpose. It is noted that the Pop-Up (office and shop) spaces could also be used for these purposes. The existing fees and charges are provided in Table 1.0 below.

Table 1.0

<b>Shire of East Pilbara Schedule of Fees and Charges 2017/18</b>	<b>GST Applic.</b>	<b>17/18 Fee Incl. GST</b>	<b>Description</b>
<b>Newman Town Square Precinct – The Edge Kitchen (includes the Food Court and the Mezzanine) Commercial</b>			
Hourly	Yes	50.00	
Half Day (4 hours)	Yes	180.00	
Full Day (8 hours)	Yes	350.00	
<b>Food Court Only</b>			
Hourly	Yes	25.00	
Half Day (4 hours)	Yes	90.00	
Full Day (8 hours)	Yes	180.00	
<b>Mezzanine Only</b>			
Hourly	Yes	40.00	
Half Day (4 hours)	Yes	145.00	
Full Day (8 hours)	Yes	280.00	
<b>Shop/Office A and B</b>			
Hourly	Yes	10.00	Per Office
Half Day (4 hours)	Yes	45.00	Per Office
Full Day (8 hours)	Yes	90.00	Per Office
Newman Town Square Precinct – Other			
Hourly	Yes	75.00	
Grassed Area/Paved Area/Car Park	Yes	FREE	
Not for Profit; Home Based Businesses; Individual; Community Groups			40% discount from the commercial rates
Discount Period 28/10/17 – 04/03/18; Not for Profit; Home Based Businesses; Individual; Community Groups			50% (additional to std 40% discount)
Bonds Apply			

The proposed amendments are shown below in Table 2.0 (with deletions being struck through and additions being italicised);

Table 2.0

<b>Shire of East Pilbara Schedule of Fees and Charges 2017/18</b>	<b>GST Applic.</b>	<b>17/18 Fee Incl. GST</b>	<b>Description</b>
<b>Newman Town Square Precinct – The Edge Kitchen (includes the Food Court <del>and the Mezzanine</del>) Commercial</b>			
Hourly	Yes	50.00	
Half Day (4 hours)	Yes	180.00	
Full Day (8 hours)	Yes	350.00	
<b>Food Court Only</b>			
Hourly	Yes	25.00	
Half Day (4 hours)	Yes	90.00	
Full Day (8 hours)	Yes	180.00	
<b>Mezzanine Only</b>			
Hourly	Yes	40.00	
Half Day (4 hours)	Yes	145.00	
Full Day (8 hours)	Yes	280.00	
<b>Edge Co-Working Office Spaces (Includes the Mezzanine but excludes the Kitchen)</b>			
Casual Co-Working For 1 Day	Yes	25.00	For 1 day
Part Time Co-Working	Yes	40.00	Up to 2 Days per Week
Fulltime Co-Working	Yes	90.00	Up to 5 days per Week
<b>Shop/Office A and B</b>			
Hourly	Yes	10.00	Per Office
Half Day (4 hours)	Yes	45.00	Per Office
Full Day (8 hours)	Yes	90.00	Per Office
Newman Town Square Precinct – Other			
Hourly	Yes	75.00	
Grassed Area/Paved Area/Car Park	Yes	FREE	
Not for Profit; Home Based Businesses; Individual; Community Groups			40% discount from the commercial rates <i>Note: This does not apply to users who are classified as Co-workers</i>
Discount Period 28/10/17 – 04/03/18; Not for Profit; Home Based Businesses; Individual; Community Groups			50% (additional to std 40% discount)
Bonds Apply			<i>Note: This does not apply to users who are classified as Co-workers</i>

## **COMMENTS/OPTIONS/DISCUSSIONS**

An initial fee structure was adopted at the end of July 2017 in the 2017/18 budget to coincide with the opening of the Town Square and the Edge. This was later amended in October 2017. The fee structure was prepared to allow the facilities to be used by a range of users (including the users who might be defined as Co-workers). To date the facilities have been used for a range of uses but not strictly Co-working.

A key objective of the Newman Business Activation Program is to facilitate Co-working from the Edge. It is intended that Co-working in the Edge will operate as follows;

- The Co-worker will be required to book in to use the facilities;
- This can be done over the phone, via email or in person at the Shire administration Centre;
- Fees are to be charged as per Table 2.0 , which include use of the facility (excluding the downstairs commercial kitchen);
- The refundable bond (\$500.00) will not be charged for co-working as a Shire officer will be present in the Edge to induct the user, monitor them and the state of the facility during and after their use;
- Co-Working could occur in the Pop-Up spaces but not in the downstairs commercial kitchen;
- It is acknowledged that some co-workers may have to physically traverse the food court space at times to enter the building (Refer to Attachments 1 & 2).

It is intended that the discounts featured in the fees and charges will not be applied to co-working. Co-working fees are intended to be flat fees as this includes access to the facilities, complimentary Wi-Fi, use of desk space, printers, whiteboards, the breakout space, free coffee and tea and use of a small kitchenette in the Mezzanine. Connection of the building to the National Broadband Network is due to be completed by early March 2018. The Edge facility is now ready to accommodate Co-working and therefore appropriate fees and charges are required. This amended structure is consistent with that of other venues in Western Australia for Co-working. It is important to note that this proposed structure is for office Co-working and does not apply to shared use of the Kitchen. An example of the intended Co-working promotional material and information sheet also illustrates the fee structure and how Co-working would (Refer Attachment).

A further minor amendment to the fees and charges is proposed. This is to remove the inclusion of the Mezzanine from the hire/booking of the kitchen as these are two (2) separate spaces, and this change will avoid confusion when booking the space.

A definition to the list of user groups for the Edge and Town Square is proposed to be added for Co-working as follows in Table 3.0 ;

Table 3.0

<b>User Groups Definitions</b>	
<b>Users</b>	<b>Definition</b>
Commercial	For profit organisation or enterprise engaged in commercial, industrial or professional activities. The business is based at an external facility and not in the house hold.
Not for Profit Businesses	Associations, charities, cooperatives and other voluntary organisations formed that does not operate for the profit, personal gain or to the benefit of its members. A not for profit to further cultural, education, religious, professional, or public service objectives.
At Home Business	A small business operated out of the owner's primary residence.
Individual	Any individual who may want to use The Square facilities. Individuals can range from business start-ups, students, individuals pursuing hobbies, professionals looking for hot desks, and casual users.
Community Groups	Community sporting groups, clubs, social groups, religious groups, not for profit groups, charities
Co-Working (Co-Workers)	Users who use the Mezzanine and the Pop-Up spaces for shared (not exclusive) office use and for activities that are not for retail purposes.

## **STATUTORY IMPLICATIONS/REQUIREMENTS**

### **SUBDIVISION 2 — FEES AND CHARGES**

#### **6.16. Imposition of fees and charges**

- (1) A local government may impose\* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

*\* Absolute majority required.*

- (2) A fee or charge may be imposed for the following —
  - (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
  - (b) supplying a service or carrying out work at the request of a person;
  - (c) subject to section 5.94, providing information from local government records;
  - (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
  - (e) supplying goods;
  - (f) such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
  - (a) imposed\* during a financial year; and
  - (b) amended\* from time to time during a financial year.

*\* Absolute majority required.*

#### **6.17. Setting the level of fees and charges**

- (1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —
  - (a) the cost to the local government of providing the service or goods;
  - (b) the importance of the service or goods to the community; and
  - (c) the price at which the service or goods could be provided by an alternative provider.
- (2) A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.
- (3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —
  - (a) under section 5.96;
  - (b) under section 6.16(2)(d); or
  - (c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.
- (4) Regulations may —
  - (a) prohibit the imposition of a fee or charge in prescribed circumstances; or
  - (b) limit the amount of a fee or charge in prescribed circumstances.

#### **6.19. Local government to give notice of fees and charges**

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

### **POLICY IMPLICATIONS**

#### **3.2 ASSET MANAGEMENT**

### **STRATEGIC COMMUNITY PLAN**

#### **Goal 1 – Civic Leadership – Planned Actions**

*The Shire of East Pilbara seeks to deliver high quality corporate governance and demonstrate accountability to its constituents. All decisions are informed by community engagement – leading to the effective allocation of the Shire's resources – that deliver optimum benefits to the community.*

- 1.1 Efficient and effective local government
  - 1.1.1 *Ethical, accountable and transparent decision-making*  
*Responsible officer: DCEO*  
*Timing: As appropriate*

1.1.2 *Continued strong financial management*  
*Responsible officer: DCEO*  
*Timing: 1 year*

1.1.3 *Effective business management*  
*Responsible officer: DCEO*  
*Timing: 1-3 years*

## FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

## VOTING REQUIREMENTS

Absolute.

## OFFICER'S RECOMMENDATION

THAT Council

1. Amend the wording for noting who can obtain the 40% discount off the commercial rates to include the words "*Note this does not apply to users who are classified as Co-workers*";
2. Amend the wording for noting that bonds apply to include the words "*Note this does not apply to users who are classified as Co-workers*";
3. Adopt the following amended fees and charges effective from 20 March 2018 for the Newman Town Square and the Edge as detailed in table below;

Shire of East Pilbara Schedule of Fees and Charges 2017/18	GST Applic.	17/18 Fee Incl. GST	Description
<b>Newman Town Square Precinct – The Edge Kitchen (includes the Food Court)</b> <b>Commercial</b>			
<b><i>Edge Co-Working Office Space (Includes the Mezzanine but excludes the Kitchen)</i></b>			
<i>Casual Co-Working For 1 Day</i>	Yes	25.00	<i>For 1 day</i>
<i>Part Time Co-Working</i>	Yes	40.00	<i>Up to 2 Days per Week</i>
<i>Fulltime Co-Working</i>	Yes	90.00	<i>Up to 5 days per Week</i>
Not for Profit; Home Based Businesses; Individual; Community Groups			40% discount from the commercial rates Note: <i>This does not apply to users who are classified as Co-workers</i>
Bonds Apply			Note: <i>This does not apply to users who are classified as Co-workers</i>

4. Provide notice of the adopted Fees as advertised, pursuant to Section 6.19 of the Local Government Act 1995



#### 9.3.4 REQUEST TO SPONSOR THE 2018 KARIJINI EXPERIENCE

**File Ref:** STR-8

**Attachments:** [Attachment 1 - 2018 Event Flyer.jpg](#)  
[Attachment 2 Karijini Experience 2017 -Event Report 2017.pdf](#)

**Responsible Officer:** Mr Rick Miller  
Director Technical and Development Services

**Author:** Mr Ryan Del Casale  
Manager Development Services - Planning

**Proposed Meeting Date:** 09 March 2018

**Location/Address:** N/A

**Name of Applicant:** Nintirri Centre

**Author Disclosure of Interest:** Nil

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#### REPORT PURPOSE

For Council to consider the request made by the Nintirri Centre to sponsor the 2018 Karijini Experience Festival.

#### BACKGROUND

The Nintirri Centre (Nintirri) based in Tom Price are a non for profit organisation who are primarily responsible for organising The Karijini Experience Festival (the event). The event is an authentic annual cultural festival that encourages visitors to experience the Karijini National Park and Pilbara Region. The event uses a range of art, music and other activities to attract people.

The 2018 event is scheduled for April 17-22 2018. Ticket sales to date are estimated to be at over twenty-five thousand \$25,000.00 in pre-sales. Media outlets such as Channel 7's Today Tonight and Spirit FM Radio are scheduled to cover the 2018. State Government Representatives such as Minister Ben Wyatt have confirmed their attendance. Artists who will perform at the 2018 event included Archie Roach, the Western Australian Symphony Orchestra and Martu Mili artists. There will also be events within the festival such the Fervor pop-dining experience – where a degustation dinner using locally sourced ingredients will be served under the stars (Refer to Attachment 1 – 2018 Event Flyer).

The event was established in 2013 with a one (1) day attended by seventy-five (75) people. The event has grown f into a multi-day and multi-arts event. Visitor numbers have increased over this time also. In 2017 the event attracted one thousand, two hundred and thirty-five (1235) visitors, featured ninety (90) artists, headlined thirty-seven (37) individual events and represented thirteen (13) indigenous languages groups. In 2017 the event was supported by seventy-four (74) partners and sponsors.

For the 2017 event Tourism WA and the Department of Regional Development – Royalties for Regions provided funding which was directed towards marketing,

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developing media relationships and communications. As a result fifty-eight percent (58%) of visitors to the event were identified as non-local which was an increase from forty percent (40%) in 2016. The event received media coverage in the West Australian Travel Magazine, The West Australian Newspaper, in the Royal Automobile Club of W.A (RAC) Horizons magazine and on the ABC and 6PR radio stations (Refer to Attachment 2 – 2017 Event Report).

In 2017 Nintirri started to work with, and expand, the existing capacity of Pilbara tourism operators. A new initiative of the event organisers has been to create tourist packages in partnership with other tourism operators. The Newman Visitor Centre is working Nintirri to on these tasks. Their work involves promoting the event and also Newman as part of this event. Work has involved assisting existing tourism operators, local businesses and residents to become involved in the event. Newman specific marketing is being prepared and the Fervor pop-up dining experience will conduct a dinner in Newman on 14 April 2018. Officers of the Shire have provided in-kind support to the Newman Visitor Centre and Nintirri with the above.

### **COMMENTS/OPTIONS/DISCUSSIONS**

The event relies upon the sponsorship and community assistance. There are four (4) levels of sponsorship available to organisations or agencies who wish to sponsor the 2018 Event as follows;

- Platinum to the amount of \$50,000.00;
- Gold to the amount of \$30,000.00;
- Silver to the amount of \$15,000.00; and
- Bronze to the amount of \$7,500.00.

Other organisations in the Pilbara are sponsoring the event as follows;

- The Shire of Ashburton as a platinum sponsor;
- The City of Karratha as a silver sponsor; and
- The Pilbara Development Commission as bronze sponsor.

Between August 2017 and January 2018 Nintirri approached the Shire requesting sponsorship at the silver level. Sponsoring the event aligns with the strategic objectives of the Shire to partner with other agencies, support regional tourism and diversify the economy. Sponsoring the event provides the Shire with various marketing and public relations benefits and also the access to knowledge and opportunities by working with other regional stakeholders on this event.

It is recommended that the Shire sponsors the 2018 Karijini Experience at the bronze level to the amount of \$7,500.00. This is considered appropriate given that this is the first time the Shire has been approached to sponsor the event. This is also the first time that Shire officers have assisted the Newman Visitor Centre concerning the event. It is considered appropriate to sponsor at this level to examine benefits the event can bring to the Shire.

As part of the bronze sponsorship the Shire would;

- Be named as a Bronze Sponsor;
- Receive two (2) complimentary tickets to the 2018 event;
- Have our logo on the event marketing and promotional material such as brochures and café barriers; and
- Inclusion of any Shire information into event bags for VIP guests.

## **STATUTORY IMPLICATIONS/REQUIREMENTS**

Nil

## **POLICY IMPLICATIONS**

### **6.7 COUNCIL SUPPORTED/RECOGNISED EVENTS OF COMMUNITY INTEREST**

## **STRATEGIC COMMUNITY PLAN**

### **Goal 2 – Social – Planned Actions**

#### *2.4 Diverse and Inclusive Communities*

##### *2.4.1 Promote diverse, harmonious and caring communities*

*Partnering With: Federal Government, State Government, Industry and NGO's*

*Responsible officer: MCW*

*Timing: 1-3 years*

##### *2.4.2 Build strong community groups, networks and governance*

*Partnering With: Federal Government, State Government, Industry and NGO's*

*Responsible officer: MCW*

*Timing: 1-5 years*

*The Shire of East Pilbara seeks to foster harmonious communities that acknowledge a shared heritage; develop strong community connections, and have access to relevant and affordable community services and well-managed community infrastructure.*

### **Goal 3 – Economic – Planned Actions**

#### *3.1 Business Diversification and Promotion*

*Responsible Officer: DCEO*

*Timing: 1-5 years*

##### *3.1.1 Provide support for established and emerging businesses bodies and local businesses*

*Responsible Officer: DCEO*

*Timing: 1-5 years*

##### *3.1.2 Build a thriving and diverse economy*

*Responsible Officer: DCEO*

*Timing: 1-5 years*

##### *3.1.3 Encourage Tourism*

*Responsible Officer: DCEO*

*Timing: 1-5 years*

*The Shire of East Pilbara seeks to support economic development of its communities through the establishment of partnerships with industry, local businesses, government agencies and the tourism sector.*

**RISK MANAGEMENT CONSIDERATIONS**

Should the Council choose not to sponsor the 2018 Karijini Experience Council may be subject to some reputational risk within the Pilbara region in regard to not collaborating and supporting regional events.

**FINANCIAL IMPLICATIONS**

Whilst this request to sponsor the event was not initially identified with the resource requirements of the budget, funding has been identified within the account GL131267 – Economic Development Consultants. This account is normally used for the appointment of consultants to assist the Shire on economic development objectives. As stated above, sponsoring the event is consistent with several key Shire economic development objectives. Therefore it was identified that diverting the amount required to sponsor the event from this economic development account would be an appropriate use of the funds. Overall expenditure for this account will remain within the budget.

**VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**THAT Council approve the request for sponsorship by Nintirri Centre for the purposes of assisting with the 2018 Karijini Experience at the bronze level to the amount of \$7,500.00 as a cash contribution.**

### 9.3.5 EUROPCAR LEASE - NEWMAN AIRPORT

<b>Attachments:</b>	<a href="#">47333 Report.pdf</a> <a href="#">Licence template - Car rental kiosks and bays 13.02.2018.pdf</a> <a href="#">Confidential under separate cover</a>
<b>Responsible Officer:</b>	<b>Mr Rick Miller</b> <b>Director Technical and Development Services</b>
<b>Author:</b>	<b>Mr Salomon Kloppers</b> <b>Manager Development Airports</b>
<b>Proposed Meeting Date:</b>	<b>09 March 2018</b>
<b>Location/Address:</b>	<b>N/A</b>
<b>Name of Applicant:</b>	<b>N/A</b>
<b>Author Disclosure of Interest:</b>	<b>Nil</b>

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### REPORT PURPOSE

To seek Council approval to apply the common seal of the Shire of East Pilbara (the Shire) to an Agreement between the Shire and CLA Trading. CLA Trading operates Europcar at Newman Airport.

### BACKGROUND

Newman Airport is owned and operated by the Shire of East Pilbara (the Shire) and serves as a vital link between the community of Newman and surrounding communities to Perth.

The Shire of East Pilbara (SoEP) is committed to providing efficient and effective services that represents “value for money” to its residents/community.

Effective 14 December 2011 the Shire agreed to two License agreements with CLA Trading (operating as Europcar). The first License agreement covered the rental of ten car bays in the Short Term Car Park, to be used as ready bays for car rental clients. The second License agreement covered the rental of a small car rental kiosk, mainly used to issue vehicle keys to rental clients.

These agreements have come to an end and the tenant has been operating on Newman Airport via the “Hold-over” clauses.

Subsequently the tenant has approached the Shire with a proposal to enter into a new agreement so as to secure tenure and certainty for their business.

### COMMENTS/OPTIONS/DISCUSSIONS

Considering the detail and comments as contained in the confidential attachment it is recommended that Council agree to the terms put forward in the terms and conditions described in the confidential attachment.

Section 3.58 (Disposal of Property) of the Local Government Act 1995 notes that prior to disposal of property a local government must invite submissions from the community regarding the matter after providing certain information. Council has to consider submissions, and decide on whether to go ahead or not.

It is recommended that Council authorise the CEO to make the notifications required by Section 3.58 of the Local Government Act 1995. Should no submissions be received the CEO should be given the delegation to enter into an agreement (as per the terms discussed in the Confidential Attachment) and apply the Common Seal to the resultant Agreement.

Should submissions be received those will have to be tabled at the next Council meeting.

### **STATUTORY IMPLICATIONS/REQUIREMENTS**

Nil

### **POLICY IMPLICATIONS**

**Delegation From:** Council

**Delegation To:** Chief Executive Officer

**Council File Reference:** ADM 14-9

**Legislative Authority for Delegation** S 5.42 Local Government Act 1995

### **Power/Duty/Authorisation Delegated:**

Authority to prepare the necessary documentation to execute documents taking into account any specific or policy requirements of council where:

The Council has authorised entering into a formal contract or a formal contract is considered necessary by the Chief Executive Officer as part of the day to day operation of the Council or a formal contract is authorised under a delegated authority from the Council.

### **Authority for exercise of Power/ Duty/ Authorisation**

### **Conditions attached to Delegation**

Also refer to Council's Standing Orders Local Law.

**Date of Delegation** \_\_\_\_\_

**Delegator (Shire President)** \_\_\_\_\_

### **EXECUTION OF DOCUMENTS**

**Minute No:** Item 9.1.3

**Date:** 27th June 2003

All documents validly executed will have the common seal affixed and the President and the Chief Executive Officer's attestations affixing the seal. Use of the common seal is to be recorded in the common seal register and must have the Council resolution number included and the date that the seal was applied.

**Objective**

To allow for the proper execution of documents.

**Policy**

Council's Policy Manual 27 June 2004 on page 78.

**Execution of Documents**

Minute No: Item 9.1.3

Date: 27th June 2003

Objective:

To allow for the proper execution of documents.

Policy:

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**STRATEGIC COMMUNITY PLAN**

**Goal 3 – Economic – Planned Actions**

The Shire of East Pilbara seeks to support the economic development of its communities through the establishment of partnerships with industry, local businesses, government agencies and the tourism sector.

3.1.2 Build a thriving and diverse economy

3.1.1 Provide support for established and emerging business bodies and local businesses

**FINANCIAL IMPLICATIONS**

The Shire will receive an increased revenue stream from the tenancy as per the confidential attachment.

**VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**THAT Council**

- 1. Authorises the Chief Executive Officer to advertise the proposed disposition of land in accordance with Section 3.58 (Disposing Property) of the Local Government Act 1995; and**
- 2. Authorise the Chief Executive Officer to affix the Common Seal to a Lease Agreement between the Shire of East Pilbara and CLA Trading PTY LTD (ACN 082 220 399) regarding the Lease of a 10m2 kiosk and six car bays space at Newman Airport, subject to receiving no submissions prior to the closing date.**

### 9.3.6 THRIFTY CAR RENTAL LEASE AT NEWMAN AIRPORT

Attachments:	<a href="#">47333 Report.pdf</a> <a href="#">Licence template - Car rental kiosks and bays 13.02.2018.pdf</a> <a href="#">Confidential under separate cover</a>
Responsible Officer:	<b>Mr Rick Miller</b> <b>Director Technical and Development Services</b>
Author:	<b>Mr Salomon Kloppers</b> <b>Manager Development Airports</b>
Proposed Meeting Date:	<b>09 March 2018</b>
Location/Address:	<b>N/A</b>
Name of Applicant:	<b>N/A</b>
Author Disclosure of Interest:	<b>Nil</b>

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### REPORT PURPOSE

To seek Council approval to apply the common seal of the Shire of East Pilbara (the Shire) to an Agreement between the Shire and ILHA Pty Ltd. ILHA Pty Ltd operates Thrifty car rental at Newman Airport.

### BACKGROUND

Newman Airport is owned and operated by the Shire of East Pilbara (the Shire) and serves as a vital link between the community of Newman and surrounding communities to Perth.

The Shire of East Pilbara (SoEP) is committed to providing efficient and effective services that represents “value for money” to its residents/community.

Effective 1 May 2011 the Shire agreed to two License agreements with ILHA Pty Ltd (operating as Thrifty). The first License agreement covered the rental of ten car bays in the Short Term Car Park, to be used as ready bays for car rental clients. The second License agreement covered the rental of a small car rental kiosk, mainly used to issue vehicle keys to rental clients.

These agreements have come to an end and the tenant has been operating on Newman Airport via the “Hold-over” clauses.

Subsequently the tenant has approached the Shire with a proposal to enter into a new agreement so as to secure tenure and certainty for their business.

### COMMENTS/OPTIONS/DISCUSSIONS

Considering the detail and comments as contained in the confidential attachment it is recommended that Council agree to the terms put forward in the terms and conditions described in the confidential attachment.



Section 3.58 (Disposal of Property) of the Local Government Act 1995 notes that prior to disposal of property a local government must invite submissions from the community regarding the matter after providing certain information. Council has to consider submissions, and decide on whether to go ahead or not.

It is recommended that Council authorise the CEO to make the notifications required by Section 3.58 of the Local Government Act 1995. Should no submissions be received the CEO should be given the delegation to enter into an agreement (as per the terms discussed in the Confidential Attachment) and apply the Common Seal to the resultant Agreement.

Should submissions be received those will have to be tabled at the next Council meeting.

### **STATUTORY IMPLICATIONS/REQUIREMENTS**

Nil

### **POLICY IMPLICATIONS**

**Delegation From:** Council

**Delegation To:** Chief Executive Officer

**Council File Reference:** ADM 14-9

**Legislative Authority for Delegation** S 5.42 Local Government Act 1995

### **Power/Duty/Authorisation Delegated:**

Authority to prepare the necessary documentation to execute documents taking into account any specific or policy requirements of council where:

The Council has authorised entering into a formal contract or a formal contract is considered necessary by the Chief Executive Officer as part of the day to day operation of the Council or a formal contract is authorised under a delegated authority from the Council.

### **Authority for exercise of Power/ Duty/ Authorisation**

### **Conditions attached to Delegation**

Also refer to Council's Standing Orders Local Law.

**Date of Delegation** \_\_\_\_\_

**Delegator (Shire President)** \_\_\_\_\_

### **EXECUTION OF DOCUMENTS**

**Minute No:** Item 9.1.3

**Date:** 27th June 2003

All documents validly executed will have the common seal affixed and the President and the Chief Executive Officer's attestations affixing the seal. Use of the common seal is to be recorded in the common seal register and must have the Council resolution number included and the date that the seal was applied.

**Objective**

To allow for the proper execution of documents.

**Policy**

Council's Policy Manual 27 June 2004 on page 78.

**Execution of Documents**

Minute No: Item 9.1.3

Date: 27th June 2003

Objective:

To allow for the proper execution of documents.

Policy:

All documents validly executed will have the common seal affixed and the President and the Chief Executive Officer's attestations affixing the seal. Use of the common seal is to be recorded in the common seal register and must have the Council resolution number included and the date that the seal was applied.

**STRATEGIC COMMUNITY PLAN**

**Goal 3 – Economic – Planned Actions**

The Shire of East Pilbara seeks to support the economic development of its communities through the establishment of partnerships with industry, local businesses, government agencies and the tourism sector.

3.1.2 Build a thriving and diverse economy

3.1.1 Provide support for established and emerging business bodies and local businesses

**FINANCIAL IMPLICATIONS**

The Shire will receive an increased revenue stream from the tenancy as per the confidential attachment.

**VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**THAT Council**

- 1. Authorises the Chief Executive Officer to advertise the proposed disposition of land in accordance with Section 3.58 (Disposing Property) of the Local Government Act 1995; and**
- 2. Authorise the Chief Executive Officer to affix the Common Seal to a Lease Agreement between the Shire of East Pilbara and ILHA Pty Ltd (ABN 37 008 961 340) regarding the Lease of twenty car bays and a 10m2 space at Newman Airport, subject to receiving no submissions prior to the closing date.**

- 10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY  
A DECISION OF COUNCIL**
- 12 CONFIDENTIAL MATTERS BEHIND CLOSED DOORS**
- 13 DATE OF NEXT MEETING**  
13 April 2018, Newman
- 14 CLOSURE**

**Council**

**AUDIT COMMITTEE REPORT  
22 FEBRUARY 2018**

**Attachments**

**Item: 9.2.3**

**Meeting Date 9 March 2018**



Department of  
**Local Government, Sport  
and Cultural Industries**

## East Pilbara - Compliance Audit Return 2017

### Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2017.	N/A		Lisa Davis
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2017.	N/A		Lisa Davis
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2017.	N/A		Lisa Davis
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2017.	N/A		Lisa Davis
5	s3.59(5)	Did the Council, during 2017, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Lisa Davis



<b>Delegation of Power / Duty</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	N/A		Lisa Davis
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		Lisa Davis
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Lisa Davis
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Lisa Davis
5	s5.18	Has Council reviewed delegations to its committees in the 2016/2017 financial year.	N/A		Lisa Davis
6	s5.42(1), 5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Lisa Davis
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Lisa Davis
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Lisa Davis
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Lisa Davis
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Lisa Davis
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Lisa Davis
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2016/2017 financial year.	Yes		Lisa Davis
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Lisa Davis

<b>Disclosure of Interest</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Lisa Davis
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Lisa Davis



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No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Lisa Davis
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes		Lisa Davis
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	Yes		Lisa Davis
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2017.	Yes		Lisa Davis
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2017.	Yes		Lisa Davis
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Lisa Davis
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Lisa Davis
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Lisa Davis
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		Lisa Davis
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Lisa Davis
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Lisa Davis
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes		Lisa Davis



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No	Reference	Question	Response	Comments	Respondent
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes		Lisa Davis
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Lisa Davis

### Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	Yes		Lisa Davis
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	N/A		Lisa Davis

### Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	Yes		Lisa Davis

### Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Lisa Davis
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		Lisa Davis
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Lisa Davis
4	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Lisa Davis





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No	Reference	Question	Response	Comments	Respondent
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2017 received by the local government within 30 days of completion of the audit.	Yes		Lisa Davis
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2017 received by the local government by 31 December 2017.	Yes		Lisa Davis
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	N/A		Lisa Davis
8	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A		Lisa Davis
9	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		Lisa Davis
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	N/A		Lisa Davis
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Lisa Davis
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Lisa Davis
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Lisa Davis
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Lisa Davis



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### Integrated Planning and Reporting

No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	2013	Lisa Davis
2	s5.56 Admin Reg 19DA (6)	Has the local government adopted a modification to the most recent Corporate Business Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	No	Currently under review. Due to Council 19th April 2018.	Lisa Davis
3	s5.56 Admin Reg 19C (7)	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	2017	Lisa Davis
4	s5.56 Admin Reg 19C (7)	Has the local government adopted a modification to the most recent Strategic Community Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	No	Currently under review. Due to Council 19th April 2018.	Lisa Davis
5	S5.56	Has the local government adopted an Asset Management Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	2013	Lisa Davis
6	S5.56	Has the local government adopted a Long Term Financial Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	2013	Lisa Davis
7	S5.56	Has the local government adopted a Workforce Plan. If Yes, in Comments please provide date of the most recent Plan plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	2017	Lisa Davis



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<b>Local Government Employees</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A	Recruitment completed by WALGA	Lisa Davis
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	N/A	Recruitment completed by WALGA	Lisa Davis
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A	Recruitment completed by WALGA	Lisa Davis
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A	Recruitment completed by WALGA	Lisa Davis
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	Yes		Lisa Davis



<b>Official Conduct</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A		Lisa Davis
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Lisa Davis
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Lisa Davis
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Lisa Davis
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Lisa Davis
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c).	Yes		Lisa Davis

<b>Tenders for Providing Goods and Services</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Lisa Davis
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	Yes		Lisa Davis
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes		Lisa Davis
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Lisa Davis



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No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		Lisa Davis
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16.	Yes		Lisa Davis
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	Yes		Lisa Davis
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Lisa Davis
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes		Lisa Davis
10	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Lisa Davis
11	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	Yes		Lisa Davis
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	Yes		Lisa Davis
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	Yes		Lisa Davis
14	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	Yes		Lisa Davis
15	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	N/A		Lisa Davis
16	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE.	N/A		Lisa Davis



Department of  
**Local Government, Sport  
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application.	N/A		Lisa Davis
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, notice of the variation.	N/A		Lisa Davis
19	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications.	N/A		Lisa Davis
20	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application(s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria.	N/A		Lisa Davis
21	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG.	N/A		Lisa Davis
22	F&G Reg 24AI	Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted.	N/A		Lisa Davis
23	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	Yes		Lisa Davis
24	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy.	Yes		Lisa Davis
25	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less.	Yes		Lisa Davis



**SHIRE OF EAST PILBARA**

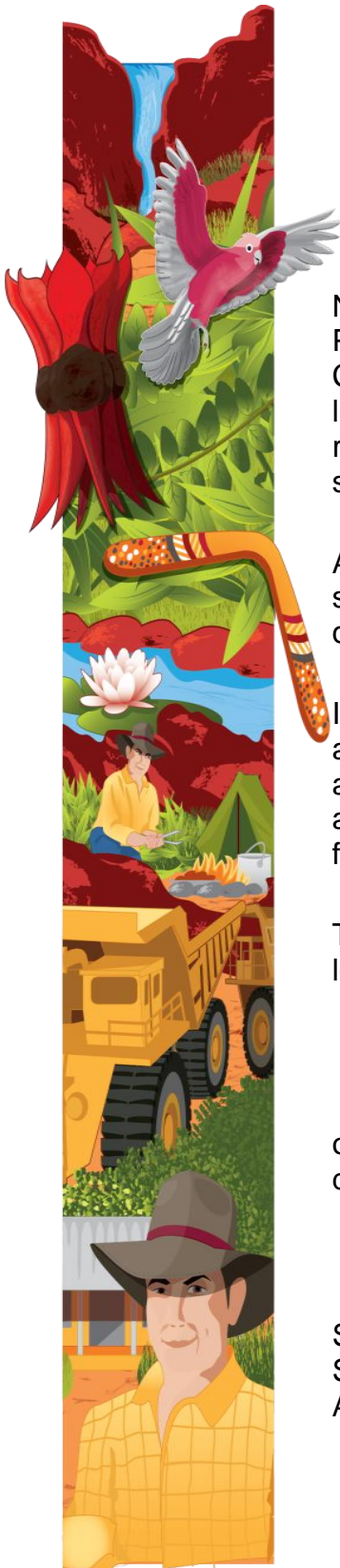
# **MINUTES**

## **AUDIT COMMITTEE MEETING**

**NOTICE IS HEREBY GIVEN** that an  
Audit Committee Meeting of the Council will be held,  
in the Meeting Room, Newman  
8:00 am, Thursday, **22<sup>nd</sup> February, 2018**

**Sian Appleton**  
**ACTING CHIEF EXECUTIVE OFFICER**

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## DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of East Pilbara for any act, omission or statement or intimation occurring during Council or Committee Meetings. The Shire of East Pilbara disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee Meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee Meeting does so at that person's or legal entity's own risk.

In particular and without derogating any planning application or application of a licence, any statement or intimation of approval made by any member or Officer of the Shire of East Pilbara during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of East Pilbara.

The Shire of East Pilbara warns that anyone who has any application lodged with the Shire of East Pilbara must obtain and should only rely on

## WRITTEN CONFIRMATION

of the outcome of the application and any conditions attaching to the decision made by the Shire of East Pilbara in respect of the application.

Signed: \_\_\_\_\_  
Sian Appleton  
Acting Chief Executive Officer



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**AUDIT COMMITTEE**

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**1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

**2 RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE**

**2.1 ATTENDANCES**

**Councillors**

Gerry Parsons  
Craig Hoyer

**Officers**

Sian Appleton

**2.2 APOLOGIES**

Anita Grace  
Jeton Ahmedi  
Lynne Craigie  
Anthony Middleton

**2.3 LEAVE OF ABSENCE**

Nil

**3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

Nil

**4 PUBLIC QUESTION TIME**

Nil

**5 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

**6 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7 CONFIRMATION OF MINUTES OF PREVIOUS COMMITTEE MEETING**

**7.1 CONFIRMATION OF MINUTES**

**OFFICER'S RECOMMENDATION:**

THAT the minutes of the Audit Committee Meeting held at Newman on 30<sup>th</sup> November 2017, be confirmed as a true and correct record of proceedings.

**Motion Held Over until next meeting**

**8 MEMBERS' REPORTS**

**8.1 ITEMS FOR RECOMMENDATION**

Nil

**9 OFFICER'S REPORTS****9.1 COMPLIANCE AUDIT REPORT 2017**

**File Ref:** LEG-1-11  
**Responsible Officer:** Ms Sian Appleton  
Deputy Chief Executive Officer  
**Author:** Mrs Lisa Davis  
Manager Corporate Services  
**Location/Address:** N/A  
**Name of Applicant:** N/A  
**Author Disclosure of Interest:** Nil

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**REPORT PURPOSE**

To seek Council's comment on and receivable of the Local Government Compliance Audit Return ("CAR") for the period 1 January 2017 to 31 December 2017.

**BACKGROUND**

Council must complete an annual audit of compliance with statutory requirements

The Compliance Audit Return is a checklist of compliance with statutory obligations relating to the provision of services by, and the management of, a local government.

The *Local Government Act 1995* requires that each local government is to carry out a compliance audit for the period 1 January to 31 December each year, against the requirements included in the CAR for the year.

After the completion of the CAR the following should occur:

- (a) the Audit Committee is to review the CAR;
- (b) the CAR is to then be presented to a subsequent meeting of Council;
- (c) The CAR is to be adopted by the Council before 31 March;
- (d) the adoption is to be recorded in the minutes of the meeting at which it is adopted; and
- (e) a certified copy of the return, along with the relevant section of the minutes and any additional information explaining or qualifying the compliance audit, is to be submitted to the Department of Local Government by 31 March.

**COMMENTS/OPTIONS/DISCUSSIONS**

Over previous years this Council has produced the report by using either an independent consultant or doing the report in house. On this occasion the Compliance Audit has been completed in house by the newly appointed Manager Corporate Services.

The structure of the CAR was revised in 2011 when the Department decided to include only the areas of compliance that they consider to be of high risk.

This format has been implemented since then and the CAR now has ten sections increasing from nine last year. It now includes a Integrated Planning and Reporting Section which is a voluntary section of the report.

Area questions relate to	No. of questions	Yes Answers	No Answers	Not Applicable
Commercial Enterprises	5			5
Delegation of Power/Duty	13	8		5
Disclosure of Interest	16	16		
Disposal of Property	2	1		1
Elections	1	1		
Finance	14	9		5
Integrated Planning & Reporting	7	5	2	
Local Government Employees	5	1		4
Official Conduct	6	5		1
Tenders for Providing Goods and Services	25	17		8
<b>Total</b>	94	63	2	29

There has been two incidence of a “No” answer in the Integrated Planning and Reporting Section which relates to the adoption of the Corporate Business Plan and Strategic Community Plan, both of these items will be presented to Council on the 19<sup>th</sup> of April 2018.

Other than this, compliance has been reached on all other questions.

## STATUTORY IMPLICATIONS/REQUIREMENTS

Part 7 - Audit (Division 4 - General) 7.13. Regulations as to audits (pg 274)

- 1 Regulations may make provision –
  - (i) Requiring local governments to carry out...an audit of compliance as prescribed.

**Regulation 13** of the *Local Government (Audit) Regulations* prescribes the item to be subject to an audit.

**Regulation 14** of the *Local Government (Audit) Regulations* states that a compliance audit shall be prepared and lays out the form and manner of its preparation

**Regulation 15** of the *Local Government (Audit) Regulations* deals with the return of the compliance audit to the Department of Local Government after its presentation to the Audit Committee and Council.

**POLICY IMPLICATIONS**

Nil

**STRATEGIC COMMUNITY PLAN****Goal 1 – Civic Leadership – Planned Actions**

*The Shire of East Pilbara seeks to deliver high quality corporate governance and demonstrate accountability to its constituents. All decisions are informed by community engagement – leading to the effective allocation of the Shire's resources – that deliver optimum benefits to the community.*

- 1.1 Efficient and effective local government
  - 1.1.1 *Ethical, accountable and transparent decision-making*

**FINANCIAL IMPLICATIONS**

No financial resource impact.

**VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**MOVED:** Cr Craig Hoyer

**SECONDED:** Cr Gerry Parson

**THAT Council adopt the Compliance Audit Return for the Calendar year 1 January 2017 to 31 December 2017.**

**CARRIED**  
**RECORD OF VOTE: 2 - 0**

***To be actioned by Ms Sian Appleton, Deputy Chief Executive Officer***

**9.2 ORGANISATIONAL RISK REPORT**

**File Ref:** LEG-1-11  
**Responsible Officer:** Ms Sian Appleton  
Deputy Chief Executive Officer  
**Author:** Mrs Kylie Bergmann  
Coordinator Governance  
**Location/Address:** N/A  
**Name of Applicant:** N/A  
**Author Disclosure of Interest:** Nil

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**REPORT PURPOSE**

To report on the identified high and extreme strategic and operational risks.

**BACKGROUND**

Pursuant to Regulation 17 of the *Local Government (Audit) Regulations 1996*, the CEO is to review the Shire's systems and procedures in relation to risk management, internal control and legislative compliance, at least every 2 years.

In July 2016, the Shire engaged Moore Stephens to undertake this review.

One of the improvements suggested by Moore Stephens is that the Audit Committee receive quarterly reports of identified high and extreme strategic and operational risks.

**COMMENTS/OPTIONS/DISCUSSIONS**

Please see **attached** copy of the Organisational Risk Register which outlines the identified high and extreme risks.

You can see what controls we have put in place to control the risk, and improvements we can still make to further reduce the risk.

**STATUTORY IMPLICATIONS/REQUIREMENTS**

Regulation 17 of the *Local Government (Audit) Regulations 1996*.

**POLICY IMPLICATIONS**

Risk Management Policy  
Risk Management Strategy  
Risk Management Procedures

**STRATEGIC COMMUNITY PLAN****Goal 1 – Civic Leadership – Planned Actions**

*The Shire of East Pilbara seeks to deliver high quality corporate governance and demonstrate accountability to its constituents. All decisions are informed by*

*community engagement – leading to the effective allocation of the Shire's resources – that deliver optimum benefits to the community.*

- 1.1 Efficient and effective local government
- 1.1.1 *Ethical, accountable and transparent decision-making*

**FINANCIAL IMPLICATIONS**

No financial resource impact.

**VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**MOVED:** Cr Craig Hoyer

**SECONDED:** Cr Gerry Parson

**THAT** the Audit Committee receive the Organisational Risk Report for the quarter ending 31<sup>st</sup> January 2018.

**CARRIED**  
**RECORD OF VOTE: 2 - 0**

*To be actioned by Ms Sian Appleton, Deputy Chief Executive Officer*



**10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A  
DECISION OF COMMITTEE**

Nil

**12 CONFIDENTIAL MATTERS BEHIND CLOSED DOORS**

Nil

**13 GENERAL BUSINESS**

Nil

**14 DATE OF NEXT MEETING**

14 June 2018

**15 CLOSURE**

8.20



I certify this Compliance Audit return has been adopted by Council at its meeting on \_\_\_\_\_

\_\_\_\_\_  
Signed Mayor / President, East Pilbara

\_\_\_\_\_  
Signed CEO, East Pilbara

# **Council**

## **BUDGET REVIEW AS AT 31 JANUARY 2018**

### **Attachments**

#### **Item: 9.2.4**

**Meeting Date 9 March 2018**

# Shire Of East Pilbara

## Budget Review

For The Month Ending

31 January 2018

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Income Statement by Function	3
Income Statement by Nature & Type	4
Acquisition and Construction of Assets By Item	5
Reserves	9
Summary	12

The Principal Office Of The Shire Is Located At:  
**Corner Newman Drive & Kalgan Drive**  
**Newman WA 6753**

Postal Address:  
**PMB 22**  
**Newman WA 6753**

**SHIRE OF EAST PILBARA**  
**Rate Setting Statement For Budget Review, 31 January 2018**

Description	Note	2017/2018		2017/2018
		Budget	YTD Actual	Forecast
OPERATING REVENUE				
General Purpose Funding		3,003,600	581,142.41	2,520,300
Governance		104,600	31,425.68	103,600
Law, Order and Public Safety		75,700	74,891.34	89,500
Health		50,400	54,505.95	62,300
Education and Welfare		183,100	234,068.67	302,200
Housing		347,800	216,838.18	346,900
Community Amenities		4,243,600	3,222,459.03	3,967,400
Recreation and Culture		2,276,100	1,728,630.85	2,333,500
Transport		13,059,500	8,098,778.84	13,763,900
Economic Services		445,600	430,304.68	508,200
Other Property and Services		227,600	288,935.78	227,600
		\$24,017,600	\$14,961,981.41	\$24,225,400
OPERATING EXPENSES				
General Purpose Funding		577,000	263,425.12	559,000
Governance		2,242,300	1,165,632.76	2,498,200
Law, Order and Public Safety		1,074,300	647,031.71	1,082,100
Health		756,400	331,966.95	731,800
Education and Welfare		1,936,200	995,863.03	1,911,100
Housing		1,181,500	545,507.60	1,180,600
Community Amenities		4,550,300	2,455,827.62	4,619,900
Recreation and Culture		10,301,000	5,979,741.71	10,505,300
Transport		21,342,900	11,886,289.42	21,800,400
Economic Services		1,813,500	849,709.99	1,812,200
Other Property and Services		294,800	278,196.22	300,700
		\$46,070,200	\$25,399,192.13	\$47,001,300
Net Operating Result Excluding Rates		(\$22,052,600 )	(\$10,437,210.72 )	(\$22,775,900 )
Add:				
Capital Grants and Contributions	10	10,976,000	2,698,913.96	5,167,000
Sale of Assets	8	244,000	86,951.82	244,000
Write Back Depreciation	9	15,602,400	9,626,555.95	15,602,400
		\$26,822,400	\$12,412,421.73	\$21,013,400
Less: CAPITAL WORKS PROGRAMME				
Governance		545,000	85,137.88	399,000
Law, Order and Public Safety		325,000	172,861.80	417,900
Health		65,000	0.00	52,000
Education & Welfare		6,030,000	56,400.00	80,000
Housing		345,000	26,797.10	425,000
Community Amenities		1,573,000	18,159.80	1,813,000
Recreation and Culture		1,771,000	431,023.39	1,082,400
Transport		16,800,800	2,836,254.57	9,107,500
Economic Services		750,000	31,704.43	800,000
Other Property and Services		90,000	93,121.65	93,200
7		\$28,294,800	\$3,751,460.62	\$14,270,000
Less: OTHER				
Repayments of Debentures	11	854,400	399,618.01	854,400
Less Contributions to Loan Principal		0	0.00	0
Transfers to Reserves	12	1,329,500	5,623,405.82	6,244,800
		\$2,183,900	\$6,023,023.83	\$7,099,200
Add: FUNDING SOURCES				
Reserves Utilised	12	6,576,200	279,367.20	1,873,200
Proceeds From New Debentures	11	1,000,000	0.00	1,000,000
Estimated Surplus/(Deficit) July 1 b/fwd		6,719,100	8,722,869.00	8,722,869
Sub Total		\$14,295,300	\$9,002,236.20	\$11,596,069
Estimated (Surplus)/Deficit June 30 c/fwd		(125,600)	(12,748,578.86)	(124,500)
		\$14,169,700	(3,746,342.66)	\$11,471,569
TO BE MADE UP FROM RATES	4	\$11,539,200	\$11,545,616.10	\$11,660,100

**SHIRE OF EAST PILBARA**  
**Income Statement By Function**  
**For The Year Ending 31 January 2018**

Description	Note	2017/2018		2017/2018
		Budget	Annual YTD	Forecast
OPERATING REVENUE				
General Purpose Funding		14,542,800	12,213,711.37	14,180,400
Governance		104,600	31,425.68	103,600
Law, Order & Public Safety		75,700	74,891.34	89,500
Health		50,400	54,505.95	62,300
Education & Welfare		183,100	234,068.67	302,200
Housing		347,800	216,838.18	346,900
Community Amenities		4,243,600	3,222,459.03	3,967,400
Recreation & Culture		2,276,100	1,728,630.85	2,333,500
Transport		13,059,500	8,098,778.84	13,763,900
Economic Services		445,700	430,304.68	508,200
Other Property & Services		227,600	288,935.78	227,600
Total Operating Revenue		\$35,556,900	\$26,594,550.37	\$35,885,500
Less: OPERATING EXPENDITURE (Excluding Borrowing Costs Expenses)				
General Purpose Funding		577,000	263,425.12	559,000
Governance		2,221,700	1,154,454.28	2,552,600
Law, Order & Public Safety		1,074,300	647,031.71	1,082,100
Health		756,400	331,966.95	761,800
Education & Welfare		1,936,200	995,863.03	1,911,100
Housing		1,061,600	483,893.34	1,060,700
Community Amenities		4,444,100	2,411,976.87	4,483,700
Recreation & Culture		10,301,000	5,979,741.71	10,505,300
Transport		21,223,000	11,822,810.33	21,680,500
Economic Services		1,813,500	849,709.99	1,812,200
Other Property & Services		294,800	278,196.22	300,700
Total Operating Expenditure		\$45,703,600	\$25,219,069.55	\$46,709,700
Less: BORROWING COSTS EXPENSES				
Governance		20,600	11,178.48	20,600
Education & Welfare		0	0.00	0
Housing		119,900	61,614.26	119,900
Community Amenities		106,200	43,850.75	106,200
Recreation & Culture		0	0.00	0
Transport		119,900	63,479.09	119,900
Total Borrowing Costs Expense		11 \$366,600	\$180,122.58	\$366,600
Plus: GRANTS/CONTRIBUTIONS FOR THE DEVELOPMENT OF ASSETS				
General Purpose Funding		0.00	0.00	0
Law, Order & Public Safety		0.00	0.00	0
Education & Welfare		5,500,000.00	0.00	0
Housing		0.00	0.00	0
Community Amenities		0.00	0.00	0
Recreation & Culture		50,000.00	0.00	50,000
Transport		5,326,000.00	2,698,913.96	5,017,000
Economic Services		100,000.00	0.00	100,000
Total Grants/Contributions		10 \$10,976,000	\$2,698,913.96	\$5,167,000
Plus: PROFIT/(LOSS) ON DISPOSAL OF ASSETS				
Governance		(\$28,800)	\$0	(\$28,800)
Law, Order & Public Safety		(\$16,600)	\$0	(\$16,600)
Health		\$0	\$0	\$0
Education & Welfare		\$0	(\$21,085)	\$0
Housing		\$0	\$0	\$0
Community Amenities		\$0	\$0	\$0
Recreation & Culture		(\$100)	\$0	(\$100)
Transport		\$5,700	\$0	\$5,700
Economic Services		\$0	\$0	\$0
Other Property & Services		(\$4,700)	\$0	(\$4,700)
Total Profit/(Loss) on Disposal		8 (\$44,500)	(\$21,085)	(\$44,500)
NET PROFIT/(LOSS) RESULT		3 \$418,200	\$3,873,186.93	(\$6,068,300)
Other Comprehensive Income		\$0	0.00	\$0
TOTAL COMPREHENSIVE INCOME		\$418,200	\$3,873,186.93	(\$6,068,300)

**SHIRE OF EAST PILBARA**  
**Income Statement By Nature and Type**  
**For The Year Ending 31 January 2018**

Description	2017/2018		2017/2018 Forecast
	Budget	YTD Actuals	
OPERATING REVENUE			
Rates	11,539,200	11,632,568.96	11,660,100
Grants And Subsidies	13,355,100	3,340,570.33	9,192,200
Contributions, Reimbursements and Donations	3,225,200	1,807,889.78	1,871,600
Gain On Asset Disposals	32,300	86,951.82	32,300
Fees and Charges	17,010,000	11,584,856.96	16,959,100
Interest	621,400	249,835.67	570,700
Other Revenue/Income	782,000	590,790.81	798,800
Service Charges	0	0.00	0
Total Operating Revenue	\$46,565,200	\$29,293,464.33	\$41,084,800
Less: OPERATING EXPENDITURE			
Employee Costs	12,008,600	7,089,423.77	12,082,000
Materials And Contracts	14,565,100	15,961,460.60	15,392,100
Depreciation On Non Current Assets	15,602,400	9,626,555.95	15,602,300
Insurance Expenses	957,900	872,454.68	880,600
Loss On Asset Disposal	76,800	21,085.27	76,800
Interest Expenses	366,600	180,122.58	366,600
Utilities (Gas, Electricity, Water Etc)	1,900,900	892,068.71	1,958,500
Other Expenditure	810,600	272,223.09	794,200
	\$46,288,900	\$34,915,394.65	\$47,153,100
Less: Applicable To Capital Expenditure	141,900	9,495,117.25	0
Total Operating Expenditure	\$46,147,000	\$25,420,277.40	\$47,153,100
NET PROFIT/(LOSS) RESULT	\$418,200	\$3,873,186.93	(\$6,068,300)
Other Comprehensive Income	\$0	\$0.00	\$0
TOTAL COMPREHENSIVE INCOME	\$418,200	\$3,873,186.93	(\$6,068,300)

## Capital Transactions 2017/2018

2017/2018	2017/2018	2017/2018	2017/2018	2017/2018
Budget	Actual	Committed Funds	Total Funds Spent	Forecast

## Function 4 - Expenditure

## Other Governance

49001	Computer Equipment	400,000	40,652.88	5,161.84	45,814.72	250,000
49005	Toyota Aurion Prodigy (41224)	-	-	-	-	-
49015	Council Chambers Furniture	50,000	-	-	-	50,000
49040	Newman - Archive Shed Compactus	35,000	44,485.00	-	44,485.00	45,000
49041	CAM Vehicle SR Dual Cab (41231)	60,000	-	49,000.45	49,000.45	54,000
44965	Loan 65 - Principal Repayments	104,000	51,255.17	-	-	104,000
49814	Tfr To Res - LSL	25,000	25,000.00	-	-	25,000
49834	Tfr To Res - LSL - Int	16,400	4,775.62	-	-	16,400
49816	Tfr To Res - CompTech	100,000	100,000.00	-	-	100,000
49836	Tfr To Res - CompTech - Int	3,800	2,559.42	-	-	3,800
49815	Tfr To Res - Annual Leave	-	-	-	-	-
49835	Tfr To Res - Annual Leave - Int	11,800	3,437.32	-	-	11,800
49817	Tfr To Res - Infrastructure Projects	463,700	463,700.00	-	-	477,400
49837	Tfr To Res - Infrastructure Projects - Int	-	-	-	-	-
<b>Total Governance</b>		<b>1,269,700</b>	<b>735,865.41</b>	<b>54,162.29</b>	<b>139,300.17</b>	<b>1,137,400</b>

## Function 5 - Expenditure

## Fire Prevention/Emergency Services

59006	CRES Vehicle - Toyota Hilux (51113)	65,000	-	65,077.76	65,077.76	65,100
59007	Ranger Vehicle - 4WD (51113)	65,000	-	-	-	65,100
59015	SES Headquarters	-	-	-	-	-
		<b>130,000</b>	<b>-</b>	<b>65,077.76</b>	<b>65,077.76</b>	<b>130,200</b>

## Animal Control

59019	Animal Management Facility	195,000	172,861.80	21,250.00	194,111.80	287,700
		<b>195,000</b>	<b>172,861.80</b>			<b>287,700</b>

**Total Law, Order & Public Safety**

<b>325,000</b>	<b>172,861.80</b>	<b>65,077.76</b>	<b>65,077.76</b>	<b>417,900</b>
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## Function 7 - Expenditure

## Health and Regulatory Services

79001	MHRS Vehicle - 4WD (71090)	-	-	-	-	-
79002	EHO Vehicle - Toyota Hilux SR (NEW)	65,000	-	51,250.48	51,250.48	52,000
<b>Total Health &amp; Regulatory Services</b>		<b>65,000</b>	<b>-</b>	<b>51,250.48</b>	<b>51,250.48</b>	<b>52,000</b>

## Function 8 - Expenditure

## Community Services

89011	Newman Christmas Tree	30,000	-	-	-	-
89017	** Newman Youth Centre Development	6,000,000	56,400.00	-	56,400.00	60,000
NEW	Kiln	-	-	-	-	10,000
NEW	Rec Centre Mural	-	-	-	-	10,000
89812	Tfr To Res - Newman House	50,000	174,419.77	-	174,419.77	175,000
89832	Tfr To Res - Newman House - Int	8,900	3,416.70	-	3,416.70	8,900
<b>Total Community Services</b>		<b>6,088,900</b>	<b>234,236.47</b>	<b>-</b>	<b>234,236.47</b>	<b>263,900</b>

## Function 9 - Expenditure

## Staff Housing

99019	Staff Housing Capital - M/Bar and Nullagine	120,000	-	-	-	170,000
99020	Staff Housing Capital - Newman	215,000	26,797.10	38,879.50	65,676.60	245,000
99022	Piri Smith Retirement Unit Upgrade	10,000	-	-	-	10,000
99026	Marble Bar - SPQ Upgrade	-	-	-	-	-
94967	Loan 67 - Principal Repayments	77,600	38,165.63	-	-	77,600
94971	Loan 71 - Principal Repayments	108,400	53,335.15	-	-	108,400
		<b>531,000</b>	<b>118,297.88</b>	<b>38,879.50</b>	<b>65,676.60</b>	<b>611,000</b>

## Other Housing

99814	Tfr To Res - Staff Housing	-	-	-	-	-
99834	Tfr To Res - Staff Housing - Int	16,200	6,298.94	-	6,298.94	16,200.00
99815	Tfr To Res - Community Housing	23,400	23,400.00	-	23,400.00	23,400
99816	Tfr To Res - Community Housing - Int	-	-	-	-	-
		<b>39,600</b>	<b>29,698.94</b>	<b>-</b>	<b>29,698.94</b>	<b>39,600</b>

**Total Housing**

<b>570,600</b>	<b>147,996.82</b>	<b>38,879.50</b>	<b>95,375.54</b>	<b>650,600</b>
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## Function 10 - Expenditure

## Sanitation Other

109019	Septage Ponds	350,000	173.00	-	173.00	350,000
109029	Marble Bar Tip Improvements	30,000	-	-	-	30,000
109030	Nullagine Tip Improvements	40,000	-	-	-	40,000
109034	Newman Landfill Improvements	120,000	946.80	39,182.90	40,129.70	120,000
109035	Newman Landfill Lease Development	-	-	-	-	-
109854	Tfr To Res - Waste Management	-	-	-	-	-
109874	Tfr To Res - Waste Management - Int	23,200	8,086.34	-	8,086.34	23,200.00
		<b>563,200</b>	<b>9,206.14</b>	<b>39,182.90</b>	<b>48,389.04</b>	<b>563,200</b>

## Sewerage

109002	** Sewerage Plant Capital Improv'ts	1,033,000	17,040.00	-	-	1,033,000
104972	Loan 72 - Principal Repayments	109,600	54,195.32	-	-	109,600
104973	Loan 73 - Principal Repayments	43,100	-	-	-	43,100
109814	Tfr To Res - Sewerage Plant	-	-	-	-	-
109834	Tfr To Res - Sewerage Plant - Int	2,300	804.28	-	804.28	2,300.00
		<b>1,188,000</b>	<b>72,039.60</b>	<b>-</b>	<b>804.28</b>	<b>1,188,000</b>



**Other Community Amenities**

109033	Nullagine Public Toilets	-	-	-	-	120,000
109025	Marble Bar Public Toilets	-	-	-	-	120,000
109815	Tfr To Res - TC Public Toilet	-	-	-	-	-
109835	Tfr To Res - TC Public Toilet - Int	-	-	-	-	-
						<b>240,000</b>

<b>Total Community Amenities</b>	<b>1,751,200</b>	<b>81,245.74</b>	<b>39,182.90</b>	<b>49,193.32</b>	<b>1,991,200</b>
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**Function 11 - Expenditure**
**Public Halls & Civic Centres**

119019	Town Square Fitout	35,000	3,395.00	960.00	4,355.00	35,000
119020	East Pilbara Arts Centre	650,000	-	-	-	-
119044	Hire equipment	-	-	-	-	-
119816	Tfr To Res - Public Building Maint	90,000	90,000.00	-	90,000.00	1,000,000
119836	Tfr To Res - Public Building Maint - Int	36,500	10,591.21	-	10,591.21	36,500.00
		<b>811,500</b>	<b>103,986.21</b>	<b>960.00</b>	<b>104,946.21</b>	<b>1,071,500</b>

**Swimming Areas/Beaches**

119040	Newman Aquatic Centre - F&E	-	-	-	-	-
119045	** Newman Aquatic Centre - INFR	345,000	288,050.12	5,280.00	293,330.12	345,000
119067	Newman Aquatic Centre - P&E	-	-	-	-	-
119062	M/Bar Aquatic Centre - P&E	50,000	-	-	-	50,000
119047	UV Meters	15,000	-	-	-	15,000
		<b>410,000</b>	<b>288,050.12</b>	<b>5,280.00</b>	<b>293,330.12</b>	<b>410,000</b>

**Recreation Centre**

119623	Point of Sale System	30,000	30,080.67	825.00	30,905.67	31,000
119624	NRC - Plant and Equipment	-	-	-	-	-
119626	Newman Recreation Centre	150,000	-	-	-	100,000
119812	Tfr To Res - Rec'n Centre Maint	-	-	-	-	-
119832	Tfr To Res - Rec'n Centre Maint - Int	2,100	1,789.16	-	1,789.16	2,100.00
		<b>182,100</b>	<b>31,869.83</b>	<b>825.00</b>	<b>32,694.83</b>	<b>133,100</b>

**Libraries**

119308	Newman Community Library - Furniture & Equipment	-	-	-	-	-
119309	Newman Community Library Upgrade	-	-	-	-	-
		-	-	-	-	-

**Martumili Artists**

119401	Computer Equipment	10,000	8,745.36	-	8,745.36	19,000
119410	Martumili Art Collection	16,000	-	-	-	16,000
119415	Martumili - Office Equipment	5,000	-	-	-	5,000
NEW	Plant - Bus and Car	-	-	-	-	150,000
119817	Tfr To Res - Martumili Operations	-	515,316.30	-	515,316.30	-
119837	Tfr To Res - Martumili Operations - Int	21,100	5,554.45	-	5,554.45	21,100.00
119819	Tfr To Res - Martumili Infrastructure	100,000	100,000.00	-	100,000.00	100,000
119839	Tfr To Res - Martumili Infrastructure - Int	-	178.53	-	178.53	-
		<b>152,100</b>	<b>629,794.64</b>	<b>-</b>	<b>629,794.64</b>	<b>311,100</b>

**Recreation Services Admin**

119203	MRE- 4WD (111***)	65,000	59,600.44	-	59,600.44	59,600
119204	Timing Equipment	20,000	12,545.00	-	12,545.00	20,000
		<b>85,000</b>	<b>72,145.44</b>	<b>-</b>	<b>72,145.44</b>	<b>79,600</b>

**Recreation Ovals/Parks & Other**

119704	Minor Equipment - Parks & Gardens	50,000	10,160.00	20,572.41	30,732.41	30,800
119705	Turf Mower	15,000	-	-	-	15,000
119709	Playground Equipment	100,000	4,782.50	29,786.00	25,003.50	100,000
119708	Ride on Mower	55,000	-	-	-	55,000
119734	Nullagine Activation Implementation	-	-	-	-	-
119735	Boomerang Sports Pavillion	-	-	-	-	-
119736	Newman Cenotaph	200,000	-	-	-	-
119737	** Nullagine Water Fountain & Assoc Works	30,000	23,229.30	12,328.23	35,557.53	36,000
119814	Tfr To Res - Rec'n Facil Maint	-	-	-	-	1,000,000
119834	Tfr To Res - Rec'n Facil Maint - Int	23,400	8,140.26	-	8,140.26	23,400
119818	Tfr To Res - Oval Lights Maint	-	-	-	-	-
119838	Tfr To Res - Oval Lights Maint - Int	2,900	994.86	-	994.86	2,900
119815	Tfr To Res - Public Art	-	-	-	-	-
119835	Tfr To Res - Public Art - Int	2,400	858.28	-	858.28	2,400
119813	Tfr To Res - Newman Tomorrow Project Maint	-	-	-	-	-
119833	Tfr To Res - Newman Tomorrow Project - Int	1,000	-	-	-	-

<b>479,700</b>	<b>38,600.20</b>	<b>62,686.64</b>	<b>101,286.84</b>	<b>1,265,500</b>
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<b>Total Recreation &amp; Culture</b>	<b>2,120,400</b>	<b>1,164,446.44</b>	<b>69,752.64</b>	<b>1,234,200.08</b>	<b>3,270,800</b>
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**Function 12 - Expenditure**
**Sts/Rds/Bdgs/Dep - Construction**
**Road Construction**

129545	Marble Bar / Woodstock	225,000	8,939.21	-	8,939.21	225,000
129546	Jigalong Rd	555,000	-	-	-	555,000
129547	Warrawagine Road	-	-	-	-	-
129548	Muccan Shay Gap Road	303,000	2,266.68	-	2,266.68	303,000
129549	Goldsworthy Road	-	-	-	-	-
129551	Woodie Woodie Road	521,300	8,358.87	-	8,358.87	607,900
129553	Balfour Downs	210,000	-	-	-	210,000
129556	Munjina-Roy Hill Road	-	-	-	-	-
129557	Skull Springs Road	-	-	-	-	-

129558	Cape Keraudren Access Road	-	-	-	-	-
129559	Goldsworthy Shay Gap Road	-	-	-	-	-
129588	Boreline Road	-	-	-	-	-
129589	Limestone Marble Bar Road	-	-	-	-	-
129624	Marble Bar Pool Road	-	-	-	-	-
129625	Corunna Downs Road	-	-	-	-	-
		<b>1,814,300</b>	<b>19,564.76</b>	-	<b>19,564.76</b>	<b>1,900,900</b>

#### Aboriginal Access Roads

129537	Kiwirrkurra Road	473,000	319,974.63	-	319,974.63	473,000
129538	Punmu Access	687,200	560,228.27	-	560,228.27	561,000
129539	Talawana Track	165,000	-	-	-	165,000
129540	Jupiter Well Access	66,000	-	-	-	66,000
129542	Kunnawarritji Access	-	-	-	-	-
129543	Desert Road	258,000	-	-	-	258,000
		<b>1,649,200</b>	<b>880,202.90</b>	-	<b>880,202.90</b>	<b>1,523,000</b>

#### Other Construction

129530	Newman Town Streets - Reseals	397,700	239,559.74	-	239,559.74	239,600
129531	M/Bar & Nullagine Town Reseals	-	-	-	-	-
129573	Kerbing Program- Newman	50,000	22,436.60	-	22,436.60	22,500
129574	Footpath Program	200,000	200,000.00	-	200,000.00	200,000
129577	Drainage Improvements	280,000	282,525.40	5,654.00	148,647.85	280,000
129594	Nullagine Depot	-	-	-	-	50,000
129596	Depot Redevelopment	200,000	10,096.27	12,404.80	13,031.07	200,000
129605	Transport and Freight Hub	-	-	-	-	-
129606	LJA Bypass Road	-	-	-	-	-
129610	Newman Town Streets - Reseals (R2R Extra funding)	900,000	-	-	-	527,600
129612	** BHPIO - Fortescue Avenue Landscape Works	-	-	-	-	-
129613	Ovals Reticulation Automation	50,000	20,577.25	28,259.18	48,836.43	90,000
129614	Various Street Upgrade Works	-	-	-	-	-
129615	Pavement Failure and Drainage Works- East Newman	-	-	-	-	-
129616	Pavement Failure and Drainage Works- Ethel Creek Street	-	-	-	-	-
129617	Pavement Failure and Drainage Works- Mindarra Dr & Burrow S	620,000	282,453.61	-	282,453.61	985,000
129618	Pavement Failure and Drainage Works- Various Sts	-	-	-	-	-
129619	Streetscape Projects / Landscaping - Various Locations	75,000	1,887.80	44,766.97	19,312.88	35,000
129620	Upgrade Depot Fuel System and Tank	-	-	-	-	-
129623	Marble Bar Depot Security Fence	-	-	-	-	-
129627	Drainage Works - Newman Drive	320,000	426,095.58	-	426,095.58	459,000
129628	** Traffic Management / Signs	50,000	26,840.80	-	26,490.48	50,000
<b>Sub Total (For RSS)</b>		<b>3,142,700</b>	<b>1,512,473.05</b>	<b>91,084.95</b>	<b>1,426,864.24</b>	<b>3,138,700</b>

129816	Tfr To Res - Alice Springs Rd	-	-	-	-	-
129836	Tfr To Res - Alice Springs Rd - Int	4,300	1,488.81	-	-	4,300
129819	Tfr To Res - Town Ctre Revit'n	-	-	-	-	-
129839	Tfr To Res - Town Ctre Revit'n -Int	4,500	2,363.95	-	-	4,500
		<b>3,151,500</b>	<b>1,516,325.81</b>	<b>91,084.95</b>	<b>1,426,864.24</b>	<b>3,147,500</b>

#### Total Sts/Rds/Bdgs/Dep - Construction

	<b>6,615,000</b>	<b>2,416,093.47</b>	<b>91,084.95</b>	<b>2,326,631.90</b>	<b>6,571,400</b>
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#### Road Plant Purchases

129051	M/Bar Mechanic - 4WD (2706)	-	-	-	-	-
129071	Kubota M7040 FC with Front End Loader (2757)	-	-	-	-	-
129077	Caterpillar 140M	-	-	-	-	-
129082	Gen Sets (6.5KVA x 3) (2799)	50,000	-	-	-	50,000
129084	Minor Equipment	53,000	11,699.45	-	11,699.45	53,000
129092	Toyota 79 Series C/C WorkMate (2705)	85,000	-	-	-	85,000
129094	Toyota 79 Series C/C WorkMate (2713)	85,000	81,844.83	-	81,844.83	81,900
129095	Toyota 79 Series C/C WorkMate (2714)	-	82,124.83	-	82,124.83	-
129703	Dog Trailer	-	-	-	-	-
129706	Tandem Sign Trailer	10,000	-	-	-	10,000
129708	Ride on Mower	-	-	-	-	-
NEW	Turf Mower	-	-	-	-	-
129738	Water Trailer	300,000	-	-	-	-
129732	Case 580 SM 4WD Sideshift Backhoe	190,000	-	-	-	-
NEW	Fuel Service Truck	-	-	-	-	-
<b>Sub Total (For RSS)</b>		<b>773,000</b>	<b>175,669.11</b>	-	<b>175,669.11</b>	<b>279,900</b>

129815	Tfr To Res - Heavy Road Plant	-	-	-	-	500,000
129835	Tfr To Res - Heavy Road Plant - Int	46,400	13,463.47	-	-	46,400
		<b>819,400</b>	<b>189,132.58</b>	-	<b>175,669.11</b>	<b>826,300</b>

#### Royalties for Regions

129315	** RforR - TC Revitalisation/Land Release - Infra	270,000	235,846.83	-	235,846.83	270,000
<b>Sub Total (For RSS)</b>		<b>270,000</b>	<b>235,846.83</b>	-	<b>235,846.83</b>	<b>270,000</b>

129812	Tfr To Res - Royalties for Regions	-	-	-	-	-
129832	Tfr To Res - Royalties for Regions - Int	9,000	1,341.13	-	-	9,000
		<b>279,000</b>	<b>237,187.96</b>	-	<b>235,846.83</b>	<b>279,000</b>

#### Aerodromes

##### Newman Airport

##### Other Expenses

124966	Loan 66 - Principal Repayments	411,700	202,666.74	-	-	411,700
129818	Tfr To Res - Newman Airport	-	3,927,853.07	-	-	2,367,600
129838	Tfr To Res - Newman Airport - Int	234,000	125,076.27	-	-	234,000
		<b>645,700</b>	<b>4,255,596.08</b>	-	-	<b>3,013,300</b>

#### Expenses

129008	Master and Land Use Plan	200,000	-	-	-	100,000
129024	Toyota Hilux (121211)	-	-	-	-	-
129034	ARO Vehicle (Dual Cab) - (121211)	85,000	-	-	-	-
129036	Toyota Hilux 4WD X-Cab (121212)	-	-	-	-	-
129112	Toyota Prado (121207)	-	-	-	-	-
129114	Toyota Prado (121208)	-	-	-	-	-
129401	Services - Access Roads, Car Parks	295,000	-	37,785.00	37,785.00	50,000
129402	Services - Water Inc RO	1,500,000	5,305.41	17,800.00	21,505.16	1,500,000
129403	Services - Power	560,000	-	-	-	-
129404	Services - Waste	80,000	-	-	-	80,000
129406	Services - Street Lights	10,000	-	-	-	55,000
129420	Communication - PA System	5,000	-	-	-	-
129415	Safety & Security - Fences & Gates	70,600	-	-	-	-
129417	Safety & Security - CCTV	60,000	-	-	-	-
129418	Manoeuvring Area	1,065,000	-	-	-	100,000
129421	Communications - IT	106,000	7,192.51	-	3,957.00	30,000
129426	ASCE Plant and Equipment	625,000	-	6,243.64	6,243.64	80,000
129431	Public Structures	130,000	-	-	-	-
129433	Public Structures AC	55,000	-	-	-	-
129422	Marble Bar & Nullagine - Infrastructure	170,000	-	-	-	-
129435	Landscaping and Gardening	-	-	-	-	-
129436	Airport Housing	65,000	-	65,000.00	65,000.00	65,000.00
129438	Land Purchase	4,000,000	-	-	-	-
		9,081,600	12,497.92	126,828.64	134,490.80	1,995,000
Total Newman Airport		9,727,300	4,268,094.00	126,828.64	134,490.80	5,008,300
Total Transport		17,440,700	7,110,508.01	217,913.59	2,872,638.64	12,685,000

Function 13 - Expenditure

Rural Services

139818	RPT Troop Carrier (131166)	-	-	-	-	-
		-	-	-	-	-

Tourism & Area Promotion

139105	Toyota Hilux 4WD (Insurance)	-	-	-	-	-
139203	Cape K - Various Items	15,000	6,544.43	-	6,544.43	15,000
139207	Cape K - Plant	10,000	10,160.00	-	10,160.00	10,000
139208	Cape K - Fencing	-	-	-	-	-
139209	Cape K - Caretakers Residence	425,000	15,000.00	-	15,000.00	475,000
139210	Nullagine Caravan Park - Ablution Upgrade	-	-	-	-	-
139211	Newman Visitors Centre - Air Conditioning	-	-	-	-	-
139309	Desert Discovery Drive Tourist Structures	300,000	-	-	-	300,000
139814	Tfr To Res - Cowra Tourist & Rec Precinct	-	-	-	-	-
139834	Tfr To Res - Cowra Tourist & Rec Precinct - Int	-	-	-	-	-
139812	Tfr To Res - Cape K Dev	-	-	-	-	-
139832	Tfr To Res - Cape K Dev - Int	7,200	2,497.68	-	-	7,200
		757,200	34,202.11	-	31,704.43	807,200

Building Control

139007	MDS-B Vehicle - 4WD (131113)	-	-	-	-	-
		-	-	-	-	-

Economic Development

139304	** BHPBSP - Newman Tomorrow Projects	-	-	-	-	-
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Total Economic Services	757,200	34,202.11	-	31,704.43	807,200
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Function 14 - Expenditure

Public Works Overheads

149010	Toyota 70 Series Dual Cab	-	-	-	-	-
149011	Toyota Prado GXL	-	-	-	-	-
149014	Toyota Prado GX	90,000	93,121.65	-	93,121.65	93,200
149016	Toyota LC CC (2707)	-	-	-	-	-
Total Other Property & Services		90,000	93,121.65	-	93,121.65	93,200

Total Capital Expenditure	30,478,700	9,774,484.45	536,219.16	4,866,098.54	21,369,200
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<b><u>Reserve Funds</u></b>		<b>2017/18 Budget \$</b>	<b>2017/18 Actuals as at 31.01.18 \$</b>	<b>2017/18 Forecast \$</b>
<b>Alice Springs Road</b>				
	<i>Opening Balance</i>	205,000	205,017.45	206,500
	Interest Earned During Year	4,300	1,488.81	4,300
	Transfer From Municipal Fund	0	0.00	0
	Transfer To Municipal Fund	100,000	0.00	100,000
	<i>Closing Balance</i>	<b>\$109,300</b>	<b>\$206,506.26</b>	<b>\$110,800</b>
<b>Cape Keraudren Development</b>				
	<i>Opening Balance</i>	343,900	343,942.86	346,400
	Interest Earned During Year	7,200	2,497.68	7,200
	Transfer From Municipal Fund	0	0.00	0
	Transfer To Municipal Fund	100,000	0.00	100,000
	<i>Closing Balance</i>	<b>\$251,100</b>	<b>\$346,440.54</b>	<b>\$253,600</b>
<b>Heavy Road Plant</b>				
	<i>Opening Balance</i>	1,854,000	1,853,996.09	1,867,500
	Interest Earned During Year	46,400	13,463.47	46,400
	Transfer From Municipal Fund	0	0.00	500,000
	Transfer To Municipal Fund	0	0.00	0
	<i>Closing Balance</i>	<b>\$1,900,400</b>	<b>\$1,867,459.56</b>	<b>\$2,413,900</b>
<b>Computer Technology</b>				
	<i>Opening Balance</i>	152,400	352,446.43	455,000
	Interest Earned During Year	3,800	2,559.42	3,800
	Transfer From Municipal Fund	100,000	100,000.00	100,000
	Transfer To Municipal Fund	0	0.00	0
	<i>Closing Balance</i>	<b>\$256,200</b>	<b>455,005.85</b>	<b>\$558,800</b>
<b>Newman Recreation Centre Maintenance</b>				
	<i>Opening Balance</i>	246,400	246,377.50	248,200
	Interest Earned During Year	2,100	1,789.16	2,100
	Transfer From Municipal Fund	0	0.00	0
	Transfer To Municipal Fund	150,000	0.00	0
	<i>Closing Balance</i>	<b>\$98,500</b>	<b>\$248,166.66</b>	<b>\$250,300</b>
<b>Long Service Leave</b>				
	<i>Opening Balance</i>	657,600	657,629.19	687,400
	Interest Earned During Year	16,400	4,775.62	16,400
	Transfer From Municipal Fund	25,000	25,000.00	25,000
	Transfer To Municipal Fund	0	0.00	200,000
	<i>Closing Balance</i>	<b>\$699,000</b>	<b>\$687,404.81</b>	<b>\$528,800</b>
<b>Newman Airport</b>				
	<i>Opening Balance</i>	15,758,900	15,813,556.94	19,866,500
	Interest Earned During Year	234,000	125,076.27	234,000
	Transfer From Municipal Fund	0	3,927,853.07	2,367,600
	Transfer To Municipal Fund	5,319,500	0.00	477,400
	<i>Closing Balance</i>	<b>\$10,673,400</b>	<b>\$19,866,486.28</b>	<b>\$21,990,700</b>
<b>Newman Sewerage Plant</b>				
	<i>Opening Balance</i>	110,800	110,753.95	111,600
	Interest Earned During Year	2,300	804.28	2,300
	Transfer From Municipal Fund	0	0.00	0
	Transfer To Municipal Fund	0	0.00	0
	<i>Closing Balance</i>	<b>\$113,100</b>	<b>\$111,558.23</b>	<b>\$113,900</b>
<b>Oval Lights Maintenance</b>				
	<i>Opening Balance</i>	137,000	136,997.06	138,000
	Interest Earned During Year	2,900	994.86	2,900
	Transfer From Municipal Fund	0	0.00	0
	Transfer To Municipal Fund	0	0.00	0
	<i>Closing Balance</i>	<b>\$139,900</b>	<b>\$137,991.92</b>	<b>\$140,900</b>

*continued next page*

<b>Reserve Funds</b>		<b>2017/18 Budget \$</b>	<b>2017/18 Actuals as at 31.01.18 \$</b>	<b>2017/18 Budget \$</b>
<b>Recreation Facilities Maintenance</b>			<i>continued from previous page</i>	
	<i>Opening Balance</i>	1,121,000	1,120,959.67	1,129,100
	Interest Earned During Year	23,400	8,140.26	23,400
	Transfer From Municipal Fund	0	0.00	1,000,000
	Transfer To Municipal Fund	0	0.00	0
	<i>Closing Balance</i>	<b>\$1,144,400</b>	<b>\$1,129,099.93</b>	<b>\$2,152,500</b>
<b>Staff Housing</b>				
	<i>Opening Balance</i>	867,400	867,399.88	873,700
	Interest Earned During Year	16,200	6,298.94	16,200
	Transfer From Municipal Fund	0	0.00	0
	Transfer To Municipal Fund	0	0.00	80,000
	<i>Closing Balance</i>	<b>\$883,600</b>	<b>\$873,698.82</b>	<b>\$809,900</b>
<b>Newman Town Centre Revitalisation</b>				
	<i>Opening Balance</i>	325,500	325,529.36	327,900
	Interest Earned During Year	4,500	2,363.95	4,500
	Transfer From Municipal Fund	0	0.00	0
	Transfer To Municipal Fund	0	0.00	0
	<i>Closing Balance</i>	<b>\$330,000</b>	<b>\$327,893.31</b>	<b>\$332,400</b>
<b>Public Art</b>				
	<i>Opening Balance</i>	118,200	118,189.39	119,000
	Interest Earned During Year	2,400	858.28	2,400
	Transfer From Municipal Fund	0	0.00	0
	Transfer To Municipal Fund	0	0.00	0
	<i>Closing Balance</i>	<b>\$120,600</b>	<b>\$119,047.67</b>	<b>\$121,400</b>
<b>Waste Management</b>				
	<i>Opening Balance</i>	1,113,500	1,113,535.80	1,121,600
	Interest Earned During Year	23,200	8,086.34	23,200
	Transfer From Municipal Fund	0	0.00	0
	Transfer To Municipal Fund	420,000	0.00	420,000
	<i>Closing Balance</i>	<b>\$716,700</b>	<b>\$1,121,622.14</b>	<b>\$724,800</b>
<b>Town Centre Public Toilet</b>				
	<i>Opening Balance</i>	1,000	993.04	1,000
	Interest Earned During Year	0	0.00	0
	Transfer From Municipal Fund	0	0.00	0
	Transfer To Municipal Fund	0	0.00	0
	<i>Closing Balance</i>	<b>\$1,000</b>	<b>\$993.04</b>	<b>\$1,000</b>
<b>Annual Leave</b>				
	<i>Opening Balance</i>	473,300	473,338.45	476,800
	Interest Earned During Year	11,800	3,437.32	11,800
	Transfer From Municipal Fund	0	0.00	0
	Transfer To Municipal Fund	0	0.00	0
	<i>Closing Balance</i>	<b>\$485,100</b>	<b>\$476,775.77</b>	<b>\$488,600</b>
<b>Royalties for Regions</b>				
	<i>Opening Balance</i>	263,400	184,686.09	186,000
	Interest Earned During Year	9,000	1,341.13	9,000
	Transfer From Municipal Fund	0	0.00	0
	Transfer To Municipal Fund	270,000	0.00	195,000
	<i>Closing Balance</i>	<b>\$2,400</b>	<b>\$186,027.22</b>	<b>\$0</b>
			<i>continued next page</i>	

<u>Reserve Funds</u>	2017/18 Budget \$	2017/18 Actuals as at 31.01.18 \$	2017/18 Budget \$
		<i>continued from previous page</i>	
<b>Newman Tomorrow Project Maintenance</b>			
Opening Balance	49,700	0.00	0
Interest Earned During Year	1,000	0.00	0
Transfer From Municipal Fund	0	0.00	0
Transfer To Municipal Fund	20,000	0.00	0
Closing Balance	\$30,700	\$0.00	\$0
<b>Newman House</b>			
Opening Balance	470,500	470,498.43	648,300
Interest Earned During Year	8,900	3,416.70	8,900
Transfer From Municipal Fund	50,000	174,419.77	175,000
Transfer To Municipal Fund	0	0.00	0
Closing Balance	\$529,400	\$648,334.90	\$832,200
<b>Public Building Maintenance</b>			
Opening Balance	1,458,500	1,458,468.54	1,559,100
Interest Earned During Year	36,500	10,591.21	36,500
Transfer From Municipal Fund	90,000	90,000.00	1,000,000
Transfer To Municipal Fund	0	0.00	0
Closing Balance	\$1,585,000	\$1,559,059.75	\$2,595,600
<b>Martumili Operations</b>			
Opening Balance	420,073	386,871.10	628,375
Interest Earned During Year	21,100	5,554.45	21,100
Transfer From Municipal Fund	0	515,316.30	0
Transfer To Municipal Fund	196,700	279,367.20	300,800
Closing Balance	\$244,473	\$628,374.65	\$348,675
<b>Martumili Infrastructure</b>			
Opening Balance	50,400	50,394.15	150,600
Interest Earned During Year	0	178.53	0
Transfer From Municipal Fund	100,000	100,000.00	100,000
Transfer To Municipal Fund	0	0.00	0
Closing Balance	\$150,400	\$150,572.68	\$250,600
<b>Community Housing Reserve</b>			
Opening Balance	0	0.00	0
Interest Earned During Year	0	0.00	0
Transfer From Municipal Fund	23,400	23,400.00	23,400
Transfer To Municipal Fund	0	0.00	0
Closing Balance	\$23,400	\$23,400.00	\$23,400
<b>Major Infrastructure</b>			
Opening Balance	0	0.00	463,700
Interest Earned During Year	0	0.00	0
Transfer From Municipal Fund	463,700	463,700.00	477,400
Transfer To Municipal Fund	0	0.00	0
Closing Balance	\$463,700	\$463,700.00	\$941,100
<b>Totals - All Reserves</b>			
Opening Balance	26,198,473	26,291,581.37	31,612,275
Interest Earned During Year	477,400	203,716.68	476,400
Transfer From Municipal Fund	852,100	5,419,689.14	5,768,400
Transfer To Municipal Fund	6,576,200	279,367.20	1,873,200
Closing Balance	\$20,951,773	\$31,635,619.99	\$35,983,875

# **OPERATING EXPENDITURE / REVENUE SUMMARY**

31 January 2018

Function/Sub Function	2017/2018 Budget	2017/2018 Actuals	2017/2018 EOY Forecast	2017/2018 Difference
<b>3 General Purpose Funding</b>				
<u>Income</u>				
Rates	11,613,300	11,719,103.38	11,756,400	(143,100)
Other General Purpose Funding	2,929,500	494,607.99	2,424,000	505,500
	14,542,800	12,213,711.37	14,180,400	362,400
<u>Expenditure</u>				
Rates	96,500	-4,588.74	95,300	(1,200)
Other General Purpose Funding	480,500	268,013.86	463,700	(16,800)
	577,000	263,425.12	559,000	(18,000)
<b>4 Governance</b>				
<u>Income</u>				
Members of Council	100	0.00	100	-
Other Governance	104,500	31,425.68	103,500	1,000
Fixed Assets	0	0.00	0	-
	104,600	31,425.68	103,600	1,000
<u>Expenditure</u>				
Members of Council	736,700	411,552.95	737,200	500
Other Governance	4,716,300	2,756,353.08	4,975,100	258,800
Assets and Procurement	913,900	411,493	910,500	(3,400)
Fixed Assets	472,300	250,937.93	472,300	-
Allocation to other functions	-4,568,100	-2,664,704.00	-4,568,100	-
	2,271,100	1,165,632.76	2,527,000	255,900
<b>5 Law, Order &amp; Public Safety</b>				
<u>Income</u>				
Fire Prevention / Emergency Service	39,000	41,072	45,000	(6,000)
Animal Control	31,000	20,488	31,000	-
Other Law & Order	5,700	13,331	13,500	(7,800)
Fixed Assets	0	0	0	-
	75,700	74,891.34	89,500	(13,800)
<u>Expenditure</u>				
Fire Prevention / Emergency Service	99,600	31,748.64	100,600	1,000
Animal Control	25,000	9,740.83	23,000	(2,000)
Other Law & Order	788,200	471,032.67	797,000	8,800
Fixed Assets	178,100	134,510	178,100	-
	1,090,900	647,031.71	1,098,700	7,800
<b>7 Health and Regulatory Services</b>				
<u>Income</u>				
Maternal & Infant Health	0	0.00	0	-
Health Inspection & Admin	50,400	54,505.95	57,100	(6,700)
Preventive Services	0	0.00	5,200	(5,200)
Fixed Assets	0	0.00	0	-
	50,400	54,505.95	62,300	(11,900)
<u>Expenditure</u>				
Maternal & Infant Health	0	0.00	0	-
Health Inspection & Admin	618,500	281,370.52	619,900	1,400
Preventive Services	113,600	36,508.93	117,600	4,000
Fixed Assets	24,300	14,087.50	24,300	-
	756,400	331,966.95	761,800	5,400
<b>8 Education and Welfare</b>				
<u>Income</u>				
Care of Families and Children	0	0.00	0	-
Community Services	7,700	0.00	7,700	-
Community Projects	5,675,400	234,068.67	294,500	5,380,900
Fixed Assets	0	0.00	0	-
	5,683,100	234,068.67	302,200	5,380,900
<u>Expenditure</u>				
Care of Families and Children	21,500	10,980.43	15,900	(5,600)
Community Services	779,400	393,996.26	749,700	(29,700)
Community Projects	718,400	336,174.40	728,600	10,200
Fixed Assets	416,900	275,797.21	416,900	-
	1,936,200	1,016,948.30	1,911,100	(25,100)
<b>9 Housing</b>				
<u>Income</u>				
Staff Housing	180,500	109,238.38	179,100	1,400
Airport Housing	54,100	28,940.00	54,100	-
Martumili Housing	10,300	10,249.51	10,800	(500)
Other Housing	102,900	68,410.29	102,900	-
Fixed Assets	0	0	0	-
	347,800	216,838.18	346,900	900

<b><u>Expenditure</u></b>					
	Staff Housing	180,500	109,238.38	179,100	(1,400)
	Airport Housing	54,100	28,940.00	54,100	-
	Martumili Housing	10,300	10,249.51	10,800	500
	Other Housing	292,300	148,726.75	292,300	-
	Fixed Assets	644,300	248,352.96	644,300	-
		1,181,500	545,507.60	1,180,600	(900)
<b>10 Community Amenities</b>					
<b><u>Income</u></b>					
	Sanitation & Household Refuse	632,200	613,130.48	632,200	-
	Other Sanitation	2,712,000	1,747,088.94	2,460,000	252,000
	Sewerage	854,900	851,385.25	854,900	-
	Town Planning	42,500	8,128.00	17,500	25,000
	Other Community Amenities	2,000	2,726.36	2,800	(800)
	Fixed Assets	0	0.00	0	-
		4,243,600	3,222,459.03	3,967,400	276,200
<b><u>Expenditure</u></b>					
	Sanitation & Household Refuse	559,400	267,039.54	559,400	-
	Other Sanitation	2,217,000	1,144,106.50	2,258,800	41,800
	Sewerage	700,800	440,720.75	697,400	(3,400)
	Protection of the Environment	4,600	0.00	4,600	-
	Town Planning	271,500	120,976.11	276,800	5,300
	Other Community Amenities	246,200	90,100.28	242,100	(4,100)
	Fixed Assets	550,800	392,884.44	550,800	-
		4,550,300	2,455,827.62	4,589,900	39,600
<b>11 Recreation And Culture</b>					
<b><u>Income</u></b>					
	Public Halls & Civic Centres	51,500	30,599.10	61,500	(10,000)
	Swimming Areas / Beaches	329,700	109,527.11	256,200	73,500
	TV & Radio Broadcasting	0	-	0	-
	Recreation Centre - Newman	358,900	248,107.00	349,500	9,400
	Libraries	1,500	5,705.94	5,700	(4,200)
	Recreation Services Admin	27,700	4,565.32	27,700	-
	Ovals Parks & Other Reserves	190,300	99,230.99	189,300	1,000
	Martumili	1,101,700	907,022.93	1,142,400	(40,700)
	Other Culture	800	18,345.76	18,600	(17,800)
	Events	264,000	272,050.79	332,600	(68,600)
	Fixed Assets	0	33,475.91	0	-
		2,326,100	1,728,630.85	2,383,500	(57,400)
<b><u>Expenditure</u></b>					
	Public Halls & Civic Centres	223,100	126,946.81	209,500	(13,600)
	Swimming Areas / Beaches	1,123,300	561,215.84	1,087,800	(35,500)
	TV & Radio Broadcasting	34,200	9,406.44	33,700	(500)
	Recreation Centre - Newman	1,078,400	555,119.71	1,051,100	(27,300)
	Libraries	312,800	164,752.30	419,900	107,100
	Recreation Services Admin	879,100	484,886.41	878,700	(400)
	Ovals Parks & Other Reserves	2,279,900	1,436,103.24	2,406,300	126,400
	Martumili	1,155,200	556,595.49	1,140,800	(14,400)
	Other Culture	270,800	110,678.90	260,000	(10,800)
	Events	537,000	341,598.46	610,300	73,300
	Fixed Assets	2,407,300	1,632,438.11	2,407,300	-
		10,301,100	5,979,741.71	10,505,400	204,300
<b>12 Transport</b>					
<b><u>Income</u></b>					
	Sts/Rds/Bridges/Depots	6,614,400	3,248,592.00	7,005,400	(391,000)
	Aerodromes	11,771,100	7,495,624.89	11,775,500	(4,400)
	Fixed Assets	32,300	53,475.91	32,300	-
		18,417,800	10,797,692.80	18,813,200	(395,400)
<b><u>Expenditure</u></b>					
	Sts/Rds/Bridges/Depots Maintenance	4,390,100	2,428,412.06	4,980,000	589,900
	Aerodromes	10,347,600	5,254,616.48	10,215,200	(132,400)
	Fixed Assets	6,631,800	4,203,260.88	6,631,800	-
		21,369,500	11,886,289.42	21,827,000	457,500
<b>13 Economic Services</b>					
<b><u>Income</u></b>					
	Tourism & Area Promotion	119,600	115,909.41	126,300	(6,700)
	Building Control	95,800	136,404.52	151,600	(55,800)
	Rural Services	130,300	74,990.75	130,300	-
	Economic Development	200,000	103,000.00	200,000	-
	Fixed Assets	0	0.00	0	-
		545,700	430,304.68	608,200	(62,500)
<b><u>Expenditure</u></b>					
	Tourism & Area Promotion	648,800	204,285.45	648,800	-
	Building Control	559,400	322,144.14	558,100	(1,300)
	Rural Services	177,800	90,177.17	177,800	-



	Economic Development	251,500	112,577.81	251,500	-
	Fixed Assets	176,000	120,525.42	176,000	-
		1,813,500	849,709.99	1,812,200	(1,300)
<b>14 Other Works &amp; Services</b>					
<b>Income</b>					
	Private Works	15,300	70,931.78	15,300	-
	Public Works Overheads	10,200	2,380.00	10,200	-
	Plant Operating Costs	0	0.00	0	-
	Salaries and Wages	10,600	0.00	10,600	-
	Unclassified	191,500	215,624.00	191,500	-
	Fixed Assets	0	0.00	0	-
		227,600	288,935.78	227,600	-
<b>Expenditure</b>					
	Private Works	9,600	542.75	9,600	-
	Public Works Overheads	10,200	-195,399.58	16,100	5,900
	Plant Operating Costs	0	184,633.07	0	-
	Salaries and Wages	10,600	-2,426.65	10,600	-
	Unclassified	191,500	245,840.49	191,500	-
	Fixed Assets	77,600	45,006.14	77,600	-
		299,500	278,196.22	305,400	5,900
<b>Balance Bought Forward 16/17</b>					
		\$6,719,100	\$8,722,869.00	\$8,722,869	\$2,003,769
<b>Total Income</b>					
		\$46,565,200	\$29,293,464.33	\$41,084,800.00	(\$5,480,400)
<b>Total Expenditure</b>					
		\$46,147,000	\$25,420,277.40	\$47,078,100.00	\$931,100
<b>Operating - Surplus / (Deficit)</b>					
		\$7,137,300	\$12,596,055.93	\$2,729,569.00	(\$4,407,731)
<b>Capital Expenditure</b>					
		\$28,294,800	\$3,751,460.62	14,270,000	\$14,024,800
		(\$21,157,500)	\$8,844,595	(\$11,540,431)	\$9,617,069
	Add Back Depreciation	\$15,602,400	\$9,626,555.95	\$15,602,400	\$0
	Less Profit on Sale	(\$32,300)	\$0.00	(\$32,300)	\$0
	Add Back Loss on Sale	\$76,800	\$21,085.27	\$76,800	\$0
	Less Transfers to Reserves	(\$1,329,500)	(\$5,623,405.82)	(\$6,244,800)	(\$4,915,300)
	Add Transfers ex Reserves	\$6,576,200	\$279,367.20	\$1,873,200	(\$4,703,000)
	Less Loan Repayments	(\$854,400)	(\$399,618.01)	(\$854,400)	\$0
	Add Sale of Assets	\$244,000	\$86,951.82	\$244,000	\$0
	Proceeds for new debentures	\$1,000,000	\$0.00	\$1,000,000	\$0
<b>Net Variances - Surplus / (Deficit)</b>					
		\$125,700	\$12,835,532	\$124,469	(\$1,231)

## **Council**

**MARTU CHRISTIAN FELLOWSHIP LEASE  
FOR RESERVE 48297 & 48298, 26-28  
COWRA DRIVE, NEWMAN**

## **Attachments**

**Item: 9.2.7**

**Meeting Date 9 March 2018**

Red Dirt Blue Sky Inc.  
ABN 80907185680  
PO Box 7684  
Cloisters Square WA  
6850



MCF Inc. Martu Farm Initiative  
PO Box 528  
Newman 6753

22 Feb 2018

Dear Shire of East Pilbara Council and President

**RE: Request for new lease to amend present issues existing in the old lease.**

During the amending of the present lease to add the back block extension some issues have been brought to our attention. We received a call from the Shire last week notifying us of the situation. We understand the situation has arisen due to an oversight of the Shire when the original lease was drawn up some years ago.

After discussion with the Shire we agree that the most appropriate and pragmatic pathway to a solution will be to draw up a new lease. The new lease will be similar/same in terms and conditions. The new lease will include the back block addition. The new lease will commence a fresh ten year tenure. We request The Shire create this new lease.

We would also request that at the expiring of the new lease the Shire include within the terms and conditions, an option to roll over/renew the lease for an additional ten years. We believe the risk to the Shire is minimal as the lease can be breached and that can lead to termination. However if the property continues to develop as a social economic development enterprise as it has been, then it is within both the Shire and the MCF interest to have a smooth and easy pathway to renewal.

There is significant current investment on site in social capital, infrastructure, in kind community expertise. We believe the MCF initiative of the Martu Farm, will continue in strength and grow in dynamic opportunity for supporting wellbeing, inclusion and volunteerism, through opportunities for local employment, education, training, tackling social disadvantage. The nursery initiative will play a vital role in this.

The Martu Farm is an initiative of the Martu Christian Fellowship, proudly supported by Red Dirt Blue Sky Inc. The initiative invites and enjoys healthy collaborative partnerships.

Yours faithfully,

*J Wilmot*

John Wilmot  
CEO | Martu Farm | Red Dirt Blue Sky | Pastor (accredited 2003)  
Martu Christian Fellowship | BTheol., Grad Dip Min., Mst International Community Development., Cert 4  
Trainer and Assessor., Student Doctorate Sustainable Development

0423681075 / 0411068372 | <http://blueskypilbara.org.au/> | [info@blueskypilbara.org.au](mailto:info@blueskypilbara.org.au)

# **Council**

## **RATES EXEMPTION - FREE MASONS CAPRICORN LODGE**

### **Attachments**

#### **Item: 9.2.9**

**Meeting Date 9 March 2018**

## **Division 6 — Rates and service charges**

### **Subdivision 1 — Introduction and basis of rating**

#### **6.25. Terms used**

In this Division and in Schedule 6.1, unless the context requires otherwise —

**Government agreement** has the same meaning as under the *Government Agreements Act 1979*;

**gross rental value** in relation to land has the same meaning as under the *Valuation of Land Act 1978*;

**interim valuation** has the same meaning as under the *Valuation of Land Act 1978*;

**owner** —

- (a) in relation to land in a retirement village as defined in the *Retirement Villages Act 1992* means —
  - (i) the owner, as defined in that Act section 3(1); or
  - (ii) a mortgagee in possession of the land; or
  - (iii) a trustee, executor, administrator, attorney or agent of a person mentioned in this paragraph who is in possession of the land;
- (b) otherwise has the meaning given in section 1.4;

**rate record** means the rate record required to be kept under section 6.39;

**unimproved value** in relation to land has the same meaning as under the *Valuation of Land Act 1978*;

**vacant land** has the same meaning as under the *Valuation of Land Act 1978*.

*[Section 6.25 amended by No. 17 of 2009 s. 37.]*

#### **6.26. Rateable land**

- (1) Except as provided in this section all land within a district is rateable land.

- (2) The following land is not rateable land —
- (a) land which is the property of the Crown and —
    - (i) is being used or held for a public purpose; or
    - (ii) is unoccupied, except —
      - (I) where any person is, under paragraph (e) of the definition of *owner* in section 1.4, the owner of the land other than by reason of that person being the holder of a prospecting licence held under the *Mining Act 1978* in respect of land the area of which does not exceed 10 ha or a miscellaneous licence held under that Act; or
      - (II) where and to the extent and manner in which a person mentioned in paragraph (f) of the definition of *owner* in section 1.4 occupies or makes use of the land;
- and
- (b) land in the district of a local government while it is owned by the local government and is used for the purposes of that local government other than for purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the local government; and
  - (c) land in a district while it is owned by a regional local government and is used for the purposes of that regional local government other than for the purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the regional local government; and
  - (d) land used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent,

- nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood; and
- (e) land used exclusively by a religious body as a school for the religious instruction of children; and
  - (f) land used exclusively as a non-government school within the meaning of the *School Education Act 1999*; and
  - (g) land used exclusively for charitable purposes; and
  - (h) land vested in trustees for agricultural or horticultural show purposes; and
  - (i) land owned by Co-operative Bulk Handling Limited or leased from the Crown or a statutory authority (within the meaning of that term in the *Financial Management Act 2006*) by that co-operative and used solely for the storage of grain where that co-operative has agreed in writing to make a contribution to the local government; and
  - (j) land which is exempt from rates under any other written law; and
  - (k) land which is declared by the Minister to be exempt from rates.
- (3) If Co-operative Bulk Handling Limited and the relevant local government cannot reach an agreement under subsection (2)(i) either that co-operative or the local government may refer the matter to the Minister for determination of the terms of the agreement and the decision of the Minister is final.
- (4) The Minister may from time to time, under subsection (2)(k), declare that any land or part of any land is exempt from rates and by subsequent declaration cancel or vary the declaration.
- (5) Notice of any declaration made under subsection (4) is to be published in the *Gazette*.
- (6) Land does not cease to be used exclusively for a purpose mentioned in subsection (2) merely because it is used

occasionally for another purpose which is of a charitable, benevolent, religious or public nature.

*[Section 6.26 amended by No. 36 of 1999 s. 247; No. 77 of 2006 Sch. 1 cl. 102; No. 24 of 2009 s. 506 (correction to reprint in Gazette 7 Sep 2012 p. 4329).]*

**6.27. Multiple rating**

Where —

- (a) under the *Mining Act 1978* or a Government agreement a person holds in respect of land a mining tenement within the meaning given to that term by that Act or agreement; or
- (b) in accordance with the *Mining Act 1978* a person holds, occupies, uses or enjoys in respect of land a mining tenement within the meaning given to that term by the *Mining Act 1904*<sup>3</sup>; or
- (c) under the *Petroleum and Geothermal Energy Resources Act 1967* a person holds in respect of land a permit, drilling reservation, lease or licence,

the land the subject of that tenement, permit, drilling reservation, lease or licence is rateable land under this Act notwithstanding that the land may be rateable under this Act in the hands of the holder of another estate in that land.

*[Section 6.27 amended by No. 35 of 2007 s. 99(3).]*

**6.28. Basis of rates**

(1) The Minister is to —

- (a) determine the method of valuation of land to be used by a local government as the basis for a rate; and
- (b) publish a notice of the determination in the *Government Gazette*.





## APPLICATION FOR RATES EXEMPTION

Section 6.26 of the *Local Government Act 1995*

### Privacy

The personal information collected on this form will only be used by the Shire of East Pilbara for the sole purpose of providing requested and related services. Information will be stored securely by the Shire and will not be disclosed to any third parties without your express written consent.

**Instructions:** Please print clearly in the spaces provided and fill out the attached checklist.

This application form is to be used by organisations seeking a rates exemption, pursuant to Section 6.26 of the *Local Government Act 1995*. The provision of this exemption will result in a decision to be prepared, and you will be advised of the outcome in due course. Please attach any additional documents requested, as failure to do so may result in the application being refused.

### 1. PROPERTY OWNER DETAILS

Organisation:	FREEMASONS CARPICOON LODGE		
Property Owner:	TRUSTEES OF THE GRAND LODGE OF WA		
Property Address:	1626 GUNN PLACE NEWMAN		
Telephone:		Postcode:	6753
Mobile:	0427 986420	Facsimile:	
Email:	stagcoop@westnet.com.au		

### 2. APPLICANT DETAILS

Contact Person:	ALLEN COOPER.		
Position Title:			
Postal Address:	3 KULLA ST NEWMAN WA		
Telephone:		Postcode:	6753
Mobile:	0427 986420	Facsimile:	
Email:	stagcoop@westnet.com.au		

### 3. PLEASE ANSWER THE FOLLOWING QUESTIONS BY TICKING THE APPROPRIATE BOX

YES NO

☒ ☐

Are you the owner or lessee and occupier of the land with the rate notice being issued in the organisation's name?

☒ ☐

Is your organisation an Incorporated body? If so, please provide the certificate of incorporation.

☒ ☐

Is your organisation considered not for profit?



**YES NO**

- ☐ ☒ Is the organisation considered a Public Benevolent Institution for taxation
- ☒ ☐ Does the organisation own or lease the rateable land? (If leased, is the lessee responsible for rates under the lease agreement)?  
If so, please provide a certificate of the lease.
- ☒ ☐ Is the organisation exempt from the payment of rates under Legislation other than the Local Government Act?  
If so, please provide details of the specific Legislation.

**4. DOCUMENT REQUIREMENTS**

Please provide a copy of (in addition to those specified in Section 3):

- ☒ Organisation's Constitution
- ☒ Written statement, outlining the nature of the organisation's operations. It should include the following details: *CLUB HOUSE*
- Use and occupancy of the property
  - Type of service provided (e.g. food, accommodation etc)
  - Frequency of service provision (e.g. full-time, daily, weekly etc)
  - Whether payment is received for the service
- ☒ *NA* Floor plan of the leased property area, if only part of the property is to be exempt.
- ☒ *NA* Copies of the current years audited financial or other statements for the organisation to the satisfaction of Council.

**5. AUTHORISATION**

- By signing this application, I hereby certify that the information provided is true and correct to the best of my knowledge.
- I understand that Applications cannot be considered in retrospect.
- Organisations who are granted rates exemption by Council may be asked to reapply every financial year, if Council considers this appropriate.

Name:	<i>ALLEN COOPER</i>	
Position:	<i>TREASURER</i>	
Organisation:	<i>CARRICOAN LODGE</i>	
Signed:	<i>Allen Cooper</i>	Date: <i>20/4/17</i>

**Net Worth Report**  
As of 7/1/16 (in Aus. Dollars)

Acct	7/1/16 Balance
<b>ASSETS</b>	
Cash and Bank Accounts	
Benevolence Fund-Donations	6,750.00
Capricorn Lodge	50,459.36
<b>TOTAL Cash and Bank Accounts</b>	<b>57,209.36</b>
<b>TOTAL ASSETS</b>	<b>57,209.36</b>
<b>LIABILITIES</b>	<b>0.00</b>
<b>OVERALL TOTAL</b>	<b>57,209.36</b>

**Net Worth Report**  
As of 6/30/17 (in Aus. Dollars)

Acct	6/30/17 Balance
<b>ASSETS</b>	
Cash and Bank Accounts	
Benevolence Fund-Donations	9,500.00
Capricorn Lodge	39,147.80
<b>TOTAL Cash and Bank Accounts</b>	<b>48,647.80</b>
<b>TOTAL ASSETS</b>	<b>48,647.80</b>
<b>LIABILITIES</b>	<b>0.00</b>
<b>OVERALL TOTAL</b>	<b>48,647.80</b>

# Profit & Loss Statement 7/1/16 Through 6/30/17 (in Aus. Dollars)

Category Description	7/1/16- 6/30/17
<b>INCOME</b>	
Associate Membership 2015 2016-Associate Membership 2015 2016	50.00
Associate Membership 2016 2017-Associate Membership 2016 2017	150.00
Carparking Fee-Parking of Vehicles	5,500.00
Country Dues 2014 15-Country Dues 2014 15	150.00
Country Dues 2015 16-Country Dues 2015 16	150.00
Country Dues 2016 17-Country Dues 2016 17	350.00
Donation-Donation	1,100.00
Dues 2016 2017-Dues 2016 2017	2,875.00
Initiation Fee-Initiation Fee	100.00
Installation Diner-Diner Charge	1,625.00
Regalia-Regalia	230.00
South Receipts-Payment from Members	480.00
<b>TOTAL INCOME</b>	<b>12,760.00</b>
<b>EXPENSES</b>	
Advertising	250.00
Donations-Gifts and donations	2,902.50
Gifts-Gift Expenses	60.00
Half Yearly Dues	3,435.70
Installation Costs-Installation Costs	200.00
Installation Dinner-Installation Dinner	3,318.00
Insurance-Insurance	1,002.85
Lodge Purchases-For Lodge Purposes	1,016.25
Rates-Rates and Charges	1,643.17
Repairs	3,968.70
South-Food and Drink	1,231.02
Travel-Travel expenses	656.00
Utilities-Water, Gas, Electric:	
Gas & Electric-Gas and Electricity	330.91
Water-Water	1,306.46
<b>TOTAL Utilities-Water, Gas, Electric</b>	<b>1,637.37</b>
<b>TOTAL EXPENSES</b>	<b>21,321.56</b>
<b>TOTAL INCOME - EXPENSES</b>	<b>-8,561.56</b>

Profit & Loss Statement  
7/1/16 Through 6/30/17 (in Aus. Dollars)

Category Description	7/1/16- 6/30/17
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Itemised Categories Report  
7/1/16 Through 6/30/17 (in Aus. Dollars)

Cat/Sub	Date	Acct	Num	Description	Memo	Clr	Amount
<b>INCOME</b>							
<b>Associate Membership 2015 2016-Associate Membership 2015 2016</b>							
	8/26/16	Capricorn Lo...	Rec...	Steve Norris		61	50.00
<b>TOTAL Associate Membership 2015 2016-Associate Membership 2015 2016</b>							<b>50.00</b>
<b>Associate Membership 2016 2017-Associate Membership 2016 2017</b>							
	8/26/16	Capricorn Lo...	Rec...	Steve Norris		62	50.00
	1/29/17	Capricorn Lo...	Rec...	Ben Lewis		67	50.00
	5/12/17	Capricorn Lo...	Rec...	Shane Sadler		77	50.00
<b>TOTAL Associate Membership 2016 2017-Associate Membership 2016 2017</b>							<b>150.00</b>
<b>Carparking Fee-Parking of Vehicles</b>							
	7/21/16	Capricorn Lo...	DEP	PAMS		20	500.00
	8/26/16	Capricorn Lo...	DEP	PAMS		21	500.00
	10/7/16	Capricorn Lo...	DEP	PAMS		27	500.00
	10/8/16	Capricorn Lo...	DEP	PAMS		28	500.00
	1/13/17	Capricorn Lo...	DEP	PAMS		29	500.00
	1/13/17	Capricorn Lo...	DEP	PAMS		30	500.00
	2/8/17	Capricorn Lo...	DEP	PAMS		33	500.00
	3/15/17	Capricorn Lo...	DEP	PAMS		34	500.00
	3/15/17	Capricorn Lo...	DEP	PAMS		35	500.00
	4/28/17	Capricorn Lo...	DEP	PAMS		36	500.00
	6/12/17	Capricorn Lo...	DEP	PAMS		37	500.00
<b>TOTAL Carparking Fee-Parking of Vehicles</b>							<b>5,500.00</b>
<b>Country Dues 2014 15-Country Dues 2014 15</b>							
	2/6/17	Capricorn Lo...	Rec...	P Kerrison		70	150.00
<b>TOTAL Country Dues 2014 15-Country Dues 2014 15</b>							<b>150.00</b>
<b>Country Dues 2015 16-Country Dues 2015 16</b>							
	2/6/17	Capricorn Lo...	Rec...	P Kerrison		71	150.00
<b>TOTAL Country Dues 2015 16-Country Dues 2015 16</b>							<b>150.00</b>
<b>Country Dues 2016 17-Country Dues 2016 17</b>							
	1/30/17	Capricorn Lo...	Rec...	Paul Dickson		69	175.00
	2/6/17	Capricorn Lo...	Rec...	P Kerrison		72	175.00
<b>TOTAL Country Dues 2016 17-Country Dues 2016 17</b>							<b>350.00</b>
<b>Donation-Donation</b>							
	9/16/16	Capricorn Lo...	DEP	Adam Majid		26	1,100.00
<b>TOTAL Donation-Donation</b>							<b>1,100.00</b>

# Itemised Categories Report

7/1/16 Through 6/30/17 (in Aus. Dollars)

Cat/Sub	Date	Acct	Num	Description	Memo	Clr	Amount
<b>Dues 2016 2017-Dues 2016 2017</b>							
	9/14/16	Capricorn Lo...	Rec...	David Kular			300.00
	9/15/16	Capricorn Lo...	Rec...	Alistair Anderson			300.00
	9/16/16	Capricorn Lo...	Rec...	Adam Majid			300.00
	11/30/16	Capricorn Lo...	Rec...	A R Cooper			300.00
	12/12/16	Capricorn Lo...	Rec...	David Evrett			300.00
	2/8/17	Capricorn Lo...	Rec...	John Jakobson			300.00
	2/9/17	Capricorn Lo...	Rec...	Peter Gangell			300.00
	2/13/17	Capricorn Lo...	Rec...	Ritchie Pyle			300.00
	2/15/17	Capricorn Lo...	Rec...	Brian Rogers			175.00
	3/27/17	Capricorn Lo...	Rec...	Scott Morgan			300.00
							<u>2,875.00</u>
<b>TOTAL Dues 2016 2017-Dues 2016 2017</b>							
<b>Initiation Fee-Initiation Fee</b>							
	9/8/16	Capricorn Lo...	DEP	Grant Berry			100.00
							<u>100.00</u>
<b>TOTAL Initiation Fee-Initiation Fee</b>							
<b>Installation Diner-Diner Charge</b>							
	9/10/16	Capricorn Lo...	DEP	Installation			1,625.00
							<u>1,625.00</u>
<b>TOTAL Installation Diner-Diner Charge</b>							
<b>Regalia-Regalia</b>							
	9/8/16	Capricorn Lo...	DEP	Scott Morgan			230.00
							<u>230.00</u>
<b>TOTAL Regalia-Regalia</b>							
<b>South Receipts-Payment from Members</b>							
	9/8/16	Capricorn Lo...	DEP	South			90.00
	9/14/16	Capricorn Lo...	DEP	South			230.00
	1/29/17	Capricorn Lo...	DEP	South			160.00
							<u>480.00</u>
<b>TOTAL South Receipts-Payment from Members</b>							
<b>TOTAL INCOME</b>							
							<u>12,760.00</u>
<b>EXPENSES</b>							
<b>Advertising</b>							
	12/1/16	Capricorn Lo...	687	Newman Chamber Of Commerce And...	directory 2016/17		-250.00
							<u>-250.00</u>
<b>TOTAL Advertising</b>							
<b>Donations-Gifts and donations</b>							
	7/26/16	Benevolence...	670	6NEW Radio	support		-500.00





**Itemised Categories Report**  
7/1/16 Through 6/30/17 (in Aus. Dollars)

Cat/Sub	Date	Acct	Num	Description	Memo	Clr	Amount
<b>South-Food and Drink</b>							
	10/6/16	Capricorn Lo...	685	Cellarbrations	south expenses		-625.08
	12/17/16	Capricorn Lo...	690	East West Restaurant	xmas dinner		-235.00
	2/8/17	Capricorn Lo...	691	Cellarbrations	south expenses		-370.94
<b>TOTAL South-Food and Drink</b>							<b>-1,231.02</b>
<b>Travel-Travel expenses</b>							
	4/26/17	Capricorn Lo...	698	L Sheppard	attend john jakobsons funeral		-656.00
<b>TOTAL Travel-Travel expenses</b>							<b>-656.00</b>
<b>Utilities...</b>							
<b>Gas &amp; Electric-Gas and Electricity</b>							
	7/26/16	Capricorn Lo...	673	Australia Post	power		-77.17
	9/15/16	Capricorn Lo...	681	Australia Post	power		-31.54
	5/10/17	Capricorn Lo...	700	Australia Post	power		-222.20
<b>TOTAL Gas &amp; Electric-Gas and Electricity</b>							<b>-330.91</b>
<b>Water-Water</b>							
	7/26/16	Capricorn Lo...	671	Australia Post	water		-249.18
	9/15/16	Capricorn Lo...	682	Australia Post	water		-251.87
	12/1/16	Capricorn Lo...	686	Australia Post	water		-317.30
	2/8/17	Capricorn Lo...	692	Water Corporation	water		-264.11
	3/29/17	Capricorn Lo...	697	Australia Post	water		-141.33
	6/13/17	Capricorn Lo...	702	Australia Post	water		-82.67
<b>TOTAL Water-Water</b>							<b>-1,306.46</b>
<b>TOTAL Utilities-Water, Gas, Electric</b>							<b>-1,637.37</b>
<b>TOTAL EXPENSES</b>							<b>-21,321.56</b>
<b>TOTAL INCOME - EXPENSES</b>							<b>-8,561.56</b>
<b>TRANSFERS</b>							
<b>Benevol...</b>							
	9/9/16	Capricorn Lo...	TXFR	Transfer Money	June 2016		-500.00
	9/9/16	Capricorn Lo...	TXFR	Transfer Money	July 2016		-500.00
	9/9/16	Capricorn Lo...	TXFR	Transfer Money	Aug 2016		-500.00
	11/30/16	Capricorn Lo...	TXFR	Transfer Money	Sept 2016		-500.00
	11/30/16	Capricorn Lo...	TXFR	Transfer Money	Oct 2016		-500.00

## Itemised Categories Report

7/1/16 Through 6/30/17 (in Aus. Dollars)

Cat/Sub	Date	Acct	Nm	Description	Memo	Clr	Amount
	11/30/16	Capricorn Lo...	TXFR	Transfer Money	November 2016		-500.00
	1/29/17	Capricorn Lo...	TXFR	Transfer Money Dec 2016			-500.00
	2/8/17	Capricorn Lo...	TXFR	Transfer Money January 2017			-500.00
	3/14/17	Capricorn Lo...	TXFR	Transfer Money February 2017			-500.00
	5/11/17	Capricorn Lo...	TXFR	Transfer Money April 2017	top up		-452.50
	5/11/17	Capricorn Lo...	TXFR	Transfer Money March 2017			-500.00
<b>TOTAL TO Benevolence Fund</b>							<b>-5,452.50</b>
Caprico...							
	9/9/16	Benevolence...		Transfer Money	June 2016		500.00
	9/9/16	Benevolence...		Transfer Money	July 2016		500.00
	9/9/16	Benevolence...		Transfer Money	Aug 2016		500.00
	11/30/16	Benevolence...		Transfer Money	Sept 2016		500.00
	11/30/16	Benevolence...		Transfer Money	Oct 2016		500.00
	11/30/16	Benevolence...		Transfer Money	November 2016		500.00
	1/29/17	Benevolence...		Transfer Money Dec 2016			500.00
	2/8/17	Benevolence...		Transfer Money January 2017			500.00
	3/14/17	Benevolence...		Transfer Money February 2017			500.00
	5/11/17	Benevolence...		Transfer Money April 2017	top up		452.50
	5/11/17	Benevolence...		Transfer Money March 2017			500.00
<b>TOTAL FROM Capricorn Lodge</b>							<b>5,452.50</b>
<b>TOTAL TRANSFERS</b>							<b>0.00</b>
<b>OVERALL TOTAL</b>							<b>-8,561.56</b>

# **Council**

## **MONTHLY FINANCIAL REPORT - DECEMBER 2017**

### **Attachments**

**Item: 9.2.10**

**Meeting Date 9 March 2018**

# **Shire Of East Pilbara**

## **Financial Statements**

### **For The Period Ending 31st December 2017**

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Net Current Assets	9
Statement Of Cash Flows	11

**Rate Setting Statement**  
**Operating Revenue and Expenses**  
**For The Period Ending 31st December 2017**

**OPERATING REVENUE**

	<b>Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>
General Purpose Funding	14,542,800	12,751,528	12,199,690.85
Governance	104,600	52,290	29,669.16
Law, Order & Public Safety	75,700	40,322	57,507.01
Health	50,400	40,532	52,043.20
Education & Welfare	183,100	91,548	108,403.18
Housing	347,800	173,886	162,380.45
Community Amenities	4,243,600	2,851,784	3,021,175.24
Recreation and Culture	2,276,100	1,161,963	1,508,205.22
Transport	13,059,500	6,537,168	6,866,136.09
Economic Services	445,700	276,015	416,893.76
Other Property & Services	227,600	113,796	270,778.77
<b>Total Operating Revenue</b>	<b>35,556,900</b>	<b>24,090,832</b>	<b>24,692,882.93</b>

**Less: OPERATING EXPENSES**

General Purpose Funding	577,000	288,474	222,664.13
Governance	2,242,300	1,329,518	1,035,076.31
Law, Order & Public Safety	1,074,300	539,536	560,762.09
Health	756,400	379,996	283,720.41
Education & Welfare	1,936,200	980,768	848,610.86
Housing	1,181,500	602,940	454,908.93
Community Amenities	4,550,300	2,295,990	2,117,708.47
Recreation and Culture	10,301,000	5,355,070	5,097,874.14
Transport	21,342,900	10,844,639	10,071,514.38
Economic Services	1,813,500	939,780	741,375.39
Other Property & Services	294,800	207,584	90,055.98
<b>Total Operating Expenditure</b>	<b>46,070,200</b>	<b>23,764,295</b>	<b>21,524,271.09</b>

**Add:**

Capital Grants and Contributions	10,976,000	5,984,215	2,698,913.96
Sale of Assets	244,000	121,986	86,951.82
<i>Write Back Depreciation</i>	15,602,400	7,801,116	8,231,890.07
	<b>26,822,400</b>	<b>13,907,317</b>	<b>11,017,755.85</b>

**Less: CAPITAL WORKS PROGRAMME**

Governance	545,000	75,000	82,979.53
Law, Order & Public Safety	325,000	173,000	172,861.80
Health	65,000	-	-
Education & Welfare	6,030,000	56,400	56,400.00
Housing	345,000	27,000	26,797.10
Community Amenities	1,573,000	12,500	11,559.80
Recreation and Culture	1,841,000	385,050	370,615.10
Transport	16,730,800	2,205,700	2,032,575.46
Economic Services	750,000	25,000	25,160.00
Other Property & Services	90,000	90,000	93,121.65
	<b>28,294,800</b>	<b>3,049,650</b>	<b>2,872,070.44</b>

**Less: OTHER**

Repayments of Debentures	854,400	345,423	345,422.69
<i>Less Contributions to Loan Principal</i>	-	-	-
Transfers to Reserves	1,329,500	28,801	4,086,462.59
	<b>2,183,900</b>	<b>374,224</b>	<b>4,431,885.28</b>

**Add: FUNDING SOURCES**

Reserves Utilised	6,576,200	548,017	132,454.03
Proceeds from New Debentures	1,000,000	-	-
Estimated Surplus/(Deficit) July 1 b/fwd	6,719,100	6,719,100	8,722,869.00
	<b>14,295,300</b>	<b>7,267,117</b>	<b>8,855,323.03</b>

Estimated Surplus/(Deficit) June 30 c/fwd	<b>125,700</b>	<b>18,077,097</b>	<b>15,737,735.00</b>
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# Shire Of East Pilbara

## Operating Revenue and Expenses

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For The Period Ending 31st December 2017

Function, Sub-Function and Department Name	Budget Annual Revenue	Budget YTD Revenue	Actual YTD Revenue	Monthly Bud vs Actual % Variance	NOTES	Budget Annual Expenditure	Budget YTD Expenditure	Actual YTD Expenditure	Monthly Bud vs Actual % Variance	NOTES
<b><u>General Purpose Funding</u></b>										
Rates	11,613,300	11,286,778	11,711,178.99			96,500	48,240	(4,846.77)		
Other General Purpose Funding	2,929,500	1,464,750	488,511.86			480,500	240,234	227,510.90		
<b>Total General Purpose Funding</b>	<b>14,542,800</b>	<b>12,751,528</b>	<b>12,199,690.85</b>	4.33		<b>577,000</b>	<b>288,474</b>	<b>222,664.13</b>	22.81	8
<b><u>Governance</u></b>										
Members of Council	100	48	-			736,700	373,260	338,481.90		
Other Governance	104,500	52,242	29,669.16			4,716,300	2,553,022	2,425,974.74		
Assets & Procurement	-	-	-			913,900	465,532	339,926.87		
Fixed Assets	-	-	-			472,300	236,136	214,724.80		
Allocations To Other Functions	-	-	-			(4,568,100)	(2,284,032)	(2,284,032.00)		
<b>Total Governance</b>	<b>104,600</b>	<b>52,290</b>	<b>29,669.16</b>	43.26	1	<b>2,271,100</b>	<b>1,343,918</b>	<b>1,035,076.31</b>	22.98	9
<b><u>Law, Order &amp; Public Safety</u></b>										
Fixed Assets	-	-	-			178,100	89,040	115,115.16		
Fire Prevention / Emergency Services	39,000	19,494	26,452.00			99,600	49,770	31,665.78		
Animal Control	31,000	15,486	18,885.82			25,000	12,486	6,991.50		
Other Law, Order & Public Safety	5,700	5,342	12,169.19			788,200	396,538	406,989.65		
<b>Total Law, Order &amp; Public Safety</b>	<b>75,700</b>	<b>40,322</b>	<b>57,507.01</b>	(42.62)	2	<b>1,090,900</b>	<b>547,834</b>	<b>560,762.09</b>	(2.36)	
<b><u>Health</u></b>										
Fixed Assets	-	-	-			24,300	12,150	12,056.28		
Maternal and Infant Health	-	-	-			-	-	-		
Health Inspection and Administration	50,400	40,532	52,043.20			618,500	309,210	237,280.94		
Preventative Services	-	-	-			113,600	58,636	34,383.19		
<b>Total Health</b>	<b>50,400</b>	<b>40,532</b>	<b>52,043.20</b>	(28.40)	3	<b>756,400</b>	<b>379,996</b>	<b>283,720.41</b>	25.34	10
<b><u>Education &amp; Welfare</u></b>										
Fixed Assets	-	-	-			416,900	208,446	239,225.07		
Care of Families & Children	-	-	-			21,500	13,250	10,943.03		
Community Services										
Administration	-	-	-			551,500	280,956	265,915.87		
Community Grants & Programs	7,700	3,846	-			227,900	113,922	69,531.92		
Community Projects	5,675,400	2,837,694	108,403.18			718,400	364,194	284,080.24		
<b>Total Education &amp; Welfare</b>	<b>5,683,100</b>	<b>2,841,540</b>	<b>108,403.18</b>	96.19	4	<b>1,936,200</b>	<b>980,768</b>	<b>869,696.13</b>	11.32	11
<b><u>Housing</u></b>										
Fixed Assets	-	-	-			644,300	322,146	212,543.84		
Staff Housing	180,500	90,246	76,190.63			180,500	89,964	76,190.63		
Airport Housing	54,100	27,048	23,000.00			54,100	26,988	23,000.00		
Martumili Housing	10,300	5,142	4,653.79			10,300	17,778	4,653.79		
Other Housing	102,900	51,450	58,536.03			292,300	146,064	138,520.67		
<b>Total Housing</b>	<b>347,800</b>	<b>173,886</b>	<b>162,380.45</b>	6.62		<b>1,181,500</b>	<b>602,940</b>	<b>454,908.93</b>	24.55	12

# Shire Of East Pilbara Operating Revenue and Expenses

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For The Period Ending 31st December 2017

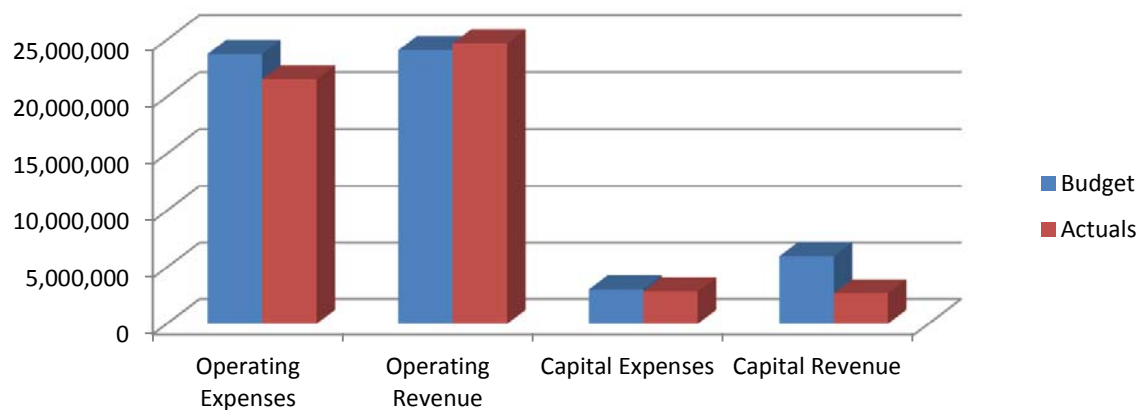
Function, Sub-Function and Department Name	Budget Annual Revenue	Budget YTD Revenue	Actual YTD Revenue	Monthly Bud vs Actual % Variance	NOTES	Budget Annual Expenditure	Budget YTD Expenditure	Actual YTD Expenditure	Monthly Bud vs Actual % Variance	NOTES
<b><u>Community Amenities</u></b>										
<i>Fixed Assets</i>	-	-	-			550,800	275,388	336,197.91		
<i>Sanitation &amp; Household Refuse</i>	632,200	619,796	612,486.34			559,400	280,338	231,917.88		
<i>Other Sanitation</i>	2,712,000	1,355,988	1,547,176.36			2,217,000	1,115,964	971,483.98		
<i>Sewerage</i>	854,900	853,752	851,321.18			700,800	363,270	406,002.41		
<i>Protection of the Environment</i>	-	-	-			4,600	2,298	-		
<i>Town Planning &amp; Regional Develop't</i>	42,500	21,246	7,465.00			271,500	135,702	92,467.90		
<i>Other Community Amenities</i>	2,000	1,002	2,726.36			246,200	123,030	79,638.39		
<b>Total Community Amenities</b>	<b>4,243,600</b>	<b>2,851,784</b>	<b>3,021,175.24</b>	(5.94)		<b>4,550,300</b>	<b>2,295,990</b>	<b>2,117,708.47</b>	7.76	
<b><u>Recreation &amp; Culture</u></b>										
<i>Fixed Assets</i>	-	-	33,475.91			2,407,300	1,203,642	1,395,854.23		
<i>Public Halls &amp; Civic Centres</i>	51,500	25,752	30,164.52			223,100	118,082	112,060.09		
<i>Swimming Areas/Beaches - Newman</i>	329,700	147,486	96,161.42			881,400	453,695	415,589.89		
<i>Swimming Areas/Beaches - M/Bar</i>	-	-	-			241,900	120,916	69,050.85		
<i>TV &amp; Radio Re Broadcasting</i>	-	-	-			34,200	18,086	9,206.44		
<i>Recreation Centre</i>	358,900	223,277	211,255.72			1,078,400	565,230	456,293.43		
<i>Libraries</i>	1,500	750	5,202.34			312,800	156,366	127,098.92		
<i>Other Culture</i>	1,366,500	705,720	1,038,902.09			1,963,000	1,108,107	925,101.72		
<i>Recreation Services Admin</i>	27,700	13,836	3,420.10			879,100	439,482	409,922.80		
<i>Recreation Ovals/Parks &amp; Other</i>	190,300	95,142	89,623.12			2,279,900	1,171,512	1,177,695.77		
<b>Total Recreation &amp; Culture</b>	<b>2,326,100</b>	<b>1,211,963</b>	<b>1,508,205.22</b>	(24.44)	5	<b>10,301,100</b>	<b>5,355,118</b>	<b>5,097,874.14</b>	4.80	
<b><u>Transport</u></b>										
<i>Fixed Assets</i>	32,300	32,300	53,475.91			6,631,800	3,315,888	3,592,705.70		
<i>Sts/Rds/Bridges/Depots - Construction</i>	5,343,800	3,143,123	2,703,694.12			-	-	-		
<i>Sts/Rds/Bridges/Depots - Maintenance</i>	1,224,200	618,096	526,124.68			4,390,100	2,205,417	2,120,662.10		
<i>Road Plant Purchases</i>	46,400	23,202	12,391.00			-	-	-		
<i>Aerodromes</i>	11,771,100	5,886,972	6,269,364.34			10,347,600	5,336,630	4,358,146.58		
<b>Total Transport</b>	<b>18,417,800</b>	<b>9,703,693</b>	<b>9,565,050.05</b>	1.43		<b>21,369,500</b>	<b>10,857,935</b>	<b>10,071,514.38</b>	7.24	
<b><u>Economic Services</u></b>										
<i>Fixed Assets</i>	-	-	-			176,000	87,990	102,999.23		
<i>Tourism and Area Promotion</i>	119,600	112,981	114,455.90			648,800	332,454	189,166.10		
<i>Building Control</i>	95,800	47,886	134,230.09			559,400	281,264	272,253.00		
<i>Rural Services</i>	130,300	65,148	65,207.77			177,800	89,074	76,132.59		
<i>Sustainability</i>	200,000	99,998	103,000.00			251,500	148,998	100,824.47		
<b>Total Economic Services</b>	<b>545,700</b>	<b>326,013</b>	<b>416,893.76</b>	(27.88)	6	<b>1,813,500</b>	<b>939,780</b>	<b>741,375.39</b>	21.11	13
<b><u>Other Property &amp; Services</u></b>										
<i>Fixed Assets</i>	-	-	-			77,600	38,790	37,813.36		
<i>Private Works</i>	15,300	7,650	70,931.78			9,600	4,800	542.75		
<i>Public Works Overheads</i>	10,200	5,100	1,900.00			10,200	39,800	(234,867.33)		
<i>Plant Operation Costs</i>	-	-	-			-	25,494	72,591.18		
<i>Salaries and Wages</i>	10,600	5,298	-			10,600	5,298	(5,896.40)		
<i>Unclassified</i>	191,500	95,748	197,946.99			191,500	95,748	219,872.42		
<b>Total Other Property &amp; Services</b>	<b>227,600</b>	<b>113,796</b>	<b>270,778.77</b>	(137.95)	7	<b>299,500</b>	<b>209,930</b>	<b>90,055.98</b>	57.10	14
<b>Total Revenue &amp; Expenditure</b>										
<b>As Per Operating Statement</b>	<b>46,565,200</b>	<b>30,107,347</b>	<b>27,391,796.89</b>			<b>46,147,000</b>	<b>23,802,683</b>	<b>21,545,356.36</b>		



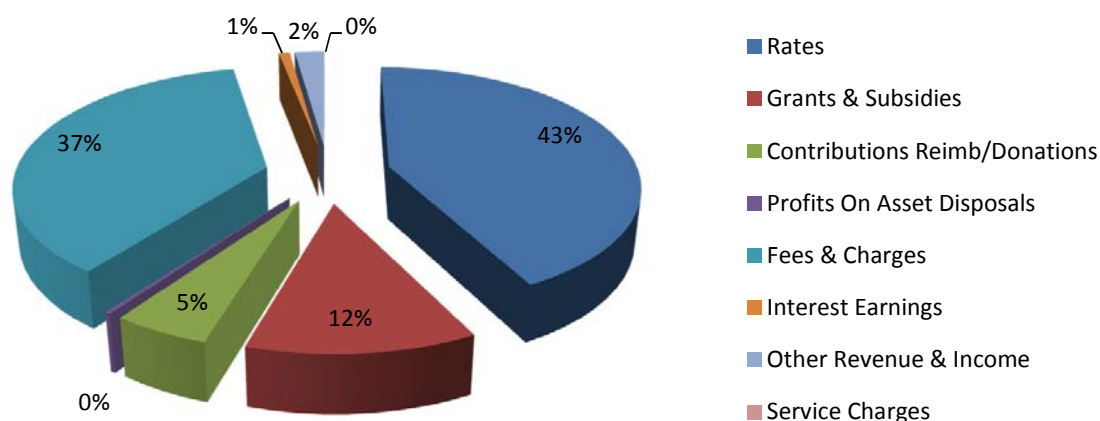
## Financial Graphs

For The Period Ending 31st December 2017

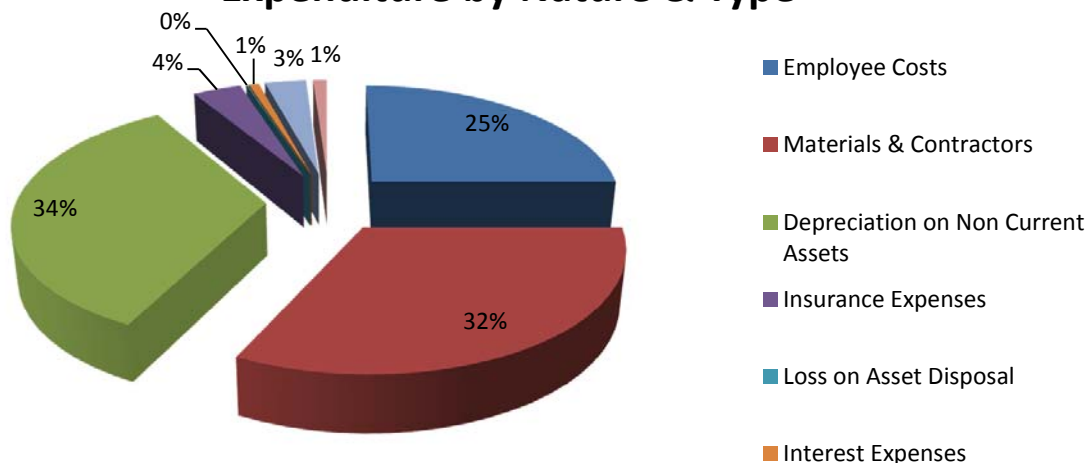
### Budget vs Actual



### Income by Nature & Type



### Expenditure by Nature & Type



**Shire Of East Pilbara**  
**Acquisition & Construction of Assets**  
**For The Period Ending 31st December 2017**

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A/c No	Function/Sub Function	Budget	Monthly Budget	Actuals to Date	Monthly Bud vs Actual % Variance	Notes
<b><u>Governance</u></b>						
<b>Other Governance</b>						
49001	Computer Equipment	400,000	40,000	\$38,494.53		
49015	Chamber Furniture	50,000	0	\$0.00		
49025	Newman Admin Blg - Photocopier x1	0	0	\$0.00		
49040	Newman - Archive Shed Compactus	35,000	35,000	\$44,485.00		
49041	CAM Vehicle SR Dual Cab (41231)	60,000	0	\$0.00		
<b>Total Governance</b>		<b>\$545,000</b>	<b>\$75,000</b>	<b>\$82,979.53</b>	<b>-10.64</b>	
<b><u>Law, Order &amp; Public Safety</u></b>						
<b>Fire Prevention/Emergency Services</b>						
59006	CRES Vehicle - 2WD (51113)	65,000	0	\$0.00		
59007	Ranger Vehicle - 4WD (51113)	65,000	0	\$0.00		
		<b>\$130,000</b>	<b>\$0</b>	<b>\$0</b>	<b>na</b>	
<b>Animal Control</b>						
59019	** Newman Cat Management Facility	195,000	173,000	\$172,861.80		
		<b>\$195,000</b>	<b>\$173,000</b>	<b>\$172,861.80</b>		
<b>Total Law, Order, P/Safety</b>		<b>\$325,000</b>	<b>\$173,000</b>	<b>\$172,861.80</b>	<b>0.08</b>	
<b><u>Health</u></b>						
79002	MHRS Vehicle - 4WD (71090)	65,000	0	\$0.00		
<b>Total Health</b>		<b>\$65,000</b>	<b>\$0</b>	<b>\$0</b>	<b>na</b>	
<b><u>Education and Welfare</u></b>						
<b>Community Services</b>						
89011	Newman Christmas Tree	30,000	0	\$0.00		
89017	Newman Youth Centre Development	6,000,000	56,400	\$56,400.00		
<b>Total Education and Welfare</b>		<b>\$6,030,000</b>	<b>\$56,400</b>	<b>\$56,400.00</b>	<b>0.00</b>	
<b><u>Housing</u></b>						
<b>Staff Housing</b>						
99019	Staff Housing Capital - M/Bar & Nullagine	120,000	0	\$0.00		
99020	Staff Housing Capital - Newman	215,000	27,000	\$26,797.10		
99022	Piri Smith Retirement Unit Upgrade	10,000	0	\$0.00		
<b>Total Housing</b>		<b>\$345,000</b>	<b>\$27,000</b>	<b>\$26,797.10</b>	<b>0.75</b>	
<b><u>Community Amenities</u></b>						
<b>Sewerage</b>						
109002	Sewerage Plant Capital Improv'ts	1,033,000	11,000	\$10,440.00		
		<b>\$1,033,000</b>	<b>\$11,000</b>	<b>\$10,440.00</b>		
<b>Sanitation Other</b>						
109019	Septage Ponds	350,000	500	\$173.00		
109029	Marble Bar Tip Improvements	30,000	0	\$0.00		
109030	Nullagine Tip Improvements	40,000	0	\$0.00		
109034	Newman Landfill Improvements	120,000	1,000	\$946.80		
		<b>\$540,000</b>	<b>\$1,500</b>	<b>\$1,119.80</b>		
<b>Total Community Amenities</b>		<b>\$1,573,000</b>	<b>\$12,500</b>	<b>\$11,560</b>	<b>7.52</b>	

**Shire Of East Pilbara**  
**Acquisition & Construction of Assets**  
**For The Period Ending 31st December 2017**

A/c No	Function/Sub Function	Budget	Monthly Budget	Actuals to Date	Monthly Bud vs Actual % Variance	
<b>Recreation And Culture</b>						
119019	Town Square - Fit Out	35,000	2,500	\$2,230.00		
119020	East Pilbara Arts Centre - L&B	650,000	0	\$0.00		
<b>Public Halls &amp; Civic Centre</b>		<b>\$685,000</b>	<b>\$2,500</b>	<b>\$2,230.00</b>		
119045	Newman Aquatic Centre - INFR	345,000	230,000	\$230,000.72		
119047	UV Meters	15,000	0	\$0.00		
119062	M/Bar Aquatic Centre - P&E	50,000	0	\$0.00		
<b>Swimming Areas / Beaches</b>		<b>\$410,000</b>	<b>\$230,000</b>	<b>\$230,000.72</b>		
119623	Point of Sale System	30,000	30,000	\$28,886.78		
119626	Newman Recreation Centre	150,000	0	\$0.00		
<b>Recreation Centre</b>		<b>\$180,000</b>	<b>30,000</b>	<b>\$28,886.78</b>		
119308	Newman Library Capital Works	0	-	\$0.00		
119309	Newman Community Library Upgrade	0	-	\$0.00		
<b>Libraries</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		
119401	Computer Equipment	10,000	10,000	\$8,745.36		
119410	Martumili Art Collection	16,000	0	\$0.00		
119415	Martumili - Office Equipment	5,000	0	\$0.00		
<b>Other Culture - Indigenous Arts Officer</b>		<b>\$31,000</b>	<b>\$10,000</b>	<b>\$8,745.36</b>		
119203	MRE - 4WD	65,000	65,000	\$59,600.44		
119204	Timing Equipment	20,000	12,550	\$12,545.00		
<b>Libraries</b>		<b>\$85,000</b>	<b>\$77,550</b>	<b>\$72,145.44</b>		
119704	Minor Equipment - Parks & Gardens	50,000	12,000	\$10,160.00		
119705	Turf Mower	15,000	0	\$0.00		
119708	Ride on Mower	55,000	0	\$0.00		
119709	Playground Equipment	100,000	0	(\$4,782.50)		
119736	Newman Cenotaph - War Memorial	200,000	0	\$0.00		
119737	Nullagine Water Drinking Fountain	30,000	23,000	\$23,229.30		
<b>Ovals, Parks and Other Reserves</b>		<b>\$450,000</b>	<b>35,000</b>	<b>\$28,606.80</b>		
<b>Total Recreation And Culture</b>		<b>\$1,841,000</b>	<b>\$385,050</b>	<b>\$370,615</b>	3.75	
<b>Transport</b>						
129545	Marble Bar / Woodie Woodie Road	225,000	0	\$0.00		
129546	Jigalong Road	555,000	0	\$0.00		
129548	Muccan Shay Gap Road	303,000	3,000	\$2,266.68		
129551	Woodie Woodie Road	521,300	10,000	\$8,358.87		
129553	Balfour Downs Road	210,000	0	\$0.00		
<b>Road Construction</b>		<b>\$1,814,300</b>	<b>\$13,000</b>	<b>\$10,625.55</b>		
129537	Kiwirrkurra Access Road	473,000	320,000	\$319,974.63		
129538	Punmu Access Road	687,200	560,000	\$560,228.27		
129539	Talawana Track	165,000	0	\$0.00		
129540	Jupiter Well Access Road	66,000	0	\$0.00		
129543	Desert Road	258,000	0	\$0.00		
<b>Aboriginal Access Roads</b>		<b>\$1,649,200</b>	<b>\$880,000</b>	<b>\$880,202.90</b>		
129530	Newman Town Streets - Reseals	397,700	397,700	\$239,559.74		
129573	Kerbing Program	50,000	25,000	\$22,436.60		
129574	Footpath Program	200,000	200,000	\$200,000.00		
129577	Drainage Improvements	280,000	130,000	\$129,658.50		
129596	**CLGF - Depot Development	200,000	10,000	\$10,096.27		
129610	Newman Town Streets - Reseals	900,000	0	\$0.00		
129613	Ovals Reticulation Automation	50,000	15,000	\$13,863.25		

## Shire Of East Pilbara

### Acquisition & Construction of Assets

For The Period Ending 31st December 2017

A/c No	Function/Sub Function	Budget	Monthly Budget	Actuals to Date	Monthly Bud vs Actual % Variance	
129617	Pave Fail and Drain Works - Mindarra Dr & Burr	620,000	45,000	\$45,449.80		
129619	Streetscape Projects / Landscaping - Various Loc	75,000	0	\$0.00		
129627	Drainage Works - Newman Drive	320,000	230,000	\$225,474.41		
129628	**Traffic Management / Signs	50,000	0	\$0.00		
<b>Other Construction</b>		<b>\$3,142,700</b>	<b>\$1,052,700</b>	<b>\$886,538.57</b>		
129082	Gen Sets (6.5KVA x 3 )	50,000	0	\$0.00		
129084	Minor Equipment	53,000	12,000	\$11,699.45		
129092	Toyota 79 Series (2713)	85,000	0	\$0.00		
129092	Toyota 79 Series (2713)	85,000	0	\$0.00		
129706	Tandem Sign Trailer	10,000	0	\$0.00		
129732	Case 580 SM 4WD Sideshift Backhoe	190,000	0	\$0.00		
129738	Water Cart Trailer	300,000	0	\$0.00		
<b>Road Plant Purchases</b>		<b>\$773,000</b>	<b>\$12,000</b>	<b>\$11,699.45</b>		
129315	**RforR TC Revital/Land Release - Infra	270,000	240,000	\$235,846.83		
<b>Royalties for Regions Projects</b>		<b>\$270,000</b>	<b>\$240,000</b>	<b>\$235,846.83</b>		
129008	Master and Land Use Plan	200,000	0	\$0.00		
129034	Toyota Prado (121207)	85,000	0	\$0.00		
129401	Services - Access Roads, Car Parks	295,000	0	\$0.00		
129402	Services - Water Inc Ro	1,500,000	4,000	\$3,705.16		
129403	Services - Power	560,000	0	\$0.00		
129404	Services - Waste	80,000	0	\$0.00		
129406	Street Lighting	10,000	0	\$0.00		
129415	Safety & Security - Fences & Gates	70,600	0	\$0.00		
129417	Safety & Security - CCTV	60,000	0	\$0.00		
129418	Manoeuvring Area	1,065,000	0	\$0.00		
129420	Communications - PA System	5,000	0	\$0.00		
129421	Communications - IT	106,000	4,000	\$3,957.00		
129422	Marble Bar - Infrastructure	170,000	0	\$0.00		
129426	ASCE Plant & Equipment	625,000	0	\$0.00		
129431	Public Structures	130,000	0	\$0.00		
129433	Public Structures - AC	55,000	0	\$0.00		
129436	Airport Housing - 1 Dewar Shed & Carport	65,000	0	\$0.00		
129438	Land Purchase	4,000,000	0	\$0.00		
<b>Landside Expenses</b>		<b>\$9,081,600</b>	<b>\$8,000</b>	<b>\$7,662.16</b>		
<b>Total Airport</b>		<b>\$9,081,600</b>	<b>\$8,000</b>	<b>\$7,662.16</b>		
<b>Total Transport</b>		<b>\$16,730,800</b>	<b>\$2,205,700</b>	<b>\$2,032,575.46</b>	7.85	
<b>Economic Services</b>						
139203	Cape K - Various Items	15,000	0	\$0.00		
139207	Cape K - New Generator	10,000	10,000	\$10,160.00		
139209	Cape K - Caretakers Residence	425,000	15,000	\$15,000.00		
139309	Desert Discovery Drive Structures	300,000	0	\$0.00		
<b>Touriam &amp; Area Promotion</b>		<b>\$750,000</b>	<b>\$25,000</b>	<b>\$25,160.00</b>		
<b>Total Economic Services</b>		<b>\$750,000</b>	<b>\$25,000</b>	<b>\$25,160.00</b>	-0.64	
<b>Other Works &amp; Services</b>						
149014	Toyota Prado	90,000	90,000	\$93,121.65		
<b>Total Other Works &amp; Services</b>		<b>\$90,000</b>	<b>\$90,000</b>	<b>\$93,121.65</b>	-3.47	
<b>Totals of All Assets</b>		<b>\$28,294,800</b>	<b>\$3,049,650</b>	<b>\$2,872,070.44</b>	5.82	

**Shire Of East Pilbara****Net Current Assets****For The Period Ending 31st December 2017****Budget****2017/18****\$****YTD Actuals****2017/18****\$****Cash**

Municipal Fund Cash At Bank	153,600	3,525,147.70
Municipal Fund Cash On Hand	18,000	19,758.08
Municipal Fund Cash Invested	969,600	10,307,741.79
Reserve Funds	20,951,800	30,191,394.61

**Total Cash****\$22,093,000 \$44,044,042.18****Stock on Hand**

Fuels	50,000	104,991.24
History Books	15,000	13,503.00
Martumili Baskets	15,000	34,593.56

**Total Stock****\$80,000 \$153,087.80****Debtors**

Rates	210,000	2,127,356.45
Sundry Debtors	40,000	1,634,104.58
ATO	0	143.24
Aust Securities Commission	200	200.00

**Total Debtors****\$250,200 \$3,761,804.27****Total Current Assets****\$22,423,200 \$47,958,934.25****Creditors & Provisions**

Sundry Creditors	(\$500,000)	(\$541,811.62)
Accruals - Employee Entitlements	(\$773,100)	(\$1,118,077.18)
Accruals - Other	\$0	(\$165,512.48)
Trust Accounts	\$0	\$0.00
Tax Liability	\$0	(\$163,079.39)
ESL Levy	\$15,000	(\$128,276.83)
Other Liabilities	\$0	\$0.00
Provision For Bad Debts	\$0	\$0.00

**Total Current Liabilities****(\$1,258,100) (\$2,116,757.50)****Total Net Current Assets****\$21,165,100 \$45,842,176.75****Less Restricted Cash - Committed Funds B/fwd**

BHPB - Newman Events	0	30,550.00
DSR - Governance Workshop	0	5,000.00

Continued Next Page

**Shire of East Pilbara**  
**Net Current Assets**  
**For The Period Ending 31st December 2017**

**Budget**  
**2017/18**  
**\$**

**YTD Actuals**  
**2017/18**  
**\$**

**Less Restricted Cash - Committed Funds B/fwd**

Local Projects Local Jobs Grants	0	175,000.00
Local Projects Local Jobs Grants		2,000.00
PDC - Town Centre Activation		38,500.00
DSR - Kidsport		2,416.00
PDC - Evaluation Project		25,546.00
PDC - Business Activation		78,500.00
	<b>\$0</b>	<b>\$ 357,512.00</b>

**Less Restricted Cash - Reserves**

Alice Springs Road	109,300	\$206,387.67
Cape Keraudren Development	251,100	\$346,241.58
Heavy Plant Reserve	1,900,400	\$1,866,387.09
Computer Technology	256,200	\$354,801.97
Newman Recreation Centre Maintenance	98,500	\$248,024.14
Long Service Leave	699,000	\$662,024.40
Newman Airport	10,673,400	\$19,258,149.42
Sewerage Farm	113,100	\$111,494.16
Oval Lighting Maintenance	139,900	\$137,912.67
Recreation Facilities	1,144,400	\$1,128,451.50
Staff Housing	883,600	\$873,197.06
Newman Town Centre Revitalisation	330,000	\$327,705.00
Public Art	120,600	\$118,979.30
Waste Management	716,700	\$1,120,978.00
TC Public Toilet	1,000	\$993.04
Annual Leave	485,100	\$476,501.96
Royalties For Regionals Pilbara Redevelopment	2,400	\$185,920.39
Newman Tomorrow Project Maintenance	30,700	\$0.00
Newman House	529,400	\$473,642.96
Public Building Maintenance	1,585,000	\$1,468,216.08
Martumili Operations	244,500	\$774,842.58
Martumili Infrastructure Project	150,400	\$50,543.64
Community Housing	23,400	\$0.00
Major Infrastructure	463,700	\$0.00
	<b>\$20,951,800</b>	<b>\$30,191,394.61</b>

**Net Current Assets less Restricted Cash**

**\$213,300**    **\$15,293,270.14**

**Shire Of East Pilbara**  
**Cashflows**  
**For The Period Ending 31st December 2017**

**Municipal Fund**

Cashflows From Operating Activities

Receipts from Operations	27,370,178.63
Less: Payments for Operations	-16,420,158.37
Net Cash Provided by Operating Activities	10,950,020.26

Cashflow from Investing Activities

Interest received	226,391.48
Payment for Property, Plant & Equipment	-2,872,070.44
Less: Proceeds - Sale of Assets	256,306.82
Net Cash Used by Investing Activities	-2,389,372.14

Cashflows from Financing Activities

Interest Paid	-180,122.58
Repayment of Borrowings	-399,618.01
Proceeds from Borrowings	0.00
Net Cash Used by Financing Activities	-579,740.59

**Net Increase in Cash Held** **\$7,980,907.53**

Municipal Fund Cash at Beginning of Year - 01/07/17 36,063,134.65

Municipal Fund Cash at End of Period - 30/06/2018 44,044,042.18

**Net Increase in Cash Held** **\$7,980,907.53**

**Total Cash Balances**

Municipal Fund

- Cash At Bank	3,525,147.70	
- Cash Floats	19,758.08	
- Cash Invested	<u>10,307,741.79</u>	13,852,647.57

Reserve Fund - Cash Invested 30,191,394.61

**Total Cash Held** **\$44,044,042.18**

<b>Variance Report – December 2017</b>	
<b>Note</b>	<b>Comment</b>
	<b>Income</b>
1	Income below monthly budgeted amount.
2	Income exceeds monthly budget amount.
3	Licence and Fees income exceeds monthly budget amount.
4	Grant funding & contributions monthly budget amount exceeds income – timing only.
5	Various Income accounts exceed monthly budget amounts.
6	Building licences and associated Income exceeds monthly budget amount.
7	Private works Income exceeds monthly budget amount.
	<b>Expenditure</b>
8	General Purpose Funding – Interim rating adjustments
9	Other Governance expenditure lower than expected – timing only
10	Health & Preventative Services monthly budget exceeds expenditure – timing only.
11	Education & Welfare monthly budget exceeds expenditure.
12	Housing monthly budget exceeds expenditure – timing only.
13	Economic Services monthly budget exceeds expenditure – timing only.
14	Allocation of overheads and plant costs.



# **Council**

## **MONTHLY FINANCIAL REPORT – JANUARY 2018**

### **Attachments**

#### **Item: 9.2.11**

**Meeting Date 9 March 2018**

# Shire Of East Pilbara

## Financial Statements

### For The Period Ending 31st January 2018

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Operating Revenues And Expenses By Department	3
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**Rate Setting Statement  
Operating Revenue and Expenses  
For The Period Ending 31st January 2018**

**OPERATING REVENUE**

	<b>Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>
General Purpose Funding	14,542,800	13,287,742	12,213,711.37
Governance	104,600	61,005	31,425.97
Law, Order & Public Safety	75,700	57,466	74,891.34
Health	50,400	45,538	54,505.95
Education & Welfare	183,100	106,806	234,068.67
Housing	347,800	202,867	216,838.18
Community Amenities	4,243,600	3,083,748	3,222,459.03
Recreation and Culture	2,276,100	1,344,792	1,728,632.67
Transport	13,059,500	7,622,221	8,093,882.84
Economic Services	445,700	295,955	430,304.68
Other Property & Services	227,600	132,762	288,935.78
<b>Total Operating Revenue</b>	<b>35,556,900</b>	<b>26,240,902</b>	<b>26,589,656.48</b>

**Less: OPERATING EXPENSES**

General Purpose Funding	577,000	292,685	263,425.12
Governance	2,242,300	1,473,916	1,165,632.76
Law, Order & Public Safety	1,074,300	628,542	647,031.71
Health	756,400	442,737	331,966.95
Education & Welfare	1,936,200	1,134,046	995,863.03
Housing	1,181,500	703,430	545,507.60
Community Amenities	4,550,300	2,671,855	2,455,827.62
Recreation and Culture	10,301,000	6,190,079	5,979,741.71
Transport	21,342,900	12,594,228	11,886,289.42
Economic Services	1,813,500	1,085,360	849,709.99
Other Property & Services	294,800	222,098	278,196.22
<b>Total Operating Expenditure</b>	<b>46,070,200</b>	<b>27,438,976</b>	<b>25,399,192.13</b>

**Add:**

Capital Grants and Contributions	10,976,000	6,811,737	2,698,913.96
Sale of Assets	244,000	142,317	86,951.82
<i>Write Back Depreciation</i>	15,602,400	9,101,302	9,626,555.95
	<b>26,822,400</b>	<b>16,055,356</b>	<b>12,412,421.73</b>

**Less: CAPITAL WORKS PROGRAMME**

Governance	545,000	75,000	85,137.88
Law, Order & Public Safety	325,000	175,000	172,861.80
Health	65,000	-	-
Education & Welfare	6,030,000	56,400	56,400.00
Housing	345,000	27,000	26,797.10
Community Amenities	1,573,000	18,200	18,159.80
Recreation and Culture	1,850,000	415,550	431,023.39
Transport	16,730,800	2,750,000	2,836,254.57
Economic Services	750,000	32,000	31,704.43
Other Property & Services	90,000	90,000	93,121.65
	<b>28,303,800</b>	<b>3,639,150</b>	<b>3,751,460.62</b>

**Less: OTHER**

Repayments of Debentures	854,400	345,423	345,422.69
<i>Less Contributions to Loan Principal</i>	-	-	-
Transfers to Reserves	1,329,500	28,801	5,677,601.14
	<b>2,183,900</b>	<b>374,224</b>	<b>6,023,023.83</b>

**Add: FUNDING SOURCES**

Reserves Utilised	6,576,200	548,017	279,367.20
Proceeds from New Debentures	1,000,000	-	-
Estimated Surplus/(Deficit) July 1 b/fwd	6,719,100	6,719,100	8,722,869.00
	<b>14,295,300</b>	<b>7,267,117</b>	<b>9,002,236.20</b>

Estimated Surplus/(Deficit) June 30 c/fwd	<b>116,700</b>	<b>18,111,025</b>	<b>12,830,637.83</b>
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**Shire Of East Pilbara**  
**Operating Revenue and Expenses**

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For The Period Ending 31st January 2018

Function, Sub-Function and Department Name	Budget Annual Revenue	Budget YTD Revenue	Actual YTD Revenue	Monthly Bud vs Actual % Variance	NOTES	Budget Annual Expenditure	Budget YTD Expenditure	Actual YTD Expenditure	Monthly Bud vs Actual % Variance	NOTES
<b><u>General Purpose Funding</u></b>										
Rates	11,613,300	11,578,867	11,719,103.38			96,500	12,412	(4,588.74)		
Other General Purpose Funding	2,929,500	1,708,875	494,607.99			480,500	280,273	268,013.86		
<b>Total General Purpose Funding</b>	<b>14,542,800</b>	<b>13,287,742</b>	<b>12,213,711.37</b>	<b>8.08</b>		<b>577,000</b>	<b>292,685</b>	<b>263,425.12</b>	<b>10.00</b>	
<b><u>Governance</u></b>										
Members of Council	100	56	-			736,700	432,364	411,552.95		
Other Governance	104,500	60,949	31,425.97			4,716,300	2,907,310	2,756,353.08		
Assets & Procurement	-	-	-			913,900	540,254	411,492.80		
Fixed Assets	-	-	-			472,300	275,492	250,937.93		
Allocations To Other Functions	-	-	-			(4,568,100)	(2,664,704)	(2,664,704.00)		
<b>Total Governance</b>	<b>104,600</b>	<b>61,005</b>	<b>31,425.97</b>	<b>48.49</b>	1	<b>2,271,100</b>	<b>1,490,716</b>	<b>1,165,632.76</b>	<b>21.81</b>	8
<b><u>Law, Order &amp; Public Safety</u></b>										
Fixed Assets	-	-	-			178,100	103,880	134,509.57		
Fire Prevention / Emergency Services	39,000	34,000	41,072.00			99,600	58,065	31,748.64		
Animal Control	31,000	18,067	20,487.95			25,000	14,567	9,740.83		
Other Law, Order & Public Safety	5,700	5,399	13,331.39			788,200	461,711	471,032.67		
<b>Total Law, Order &amp; Public Safety</b>	<b>75,700</b>	<b>57,466</b>	<b>74,891.34</b>	<b>(30.32)</b>	2	<b>1,090,900</b>	<b>638,223</b>	<b>647,031.71</b>	<b>(1.38)</b>	
<b><u>Health</u></b>										
Fixed Assets	-	-	-			24,300	14,175	14,087.50		
Maternal and Infant Health	-	-	-			-	-	-		
Health Inspection and Administration	50,400	45,538	54,505.95			618,500	360,745	281,370.52		
Preventative Services	-	-	-			113,600	67,817	36,508.93		
<b>Total Health</b>	<b>50,400</b>	<b>45,538</b>	<b>54,505.95</b>	<b>(19.69)</b>	3	<b>756,400</b>	<b>442,737</b>	<b>331,966.95</b>	<b>25.02</b>	9
<b><u>Education &amp; Welfare</u></b>										
Fixed Assets	-	-	-			416,900	243,187	275,797.21		
Care of Families & Children	-	-	-			21,500	13,325	10,980.43		
Community Services										
Administration	-	-	-			551,500	326,032	320,199.67		
Community Grants & Programs	7,700	4,487	-			227,900	128,309	73,796.59		
Community Projects	5,675,400	3,310,643	234,068.67			718,400	423,193	336,174.40		
<b>Total Education &amp; Welfare</b>	<b>5,683,100</b>	<b>3,315,130</b>	<b>234,068.67</b>	<b>92.94</b>	4	<b>1,936,200</b>	<b>1,134,046</b>	<b>1,016,948.30</b>	<b>10.33</b>	
<b><u>Housing</u></b>										
Fixed Assets	-	-	-			644,300	375,837	248,352.96		
Staff Housing	180,500	105,287	109,238.38			180,500	104,958	109,238.38		
Airport Housing	54,100	31,556	28,940.00			54,100	31,486	28,940.00		
Martumili Housing	10,300	5,999	10,249.51			10,300	20,741	10,249.51		
Other Housing	102,900	60,025	68,410.29			292,300	170,408	148,726.75		
<b>Total Housing</b>	<b>347,800</b>	<b>202,867</b>	<b>216,838.18</b>	<b>(6.89)</b>		<b>1,181,500</b>	<b>703,430</b>	<b>545,507.60</b>	<b>22.45</b>	10

**Shire Of East Pilbara**  
**Operating Revenue and Expenses**

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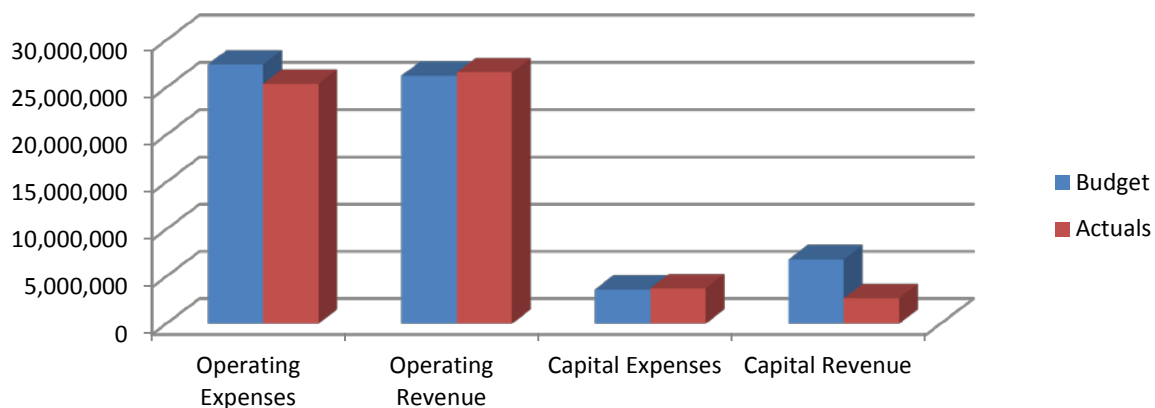
For The Period Ending 31st January 2018

Function, Sub-Function and Department Name	Budget Annual Revenue	Budget YTD Revenue	Actual YTD Revenue	Monthly Bud vs Actual % Variance	NOTES	Budget Annual Expenditure	Budget YTD Expenditure	Actual YTD Expenditure	Monthly Bud vs Actual % Variance	NOTES
<b><u>Community Amenities</u></b>										
<i>Fixed Assets</i>	-	-	-			550,800	321,286	392,884.44		
<i>Sanitation &amp; Household Refuse</i>	632,200	621,862	613,130.48			559,400	327,061	267,039.54		
<i>Other Sanitation</i>	2,712,000	1,581,986	1,747,088.94			2,217,000	1,299,458	1,144,106.50		
<i>Sewerage</i>	854,900	853,944	851,385.25			700,800	419,515	440,720.75		
<i>Protection of the Environment</i>	-	-	-			4,600	2,681	-		
<i>Town Planning &amp; Regional Develop't</i>	42,500	24,787	8,128.00			271,500	158,319	120,976.11		
<i>Other Community Amenities</i>	2,000	1,169	2,726.36			246,200	143,535	90,100.28		
<b>Total Community Amenities</b>	<b>4,243,600</b>	<b>3,083,748</b>	<b>3,222,459.03</b>	(4.50)		<b>4,550,300</b>	<b>2,671,855</b>	<b>2,455,827.62</b>	8.09	
<b><u>Recreation &amp; Culture</u></b>										
<i>Fixed Assets</i>	-	-	33,475.91			2,407,300	1,404,249	1,632,438.11		
<i>Public Halls &amp; Civic Centres</i>	51,500	30,044	30,599.10			223,100	135,579	126,946.81		
<i>Swimming Areas/Beaches - Newman</i>	329,700	173,767	109,527.11			881,400	524,955	466,647.79		
<i>Swimming Areas/Beaches - M/Bar</i>	-	-	-			241,900	142,902	94,568.05		
<i>TV &amp; Radio Re Broadcasting</i>	-	-	-			34,200	20,767	9,406.44		
<i>Recreation Centre</i>	358,900	247,125	248,107.00			1,078,400	647,687	555,119.71		
<i>Libraries</i>	1,500	875	5,705.94			312,800	182,427	164,752.30		
<i>Other Culture</i>	1,366,500	815,840	1,197,419.48			1,963,000	1,262,676	1,008,872.85		
<i>Recreation Services Admin</i>	27,700	16,142	4,565.32			879,100	512,729	484,886.41		
<i>Recreation Ovals/Parks &amp; Other</i>	190,300	110,999	99,232.81			2,279,900	1,356,164	1,436,103.24		
<b>Total Recreation &amp; Culture</b>	<b>2,326,100</b>	<b>1,394,792</b>	<b>1,728,632.67</b>	(23.93)	5	<b>10,301,100</b>	<b>6,190,135</b>	<b>5,979,741.71</b>	3.40	
<b><u>Transport</u></b>										
<i>Fixed Assets</i>	32,300	32,300	53,475.91			6,631,800	3,868,536	4,203,260.88		
<i>Sts/Rds/Bridges/Depots - Construction</i>	5,343,800	3,505,463	2,704,107.85			-	-	-		
<i>Sts/Rds/Bridges/Depots - Maintenance</i>	1,224,200	717,112	526,124.68			4,390,100	2,569,894	2,428,412.06		
<i>Road Plant Purchases</i>	46,400	27,069	13,463.47			-	-	-		
<i>Aerodromes</i>	11,771,100	6,867,659	7,495,624.89			10,347,600	6,171,310	5,254,616.48		
<b>Total Transport</b>	<b>18,417,800</b>	<b>11,149,603</b>	<b>10,792,796.80</b>	3.20		<b>21,369,500</b>	<b>12,609,740</b>	<b>11,886,289.42</b>	5.74	
<b><u>Economic Services</u></b>										
<i>Fixed Assets</i>	-	-	-			176,000	102,655	120,525.42		
<i>Tourism and Area Promotion</i>	119,600	114,082	115,909.41			648,800	385,163	204,285.45		
<i>Building Control</i>	95,800	55,867	136,404.52			559,400	327,608	322,144.14		
<i>Rural Services</i>	130,300	76,006	74,990.75			177,800	103,853	90,177.17		
<i>Sustainability</i>	200,000	108,331	103,000.00			251,500	166,081	112,577.81		
<b>Total Economic Services</b>	<b>545,700</b>	<b>354,286</b>	<b>430,304.68</b>	(21.46)	6	<b>1,813,500</b>	<b>1,085,360</b>	<b>849,709.99</b>	21.71	11
<b><u>Other Property &amp; Services</u></b>										
<i>Fixed Assets</i>	-	-	-			77,600	45,255	45,006.14		
<i>Private Works</i>	15,300	8,925	70,931.78			9,600	5,600	542.75		
<i>Public Works Overheads</i>	10,200	5,950	2,380.00			10,200	34,850	(195,399.58)		
<i>Plant Operation Costs</i>	-	-	-			-	21,243	184,633.07		
<i>Salaries and Wages</i>	10,600	6,181	-			10,600	6,181	(2,426.65)		
<i>Unclassified</i>	191,500	111,706	215,624.00			191,500	111,706	245,840.49		
<b>Total Other Property &amp; Services</b>	<b>227,600</b>	<b>132,762</b>	<b>288,935.78</b>	(117.63)	7	<b>299,500</b>	<b>224,835</b>	<b>278,196.22</b>	(23.73)	12
<b>Total Revenue &amp; Expenditure</b>										
<b>As Per Operating Statement</b>	<b>46,565,200</b>	<b>33,084,939</b>	<b>29,288,570.44</b>			<b>46,147,000</b>	<b>27,483,762</b>	<b>25,420,277.40</b>		

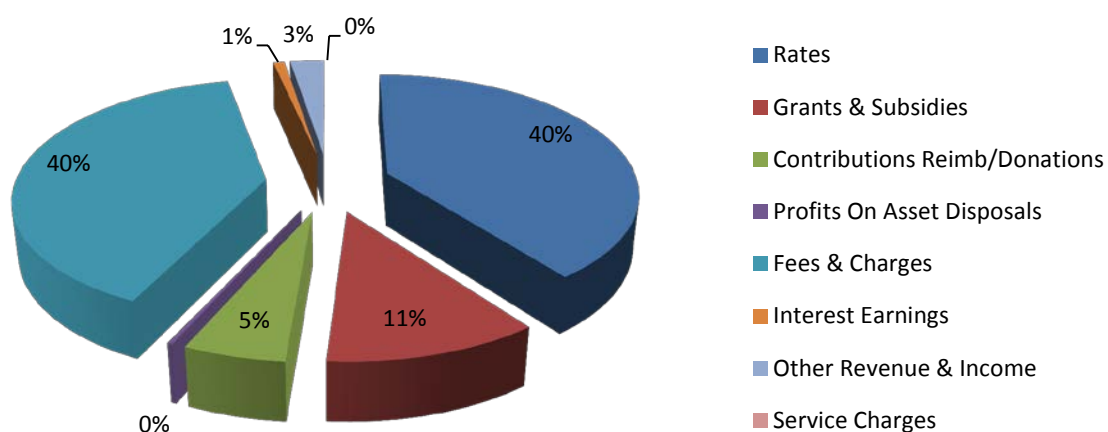
## Financial Graphs

For The Period Ending 31st January 2018

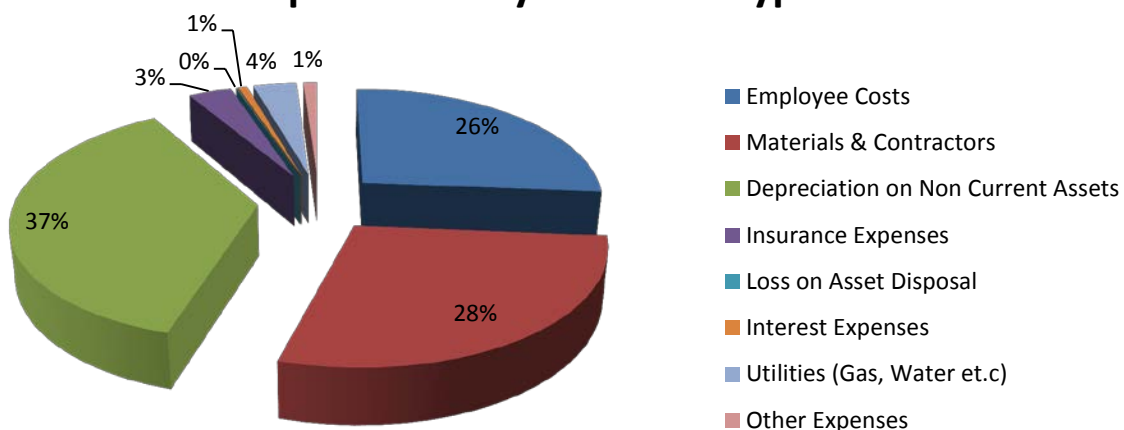
### Budget vs Actual



### Income by Nature & Type



### Expenditure by Nature & Type



Shire Of East Pilbara  
Acquisition & Construction of Assets  
For The Period Ending 31st January 2018

Page 6 of 11

A/c No	Function/Sub Function	Budget	Monthly Budget	Actuals to Date	Monthly Bud vs Actual % Variance	2017/2018 Funds Committed	2017/2018 Total Funds Spent YTD	Notes
<b>Governance</b>								
<b>Other Governance</b>								
49001	Computer Equipment	400,000	40,000	\$40,652.88		1,279.78	41,932.66	
49015	Chamber Furniture	50,000	0	\$0.00		-	-	
49025	Newman Admin Blg - Photocopier x1	0	0	\$0.00		-	-	
49040	Newman - Archive Shed Compactus	35,000	35,000	\$44,485.00		-	44,485.00	
49041	CAM Vehicle SR Dual Cab (41231)	60,000	0	\$0.00		49,000.45	49,000.45	
<b>Total Governance</b>		<b>\$545,000</b>	<b>\$75,000</b>	<b>\$85,137.88</b>	<b>-13.52</b>	<b>\$50,280.23</b>	<b>\$135,418.11</b>	
<b>Law, Order &amp; Public Safety</b>								
<b>Fire Prevention/Emergency Services</b>								
59006	CRES Vehicle - 2WD (51113)	65,000	0	\$0.00		65,077.76	65,077.76	
59007	Ranger Vehicle - 4WD (51113)	65,000	0	\$0.00		-	-	
		<b>\$130,000</b>	<b>\$0</b>	<b>\$0</b>		<b>\$65,077.76</b>	<b>\$65,077.76</b>	
<b>Animal Control</b>								
59019	** Newman Cat Management Facility	195,000	175,000	\$172,861.80		-	172,861.80	
		<b>\$195,000</b>	<b>\$175,000</b>	<b>\$172,861.80</b>		<b>\$0.00</b>	<b>\$172,861.80</b>	
<b>Total Law, Order, P/Safety</b>		<b>\$325,000</b>	<b>\$175,000</b>	<b>\$172,861.80</b>	<b>1.22</b>	<b>\$65,077.76</b>	<b>\$237,939.56</b>	
<b>Health</b>								
79002	MHRS Vehicle - 4WD (71090)	65,000	0	\$0.00		51,250.48	51,250.48	
<b>Total Health</b>		<b>\$65,000</b>	<b>\$0</b>	<b>\$0</b>	<b>na</b>	<b>\$51,250.48</b>	<b>\$51,250.48</b>	
<b>Education and Welfare</b>								
<b>Community Services</b>								
89011	Newman Christmas Tree	30,000	0	\$0.00		-	-	
89017	Newman Youth Centre Development	6,000,000	56,400	\$56,400.00		-	56,400.00	
<b>Total Education and Welfare</b>		<b>\$6,030,000</b>	<b>\$56,400</b>	<b>\$56,400.00</b>	<b>0.00</b>	<b>\$0.00</b>	<b>\$56,400.00</b>	
<b>Housing</b>								
<b>Staff Housing</b>								
99019	Staff Housing Capital - M/Bar & Nullagine	120,000	0	\$0.00		-	-	
99020	Staff Housing Capital - Newman	215,000	27,000	\$26,797.10		37,460.50	64,257.60	
99022	Piri Smith Retirement Unit Upgrade	10,000	0	\$0.00		-	-	
<b>Total Housing</b>		<b>\$345,000</b>	<b>\$27,000</b>	<b>\$26,797.10</b>	<b>0.75</b>	<b>\$37,460.50</b>	<b>\$64,257.60</b>	
<b>Community Amenities</b>								
<b>Sewerage</b>								
109002	Sewerage Plant Capital Improv'ts	1,033,000	17,000	\$17,040.00		518,711.34	535,751.34	
		<b>\$1,033,000</b>	<b>\$17,000</b>	<b>\$17,040.00</b>		<b>\$518,711.34</b>	<b>\$535,751.34</b>	
<b>Sanitation Other</b>								
109019	Septage Ponds	350,000	200	\$173.00		-	173.00	
109029	Marble Bar Tip Improvements	30,000	0	\$0.00		-	-	
109030	Nullagine Tip Improvements	40,000	0	\$0.00		-	-	
109034	Newman Landfill Improvements	120,000	1,000	\$946.80		39,182.90	40,129.70	
		<b>\$540,000</b>	<b>\$1,200</b>	<b>\$1,119.80</b>		<b>\$39,182.90</b>	<b>\$40,302.70</b>	
<b>Total Community Amenities</b>		<b>\$1,573,000</b>	<b>\$18,200</b>	<b>\$18,160</b>	<b>0.22</b>	<b>\$557,894.24</b>	<b>\$576,054.04</b>	

**Shire Of East Pilbara**  
**Acquisition & Construction of Assets**  
**For The Period Ending 31st January 2018**

A/c No	Function/Sub Function	Budget	Monthly Budget	Actuals to Date	Monthly Bud vs Actual % Variance	2017/2018 Funds Committed	2017/2018 Total Funds Spent YTD	Notes
<b>Recreation And Culture</b>								
119019	Town Square - Fit Out	35,000	35,000	\$3,395.00		6,222.73	9,617.73	
119020	East Pilbara Arts Centre - L&B	650,000	0	\$0.00		-	-	
	<b>Public Halls &amp; Civic Centre</b>	<b>\$685,000</b>	<b>\$35,000</b>	<b>\$3,395.00</b>		<b>\$6,222.73</b>	<b>\$9,617.73</b>	
119045	Newman Aquatic Centre - INFR	345,000	230,000	\$288,050.12		71,640.00	359,690.12	
119047	UV Meters	15,000	0	\$0.00		-	-	
119062	M/Bar Aquatic Centre - P&E	50,000	0	\$0.00		-	-	
	<b>Swimming Areas / Beaches</b>	<b>\$410,000</b>	<b>\$230,000</b>	<b>\$288,050.12</b>		<b>\$71,640.00</b>	<b>\$359,690.12</b>	
119623	Point of Sale System	30,000	30,000	\$30,080.67		825.00	30,905.67	
119626	Newman Recreation Centre	150,000	0	\$0.00		-	-	
	<b>Recreation Centre</b>	<b>\$180,000</b>	<b>\$30,000</b>	<b>\$30,080.67</b>		<b>\$825.00</b>	<b>\$30,905.67</b>	
119308	Newman Library Capital Works	0	-	\$0.00		-	-	
119309	Newman Community Library Upgrade	0	-	\$0.00		-	-	
	<b>Libraries</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	
119401	Computer Equipment	19,000	9,000	\$8,745.36		-	8,745.36	
119410	Martumili Art Collection	16,000	0	\$0.00		-	-	
119415	Martumili - Office Equipment	5,000	0	\$0.00		-	-	
	<b>Other Culture - Indigenous Arts Officer</b>	<b>\$40,000</b>	<b>\$9,000</b>	<b>\$8,745.36</b>		<b>\$0.00</b>	<b>\$8,745.36</b>	
119203	MRE - 4WD	65,000	65,000	\$59,600.44		-	59,600.44	
119204	Timing Equipment	20,000	12,550	\$12,545.00		-	12,545.00	
	<b>Libraries</b>	<b>\$85,000</b>	<b>\$77,550</b>	<b>\$72,145.44</b>		<b>\$0.00</b>	<b>\$72,145.44</b>	
119704	Minor Equipment - Parks & Gardens	50,000	10,000	\$10,160.00		20,572.41	30,732.41	
119705	Turf Mower	15,000	0	\$0.00		-	-	
119708	Ride on Mower	55,000	0	\$0.00		-	-	
119709	Playground Equipment	100,000	0	(\$4,782.50)		29,786.00	25,003.50	
119736	Newman Cenotaph - War Memorial	200,000	0	\$0.00		-	-	
119737	Nullagine Water Drinking Fountain	30,000	24,000	\$23,229.30		12,328.23	35,557.53	
	<b>Ovals, Parks and Other Reserves</b>	<b>\$450,000</b>	<b>\$34,000</b>	<b>\$28,606.80</b>		<b>\$62,686.64</b>	<b>\$91,293.44</b>	
	<b>Total Recreation And Culture</b>	<b>\$1,850,000</b>	<b>\$415,550</b>	<b>\$431,023</b>	-3.72	<b>\$141,374</b>	<b>\$572,398</b>	
<b>Transport</b>								
129545	Marble Bar / Woodie Woodie Road	225,000	10,000	\$8,939.21		-	8,939.21	
129546	Jigalong Road	555,000	0	\$0.00		-	-	
129548	Muccan Shay Gap Road	303,000	3,000	\$2,266.68		-	2,266.68	
129551	Woodie Woodie Road	521,300	10,000	\$8,358.87		-	8,358.87	
129553	Balfour Downs Road	210,000	0	\$0.00		-	-	
	<b>Road Construction</b>	<b>\$1,814,300</b>	<b>\$23,000</b>	<b>\$19,564.76</b>		<b>\$0.00</b>	<b>\$19,564.76</b>	
129537	Kiwirrkurra Access Road	473,000	320,000	\$319,974.63		-	319,974.63	
129538	Punmu Access Road	687,200	560,000	\$560,228.27		-	560,228.27	
129539	Talawana Track	165,000	0	\$0.00		-	-	
129540	Jupiter Well Access Road	66,000	0	\$0.00		-	-	
129543	Desert Road	258,000	0	\$0.00		-	-	
	<b>Aboriginal Access Roads</b>	<b>\$1,649,200</b>	<b>\$880,000</b>	<b>\$880,202.90</b>		<b>\$0.00</b>	<b>\$880,202.90</b>	
129530	Newman Town Streets - Reseals	397,700	240,000	\$239,559.74		-	239,559.74	
129573	Kerbing Program	50,000	25,000	\$22,436.60		-	22,436.60	
129574	Footpath Program	200,000	200,000	\$200,000.00		-	200,000.00	
129577	Drainage Improvements	280,000	280,000	\$282,525.40		7,682.45	290,207.85	
129596	**CLGF - Depot Development	200,000	10,000	\$10,096.27		2,934.80	13,031.07	
129610	Newman Town Streets - Reseals	900,000	0	\$0.00		-	-	
129613	Ovals Reticulation Automation	50,000	20,000	\$20,577.25		-	20,577.25	



**Shire Of East Pilbara**  
**Acquisition & Construction of Assets**  
**For The Period Ending 31st January 2018**

A/c No	Function/Sub Function	Budget	Monthly Budget	Actuals to Date	Monthly Bud vs Actual % Variance	2017/2018 Funds Committed	2017/2018 Total Funds Spent YTD	Notes
129617	Pave Fail and Drain Works - Mindarra Dr & Burro	620,000	290,000	\$282,453.61		-	282,453.61	
129619	Streetscape Projects / Landscaping - Various Loc	75,000	2,000	\$1,887.80		17,425.08	19,312.88	
129627	Drainage Works - Newman Drive	320,000	320,000	\$426,095.58		-	426,095.58	
129628	**Traffic Management / Signs	50,000	28,000	\$26,840.80		-	26,840.80	
<b>Other Construction</b>		<b>\$3,142,700</b>	<b>\$1,415,000</b>	<b>\$1,512,473.05</b>		<b>\$28,042.33</b>	<b>\$1,540,515.38</b>	
129082	Gen Sets (6.5KVA x 3 )	50,000	0	\$0.00		-	-	
129084	Minor Equipment	53,000	14,000	\$11,699.45		-	11,699.45	
129094	Toyota 79 Series (2713)	85,000	85,000	\$81,844.83		-	81,844.83	
129095	Toyota 79 Series (2713)	85,000	85,000	\$82,124.83		-	82,124.83	
129706	Tandem Sign Trailer	10,000	0	\$0.00		-	-	
129732	Case 580 SM 4WD Sideshift Backhoe	190,000	0	\$0.00		-	-	
129738	Water Cart Trailer	300,000	0	\$0.00		-	-	
<b>Road Plant Purchases</b>		<b>\$773,000</b>	<b>\$184,000</b>	<b>\$175,669.11</b>		<b>\$0.00</b>	<b>\$175,669.11</b>	
129315	**RforR TC Revital/Land Release - Infra	270,000	240,000	\$235,846.83		-	235,846.83	
<b>Royalties for Regions Projects</b>		<b>\$270,000</b>	<b>\$240,000</b>	<b>\$235,846.83</b>		<b>\$0.00</b>	<b>\$235,846.83</b>	
129008	Master and Land Use Plan	200,000	0	\$0.00		-	-	
129034	Toyota Prado (121207)	85,000	0	\$0.00		-	-	
129401	Services - Access Roads, Car Parks	295,000	0	\$0.00		37,785.00	37,785.00	
129402	Services - Water Inc Ro	1,500,000	4,000	\$5,305.41		17,800.00	23,105.41	
129403	Services - Power	560,000	0	\$0.00		-	-	
129404	Services - Waste	80,000	0	\$0.00		-	-	
129406	Street Lighting	10,000	0	\$0.00		-	-	
129415	Safety & Security - Fences & Gates	70,600	0	\$0.00		-	-	
129417	Safety & Security - CCTV	60,000	0	\$0.00		-	-	
129418	Manoeuvring Area	1,065,000	0	\$0.00		-	-	
129420	Communications - PA System	5,000	0	\$0.00		-	-	
129421	Communications - IT	106,000	4,000	\$7,192.51		-	7,192.51	
129422	Marble Bar - Infrastructure	170,000	0	\$0.00		-	-	
129426	ASCE Plant & Equipment	625,000	0	\$0.00		6,243.64	6,243.64	
129431	Public Structures	130,000	0	\$0.00		-	-	
129433	Public Structures - AC	55,000	0	\$0.00		-	-	
129436	Airport Housing - 1 Dewar Shed & Carport	65,000	0	\$0.00		65,000.00	65,000.00	
129438	Land Purchase	4,000,000	0	\$0.00		-	-	
<b>Landside Expenses</b>		<b>\$9,081,600</b>	<b>\$8,000</b>	<b>\$12,497.92</b>		<b>\$126,828.64</b>	<b>\$139,326.56</b>	
<b>Total Airport</b>		<b>\$9,081,600</b>	<b>\$8,000</b>	<b>\$12,497.92</b>		<b>\$126,828.64</b>	<b>\$139,326.56</b>	
<b>Total Transport</b>		<b>\$16,730,800</b>	<b>\$2,750,000</b>	<b>\$2,836,254.57</b>	-3.14	<b>\$154,870.97</b>	<b>\$2,991,125.54</b>	
<b>Economic Services</b>								
139203	Cape K - Various Items	15,000	7,000	\$6,544.43		-	6,544.43	
139207	Cape K - New Generator	10,000	10,000	\$10,160.00		-	10,160.00	
139209	Cape K - Caretakers Residence	425,000	15,000	\$15,000.00		-	15,000.00	
139309	Desert Discovery Drive Structures	300,000	0	\$0.00		-	-	
<b>Touriam &amp; Area Promotion</b>		<b>\$750,000</b>	<b>\$32,000</b>	<b>\$31,704.43</b>		<b>\$0.00</b>	<b>\$31,704.43</b>	
<b>Total Economic Services</b>		<b>\$750,000</b>	<b>\$32,000</b>	<b>\$31,704.43</b>	0.92	<b>\$0.00</b>	<b>\$31,704.43</b>	
<b>Other Works &amp; Services</b>								
149014	Toyota Prado	90,000	90,000	\$93,121.65		-	93,121.65	
<b>Total Other Works &amp; Services</b>		<b>\$90,000</b>	<b>\$90,000</b>	<b>\$93,121.65</b>	-3.47	<b>\$0.00</b>	<b>\$93,121.65</b>	
<b>Totals of All Assets</b>		<b>\$28,303,800</b>	<b>\$3,639,150</b>	<b>\$3,751,460.62</b>	-3.09	<b>\$1,058,208.55</b>	<b>\$4,809,669.17</b>	

**Shire Of East Pilbara****Net Current Assets****For The Period Ending 31st January 2018****Budget****2017/18****\$****YTD Actuals****2017/18****\$****Cash**

Municipal Fund Cash At Bank	153,600	2,719,986.59
Municipal Fund Cash On Hand	18,000	19,758.08
Municipal Fund Cash Invested	969,600	8,886,787.52
Reserve Funds	20,951,800	31,635,619.99
<b>Total Cash</b>	<b>\$22,093,000</b>	<b>\$43,262,152.18</b>

**Stock on Hand**

Fuels	50,000	134,149.96
History Books	15,000	13,503.00
Martumili Baskets	15,000	34,593.56
<b>Total Stock</b>	<b>\$80,000</b>	<b>\$182,246.52</b>

**Debtors**

Rates	210,000	1,815,759.46
Sundry Debtors	40,000	1,578,794.21
ATO	0	59,527.24
Aust Securities Commission	200	200.00
<b>Total Debtors</b>	<b>\$250,200</b>	<b>\$3,454,280.91</b>

**Total Current Assets****\$22,423,200      \$46,898,679.61****Creditors & Provisions**

Sundry Creditors	(\$500,000)	(\$1,106,836.83)
Accruals - Employee Entitlements	(\$773,100)	(\$1,118,077.18)
Accruals - Other	\$0	(\$102,400.92)
Trust Accounts	\$0	\$0.00
Tax Liability	\$0	(\$59,797.27)
ESL Levy	\$15,000	(\$132,262.45)
Other Liabilities	\$0	\$0.00
Provision For Bad Debts	\$0	\$0.00

**Total Current Liabilities****(\$1,258,100)      (\$2,519,374.65)****Total Net Current Assets****\$21,165,100      \$44,379,304.96****Less Restricted Cash - Committed Funds B/fwd**

BHPB - Newman Events	0	30,550.00
DSR - Governance Workshop	0	5,000.00

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**Shire of East Pilbara**  
**Net Current Assets**  
**For The Period Ending 31st January 2018**

**Budget**  
**2017/18**  
**\$**

**YTD Actuals**  
**2017/18**  
**\$**

**Less Restricted Cash - Committed Funds B/fwd**

Local Projects Local Jobs Grants	0	175,000.00
Local Projects Local Jobs Grants		2,000.00
PDC - Town Centre Activation		38,500.00
DSR - Kidsport		2,416.00
PDC - Evaluation Project		25,546.00
PDC - Business Activation		78,500.00
	<b>\$0</b>	<b>\$ 357,512.00</b>

**Less Restricted Cash - Reserves**

Alice Springs Road	109,300	\$206,506.26
Cape Keraudren Development	251,100	\$346,440.54
Heavy Plant Reserve	1,900,400	\$1,867,459.56
Computer Technology	256,200	\$455,005.85
Newman Recreation Centre Maintenance	98,500	\$248,166.66
Long Service Leave	699,000	\$687,404.81
Newman Airport	10,673,400	\$19,866,486.28
Sewerage Farm	113,100	\$111,558.23
Oval Lighting Maintenance	139,900	\$137,991.92
Recreation Facilities	1,144,400	\$1,129,099.93
Staff Housing	883,600	\$873,698.82
Newman Town Centre Revitalisation	330,000	\$327,893.31
Public Art	120,600	\$119,047.67
Waste Management	716,700	\$1,121,622.14
TC Public Toilet	1,000	\$993.04
Annual Leave	485,100	\$476,775.77
Royalties For Regionals Pilbara Redevelopment	2,400	\$186,027.22
Newman Tomorrow Project Maintenance	30,700	\$0.00
Newman House	529,400	\$648,334.90
Public Building Maintenance	1,585,000	\$1,559,059.75
Martumili Operations	244,500	\$628,374.65
Martumili Infrastructure Project	150,400	\$150,572.68
Community Housing	23,400	\$463,700.00
Major Infrastructure	463,700	\$23,400.00
	<b>\$20,951,800</b>	<b>\$31,635,619.99</b>

**Net Current Assets less Restricted Cash**

**\$213,300    \$12,386,172.97**

**Shire Of East Pilbara**  
**Cashflows**  
**For The Period Ending 31st January 2018**

**Municipal Fund**

Cashflows From Operating Activities

Receipts from Operations	29,521,872.63
Less: Payments for Operations	-18,328,441.38
Net Cash Provided by Operating Activities	11,193,431.25

Cashflow from Investing Activities

Interest received	249,835.67
Payment for Property, Plant & Equipment	-3,751,460.62
Less: Proceeds - Sale of Assets	86,951.82
Net Cash Used by Investing Activities	-3,414,673.13

Cashflows from Financing Activities

Interest Paid	-180,122.58
Repayment of Borrowings	-399,618.01
Proceeds from Borrowings	0.00
Net Cash Used by Financing Activities	-579,740.59

**Net Increase in Cash Held** **\$7,199,017.53**

Municipal Fund Cash at Beginning of Year - 01/07/17 36,063,134.65

Municipal Fund Cash at End of Period - 30/06/2018 43,262,152.18

**Net Increase in Cash Held** **\$7,199,017.53**

**Total Cash Balances**

Municipal Fund

- Cash At Bank	2,719,986.59	
- Cash Floats	19,758.08	
- Cash Invested	<u>8,886,787.52</u>	11,626,532.19

Reserve Fund - Cash Invested 31,635,619.99

**Total Cash Held** **\$43,262,152.18**

<b>Variance Report – January 2018</b>	
<b>Note</b>	<b>Comment</b>
	<b>Income</b>
1	Income below monthly budgeted amount.
2	Income exceeds monthly budget amount.
3	Licence and Fees income exceeds monthly budget amount.
4	Grant funding & contributions monthly budget amount exceeds income – timing only.
5	Various Income accounts exceed monthly budget amounts.
6	Building licences and associated Income exceeds monthly budget amount.
7	Private works Income exceeds monthly budget amount.
	<b>Expenditure</b>
8	General Purpose Funding – Interim rating adjustments
9	Health & Preventative Services monthly budget exceeds expenditure – timing only.
10	Housing monthly budget exceeds expenditure – timing only.
11	Economic Services monthly budget exceeds expenditure – timing only.
12	Allocation of overheads and plant costs.

# **Council**

## **CREDITORS FOR PAYMENT**

### **Attachments**

#### **Item: 9.2.12**

**Meeting Date 9 March 2018**

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SHIRE OF EAST PILBARA  
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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT42116	18/01/2018	BUGAI WHYOULTER	PAYMENT REQUEST BY ARTIST	1		500.00
INV 3768	16/12/2017	BUGAI WHYOULTER			500.00	
EFT42117	18/01/2018	KUMPAYA GIRGIRBA	PAYMENT REQUEST BY ARTIST	1		300.00
INV 3773	16/12/2017	KUMPAYA GIRGIRBA			300.00	
EFT42118	18/01/2018	Pivotel Satellite Pty Ltd	SERVICE CHARGES 15/01/18 - 14/02/18	1		20.00
INV 2401005	15/01/2018	Pivotel Satellite Pty Ltd			20.00	
EFT42119	18/01/2018	TELSTRA	PHONE CHARGES DEC 2017 - 9175 0333	1		763.09
INV 27689203	12/01/2018	TELSTRA			763.09	
EFT42120	18/01/2018	A & M MEDICAL SERVICES PTY LTD	Annual service to Oxy Sock and Oxy Viva resuscitation equipment	1		403.39
INV 0000440102	01/2018	A & M MEDICAL SERVICES PTY LTD			403.39	
EFT42121	18/01/2018	ALL-RID PEST MANAGEMENT	CARRY OUT STANDARD VISUAL TERMITE INSPECTION & REPORT - CARRY OUT EXTERNAL GENERAL PEST TREATMENT	1		7,326.00
INV 64391	31/12/2017	ALL-RID PEST MANAGEMENT			5,126.00	
INV 64393	31/12/2017	ALL-RID PEST MANAGEMENT			2,200.00	
EFT42122	18/01/2018	ANTIPA RESOURCES PTY LTD	Rates refund for assessment A703511 LOT P45/3014 PROSPECTING LEASE NEWMAN WA 6753	1		196.60
INV A703511	11/01/2018	ANTIPA RESOURCES PTY LTD	Rates refund for assessment A703511 LOT P45/3014 PROSPECTING LEASE NEWMAN WA 6753		196.60	
EFT42123	18/01/2018	ASHBURTON ABORIGINAL CORPORATION	Supply a minimum15kgs of wild caught kangaroo meat and deliver to EPIS on Thursday 13 July 2017. Supply sufficient firewood and river sand and appropriate fire safety fencing and deliver to designated area at Capricorn Oval no later than 10.00 am Saturday 15 July 2017. Build fire and erect safety fencing in preparation for cooking in readiness for meals being served at 5.00 pm on Saturday 15 July. De-install and remove fire safety fencing from site on either Sunday 16 or Monday 17 July 2017	1		1,500.00
INV 00004027	16/01/2018	ASHBURTON ABORIGINAL CORPORATION			1,500.00	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT42124	18/01/2018	ATTORNEY GENERAL'S DEPARTMENT	ASIC - NEW WITHOUT DIAC - HASSAN AHMED; HOEKSTRA; LAVAKEI HO	1		277.50
INV 6126152	31/12/2017	ATTORNEY GENERAL'S DEPARTMENT			277.50	
EFT42125	18/01/2018	AUSTRALIAN SERVICES UNION	Payroll deductions	1		54.90
INV DEDUCT08/10/2017		AUSTRALIAN SERVICES UNION	Payroll deductions		27.45	
INV DEDUCT14/01/2018		AUSTRALIAN SERVICES UNION	Payroll deductions		27.45	
EFT42126	18/01/2018	Aerodrome Infrastructure Management Services	Apply pavement sealant to aircraft parking Bays 1-3, setout and remark new parking positions, blackout redundant markings, repaint all remaining apron areas, runway centreline and threshold markings in accordance with drawings and SOW provided.	1		48,032.60
INV 1032A	09/01/2018	Aerodrome Infrastructure Management Services			2,806.10	
INV 1041A	22/11/2017	Aerodrome Infrastructure Management Services			36,448.50	
INV 1041B	22/12/2017	Aerodrome Infrastructure Management Services			8,778.00	
EFT42128	18/01/2018	BUDGET CAR & TRUCK RENTAL PERTH	Mr Allen Cooper - Car Hire 5-6/12/2017 PRC Meeting	1		98.54
INV 3126571806/12/2017		BUDGET CAR & TRUCK RENTAL PERTH			98.54	
EFT42129	18/01/2018	CLINT SWADLING	PAYOUT FROM WINNINGS OF LOTTO SYNDICATE #1 TO LEAVING MEMBERS DUT TO MEMBERSHIP CHANGING	1		102.34
INV MCR	15/01/2018	CLINT SWADLING			102.34	
EFT42130	18/01/2018	COATES HIRE	Hire of Thrash Pump	1		107.42
INV 1685084212/01/2018		COATES HIRE			107.42	
EFT42131	18/01/2018	COOPER, ALLEN RONALD	PAYOUT FROM WINNINGS OF LOTTO SYNDICATE #1 TO LEAVING MEMBERS DUT TO MEMBERSHIP CHANGING	1		102.34
INV MCR	15/01/2018	COOPER, ALLEN RONALD			102.34	
EFT42132	18/01/2018	CRAIGIE, LYNETTE SUZANNE	REIMBURSEMENT OF OVERNIGHT STAY IN PERTH 05/12/17 FOR PRC AS PER NO#9 OF THE COUNCILLORS GUIDE FROM HOME TRAVEL ALLOWANCE	1		140.00
INV MCR	08/12/2017	CRAIGIE, LYNETTE SUZANNE			140.00	



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EFT42133	18/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD	Marble Bar Admin Office Please carry out air con repairs at the Marble Bar Administration Offices as per your quote No. 20688	1		4,474.94
INV 34804	31/10/2017	CUSTOMER FIRST CONTRACTING PTY LTD			4,056.61	
INV 35695	29/12/2017	CUSTOMER FIRST CONTRACTING PTY LTD			357.83	
INV 35732	12/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			60.50	
EFT42134	18/01/2018	DAMIAN MUSULIN	Rates refund for assessment A701216 15A ARMSTRONG WAY NEWMAN 6753	1		2,083.65
INV A701216	17/01/2018	DAMIAN MUSULIN	Rates refund for assessment A701216 15A ARMSTRONG WAY NEWMAN 6753		2,083.65	
EFT42135	18/01/2018	DAVID EVRETT	AIRCONDITIONING SUBSIDY REIMBURSEMENT 17/10/17 - 08/12/17	1		724.10
INV MCR	16/01/2018	DAVID EVRETT			44.95	
INV MCR	16/01/2018	DAVID EVRETT			679.15	
EFT42136	18/01/2018	DAVID OLNEY	REIMBURSEMENT OF FIRE HOSE NOZZLE PURCHASED FROM TOTAL SAFETY & FIRE SOLUTIONS REC 108736	1		63.80
INV MCR	11/01/2018	DAVID OLNEY			63.80	
EFT42137	18/01/2018	DIRTY DEEDS PROPERTY SERVICES	POOL MAINTENANCE 05/01/18	1		380.00
INV 6126	16/01/2018	DIRTY DEEDS PROPERTY SERVICES			380.00	
EFT42138	18/01/2018	DIRTY GROTT'S CLEANING	Deep Clean of Edge Kitchen and Facilities Dec 2017/Jan 2018	1		1,331.00
INV IV000000010	01/2018	DIRTY GROTT'S CLEANING			1,331.00	
EFT42139	18/01/2018	East Pilbara Recycling	RFT 13-2011/2012 Newman Landfill Facility Maintenance and Recycling Services until 31st Januray 2018 - DECEMBER 2017	1		100,000.00
INV 143	04/01/2018	East Pilbara Recycling			100,000.00	
EFT42140	18/01/2018	ENVIRONMENTAL INDUSTRIES	25m Dripline 10x140mm varegated Dianella, freight and labour.	1		1,539.12
INV C23163	04/01/2018	ENVIRONMENTAL INDUSTRIES			704.00	
INV C23161	03/01/2018	ENVIRONMENTAL INDUSTRIES			75.90	

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INV C23164	09/01/2018	ENVIRONMENTAL INDUSTRIES			119.90	
INV C23166	11/01/2018	ENVIRONMENTAL INDUSTRIES			138.60	
INV C23162	21/12/2017	ENVIRONMENTAL INDUSTRIES			500.72	
EFT42141	18/01/2018	EVOQUA WATER TECHNOLOGIES PTY LTD	NEWMAN SWIMMING POOL SERVICE AND PARTS TENDER RFT11-2014/15	1		20,281.63
INV 537P090320/12/2017		EVOQUA WATER TECHNOLOGIES PTY LTD			9,240.95	
INV 537P090320/12/2017		EVOQUA WATER TECHNOLOGIES PTY LTD			11,040.68	
EFT42142	18/01/2018	GALJO PTY LTD T/A EAST PILBARA TYRE SERVICE	Replace ute Tyre	1		253.00
INV 0000380103/01/2018		GALJO PTY LTD T/A EAST PILBARA TYRE SERVICE			253.00	
EFT42143	18/01/2018	GARY EDWARDS PLUMBING & GAS	Marble Bar Youth Shed Please repair 2 x toilet cistern that continue running after flushing at the Marble Bar Youth Shed. Please see Kate at the Shire Office when attending.	1		782.74
INV 4220	04/11/2017	GARY EDWARDS PLUMBING & GAS			782.74	
EFT42144	18/01/2018	HOLCIM (AUSTRALIA) PTY LTD	Supply 53mm graded ballast material product code 5000298 to be picked up from yard as required up to total quantity of 240 Tonne	1		2,279.93
INV 9403452408/01/2018		HOLCIM (AUSTRALIA) PTY LTD			582.89	
INV 9403453809/01/2018		HOLCIM (AUSTRALIA) PTY LTD			1,697.04	
EFT42145	18/01/2018	LESMILLS AUSTRALIA	Body Pump & COMBAT	1		1,145.73
INV 893267	01/01/2018	LESMILLS AUSTRALIA			1,145.73	
EFT42146	18/01/2018	LGRCEU	Payroll deductions	1		41.00
INV DEDUCT08/10/2017		LGRCEU	Payroll deductions		20.50	
INV DEDUCT22/10/2017		LGRCEU	Payroll deductions		20.50	
EFT42147	18/01/2018	MCMULLEN NOLAN & PARTNERS SURVEYORS P/L	Landfill Soite Fencing - Supply Survey Services for Setout of Bdy and alignment points as per supplied maps	1		544.50
INV 91575	31/12/2017	MCMULLEN NOLAN & PARTNERS SURVEYORS P/L			544.50	

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EFT42148	18/01/2018	MOORE STEPHENS	Noelene Holmes Registration for FBT Workshop 9th March 2018	1		660.00
INV FBT18-0110/01/2018		MOORE STEPHENS			660.00	
EFT42149	18/01/2018	MSS SECURITY	Provide security screeners to operate passenger screening points and checked baggage screening points and provide Front of House security officers to operate kerbside and crowd control services at Newman Airport for the period 1 October 2017 to 30 June 2018.	1		144,366.70
INV 7030825808/12/2017		MSS SECURITY			144,366.70	
EFT42150	18/01/2018	NEWMAN HOME HARDWARE & ICE PLUS	pressure sprayer	1		63.44
INV 0-660207 09/01/2018		NEWMAN HOME HARDWARE & ICE PLUS			63.44	
EFT42151	18/01/2018	NEWMAN LIONS CLUB	DAIC & Children's Week - Ethel Creek Street Family Fun Day - Jumping Castle	1		120.00
INV HIRE20116/01/2018		NEWMAN LIONS CLUB			120.00	
EFT42152	18/01/2018	NEWMAN RETRAVISION	Phone Cover and Protective Glass for Replacement iphone- 0429 947 582 LM	1		139.90
INV 6000317807/12/2017		NEWMAN RETRAVISION			139.90	
EFT42153	18/01/2018	NEWMAN VOLUNTEER FIRE AND RESCUE SERVICES	Donation - Santa Visit and handing out the Lolly bags ( Christmas Party @ The Square)	1		400.00
INV NVFRS1704/01/2018		NEWMAN VOLUNTEER FIRE AND RESCUE SERVICES			200.00	
INV NVFRS1712/01/2018		NEWMAN VOLUNTEER FIRE AND RESCUE SERVICES			200.00	
EFT42154	18/01/2018	NEWMAN WOMENS SHELTER	Rates refund for assessment A404014 5 GUNN PLACE NEWMAN 6753	1		3,952.80
INV A404014 11/01/2018		NEWMAN WOMENS SHELTER	Rates refund for assessment A404014 5 GUNN PLACE NEWMAN 6753		3,952.80	
EFT42155	18/01/2018	NORTH REGIONAL TAFE	ELECTRCITY & WATER CHARGES INCORRECTLY INVOICED. REFER TO CREDIT NOTE A0000453 - ENTERING FOR TRACKING PURPOSES ONLY	1		8,022.30
INV A000045111/01/2018		NORTH REGIONAL TAFE			-5,988.34	
INV I0004093 18/12/2017		NORTH REGIONAL TAFE			5,988.34	

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INV I0004104	11/01/2018	NORTH REGIONAL TAFE			8,022.30	
INV A00004531	11/01/2018	NORTH REGIONAL TAFE			-40,759.08	
INV I0004078	15/12/2017	NORTH REGIONAL TAFE			40,759.08	
EFT42156	18/01/2018	OFFICEWORKS BUSINESS DIRECT	Ranger Stationery Order	1		1,567.73
INV 3737035429	11/2017	OFFICEWORKS BUSINESS DIRECT			1,477.79	
INV 3740215001	12/2017	OFFICEWORKS BUSINESS DIRECT			39.98	
INV 3737060329	11/2017	OFFICEWORKS BUSINESS DIRECT			49.96	
EFT42157	18/01/2018	PACIFIC BRANDS WORKWEAR	Uniform order H Roets 2017	1		1,695.75
INV 1002927721	11/2017	PACIFIC BRANDS WORKWEAR			495.55	
INV 1007112401	12/2017	PACIFIC BRANDS WORKWEAR			430.10	
INV 0301389303	11/2017	PACIFIC BRANDS WORKWEAR			50.15	
INV 1002929221	11/2017	PACIFIC BRANDS WORKWEAR			288.15	
INV 0301127302	11/2017	PACIFIC BRANDS WORKWEAR			101.15	
INV 1010037012	12/2017	PACIFIC BRANDS WORKWEAR			84.15	
INV 1007719305	12/2017	PACIFIC BRANDS WORKWEAR			246.50	
EFT42158	18/01/2018	Pilbara Food Services	Stock for Kiosk	1		1,022.86
INV 0008186827	12/2017	Pilbara Food Services			1,022.86	
EFT42159	18/01/2018	PILBARA MOTOR GROUP	150,000km Service - RPT Bus CVL2635 - refer to manual PO 78319	1		2,353.57
INV J130109805	01/2018	PILBARA MOTOR GROUP			696.43	
INV J132104228	12/2017	PILBARA MOTOR GROUP			1,657.14	
EFT42160	18/01/2018	RICK MILLER	PHONE SUBSIDY REIMBURSEMENT - 01/01/18 - 01/02/18	1		190.45
INV MCR	16/01/2018	RICK MILLER			190.45	
EFT42161	18/01/2018	ROBERT JOHN ORR	Rates refund for assessment A400440 4 BATES AVENUE NEWMAN 6753	1		377.31

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INV A400440	11/01/2018	ROBERT JOHN ORR	Rates refund for assessment A400440 4 BATES AVENUE NEWMAN 6753		377.31	
EFT42162	18/01/2018	ROOS PLUMBING	Newman Shire Office Small Kitchen Please supply and install 2 x mixer taps as per your quotation QU-1392. Please check with Wideglide Construction as to the install date for the new cupboard and vanity top.	1		2,965.60
INV INV-110011	01/2018	ROOS PLUMBING			88.00	
INV INV-110011	01/2018	ROOS PLUMBING			264.00	
INV INV110011	01/2018	ROOS PLUMBING			264.00	
INV INV-110011	01/2018	ROOS PLUMBING			176.00	
INV INV-110011	01/2018	ROOS PLUMBING			1,199.00	
INV INV-110315	01/2018	ROOS PLUMBING			299.20	
INV INV-110315	01/2018	ROOS PLUMBING			147.40	
INV INV-110415	01/2018	ROOS PLUMBING			352.00	
INV INV-109311	12/2017	ROOS PLUMBING			176.00	
EFT42163	18/01/2018	ROWCON PTY LTD	MONITORING AND LAB TESTING DEC 2017	1		2,419.60
INV N648	31/12/2017	ROWCON PTY LTD			1,143.60	
INV N645	31/12/2017	ROWCON PTY LTD			1,276.00	
EFT42164	18/01/2018	RUSSELL FRANCIS TAYLOR	Rates refund for assessment A701422 UNIT 33 4 NEWMAN DRIVE	1		500.00
INV A701422	17/01/2018	RUSSELL FRANCIS TAYLOR	Rates refund for assessment A701422 UNIT 33 4 NEWMAN DRIVE		500.00	
EFT42165	18/01/2018	SAI GLOBAL LTD	Purchase AS/NZS 3500.2:2015 - Plumbing and Drainage Sanitary Plumbing and Drainage	1		370.53
INV SAIG11S	11/12/2017	SAI GLOBAL LTD			370.53	
EFT42166	18/01/2018	SEASONS HOTEL NEWMAN	Buffet Menu \$50 per head - Farewell Dinner 09/12/2017	1		3,382.50
INV 182207/1	12/01/2018	SEASONS HOTEL NEWMAN			3,382.50	

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EFT42167	18/01/2018	ST JOHN AMBULANCE AUSTRALIA WA (NEWMAN)	First Aid Kit Restock - Shire Admin Building	1		222.60
INV NE35923	08/01/2018	ST JOHN AMBULANCE AUSTRALIA WA (NEWMAN)			222.60	
EFT42168	18/01/2018	Sportspower Newman	\$30 Gift Voucher	1		30.00
INV 18-00000	11/01/2018	Sportspower Newman			30.00	
EFT42169	18/01/2018	TECHBRAIN	AGREEMENT BILLABLE TIME : TECHNICIAN TIME 10 HOURS	1		1,769.35
INV INV2017	08/01/2018	TECHBRAIN			1,769.35	
EFT42170	18/01/2018	TENDERLINK	Advertising RFQ 10-2017/18 onto Tenderlink Portal	1		165.00
INV EPILB-2416	01/2018	TENDERLINK			165.00	
EFT42171	18/01/2018	TNT EXPRESS	FREIGHT MARTUMILI NEWMAN TO MCCULLOCHAND MCCULLOCH VIC - CONNOTE 9801 8492 0523 - MARTUMILI	1		45.35
INV 5259242730	12/2017	TNT EXPRESS			45.35	
EFT42172	18/01/2018	TOLL IPEC ROAD EXPRESS PTY LTD	SAME DAY FREIGHT NEWMAN OFFICE TO NSJ ENVIROSCIENCES NSW - CONNOTE 0090S52YXZ	1		759.81
INV 0780	08/12/2017	TOLL IPEC ROAD EXPRESS PTY LTD			607.18	
INV 0783	29/12/2017	TOLL IPEC ROAD EXPRESS PTY LTD			152.63	
EFT42173	18/01/2018	TYREPOWER NEWMAN	Repairs to 163 EPS as per quote - New Windscreen and repairs to bull bar aerial mount	1		717.75
INV 110341	10/01/2018	TYREPOWER NEWMAN			717.75	
EFT42174	18/01/2018	WATER CORPORATION	WATER CONSUMPTION 03/11/17 - 11/01/18 - CLUB AT KURRA ST	1		37,618.39
INV 9008411715	01/2018	WATER CORPORATION			409.49	
INV 9008403212	01/2018	WATER CORPORATION			305.84	
INV 9015947112	01/2018	WATER CORPORATION			389.12	
INV 9008411715	01/2018	WATER CORPORATION			379.80	

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INV 9008399615/01/2018		WATER CORPORATION			324.33	
INV 9008400115/01/2018		WATER CORPORATION			154.55	
INV 9008410915/01/2018		WATER CORPORATION			569.00	
INV 9008396415/01/2018		WATER CORPORATION			443.10	
INV 9008396815/01/2018		WATER CORPORATION			444.77	
INV 9008407915/01/2018		WATER CORPORATION			492.95	
INV 9008395915/01/2018		WATER CORPORATION			204.98	
INV 9008405515/01/2018		WATER CORPORATION			553.62	
INV 9008405715/01/2018		WATER CORPORATION			456.53	
INV 9008406011/01/2018		WATER CORPORATION			459.89	
INV 9020778311/01/2018		WATER CORPORATION			95.36	
INV 9020778311/01/2018		WATER CORPORATION			106.01	
INV 9020778311/01/2018		WATER CORPORATION			105.80	
INV 9020778311/01/2018		WATER CORPORATION			105.80	
INV 9019234112/01/2018		WATER CORPORATION			825.37	
INV 9019088112/01/2018		WATER CORPORATION			116.03	
INV 9019088112/01/2018		WATER CORPORATION			106.01	
INV 9019088112/01/2018		WATER CORPORATION			106.01	
INV 9019088212/01/2018		WATER CORPORATION			106.01	
INV 9019088212/01/2018		WATER CORPORATION			106.01	
INV 9015947112/01/2018		WATER CORPORATION			1,146.70	
INV 9008406211/01/2018		WATER CORPORATION			813.46	
INV 9008415311/01/2018		WATER CORPORATION			597.18	
INV 9008413212/01/2018		WATER CORPORATION			105.80	
INV 9008413212/01/2018		WATER CORPORATION			105.80	
INV 9015787215/01/2018		WATER CORPORATION			229.06	

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INV 9015787215/01/2018		WATER CORPORATION			312.56	
INV 9008407711/01/2018		WATER CORPORATION			6,147.26	
INV 9008407512/01/2018		WATER CORPORATION			6,566.70	
INV 9008403611/01/2018		WATER CORPORATION			2,784.68	
INV 9008401612/01/2018		WATER CORPORATION			1,355.70	
INV 9008410715/01/2018		WATER CORPORATION			1,073.73	
INV 9016336515/01/2018		WATER CORPORATION			641.89	
INV 9008396015/01/2018		WATER CORPORATION			2,413.11	
INV 9008410215/01/2018		WATER CORPORATION			564.28	
INV 9008397215/01/2018		WATER CORPORATION			5,394.10	
EFT42175	18/01/2018	WIDEGLIDE CONSTRUCTIONS	18 Knox Way - rueben walters Supply and install new entrance set to front door	1		176.00
INV 0001608612/01/2018		WIDEGLIDE CONSTRUCTIONS			176.00	
EFT42176	18/01/2018	WOOLWORTHS (WA) LTD	Water and Consumables - Cape Keraudren as per manual P/O 77652	1		330.90
INV 3030617	07/01/2018	WOOLWORTHS (WA) LTD			148.50	
INV 3018242	05/01/2018	WOOLWORTHS (WA) LTD			182.40	
EFT42177	18/01/2018	Wai Wai Shoots Pty LTD	Rates refund for assessment A406020 10 KLONDYKE PLACE NEWMAN WA 6753	1		1,361.79
INV A406020	11/01/2018	Wai Wai Shoots Pty LTD	Rates refund for assessment A406020 10 KLONDYKE PLACE NEWMAN WA 6753		1,361.79	
EFT42178	01/01/2018	Diners Club Master Trust	QANTAS - PERTH TO NEWMAN RETURN 08/01/18 - 12/01/18 - IAN HAMILTON - ROUTINE TRAVEL	1		5,729.45
INV 27/12/17	27/12/2017	Diners Club Master Trust			5,729.45	
EFT42179	25/01/2018	BETTY WHYLOUTER	PAYMENT REQUEST BY ARTIST	1		500.00
INV 3780	22/01/2018	BETTY WHYLOUTER			500.00	
EFT42180	25/01/2018	BUGAI WHYLOUTER	PAYMENT REQUEST BY ARTIST	1		500.00



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INV 3786	24/01/2018	BUGAI WHYOULTER			500.00	
EFT42181	25/01/2018	CYRIL WHYOULTER	PAYMENT REQUEST BY ARTIST	1		1,260.00
INV 3781	22/01/2018	CYRIL WHYOULTER			1,260.00	
EFT42182	25/01/2018	JUDITH ANYA SAMSON	PAYMENT REQUEST BY ARTIST	1		1,300.00
INV 3784	23/01/2018	JUDITH ANYA SAMSON			1,300.00	
EFT42183	25/01/2018	MIRIAM ATKINS	PAYMENT REQUEST BY ARTIST	1		2,677.00
INV 3778	22/01/2018	MIRIAM ATKINS			2,677.00	
EFT42184	25/01/2018	TAYLOR, MUUKI	PAYMENT REQUEST BY ARTIST	1		500.00
INV 3785	24/01/2018	TAYLOR, MUUKI			500.00	
EFT42185	25/01/2018	WOKKA TAYLOR	PAYMENT REQUEST BY ARTIST	1		612.50
INV 3783	23/01/2018	WOKKA TAYLOR			612.50	
EFT42186	25/01/2018	WOKKA TAYLOR	PAYMENT REQUEST BY ARTIST	1		1,000.00
INV 3782	23/01/2018	WOKKA TAYLOR			1,000.00	
EFT42187	25/01/2018	HORIZON POWER	POWER CONSUMPTION 15/11/17 - 15/01/18	1		4,466.31
INV 325456	16/01/2018	HORIZON POWER			37.47	
INV 270232	16/01/2018	HORIZON POWER			1,778.24	
INV 355854	16/01/2018	HORIZON POWER			71.15	
INV 306487	16/01/2018	HORIZON POWER			1,226.56	
INV 391467	16/01/2018	HORIZON POWER			1,352.89	
EFT42188	25/01/2018	TELSTRA	PHONE CHARGES TO 10 JAN 2018 - N9716328R	1		18,605.36
INV 2768920321/01/2018		TELSTRA			18,605.36	
EFT42189	25/01/2018	AIRPORT SECURITY PTY LTD	ASIC Card Print and Reprint issues	1		132.00
INV INV6716	16/01/2018	AIRPORT SECURITY PTY LTD			132.00	

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INV INV6716	16/01/2018	AIRPORT SECURITY PTY LTD			132.00	
EFT42190	25/01/2018	ALL-RID PEST MANAGEMENT	Conduct mosquito inspections and treatments in Newman as per Contract Allrid-RFT 07-2016-17 DEC 2017	1		275.00
INV 64576	18/01/2018	ALL-RID PEST MANAGEMENT			275.00	
EFT42191	25/01/2018	Amanda Curby	REIMBURSEMENT PERTH AIRPORT PARKING - ROUTINE TRAVEL	1		65.05
INV MCR	22/01/2018	Amanda Curby			65.05	
EFT42192	25/01/2018	AMY MUKHERJEE	AIRCON SUBSIDY REIMBURSEMENT 07/10/17 - 13/12/17	1		282.50
INV MCR	22/01/2018	AMY MUKHERJEE			282.50	
EFT42193	25/01/2018	Australia Post - Credit Management	POSTAGE AND STATIONERY AS PER DOCKET	1		1,419.22
INV 1007068803	01/2018	Australia Post - Credit Management			1,419.22	
EFT42194	25/01/2018	AUSTRALIAN TAXATION OFFICE (BAS)	DECEMBER 2017 BAS AND FBT PAYMENT	1		92,353.00
INV MCR	31/12/2017	AUSTRALIAN TAXATION OFFICE (BAS)			92,353.00	
EFT42195	25/01/2018	Australian Taxation Office (PAYG)	PAYG PPE 14/01/18	1		69,222.88
INV MCR	14/01/2018	Australian Taxation Office (PAYG)			69,222.88	
EFT42196	25/01/2018	Blackwoods	POWERBOARD AND CAMELBAK CLEANING TABLETS	1		100.51
INV NW2666	12/01/2018	Blackwoods			43.94	
INV NW5406	09/01/2018	Blackwoods			56.57	
EFT42197	25/01/2018	BOC GASES	GAS CYLINDER HIRE NOV 2017	1		515.47
INV 5003766728	11/2017	BOC GASES			515.47	
EFT42198	25/01/2018	BOSSTON AUTO BODIES	repairs to pod canopy on FO car	1		3,856.67
INV 18997/01	19/01/2018	BOSSTON AUTO BODIES			3,856.67	
EFT42199	25/01/2018	BOULEVARD PHARMACY	Head lice treatment	1		129.65
INV 0000265	09/01/2018	BOULEVARD PHARMACY			129.65	

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INV 0000265	09/01/2018	BOULEVARD PHARMACY			129.65	
EFT42200	25/01/2018	Brent Stein	PAYOUT FROM WINNINGS DUE TO MEMBERSHIP CHANGING	1		204.68
INV MCR	22/01/2018	Brent Stein			204.68	
EFT42201	25/01/2018	CLEANAWAY (acct 85008)	PUMP OUT ORBAL @ WWTP 10/01/18	1		4,763.00
INV 1258608	05/01/2018	CLEANAWAY (acct 85008)			924.00	
INV 1262707	09/01/2018	CLEANAWAY (acct 85008)			781.00	
INV 1264538	11/01/2018	CLEANAWAY (acct 85008)			1,067.00	
INV 1264537	11/01/2018	CLEANAWAY (acct 85008)			1,210.00	
INV 1268746	17/01/2018	CLEANAWAY (acct 85008)			781.00	
EFT42202	25/01/2018	COCA-COLA BOTTLERS PERTH	Drinks for Kiosk	1		895.54
INV 21662762	10/01/2018	COCA-COLA BOTTLERS PERTH			272.75	
INV 21662763	10/01/2018	COCA-COLA BOTTLERS PERTH			622.79	
EFT42203	25/01/2018	COOKE POINT HOLIDAY PARK	staff accomodation for PH pick-up for Canberra trip 17-18.02	1		69.00
INV 368911	29/10/2017	COOKE POINT HOLIDAY PARK			69.00	
EFT42204	25/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD	Newman Recreation Centre Please carry out repairs to the air con in the circuit room as per your quote No. 21540. Please keep me informed as to the progress of receiving the parts and when the work is anticipated to be completed	1		17,382.87
INV 35733	12/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			60.50	
INV 35743	12/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			121.00	
INV 35794	17/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			189.05	
INV 35793	17/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			202.13	
INV 35792	17/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			209.55	
INV 35791	17/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			302.50	

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INV 35790	17/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			1,796.83	
INV 35789	17/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			3,337.88	
INV 35508	15/12/2017	CUSTOMER FIRST CONTRACTING PTY LTD			155.32	
INV 35923	22/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			2,128.72	
INV 35920	22/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			370.15	
INV 35875	18/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			407.00	
INV 35820	17/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			274.44	
INV 35806	17/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			157.43	
INV 35883	18/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			1,188.00	
INV 35827	17/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			234.25	
INV 35818	17/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			1,281.50	
INV 35816	17/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			216.08	
INV 35965	23/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			931.38	
INV 35949	22/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			2,660.17	
INV 35943	22/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			270.19	
INV 35940	22/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			767.80	
INV 34814	31/10/2017	CUSTOMER FIRST CONTRACTING PTY LTD			121.00	
EFT42205	25/01/2018	Continental Picture Framers	framed artworks for PUJIMAN exhibtiion 16-17.09	1		990.00
INV 2105	22/01/2018	Continental Picture Framers			990.00	
EFT42206	25/01/2018	DATA#3 LTD	Annual subscription for AutoCAD REVIT LT 1-seat	1		647.98
INV 0168466123/01/2018		DATA#3 LTD			359.99	
INV 0168466023/01/2018		DATA#3 LTD			287.99	
EFT42207	25/01/2018	DAVID EVRETT	WINNINGS PAID OUT DUE TO MEMBERSHIP CHANGES	1		102.34
INV MCR	22/01/2018	DAVID EVRETT			102.34	

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EFT42208	25/01/2018	DAWN BROWN	WINNINGS PAID OUT DUE TO MEMBERSHIP CHANGES	1		102.34
INV MCR	22/01/2018	DAWN BROWN			102.34	
EFT42209	25/01/2018	DEANS AUTOGLASS	Please Replace Windscreen for 101EPS	1		1,067.00
INV 0034896817/01/2018		DEANS AUTOGLASS			583.00	
INV 0034903317/01/2018		DEANS AUTOGLASS			484.00	
EFT42210	25/01/2018	DIRTY DEEDS PROPERTY SERVICES	3 Kurra Street - Will be vacant from the 11th December Commencement of pool cleaning services until further notice by the SoEP	1		200.00
INV 6127	16/01/2018	DIRTY DEEDS PROPERTY SERVICES			200.00	
EFT42211	25/01/2018	DOWSING GROUP	Supply and install drainage, including various pits and complete reinstatement works, on Nyabalee Road as outlined in RFT 04-2017/18 - Drainage Works Newman.	1		481,387.48
INV 10460	20/12/2017	DOWSING GROUP			481,387.48	
EFT42212	25/01/2018	Dunnings	LPG GAS BOTTLE	1		435.64
INV 0015689201/12/2017		Dunnings			210.80	
INV 0015810805/12/2017		Dunnings			16.22	
INV 0015822006/12/2017		Dunnings			58.32	
INV 0015899011/12/2017		Dunnings			15.07	
INV 0015942214/12/2017		Dunnings			16.44	
INV 0016037919/12/2017		Dunnings			41.00	
INV 0016064620/12/2017		Dunnings			28.45	
INV 0016075921/12/2017		Dunnings			16.08	
INV 0016173529/12/2017		Dunnings			33.26	
EFT42213	25/01/2018	ENVIRONMENTAL INDUSTRIES	Shire Office - Landscape Maintenance - DEC 2017	1		35,189.59
INV 24840	31/12/2017	ENVIRONMENTAL INDUSTRIES			34,918.33	
INV C23165	09/01/2018	ENVIRONMENTAL INDUSTRIES			271.26	

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EFT42214	25/01/2018	FROGGY SERVICES	EOY clean for staff house 1/11 Moondoorow street	1		264.00
INV 17/12/02920/12/2017		FROGGY SERVICES			264.00	
EFT42215	25/01/2018	Fuji Xerox Australia Pty Ltd	FSMA FIXED CHARGE 01/01/18 - 31/01/18	1		175.39
INV CR3126431/12/2017		Fuji Xerox Australia Pty Ltd			111.03	
INV CR3154031/12/2017		Fuji Xerox Australia Pty Ltd			64.36	
EFT42216	25/01/2018	GALJO PTY LTD T/A EAST PILBARA TYRE SERVICE	173EPS tyre.	1		121.00
INV 0000399412/01/2018		GALJO PTY LTD T/A EAST PILBARA TYRE SERVICE			121.00	
EFT42217	25/01/2018	GALVINS PLUMBING SUPPLIES	RELN RAIN DRAIN CHANNEL W GALV GRATE 3M	1		319.95
INV P203448310/01/2018		GALVINS PLUMBING SUPPLIES			17.77	
INV P203448710/01/2018		GALVINS PLUMBING SUPPLIES			109.16	
INV P203447809/01/2018		GALVINS PLUMBING SUPPLIES			51.13	
INV P203449711/01/2018		GALVINS PLUMBING SUPPLIES			141.89	
EFT42218	25/01/2018	HAYS SPECIALIST RECRUITMENT	STREET CLEANING CONTRACT NEWMAN - WE 14/01/18	1		7,177.12
INV 7134159	17/01/2018	HAYS SPECIALIST RECRUITMENT			3,133.24	
INV 7134158	17/01/2018	HAYS SPECIALIST RECRUITMENT			4,043.88	
EFT42219	25/01/2018	HOLCIM (AUSTRALIA) PTY LTD	Supply 53mm graded ballast material product code 5000298 to be picked up from yard as required up to total quantity of 240 Tonne	1		4,799.65
INV 9403461615/01/2018		HOLCIM (AUSTRALIA) PTY LTD			1,676.58	
INV 9403461615/01/2018		HOLCIM (AUSTRALIA) PTY LTD			1,248.18	
INV 9403467417/01/2018		HOLCIM (AUSTRALIA) PTY LTD			562.42	
INV 9403468218/01/2018		HOLCIM (AUSTRALIA) PTY LTD			1,312.47	
EFT42220	25/01/2018	HOSPITALITY INN PORT HEDLAND	Accommodation and Meals - Monday 8th January 2018 - Arthur Godfrey - No Alcohol	1		185.00
INV 87161	08/01/2018	HOSPITALITY INN PORT HEDLAND			185.00	

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EFT42221	25/01/2018	IXOM	3 x Chlorine gas cylinders	1		2,213.31
INV 5915194	02/01/2018	IXOM			1,280.40	
INV 5914728	31/12/2017	IXOM			932.91	
EFT42222	25/01/2018	JASON SIGNMAKERS	RHS Post Yellow 3.6mx76x38 with caps	1		2,222.53
INV 184134	22/01/2018	JASON SIGNMAKERS			2,222.53	
EFT42223	25/01/2018	JEANETTE BESSELL	WINNINGS PAID OUT DUE TO MEMBERSHIP CHANGES	1		102.34
INV MCR	22/01/2018	JEANETTE BESSELL			102.34	
EFT42224	25/01/2018	Jimm Kidd Sports	Polo shirts Casual Events Officers - 8 shirts	1		215.60
INV 0050675	11/12/2017	Jimm Kidd Sports			215.60	
EFT42225	25/01/2018	Kelly Kelly	WINNINGS PAID OUT DUE TO MEMBERSHIP CHANGES	1		102.34
INV MCR	22/01/2018	Kelly Kelly			102.34	
EFT42226	25/01/2018	KMART AUSTRALIA LTD	Decor & furniture fitout items for the Edge co-working space and kitchen.	1		185.00
INV 141169	16/12/2017	KMART AUSTRALIA LTD			185.00	
EFT42227	25/01/2018	KULAR, DAVID	WINNINGS PAID OUT DUE TO MEMBERSHIP CHANGES	1		307.02
INV MCR	22/01/2018	KULAR, DAVID			307.02	
EFT42228	25/01/2018	LANDGATE (DOLA)	MINING TENEMENTS SCHEDULE M2017/12	1		207.90
INV 336161-1022/12/2017		LANDGATE (DOLA)			207.90	
EFT42230	25/01/2018	LISA DAVIS	WINNINGS PAID OUT DUE TO MEMBERSHIP CHANGES	1		102.34
INV MCR	22/01/2018	LISA DAVIS			102.34	
EFT42231	25/01/2018	MAIN ROADS WESTERN AUSTRALIA	BOND REFUND FOR HIR OF EAST PILBARA FACILITY	1		600.00
INV MCR	23/01/2018	MAIN ROADS WESTERN AUSTRALIA	MARBLE BAR		600.00	

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EFT42232	25/01/2018	Marble Bar Electrical Service Pty Ltd	Marble Bar Aquatic On David Clarke's return to Marble Bar Pool all of the plant and equipment was off it is assumed as a result of the electrical storm that passed through the town on his absence. The pumps were able to be reset however the chemical dosing controller is not working and an electrical investigation needs to occur to establish if it has been damaged due to a lightning strike. Can we please arrange for Marble Bar Electrical to investigate.	1		137.50
INV 0010117922/01/2018		Marble Bar Electrical Service Pty Ltd			68.75	
INV 0010118122/01/2018		Marble Bar Electrical Service Pty Ltd			68.75	
EFT42233	25/01/2018	Marble Bar Tourist Association	MARBLE BAR TOURISM SALES UP TO AND INCLUDING NOVEMBER 2017	1		190.50
INV IN00000013/12/2017		Marble Bar Tourist Association			190.50	
EFT42234	25/01/2018	MARKET CREATIONS	Annual Report 2016-17 40 Copies	1		2,145.00
INV HO91-2	21/12/2017	MARKET CREATIONS			2,145.00	
EFT42235	25/01/2018	MERCURE HOTEL PERTH	Hire Conference Room 15/01/2018 as per quote \$250 per day includes, water, pens, pads and mints	1		465.99
INV 250460	23/01/2018	MERCURE HOTEL PERTH			465.99	
EFT42236	25/01/2018	METAL ARTWORK CREATIONS	Table Name Plaques Wooden as for the Councillors x 2 Jeremy Edwards - Chief Executive Officer	1		102.30
INV 0005962816/01/2018		METAL ARTWORK CREATIONS			102.30	
EFT42237	25/01/2018	MIDLAND MOWERS	Ferris Belt Part# 5102272 (Ref# 5a)	1		240.30
INV 25003#4	09/01/2018	MIDLAND MOWERS			240.30	
EFT42238	25/01/2018	NEWMAN CLEANING RESOURCES P/L	extra clean for Martumili xmas sale 17-18.05- Saturday 02 Dec	1		431.75
INV NCR_INV31/12/2017		NEWMAN CLEANING RESOURCES P/L			349.25	
INV NCR_INV30/11/2017		NEWMAN CLEANING RESOURCES P/L			82.50	
EFT42239	25/01/2018	NEWMAN HOME HARDWARE & ICE PLUS	Industrial Fans	1		1,966.34
INV 0-656922	12/12/2017	NEWMAN HOME HARDWARE & ICE PLUS			281.00	



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INV 0-659084	28/12/2017	NEWMAN HOME HARDWARE & ICE PLUS			39.32	
INV 0-659042	28/12/2017	NEWMAN HOME HARDWARE & ICE PLUS			21.60	
INV 0-659107	29/12/2017	NEWMAN HOME HARDWARE & ICE PLUS			11.55	
INV 0-659803	05/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			46.27	
INV 0-660260	09/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			263.65	
INV 0-660192	09/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			66.78	
INV 0-660424	11/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			45.00	
INV 0-660425	11/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			48.43	
INV 0-660443	11/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			94.50	
INV 0-660608	12/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			140.50	
INV 0-660566	12/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			82.50	
INV 0-660928	15/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			52.54	
INV 0-661135	16/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			28.93	
INV 0-661228	17/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			35.18	
INV 0-661927	22/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			479.59	
INV 0-661759	21/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			79.00	
INV 0-659705	04/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			150.00	
EFT42240	25/01/2018	NEWMAN VISITORS CENTRE	Michael Kitchin Accommodation 07/12/2017 - 10/12/201	1		1,153.35
INV 00005091	09/01/2018	NEWMAN VISITORS CENTRE			403.35	
INV 00005094	14/01/2018	NEWMAN VISITORS CENTRE			450.00	
INV 00005093	14/01/2018	NEWMAN VISITORS CENTRE			150.00	
INV 00005092	14/01/2018	NEWMAN VISITORS CENTRE			150.00	
EFT42241	25/01/2018	OFFICEWORKS BUSINESS DIRECT	Cleaning Supplies	1		1,145.79
INV 37698169	04/01/2018	OFFICEWORKS BUSINESS DIRECT			1,145.79	
EFT42242	25/01/2018	ONSITE RENTAL GROUP	2 x portable toilet for Xmas sale 17-18.05	1		247.58

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EFT42242	25/01/2018	ONSITE RENTAL GROUP	2 x portable toilet for Xmas sale 17-18.05	1		247.58
INV 2641708	06/12/2017	ONSITE RENTAL GROUP			247.58	
EFT42243	25/01/2018	PILBARA META MAYA	POWER CONSUMPTION NOV 2017	1		56.61
INV 4200094518	12/2017	PILBARA META MAYA			56.61	
EFT42244	25/01/2018	PILBARA MOTOR GROUP	New battery for RPT bus	1		234.99
INV P122102619	01/2018	PILBARA MOTOR GROUP			234.99	
EFT42245	25/01/2018	PIP PARSONSON	WINNINGS PAID OUT DUE TO MEMBERSHIP CHANGES	1		102.34
INV MCR	22/01/2018	PIP PARSONSON			102.34	
EFT42246	25/01/2018	ROOS PLUMBING	Please repair three water leaks at North Newman Reserve. - MANUAL PO 77640	1		3,648.70
INV INV-110517	01/2018	ROOS PLUMBING			156.20	
INV INV-110315	01/2018	ROOS PLUMBING			3,492.50	
EFT42247	25/01/2018	ROSMECH SALES & SERVICE PTY LTD	Complete servicing to Hino Ranger Pro 9 Truck 1CYH975 and refurbishment of Scarab Mistral Road Sweeper Body.	1		15,973.67
INV 87818	24/10/2017	ROSMECH SALES & SERVICE PTY LTD			15,973.67	
EFT42248	25/01/2018	ROWCON PTY LTD	CLARIFIER UPGRADE DECEMBER 2017	1		17,820.00
INV N647	31/12/2017	ROWCON PTY LTD			12,540.00	
INV N646	31/12/2017	ROWCON PTY LTD			5,280.00	
EFT42249	25/01/2018	ROYAL LIFE SAVING SOCIETY AUSTRALIA	Marble Bar Watch Around Water Licence Registration	1		150.00
INV 75953	20/12/2017	ROYAL LIFE SAVING SOCIETY AUSTRALIA			150.00	
EFT42250	25/01/2018	Ryan Del Casale	WINNINGS PAID OUT DUE TO MEMBERSHIP CHANGES	1		102.34
INV MCR	22/01/2018	Ryan Del Casale			102.34	
EFT42251	25/01/2018	SAI GLOBAL LTD	Download of AS4911-03 for McLeod's Solicitors to assist with legal opinion for RFT 06-2017/18	1		285.23
INV SAIG11S-30	11/2017	SAI GLOBAL LTD			158.62	

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INV SAIG1IS-30/11/2017		SAI GLOBAL LTD			158.62	
INV SAIG1IS-17/01/2018		SAI GLOBAL LTD			126.61	
EFT42252	25/01/2018	SCHAER, OLIVER	WINNINGS PAID OUT DUE TO MEMBERSHIP CHANGES	1		204.68
INV MCR	22/01/2018	SCHAER, OLIVER			204.68	
EFT42253	25/01/2018	SCOPE BUSINESS IMAGING	Scope - Printing and copying - Administration and Office - DECEMBER 2017	1		654.50
INV 27145	31/12/2017	SCOPE BUSINESS IMAGING			434.50	
INV 411279	31/12/2017	SCOPE BUSINESS IMAGING			220.00	
EFT42254	25/01/2018	SEASONS HOTEL NEWMAN	Accommodation for Mel Rowe 9-10 January 2018 All Charges	1		702.50
INV 183086/1	11/01/2018	SEASONS HOTEL NEWMAN			436.50	
INV 183388/1	18/01/2018	SEASONS HOTEL NEWMAN			266.00	
EFT42255	25/01/2018	SHERYL POBRICA	WINNINGS PAID OUT DUE TO MEMBERSHIP CHANGES	1		204.68
INV MCR	22/01/2018	SHERYL POBRICA			204.68	
EFT42256	25/01/2018	Sian Appleton	WINNINGS PAID OUT DUE TO MEMBERSHIP CHANGES	1		102.34
INV MCR	22/01/2018	Sian Appleton			102.34	
EFT42257	25/01/2018	SIGMA CHEMICALS	Hydrochloric Acid for pools pH control	1		307.45
INV 110735/0	08/01/2018	SIGMA CHEMICALS			307.45	
EFT42258	25/01/2018	SMITHS DETECTION (AUSTRALIA) PTY LTD	Supply of Security Screening Consumables as per Attached Price Schedule.	1		2,741.37
INV 9611160404	12/2017	SMITHS DETECTION (AUSTRALIA) PTY LTD			1,509.37	
INV 9611146603	11/2017	SMITHS DETECTION (AUSTRALIA) PTY LTD			1,232.00	
EFT42259	25/01/2018	SONIC HEALTHPLUS PTY LTD	Pre employment medical G Carlisle	1		343.20
INV 1432080	19/01/2018	SONIC HEALTHPLUS PTY LTD			343.20	

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EFT42260	25/01/2018	SUE GROSSE	REIMBURSEMENT FOR BAR & GRILL SUNDOWNER DRINKS \$407 FOOD \$126.00	1		533.00
INV MCR	23/01/2018	SUE GROSSE			533.00	
EFT42261	25/01/2018	SWAN TOWING	vehicle tow - HOLDEN COMMODORE REGO 1BPZ557	1		165.00
INV 0019875704/12/2017		SWAN TOWING			165.00	
EFT42262	25/01/2018	Sportspower Newman	Pool Tournament - Equipment-Hol Dropin	1		139.70
INV 18-0000024/01/2018		Sportspower Newman			139.70	
EFT42263	25/01/2018	TECHBRAIN	Cisco 1941 Router - Cisco SMARTnet - 1 Year Extended Service - Service - 8 x 5 Next Business Day - Maintenance - Physical Service	1		2,309.10
INV INV201723/01/2018		TECHBRAIN			571.96	
INV INV201723/01/2018		TECHBRAIN			111.98	
INV INV-201716/01/2018		TECHBRAIN			1,625.16	
EFT42264	25/01/2018	TENDERLINK	Upload of RFQ 09B-2017/18 onto Tenderlink Portal	1		385.00
INV EPILB-2422/01/2018		TENDERLINK			165.00	
INV EPILB-2417/01/2018		TENDERLINK			165.00	
INV EPILB-2316/11/2017		TENDERLINK			55.00	
EFT42265	25/01/2018	TNT EXPRESS	ROHEIN MENDIS PERTH TO ASHLEY JUDD NEWMAN AIRPORT - CONNOTE 9802 3240 7122 - AIRPORT	1		748.03
INV 5245829816/12/2017		TNT EXPRESS			-16.53	
INV 5205385221/10/2017		TNT EXPRESS			676.86	
INV 5245829016/12/2017		TNT EXPRESS			-39.50	
INV 5210898828/10/2017		TNT EXPRESS			127.20	
EFT42266	25/01/2018	TOLL IPEC ROAD EXPRESS PTY LTD	FREIGHT GARRARDS WA TO NEWMAN SHIRE - CONNOTE 1503 5900 01938 - HEALTH	1		813.01
INV 0784	05/01/2018	TOLL IPEC ROAD EXPRESS PTY LTD			111.93	
INV 0774	20/10/2017	TOLL IPEC ROAD EXPRESS PTY LTD			701.08	

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EFT42267	25/01/2018	TYREPOWER NEWMAN	Bus rear wheel and tyre rotation	1		139.00
INV 110614	23/01/2018	TYREPOWER NEWMAN			139.00	
EFT42268	25/01/2018	WA LOCAL GOVERNMENT ASSOC.	Anthony Middleton Understanding Local Government - E Learning	1		585.00
INV I3069003	19/01/2018	WA LOCAL GOVERNMENT ASSOC.			195.00	
INV I3069004	19/01/2018	WA LOCAL GOVERNMENT ASSOC.			195.00	
INV I3069005	19/01/2018	WA LOCAL GOVERNMENT ASSOC.			195.00	
EFT42269	25/01/2018	WATER CORPORATION	WATER CONSUMPTION 07/11/17 - 15/01/18	1		54,723.71
INV 900840001	15/01/2018	WATER CORPORATION			504.20	
INV 900839611	15/01/2018	WATER CORPORATION			677.89	
INV 900840881	17/01/2018	WATER CORPORATION			2,333.62	
INV 900834031	18/01/2018	WATER CORPORATION			98.03	
INV 900834141	18/01/2018	WATER CORPORATION			514.07	
INV 900834141	18/01/2018	WATER CORPORATION			1,171.59	
INV 900834161	18/01/2018	WATER CORPORATION			9.56	
INV 900834161	18/01/2018	WATER CORPORATION			1,147.68	
INV 900834011	18/01/2018	WATER CORPORATION			280.83	
INV 900834011	18/01/2018	WATER CORPORATION			1,862.59	
INV 900834011	18/01/2018	WATER CORPORATION			3,710.83	
INV 900834011	18/01/2018	WATER CORPORATION			11.96	
INV 900834041	18/01/2018	WATER CORPORATION			40.47	
INV 901767931	17/01/2018	WATER CORPORATION			1,752.78	
INV 900834031	18/01/2018	WATER CORPORATION			480.59	
INV 900834051	18/01/2018	WATER CORPORATION			191.76	
INV 900834061	18/01/2018	WATER CORPORATION			401.89	

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INV 9008417416/01/2018		WATER CORPORATION			1,754.99	
INV 9020639516/01/2018		WATER CORPORATION			153.13	
INV 9008403316/01/2018		WATER CORPORATION			802.69	
INV 9008405316/01/2018		WATER CORPORATION			71.90	
INV 9008403216/01/2018		WATER CORPORATION			409.14	
INV 9021263416/01/2018		WATER CORPORATION			1,946.27	
INV 9008873316/01/2018		WATER CORPORATION			105.80	
INV 9020040116/01/2018		WATER CORPORATION			149.51	
INV 9008404116/01/2018		WATER CORPORATION			17,302.67	
INV 9008404116/01/2018		WATER CORPORATION			891.99	
INV 9020372716/01/2018		WATER CORPORATION			142.78	
INV 9020372716/01/2018		WATER CORPORATION			176.40	
INV 9020372716/01/2018		WATER CORPORATION			142.78	
INV 9019703917/01/2018		WATER CORPORATION			273.90	
INV 9008340718/01/2018		WATER CORPORATION			748.38	
INV 9008595017/01/2018		WATER CORPORATION			417.34	
INV 9010319518/01/2018		WATER CORPORATION			129.11	
INV 9008340718/01/2018		WATER CORPORATION			286.43	
INV 9008340718/01/2018		WATER CORPORATION			1,679.11	
INV 9008341718/01/2018		WATER CORPORATION			102.67	
INV 9008341818/01/2018		WATER CORPORATION			2,210.71	
INV 9008341718/01/2018		WATER CORPORATION			2,149.51	
INV 9008341818/01/2018		WATER CORPORATION			1,556.54	
INV 9008342418/01/2018		WATER CORPORATION			480.59	
INV 9008341918/01/2018		WATER CORPORATION			619.27	
INV 9008342118/01/2018		WATER CORPORATION			52.43	

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INV 9008340618/01/2018		WATER CORPORATION			244.52	
INV 9008340218/01/2018		WATER CORPORATION			1,169.20	
INV 9022069416/01/2018		WATER CORPORATION			188.71	
INV 9008404116/01/2018		WATER CORPORATION			2,678.22	
INV 9008341918/01/2018		WATER CORPORATION			496.68	
EFT42270	25/01/2018	WESTRAC PTY LTD	Cat Skid Steer Bobcat blowing fuses when changing attachments - please rectify	1		1,073.88
INV SI131624:17/12/2017		WESTRAC PTY LTD			1,073.88	
EFT42271	25/01/2018	WHALEBACK NEWSAGENCY	WEST AUSTRALIAN SUBSCRIPTION DEC 17	1		139.88
INV 31/12/17	31/12/2017	WHALEBACK NEWSAGENCY			139.88	
EFT42272	25/01/2018	WIDEGLIDE CONSTRUCTIONS	Please proceed with the replacement of the kitchen cabinet as per your quote dated 22/11/2017 at the Shire Office small kitchen	1		6,394.30
INV 0001607212/01/2018		WIDEGLIDE CONSTRUCTIONS			4,004.00	
INV 0001609718/01/2018		WIDEGLIDE CONSTRUCTIONS			242.00	
INV 0001611318/01/2018		WIDEGLIDE CONSTRUCTIONS			139.70	
INV 0001611218/01/2018		WIDEGLIDE CONSTRUCTIONS			138.60	
INV 0001611018/01/2018		WIDEGLIDE CONSTRUCTIONS			99.00	
INV 0001610818/01/2018		WIDEGLIDE CONSTRUCTIONS			1,683.00	
INV 0001610118/01/2018		WIDEGLIDE CONSTRUCTIONS			88.00	
EFT42273	25/01/2018	WOLFENDEN, MARISA LEANNE	WINNINGS PAID OUT DUE TO MEMBERSHIP CHANGES	1		102.34
INV MCR	22/01/2018	WOLFENDEN, MARISA LEANNE			102.34	
EFT42274	25/01/2018	WOOLWORTHS (WA) LTD	Supplies for Kiosk	1		725.79
INV 3019128	19/01/2018	WOOLWORTHS (WA) LTD			68.16	
INV 3030567	12/01/2018	WOOLWORTHS (WA) LTD			60.00	
INV 3019152	22/01/2018	WOOLWORTHS (WA) LTD			174.26	

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INV 3019169	23/01/2018	WOOLWORTHS (WA) LTD			69.53	
INV 3019158	22/01/2018	WOOLWORTHS (WA) LTD			256.82	
INV 3019157	22/01/2018	WOOLWORTHS (WA) LTD			97.02	
EFT42275	29/01/2018	CAROL WILLIAMS	TRAVEL ALLOWANCE PARNNGURR TO NEWMAN RETURN - FEBRUARY COUNCIL MEETING & WORKSHOP	1		889.50
INV MCR	29/01/2018	CAROL WILLIAMS			889.50	
EFT42276	01/02/2018	AMY FRENCH	PAYMENT REQUEST BY ARTIST	1		123.00
INV 3790	29/01/2018	AMY FRENCH			123.00	
EFT42277	01/02/2018	BETTY WHYLOUTER	PAYMENT REQUEST BY ARTIST	1		200.00
INV 3794	31/01/2018	BETTY WHYLOUTER			200.00	
EFT42278	01/02/2018	BEVERLEY ROGERS	PAYMENT REQUEST BY ARTIST	1		135.00
INV 3791	30/01/2018	BEVERLEY ROGERS			135.00	
EFT42279	01/02/2018	BUGAI WHYOULTER	PAYMENT REQUEST BY ARTIST	1		500.00
INV 3795	31/01/2018	BUGAI WHYOULTER			500.00	
EFT42280	01/02/2018	CYRIL WHYOULTER	PAYMENT REQUEST BY ARTIST	1		900.00
INV 3792	30/01/2018	CYRIL WHYOULTER			900.00	
EFT42281	01/02/2018	ELIZABETH TOBY	PAYMENT REQUEST BY ARTIST	1		1,327.50
INV 3788	29/01/2018	ELIZABETH TOBY			1,327.50	
EFT42282	01/02/2018	KUMPAYA GIRGIRBA	PAYMENT REQUEST BY ARTIST	1		1,500.00
INV 3794	31/01/2018	KUMPAYA GIRGIRBA			1,500.00	
EFT42283	01/02/2018	PETRINA JACKMAN	PAYMENT REQUEST BY ARTIST	1		168.00
INV 3789	29/01/2018	PETRINA JACKMAN			168.00	
EFT42284	01/02/2018	RAELENE SAMBO	PAYMENT REQUEST BY ARTIST	1		800.00



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INV 3796	31/01/2018	RAELENE SAMBO			800.00	
EFT42285	01/02/2018	THELMA JUDSON	PAYMENT REQUEST BY ARTIST	1		198.00
INV 3793	30/01/2018	THELMA JUDSON			198.00	
EFT42286	01/02/2018	DEPARTMENT OF HOUSING AND WORKS	241A GENERAL STREET, MARBLE BAR - TENANT CALUM MACIVER - FORTNIGHT PPE 18/01/18	1		250.80
INV MCR	14/01/2018	DEPARTMENT OF HOUSING AND WORKS			250.80	
EFT42287	01/02/2018	HORIZON POWER	POWER CONSUMPTION 01/01/18 - 31/01/18	1		1,731.98
INV 121568	31/01/2018	HORIZON POWER			1,731.98	
EFT42288	01/02/2018	WATER CORPORATION	WATER CONSUMPTION 09/11/17 - 16/01/18	1		2.39
INV 90197041	17/01/2018	WATER CORPORATION			2.39	
EFT42289	01/02/2018	AHG SERVICE CENTRE NEWMAN	Call out fee to diagonise overheating problem with standby power generator.	1		165.00
INV ZZCSN8	125/01/2018	AHG SERVICE CENTRE NEWMAN			165.00	
EFT42290	01/02/2018	AIT SPECIALISTS PTY LTD	Professional Services Rendered - Fuel Tax Credits from July 2017 - June 2018	1		263.78
INV INV-109831	01/2018	AIT SPECIALISTS PTY LTD			263.78	
EFT42291	01/02/2018	ASHLEY JORDAN	DEDUCTION ERROR PPE 28/01/18	1		198.00
INV MCR	31/01/2018	ASHLEY JORDAN			198.00	
EFT42292	01/02/2018	ATL Event Management	BOND REFUND FACILITY HIRE - EPAC - BHP 50TH ANNIVERSARY	1		500.00
INV MCR	29/01/2018	ATL Event Management			500.00	
EFT42293	01/02/2018	AUSTRALIAN ABORIGINAL MINING CORPORATION P/L	RATES ASSESSMENT FOR A701084 & A701085 PAYMENTS DUPLICATED	1		917.95
INV MCR	31/01/2018	AUSTRALIAN ABORIGINAL MINING CORPORATION P/L			917.95	
EFT42294	01/02/2018	AVIATION ID AUSTRALIA	Vic Pass thermal Labels	1		440.00

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INV 0000607318/01/2018		AVIATION ID AUSTRALIA			440.00	
EFT42295	01/02/2018	BHP BILLITON IRON ORE PTY LTD	POWER CONSUMPTION 14/10/17 - 12/12/17	1		3,358.58
INV 200616	21/12/2017	BHP BILLITON IRON ORE PTY LTD			3,358.58	
EFT42296	01/02/2018	Blackwoods	SQWINCHER 10 PK FROZE x16; SEALANT; CAULKING GUB; KIT CLEANING CAMELPAK; CLIPBOARD	1		452.92
INV NW056008/01/2018		Blackwoods			117.28	
INV NW158409/01/2018		Blackwoods			161.32	
INV NW257501/01/2018		Blackwoods			23.48	
INV NW475007/01/2018		Blackwoods			73.76	
INV NW479501/01/2018		Blackwoods			16.80	
INV NW694408/01/2018		Blackwoods			60.28	
EFT42297	01/02/2018	CHILD SUPPORT AGENCY	Payroll deductions	1		854.49
INV DEDUCT14/01/2018		CHILD SUPPORT AGENCY	Payroll deductions		854.49	
EFT42298	01/02/2018	CLEANAWAY (acct 85008)	REFER TO PO 25227 - VAC SEPTIC AT AIRPORT 04/01/18	1		1,672.00
INV 1258609	05/01/2018	CLEANAWAY (acct 85008)			1,672.00	
EFT42299	01/02/2018	CLEANAWAY WASTE MANAGEMENT LTD (Acc 53651165)	BIN COLLECTIONS DECEMBER 2017	1		10,181.71
INV 9784179	31/12/2017	CLEANAWAY WASTE MANAGEMENT LTD (Acc 53651165)			10,181.71	
EFT42300	01/02/2018	CLEANAWAY WASTE MANAGEMENT LTD (Acc 53651265)	REFUSE COLLECTION DEC 2017	1		61,371.42
INV 9783961	31/12/2017	CLEANAWAY WASTE MANAGEMENT LTD (Acc 53651265)			61,371.42	
EFT42301	01/02/2018	COCA-COLA BOTTLERS PERTH	Kiosk Drink supplies	1		356.93
INV 2167339024/01/2018		COCA-COLA BOTTLERS PERTH			356.93	

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EFT42302	01/02/2018	CUSTOMER FIRST CONTRACTING PTY LTD	Boomerang Oval Grandstand Please clean and repant the old grandstand on Boomerang oval to remove the grafitti.	1		12,636.51
INV 35333	30/11/2017	CUSTOMER FIRST CONTRACTING PTY LTD			302.28	
INV 35900	22/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			845.90	
INV 35872	18/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			2,090.00	
INV 35814	17/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			4,915.43	
INV 36038	25/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			609.39	
INV 36037	25/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			497.42	
INV 36036	25/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			332.75	
INV 36025	25/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			465.29	
INV 36039	25/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			793.34	
INV 36035	25/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			181.50	
INV 35879	18/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			453.75	
INV 35737	12/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			186.95	
INV 29833	30/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			962.51	
EFT42303	01/02/2018	Compass Group (Australia) Pty Ltd	cancelled health invoice for packsaddle village 1 kitchen invoice 73881 - refund	1		400.00
INV MCR	30/01/2018	Compass Group (Australia) Pty Ltd			400.00	
EFT42304	01/02/2018	DAVID EVRETT	PHONE SUBSIDY REIMBURSEMENT 25/12/17 - 24/01/18	1		44.95
INV MCR	29/01/2018	DAVID EVRETT			44.95	
EFT42305	01/02/2018	DEAN HATWELL	TRAVEL ALLOWANCE FOR COUNCIL MEETING 02/02/18	1		701.60
INV MCR	31/01/2018	DEAN HATWELL			701.60	
EFT42306	01/02/2018	EAST PILBARA SMASH REPAIRS	EXCESS FOR CLAIM 638020525 - 113EPS	1		500.00
INV 1117	17/01/2018	EAST PILBARA SMASH REPAIRS			500.00	
EFT42307	01/02/2018	EM ELECTRICAL MOVEMENT	Provide Power Isolation Support - up to 3hrs	1		412.50

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INV INV-012911/01/2018		EM ELECTRICAL MOVEMENT			412.50	
EFT42308	01/02/2018	ENVIRONMENTAL INDUSTRIES	Please fix the retic, clean up the area and replant in Area A as per the SOW and quote.	1		12,630.20
INV C23168	24/01/2018	ENVIRONMENTAL INDUSTRIES			1,471.80	
INV C23167	24/01/2018	ENVIRONMENTAL INDUSTRIES			11,158.40	
EFT42309	01/02/2018	FLEX FITNESS	Freight - Flex Fitness	1		1,500.00
INV 41874	24/01/2018	FLEX FITNESS			1,500.00	
EFT42310	01/02/2018	HEALTH LAB	Healthlab Protein balls & smoothies	1		251.00
INV INV-124612/01/2018		HEALTH LAB			251.00	
EFT42311	01/02/2018	HOLCIM (AUSTRALIA) PTY LTD	Supply 53mm graded ballast material product code 5000298 to be picked up from yard as required up to total quantity of 240 Tonne	1		2,888.61
INV 9403470819/01/2018		HOLCIM (AUSTRALIA) PTY LTD			1,752.21	
INV 9403473622/01/2018		HOLCIM (AUSTRALIA) PTY LTD			1,136.40	
EFT42312	01/02/2018	Invest Conveyancing	RATES ASSESSMENT FOR TOWN OF PORT HEDLAND A115750 PAID IN ERROR TO SOEP	1		3,044.77
INV MCR	30/01/2018	Invest Conveyancing			3,044.77	
EFT42313	01/02/2018	JMW Distributors	Please supply 2 only F10 padlocks Please send by Australia Post and clearly marked ATTENTION WARREN BARKER	1		270.60
INV 8905	22/01/2018	JMW Distributors			270.60	
EFT42314	01/02/2018	KULAR, DAVID	PHONE SUBSIDY REIMBURSEMENT 28/11/17 - 02/12/17	1		44.95
INV MCR	30/01/2018	KULAR, DAVID			44.95	
EFT42316	01/02/2018	MCMULLEN NOLAN & PARTNERS SURVEYORS P/L	Please survey & provide drawings of buried services & Security fence boundary	1		1,996.50
INV 91576	31/12/2017	MCMULLEN NOLAN & PARTNERS SURVEYORS P/L			1,996.50	

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EFT42317	01/02/2018	MSS SECURITY	Provide security screeners to operate passenger screening points and checked baggage screening points and provide Front of House security officers to operate kerbside and crowd control services at Newman Airport for the period 1 October 2017 to 30 June 2018.	1		146,714.72
INV 7031143408/01/2018		MSS SECURITY			143,614.72	
INV 508109	19/01/2018	MSS SECURITY			3,100.00	
EFT42318	01/02/2018	Marble Bar Electrical Service Pty Ltd	ONCHARGE TO CFC - PSRU 5 - Vacant - Marble Bar. Bedroom Air conditioner is not working in any capacity. Won't turn on ( no green light at all) have checked Circuit breakers. Everything looked fine there. Did notice that air conditioner is hard lined into the building. No switch on external wall.	1		249.27
INV 0010118023/01/2018		Marble Bar Electrical Service Pty Ltd			249.27	
EFT42319	01/02/2018	NEWMAN HOME HARDWARE & ICE PLUS	Gerni Super E140.3 Pressure washer for pound as last unit U/S	1		1,172.61
INV 0-659458 02/01/2018		NEWMAN HOME HARDWARE & ICE PLUS			58.80	
INV 0-661145 16/01/2018		NEWMAN HOME HARDWARE & ICE PLUS			8.70	
INV 0-661881 22/01/2018		NEWMAN HOME HARDWARE & ICE PLUS			133.75	
INV 0-662100 23/01/2018		NEWMAN HOME HARDWARE & ICE PLUS			7.40	
INV 0-662313 25/01/2018		NEWMAN HOME HARDWARE & ICE PLUS			188.61	
INV 0-662765 29/01/2018		NEWMAN HOME HARDWARE & ICE PLUS			23.00	
INV 0-662595 27/01/2018		NEWMAN HOME HARDWARE & ICE PLUS			152.40	
INV 0-662763 29/01/2018		NEWMAN HOME HARDWARE & ICE PLUS			599.95	
EFT42320	01/02/2018	NEWMAN RETRAVISION	Fridge for co-working office space at the Edge. Fridge is for milk(tea and coffee) and patron's lunches.	1		229.00
INV 6000472330/01/2018		NEWMAN RETRAVISION			229.00	
EFT42321	01/02/2018	NEWMAN SENIOR HIGH SCHOOL	HALF SHARE OF ELECTRICITY 17/10/17 - 15/12/17	1		18,949.42
INV 2968	29/01/2018	NEWMAN SENIOR HIGH SCHOOL			17,521.81	
INV 2967-1	29/01/2018	NEWMAN SENIOR HIGH SCHOOL			1,427.61	

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EFT42322	01/02/2018	NEWMAN VETERINARY HOSPITAL	Impounded Dog Requiring Vet Treatment - Impound Reference - D082-011217	1		420.67
INV 82464	08/12/2017	NEWMAN VETERINARY HOSPITAL			245.90	
INV 82951	04/01/2018	NEWMAN VETERINARY HOSPITAL			174.77	
EFT42323	01/02/2018	NEWMAN VOLUNTEER FIRE AND RESCUE SERVICES	Donation: Newman VFRS cooking the Austrlia BBQ 26 January 2017	1		300.00
INV NVFRS1712	01/2018	NEWMAN VOLUNTEER FIRE AND RESCUE SERVICES			300.00	
EFT42324	01/02/2018	OCLC	AMLIB ANNUAL MAINTENANCE 4 CONCURRENT CLIENT ACCESS LICENSES 28/02/18 - 27/02/19	1		2,741.54
INV 2018707512	01/2018	OCLC			2,741.54	
EFT42325	01/02/2018	PILBARA MOTOR GROUP	Provide 20,000km service for Toyota Prado registration 165-EPS in accordance with Toyota service manual.	1		630.15
INV J13210451	01/2018	PILBARA MOTOR GROUP			630.15	
EFT42326	01/02/2018	Pet Magic Cannington	Choock Pellets - Sentinal chickens - Marble Bar	1		145.90
INV 11/01/18	11/01/2018	Pet Magic Cannington			145.90	
EFT42327	01/02/2018	Pilbara Food Services	Food supplies for Kiosk	1		476.43
INV 0008225425	01/2018	Pilbara Food Services			476.43	
EFT42328	01/02/2018	RAPID ACTION FIREWORKS	2018 Australia Day Firework Display - Friday 26 January - 8pm - Emu Oval, Newman	1		8,000.00
INV 1201	30/01/2018	RAPID ACTION FIREWORKS			8,000.00	
EFT42329	01/02/2018	ROOS PLUMBING	East Pilbara Arts Centre Please carry out works as per your quotes QU-1388 and QU1394 at the East Pilbara Arts Centre. All work must be completed by January 25 Please contact Warren Barker for access to the art centre.	1		3,434.20
INV INV-111024	01/2018	ROOS PLUMBING			88.00	
INV INV-111024	01/2018	ROOS PLUMBING			132.00	
INV INV-111229	01/2018	ROOS PLUMBING			2,156.00	

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INV INV-111229/01/2018		ROOS PLUMBING			147.40	
INV INV-111129/01/2018		ROOS PLUMBING			666.60	
INV INV-111329/01/2018		ROOS PLUMBING			244.20	
EFT42330	01/02/2018	ROSHER E & M J PTY LTD	As quoted on attached invoice 15/1/2018	1		253.30
INV 1109174	18/01/2018	ROSHER E & M J PTY LTD			253.30	
EFT42331	01/02/2018	SEASONS HOTEL NEWMAN	Mr Richard Newnham & Victoria Camp Reference 97104 \$180 per night Accommodation, Meals and Non Alcohol Drinks Only	1		924.50
INV 183569/1	25/01/2018	SEASONS HOTEL NEWMAN			406.50	
INV 182558/1	27/01/2018	SEASONS HOTEL NEWMAN			518.00	
EFT42332	01/02/2018	SIMMONE VAN BUERLE	PHONE BUYNDLE SUBSIDY REIMBURSEMENT 24/11/17 - 23/12/17	1		44.95
INV MCR	29/01/2018	SIMMONE VAN BUERLE			44.95	
EFT42333	01/02/2018	SMITHS DETECTION (AUSTRALIA) PTY LTD	Supply and install HSA + rack to Checked Baggage Screening equipment.	1		25,581.75
INV 9611186122/01/2018		SMITHS DETECTION (AUSTRALIA) PTY LTD			8,530.50	
INV 9611186022/01/2018		SMITHS DETECTION (AUSTRALIA) PTY LTD			17,051.25	
EFT42334	01/02/2018	SONIC HEALTHPLUS PTY LTD	Pre employment medical - Eleanor Lee	1		875.60
INV 1433128	22/01/2018	SONIC HEALTHPLUS PTY LTD			437.80	
INV 1437336	29/01/2018	SONIC HEALTHPLUS PTY LTD			437.80	
EFT42335	01/02/2018	Simone Johnston	consultancy work for 2018 Stocktake	1		1,600.00
INV 31/01/18	31/01/2018	Simone Johnston			1,600.00	
EFT42336	01/02/2018	THE SHADE SAIL MAN	Reinstate shade sail destroyed by storm as per the Quote dated 23/10/2017 attached.	1		12,349.32
INV 192	10/01/2018	THE SHADE SAIL MAN			3,571.32	
INV 194	10/01/2018	THE SHADE SAIL MAN			8,008.00	

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INV 193	10/01/2018	THE SHADE SAIL MAN			770.00	
EFT42337	01/02/2018	TRAFFIC SYSTEMS WEST	supply and install 2 x 1.6m watts profile MRWA approved speed cushions on gregory ave newman	1		15,235.00
INV 0000008525	01/2018	TRAFFIC SYSTEMS WEST			7,128.00	
INV 0000008425	01/2018	TRAFFIC SYSTEMS WEST			8,107.00	
EFT42338	01/02/2018	TYREPOWER NEWMAN	Serice FUSO CANTER Truck 145 EPS	1		1,293.63
INV 110672	25/01/2018	TYREPOWER NEWMAN			51.80	
INV 110272	10/01/2018	TYREPOWER NEWMAN			1,241.83	
EFT42339	01/02/2018	The Hub Marketing Communciations Pty Ltd	Design of Xmas sale invite, evite, email footer	1		605.00
INV MART17	19/12/2017	The Hub Marketing Communciations Pty Ltd			605.00	
EFT42340	01/02/2018	VISIMAX	Cat/Possum Trap - Plate Release	1		1,090.00
INV 0000552525	01/2018	VISIMAX			1,090.00	
EFT42341	01/02/2018	WIDEGLIDE CONSTRUCTIONS	To provide two workers and a removalist vehicle for the uplift of larger household items from Carney Street to Ella Street Newman as per quote 30.11.17	1		660.00
INV 0001607012	01/2018	WIDEGLIDE CONSTRUCTIONS			660.00	
EFT42342	01/02/2018	WOOLWORTHS (WA) LTD	Blinky Bill Catering Supplies - Sausage Sizzlzle Supplies	1		714.65
INV 3019202	26/01/2018	WOOLWORTHS (WA) LTD			149.20	
INV 3019223	29/01/2018	WOOLWORTHS (WA) LTD			137.54	
INV 3019236	30/01/2018	WOOLWORTHS (WA) LTD			124.99	
INV 3030569	12/01/2018	WOOLWORTHS (WA) LTD			102.92	
INV 3019168	23/01/2018	WOOLWORTHS (WA) LTD			95.10	
INV 3019119	18/01/2018	WOOLWORTHS (WA) LTD			104.90	
EFT42343	01/02/2018	ZIPFORM STATIONERY	Final Notice Base Stock as per quote number: 171220	1		683.10
INV 179695	24/01/2018	ZIPFORM STATIONERY			683.10	



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EFT42344	08/02/2018	BANKWEST CARD SERVICES	TRANSPORT 2*AUSTRALIAN CATTLE DOGS	1		12,986.50
INV 5586029019/01/2018		BANKWEST CARD SERVICES			12,986.50	
EFT42345	08/02/2018	DEPARTMENT OF HOUSING AND WORKS	241A GENERAL ST MBAR - TENANT CALUM MACIVER PPE 28/01/2018	1		250.80
INV MCR	28/01/2018	DEPARTMENT OF HOUSING AND WORKS			250.80	
EFT42346	08/02/2018	AERODROME MANAGEMENT SERVICES	Provide annual aerodrome technical inspection for Newman Airport in accordance with CASA MOS Part 139 - Aerodromes.	1		5,599.00
INV AMSINV31/01/2018		AERODROME MANAGEMENT SERVICES			5,599.00	
EFT42347	08/02/2018	ALL-RID PEST MANAGEMENT	Conduct mosquito inspections and treatments in Newman as per Contract Allrid-RFT 07-2016-17 effective 1 july 2017 - 30 June 2018	1		275.00
INV 64691	15/01/2018	ALL-RID PEST MANAGEMENT			275.00	
EFT42348	08/02/2018	APRA	NEWMAN REC CENTRE 01/10/2017 - 31/12/2017	1		992.88
INV 0098999501/01/2018		APRA			496.44	
INV 0098999511/10/2017		APRA			496.44	
EFT42349	08/02/2018	AUSTRALIA DAY COUNCIL OF WA INC	2018 Australia Day Certificates of Achievement	1		53.20
INV 0000298304/12/2017		AUSTRALIA DAY COUNCIL OF WA INC			53.20	
EFT42350	08/02/2018	AUSTRALIAN SERVICES UNION	Payroll deductions	1		54.90
INV DEDUCT22/10/2017		AUSTRALIAN SERVICES UNION	Payroll deductions		27.45	
INV DEDUCT28/01/2018		AUSTRALIAN SERVICES UNION	Payroll deductions		27.45	
EFT42351	08/02/2018	BCITF	JANUARY 2018 BCITF APPLICATIONS	1		655.75
INV 310118	31/01/2018	BCITF			655.75	
EFT42352	08/02/2018	BHAVESH MODI	PHONE SUBSIDY REIMBURSEMENT 16/11/17 - 15/12/17	1		89.90
INV MCR	02/02/2018	BHAVESH MODI			44.95	
INV MCR	02/02/2018	BHAVESH MODI			44.95	

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EFT42353	08/02/2018	BHP BILLITON IRON ORE PTY LTD	POWER CONSUMPTION DEC & JAN 2018	1		19,599.82
INV 203056	02/02/2018	BHP BILLITON IRON ORE PTY LTD			19,599.82	
EFT42354	08/02/2018	BRIDGETOWN DESIGN AND PRINT	February Timetable + Artwork	1		115.50
INV 0624	23/01/2018	BRIDGETOWN DESIGN AND PRINT			115.50	
EFT42355	08/02/2018	BROOKS HIRE SERVICES PTY LTD	Dry hire of Komatsu Excavator with Rock Breaker Attachment, per hour rate	1		1,826.55
INV 101981	28/02/2017	BROOKS HIRE SERVICES PTY LTD			-77.77	
INV 141584	31/01/2018	BROOKS HIRE SERVICES PTY LTD			1,904.32	
EFT42356	08/02/2018	BUILDING COMMISSION	JANUARY 2018 - BRB APPLICATIONS	1		506.49
INV 310118	31/01/2018	BUILDING COMMISSION			506.49	
EFT42357	08/02/2018	BUNNINGS GROUP LTD	Chemical Cupboard and other equipment - general	1		689.84
INV 2210/99704	04/01/2018	BUNNINGS GROUP LTD			689.84	
EFT42358	08/02/2018	Blackwoods	Monthly PO for the month of January 2018 Parks and Gardens	1		227.96
INV NW485102	22/01/2018	Blackwoods			47.16	
INV NW506702	25/01/2018	Blackwoods			109.16	
INV NW575802	25/01/2018	Blackwoods			71.64	
EFT42359	08/02/2018	Bunbury Machinery	Parts for Kubota tractor repair	1		292.00
INV H54294	01/02/2018	Bunbury Machinery			292.00	
EFT42360	08/02/2018	CENTURION TRANSPORT CO PTY LTD	FREIGHT IXOM PERTH TO NEWMAN DEPOT - CONNOTE DGN2305101	1		1,152.09
INV SI0124472	21/01/2018	CENTURION TRANSPORT CO PTY LTD			232.17	
INV SI0121428	11/12/2017	CENTURION TRANSPORT CO PTY LTD			919.92	
EFT42361	08/02/2018	CHILD SUPPORT AGENCY	Payroll deductions	1		854.49
INV DEDUCT28	01/2018	CHILD SUPPORT AGENCY	Payroll deductions		854.49	

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INV DEDUCT	28/01/2018	CHILD SUPPORT AGENCY	Payroll deductions		854.49	
EFT42362	08/02/2018	CLEANAWAY (acct 85008)	Clean steel drain pipe Newman Drive.	1		12,405.25
INV 1273230	24/01/2018	CLEANAWAY (acct 85008)			1,067.00	
INV 1273232	24/01/2018	CLEANAWAY (acct 85008)			781.00	
INV 1248138	19/12/2017	CLEANAWAY (acct 85008)			10,557.25	
EFT42363	08/02/2018	CLEANAWAY WASTE MANAGEMENT LTD (Acc 53651165)	AIRPORT	1		9,153.98
INV 9788955	31/01/2018	CLEANAWAY WASTE MANAGEMENT LTD (Acc 53651165)			9,153.98	
EFT42364	08/02/2018	CLEANAWAY WASTE MANAGEMENT LTD (Acc 53651265)	REFUSE COLLECTION 9757*\$2.10	1		90,955.51
INV 9783272	31/12/2017	CLEANAWAY WASTE MANAGEMENT LTD (Acc 53651265)			774.40	
INV 9783272	31/12/2017	CLEANAWAY WASTE MANAGEMENT LTD (Acc 53651265)			15,468.75	
INV 9789436	02/02/2018	CLEANAWAY WASTE MANAGEMENT LTD (Acc 53651265)			64,812.36	
INV 9789435	02/02/2018	CLEANAWAY WASTE MANAGEMENT LTD (Acc 53651265)			9,900.00	
EFT42365	08/02/2018	COASTAL MACHINERY HIRE PTY LTD	supply and delivery of 4 sets of 195/55R10C Tyre & Rim Assemble for Brian James Trailer.	1		300.00
INV 00017332	08/01/2018	COASTAL MACHINERY HIRE PTY LTD			300.00	
EFT42366	08/02/2018	CONSTRUCTION SITE SOLUTIONS	Install short section of path 40m2 in gregory ave in front of schools for students to use instead of road	1		8,712.00
INV 000001453	01/01/2018	CONSTRUCTION SITE SOLUTIONS			8,712.00	
EFT42367	08/02/2018	CUSTOMER FIRST CONTRACTING PTY LTD	Please repair Shire street lights for December 2017	1		15,425.90
INV 35618	21/12/2017	CUSTOMER FIRST CONTRACTING PTY LTD			363.00	
INV 35971	23/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			6,057.90	
INV 36003	24/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			363.00	
INV 36100	31/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			1,304.12	

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INV 36104	31/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			57.75	
INV 36115	31/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			115.50	
INV 35729	10/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			6,188.36	
INV 36019	25/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			115.50	
INV 36079	31/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			860.77	
EFT42368	08/02/2018	Centrals Football Club Incorporated	Sustainable Litter Collection - Rostered dates 27/11/2017 - 14/1/2017	1		2,200.00
INV 2018_00102	02/2018	Centrals Football Club Incorporated			2,200.00	
EFT42369	08/02/2018	DEANS AUTOGLASS	windscreen replacement EPS 105.	1		583.00
INV 0034910209	01/2018	DEANS AUTOGLASS			583.00	
EFT42370	08/02/2018	Dynamic Gifts	Custom Lanyards for the Edge users	1		319.00
INV L1935B/I09	01/2018	Dynamic Gifts			319.00	
EFT42371	08/02/2018	EDMORE MASAKA	PHONE SUBSIDY REIMBURSEMENT 26/12/17 - 25/01/18	1		44.95
INV MCR	02/02/2018	EDMORE MASAKA			44.95	
EFT42372	08/02/2018	EM ELECTRICAL MOVEMENT	Corrective maintenance on Service Compound electrics as identified on EM inv:005, up to 1 week	1		4,881.25
INV INV_012	20/12/2017	EM ELECTRICAL MOVEMENT			4,881.25	
EFT42373	08/02/2018	EMPLOYMENT TRAINING SOLUTIONS	Hire of confined space rescue equipment for Toddler Pool confined space entry.	1		200.00
INV INV-240606	01/2018	EMPLOYMENT TRAINING SOLUTIONS			200.00	
EFT42374	08/02/2018	FOXTEL CABLE TELEVISION	MONTHLY SUBSCRIPTION - 17/01/18 - 16/02/18	1		209.00
INV 2802009317	01/2018	FOXTEL CABLE TELEVISION			209.00	
EFT42375	08/02/2018	GOLDLINE DISTRIBUTORS	Purchasing of Kiosk Stock for Marble Bar Aquatic Centre	1		946.34
INV PINV010	02/02/2018	GOLDLINE DISTRIBUTORS			946.34	

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EFT42376	08/02/2018	HAYS SPECIALIST RECRUITMENT	EHO Professional Services - Relief for Manager - 20/11/17 to 20/01/2018	1		8,025.29
INV 7156085	25/01/2018	HAYS SPECIALIST RECRUITMENT			2,506.59	
INV 7164943	31/01/2018	HAYS SPECIALIST RECRUITMENT			3,235.10	
INV 7156084	25/01/2018	HAYS SPECIALIST RECRUITMENT			2,283.60	
EFT42377	08/02/2018	HEDLAND FIRST NATIONAL REAL ESTATE	ANNUAL LEVY 01/01/18 - 31/12/18	1		8,622.40
INV ANNUAI25/01/2018		HEDLAND FIRST NATIONAL REAL ESTATE			4,311.20	
INV ANNUAI25/01/2018		HEDLAND FIRST NATIONAL REAL ESTATE			4,311.20	
EFT42378	08/02/2018	HOSPITALITY INN PORT HEDLAND	Accommodation and Meals - Wednesday 24th January 2018 - Arthur Godfrey - No Alcohol	1		523.00
INV 87303	31/01/2018	HOSPITALITY INN PORT HEDLAND			165.00	
INV 87262	25/01/2018	HOSPITALITY INN PORT HEDLAND			181.00	
INV 87245	22/01/2018	HOSPITALITY INN PORT HEDLAND			177.00	
EFT42379	08/02/2018	JASON SIGNMAKERS	Supply 20 x Depth Markers - G9-22-1 (2m)	1		1,276.00
INV 184303	30/01/2018	JASON SIGNMAKERS			1,276.00	
EFT42380	08/02/2018	LANDGATE (DOLA)	LAND ENQUIRY JAN 2018	1		75.90
INV 822049	02/02/2018	LANDGATE (DOLA)			75.90	
EFT42381	08/02/2018	LG CRAVEN & SONS	Cleanout vegetation from drain, profile bedding and side batters	1		158,311.50
INV 306	21/01/2018	LG CRAVEN & SONS			5,940.00	
INV MCR	02/02/2018	LG CRAVEN & SONS			150.00	
INV 308	25/01/2018	LG CRAVEN & SONS			155,716.00	
INV 308	25/01/2018	LG CRAVEN & SONS			-3,494.50	
EFT42382	08/02/2018	LGRCEU	Payroll deductions	1		41.00
INV DEDUCT14/01/2018		LGRCEU	Payroll deductions		20.50	
INV DEDUCT28/01/2018		LGRCEU	Payroll deductions		20.50	

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EFT42383	08/02/2018	Links Modular Solutions	Mifare fobs	1		3,018.28
INV 17519	30/01/2018	Links Modular Solutions			1,313.28	
INV 17455	11/01/2018	Links Modular Solutions			1,705.00	
EFT42384	08/02/2018	MAD DOG PROMOTIONS	Outback Fusion Festival Save the Date Magnet x 3000 Price is including full colour print, set up and delivery	1		1,348.60
INV INV-084724	01/2018	MAD DOG PROMOTIONS			1,348.60	
EFT42385	08/02/2018	MARKETFORCE	Advertising of RFQ 08-2017/18 onto Tenderlink	1		738.29
INV 19158	24/01/2018	MARKETFORCE			738.29	
EFT42386	08/02/2018	MOMAR AUSTRALIA PTY LTD	25 LT Momar Blue Thunder	1		704.00
INV 184374	06/02/2018	MOMAR AUSTRALIA PTY LTD			704.00	
EFT42387	08/02/2018	Marble Bar Electrical Service Pty Ltd	TRAVEL TO NULLAGINE AND TAKE DOWN CHRISTMAS TREE	1		1,693.02
INV 0010116310	01/2018	Marble Bar Electrical Service Pty Ltd			165.00	
INV 0010116815	01/2018	Marble Bar Electrical Service Pty Ltd			578.60	
INV 0010118705	02/2018	Marble Bar Electrical Service Pty Ltd			545.59	
INV 0010116405	02/2018	Marble Bar Electrical Service Pty Ltd			403.83	
EFT42388	08/02/2018	Mark Dhu	DEDUCTION ERROR PPE 28/01/18	1		13.20
INV MCR	05/02/2018	Mark Dhu			13.20	
EFT42389	08/02/2018	NEWMAN CLEANING RESOURCES P/L	GROUP 4 NEWMAN AIRPORT CLEANING	1		69,660.25
INV NCR_INV31	12/2017	NEWMAN CLEANING RESOURCES P/L			327.25	
INV NCR_INV31	01/2018	NEWMAN CLEANING RESOURCES P/L			891.00	
INV NCR_INV31	01/2018	NEWMAN CLEANING RESOURCES P/L			148.50	
INV NCR_INV31	01/2018	NEWMAN CLEANING RESOURCES P/L			330.00	
INV NCR_INV31	01/2018	NEWMAN CLEANING RESOURCES P/L			1,534.50	
INV NCR_INV31	01/2018	NEWMAN CLEANING RESOURCES P/L			8,459.00	

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INV NCR_INV\31/01/2018		NEWMAN CLEANING RESOURCES P/L			8,459.00	
INV NCR_INV\31/01/2018		NEWMAN CLEANING RESOURCES P/L			10,653.50	
INV NCR_INV\31/01/2018		NEWMAN CLEANING RESOURCES P/L			22,935.00	
INV NCR_INV\31/01/2018		NEWMAN CLEANING RESOURCES P/L			24,381.50	
EFT42390	08/02/2018	NEWMAN HOME HARDWARE & ICE PLUS	Dover 4B Solid Plate w Trolley BBQ	1		1,316.30
INV 0-662141	24/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			568.75	
INV 0-662106	23/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			19.00	
INV 0-662415	25/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			142.39	
INV 0-662318	25/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			34.70	
INV 0-662849	29/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			33.75	
INV 0-662921	30/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			41.95	
INV 0-662972	30/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			367.63	
INV 0-663079	31/01/2018	NEWMAN HOME HARDWARE & ICE PLUS			46.18	
INV 0-663247	01/02/2018	NEWMAN HOME HARDWARE & ICE PLUS			18.00	
INV 0-663308	01/02/2018	NEWMAN HOME HARDWARE & ICE PLUS			5.40	
INV 0-663820	05/02/2018	NEWMAN HOME HARDWARE & ICE PLUS			38.55	
EFT42391	08/02/2018	NEWMAN MAINSTREET PROJECT	STALL FEE FOR THE EDGE BUSINESS COMMUNITY EXPO AT THE BEACH	1		20.00
INV MCR	05/02/2018	NEWMAN MAINSTREET PROJECT			20.00	
EFT42392	08/02/2018	NORWEST FREIGHT SERVICES	FREIGHT FROM PERMA POLES TO NULLAGINE	1		1,181.40
INV STATE 3	31/01/2018	NORWEST FREIGHT SERVICES			1,181.40	
EFT42393	08/02/2018	OFFICEWORKS BUSINESS DIRECT	Rec Stationary and tape	1		235.77
INV 3773178508	01/2018	OFFICEWORKS BUSINESS DIRECT			235.77	
EFT42394	08/02/2018	PARDOO ROADHOUSE & TAVERN	DEISEL CHARGES JAN 2018	1		774.13
INV JAN2018	31/01/2018	PARDOO ROADHOUSE & TAVERN			774.13	

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INV JAN2018	31/01/2018	PARDOO ROADHOUSE & TAVERN			774.13	
EFT42395	08/02/2018	PHILIP SWAIN	Contracted EHO duties for the first half of the 2017-2018 Financial year including reimbursements for expenses related to the delivery of the contracted service	1		6,132.71
INV 180201	05/02/2018	PHILIP SWAIN			6,132.71	
EFT42396	08/02/2018	PILBARA MOTOR GROUP	Install a new UHF antenna, refit spot lights and focus, remove roof racks for MDSH vehicle - 105EPS	1		624.59
INV J132104523	01/2018	PILBARA MOTOR GROUP			624.59	
EFT42397	08/02/2018	PILBARA REGIONAL COUNCIL	MEMBER CONTRIBUTIONS QTR 3	1		57,750.00
INV FY18-04417	01/2018	PILBARA REGIONAL COUNCIL			57,750.00	
EFT42398	08/02/2018	PIP PARSONSON	PHONE SUBSIDY REIMBURSEMENT 05/12/17 - 04/01/18	1		89.90
INV MCR	31/01/2018	PIP PARSONSON			44.95	
INV MCR	31/01/2018	PIP PARSONSON			44.95	
EFT42399	08/02/2018	Perth City Signs	Supply Only Banner description - W: 800mm X H:2700mm - Singled Sided We require: 10 x 2 - 800mm x 2700mm knitted polyester banners - Stitched back to back to go over banner pole at the top and swing around the pole. ( Arm and Loop system) ***10 of each kind : Total 20 ( =10 x Welcome to Nullagine and 10 x Visit Us Again Nullagine) - so one side reads: Welcome to Nullagine, otherside reads: Visit Us Again Nullagine as outlined in electronic correspondence. ***Please change white to orange as discussed to align with Newman banners and branding.	1		2,376.00
INV 120004	01/02/2018	Perth City Signs			2,376.00	
EFT42400	08/02/2018	RENTOKIL INITIAL GROUP	SHARPS AND SANITARY BIN DISPOSAL JAN 2018	1		1,658.11
INV 9599232813	12/2017	RENTOKIL INITIAL GROUP			1,658.11	



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EFT42401	08/02/2018	ROOS PLUMBING	East Pilbara Arts Centre Please carry out works as per your quotes QU-1388 and QU1394 at the East Pilbara Arts Centre. All work must be completed by January 25 Please contact Warren Barker for access to the art centre.	1		5,113.90
INV INV-110417/01/2018		ROOS PLUMBING			189.20	
INV INV-111229/01/2018		ROOS PLUMBING			2,458.50	
INV INV-110315/01/2018		ROOS PLUMBING			211.20	
INV INV-110212/01/2018		ROOS PLUMBING			528.00	
INV INV-108015/11/2017		ROOS PLUMBING			1,287.00	
INV INV-111805/02/2018		ROOS PLUMBING			440.00	
EFT42402	08/02/2018	ROYAL LIFE SAVING SOCIETY AUSTRALIA	LABOUR HIRE - DOT SNOW - 20/11/17 - 03/12/17; 04/12/17 - 17/12/17; 18/12/17 - 22/12/17; TRAVEL REIMBURSEMENTS	1		17,507.22
INV 74910	17/11/2017	ROYAL LIFE SAVING SOCIETY AUSTRALIA			3,390.37	
INV 77428	01/02/2018	ROYAL LIFE SAVING SOCIETY AUSTRALIA			14,116.85	
EFT42403	08/02/2018	Rex Parker	FACILITY BOND REFUND	1		500.00
INV MCR	06/02/2018	Rex Parker			500.00	
EFT42404	08/02/2018	SATELLITE SECURITY SERVICES	Newman House	1		116.00
INV IV00196705/02/2018		SATELLITE SECURITY SERVICES			66.00	
INV IV00204006/02/2018		SATELLITE SECURITY SERVICES			50.00	
EFT42405	08/02/2018	SCOPE BUSINESS IMAGING	Marble Bar Depot Printer - OCT 2017 -maintenance plan -toner -toner capture -preventative maintenance -maintenance call outs	1		440.00
INV 408310	30/11/2017	SCOPE BUSINESS IMAGING			220.00	
INV 405882	31/10/2017	SCOPE BUSINESS IMAGING			220.00	

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EFT42406	08/02/2018	SEASONS HOTEL NEWMAN	Council Dinner Booking 7pm on Thursday 01/02/2018 ALL CHARGES	1		2,886.50
INV 183192/1	01/02/2018	SEASONS HOTEL NEWMAN			160.00	
INV 183191/1	01/02/2018	SEASONS HOTEL NEWMAN			180.00	
INV 183183/1	02/02/2018	SEASONS HOTEL NEWMAN			403.00	
INV 183180/1	02/02/2018	SEASONS HOTEL NEWMAN			979.50	
INV 183536/1	02/02/2018	SEASONS HOTEL NEWMAN			540.00	
INV 183182/1	02/02/2018	SEASONS HOTEL NEWMAN			454.00	
INV 183877/1	01/02/2018	SEASONS HOTEL NEWMAN			170.00	
EFT42407	08/02/2018	SIGMA CHEMICALS	4x granular chlorine 40kg 4x Trichlor tabs 25kg	1		1,414.60
INV 111193/030	01/2018	SIGMA CHEMICALS			1,206.70	
INV 111280/030	01/2018	SIGMA CHEMICALS			207.90	
EFT42408	08/02/2018	SIMMONE VAN BUERLE	REIMBURSEMENT FOR PURCHASE OF CATERING SUPPLIES FOR AUSTRALIA DAY BREAKFAST - GST FREE	1		122.19
INV MCR	01/02/2018	SIMMONE VAN BUERLE			73.15	
INV MCR	01/02/2018	SIMMONE VAN BUERLE			49.04	
EFT42409	08/02/2018	SONIC HEALTHPLUS PTY LTD	Pre employment medical - K Southworth	1		437.80
INV 1439451	31/01/2018	SONIC HEALTHPLUS PTY LTD			437.80	
EFT42410	08/02/2018	ST JOHN AMBULANCE AUSTRALIA WA (NEWMAN)	First Aid Kit Restock - Newman Depot	1		271.70
INV NE36066	01/02/2018	ST JOHN AMBULANCE AUSTRALIA WA (NEWMAN)			167.45	
INV NE36065	01/02/2018	ST JOHN AMBULANCE AUSTRALIA WA (NEWMAN)			104.25	
EFT42411	08/02/2018	SWAN TOWING	Removal of 3 abandoned vehicles from verges in East Newman to Newman refuse site	1		429.00
INV 0020127429	01/2018	SWAN TOWING			143.00	
INV 0020127229	01/2018	SWAN TOWING			143.00	

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INV 0020127129/01/2018		SWAN TOWING			143.00	
EFT42412	08/02/2018	Sportspower Newman	\$50 Gift Voucher	1		500.00
INV 18-00000111/01/2018		Sportspower Newman			500.00	
EFT42413	08/02/2018	T-QUIP	Parts as Quoted on quote 5346#5	1		82.70
INV 73065#5	15/12/2017	T-QUIP			82.70	
EFT42414	08/02/2018	TECHBRAIN	IT SERVICES FOR SERVER DEVICES	1		9,750.31
INV INV201725/01/2018		TECHBRAIN			661.45	
INV INV201701/02/2018		TECHBRAIN			7,520.70	
INV INV201711/01/2018		TECHBRAIN			1,568.16	
EFT42415	08/02/2018	TECHNOLOGY ONE LIMITED	Intramaps Subscription Plan 1/2/2018 - 31/1/2019	1		9,482.00
INV 165058	18/01/2018	TECHNOLOGY ONE LIMITED			9,482.00	
EFT42416	08/02/2018	TENDERLINK	Upload of RFT 09-2017/18 (Cape Keraudren Residence) to Tenderlink Portal	1		165.00
INV EPILB-2402/02/2018		TENDERLINK			165.00	
EFT42417	08/02/2018	TNT EXPRESS	FREIGHT CHARGES NEWMAN OFFICE TO WATER EXAM PERTH - CONNOTE 9802 0812 1476 - HEALTH	1		153.53
INV 5270508020/01/2018		TNT EXPRESS			153.53	
EFT42418	08/02/2018	TOLL IPEC ROAD EXPRESS PTY LTD	FREIGHT MARBLE BAR LIBRARY TO WA STATE LIBRARY - CONNOTE 8398146287 - MARBLE BAR	1		192.98
INV 0781	15/12/2017	TOLL IPEC ROAD EXPRESS PTY LTD			192.98	
EFT42419	08/02/2018	TYREPOWER NEWMAN	coolant	1		135.50
INV 110679	25/01/2018	TYREPOWER NEWMAN			135.50	
EFT42420	08/02/2018	WATERCHOICE (AUST) PTY LTD	Community Wellbeing - Monthly Rental Charge - 5 Stage Reverse Osmosis Water Filtration System - 12 Months - 2017/2018	1		325.00
INV 76366	01/02/2018	WATERCHOICE (AUST) PTY LTD			65.00	

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INV 76566	01/02/2018	WATERCHOICE (AUST) PTY LTD			65.00	
INV 76661	01/02/2018	WATERCHOICE (AUST) PTY LTD			195.00	
EFT42421	08/02/2018	WATERLOGIC AUSTRALIA PTY LTD	NEWMAN AQUATIC CENTRE	1		78.10
INV 0153120201/02/2018		WATERLOGIC AUSTRALIA PTY LTD			78.10	
EFT42422	08/02/2018	WESTRAC PTY LTD	Please check aircon not working. Repair light indicator; replace rear broken window and wiper motor	1		10,252.54
INV SI13123228/11/2017		WESTRAC PTY LTD			10,252.54	
EFT42423	08/02/2018	WIDEGLIDE CONSTRUCTIONS	Construction of a concrete slab with fence, gate, lifting lugs and hold down bolts for the Dust Monitoring Station	1		15,120.93
INV 0001604613/12/2017		WIDEGLIDE CONSTRUCTIONS			6,270.00	
INV 0001613031/01/2018		WIDEGLIDE CONSTRUCTIONS			1,529.00	
INV 0001615531/01/2018		WIDEGLIDE CONSTRUCTIONS			687.50	
INV 0001615431/01/2018		WIDEGLIDE CONSTRUCTIONS			242.00	
INV 0001615031/01/2018		WIDEGLIDE CONSTRUCTIONS			66.00	
INV 0001618031/01/2018		WIDEGLIDE CONSTRUCTIONS			1,512.50	
INV 14253	01/02/2018	WIDEGLIDE CONSTRUCTIONS			2,021.80	
INV 14449	01/02/2018	WIDEGLIDE CONSTRUCTIONS			751.63	
INV 0001616631/01/2018		WIDEGLIDE CONSTRUCTIONS			1,188.00	
INV 0001619406/02/2018		WIDEGLIDE CONSTRUCTIONS			165.00	
INV 0001619606/02/2018		WIDEGLIDE CONSTRUCTIONS			181.50	
INV 0001619706/02/2018		WIDEGLIDE CONSTRUCTIONS			385.00	
INV 0001620106/02/2018		WIDEGLIDE CONSTRUCTIONS			121.00	
EFT42424	08/02/2018	WOOLWORTHS (WA) LTD	Goods as per receipt	1		1,436.29
INV 3019218	29/01/2018	WOOLWORTHS (WA) LTD			49.00	
INV 3030656	31/01/2018	WOOLWORTHS (WA) LTD			181.42	

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INV 3030654	18/01/2018	WOOLWORTHS (WA) LTD			130.31	
INV 3030659	31/01/2018	WOOLWORTHS (WA) LTD			336.00	
INV 2530752922	01/2018	WOOLWORTHS (WA) LTD			349.13	
INV 3019181	25/01/2018	WOOLWORTHS (WA) LTD			390.43	
EFT42425	08/02/2018	BETTY WHYLOUTER	ARTIST PAYMENT REF# 3808 - BETTY WHYLOUTER	1		200.00
INV 3808	06/02/2018	BETTY WHYLOUTER			200.00	
EFT42426	08/02/2018	BUGAI WHYOULTER	ARTIST PAYMENT REF# 3820 - BUGAI WHYOULTER	1		500.00
INV 3820	07/02/2018	BUGAI WHYOULTER			500.00	
EFT42427	08/02/2018	CORBAN CLAUSE WILLIAMS	ARTIST PAYMENT REF# 3829 - CORBAN CLAUSE WILLIAMS	1		640.00
INV 3829	08/02/2018	CORBAN CLAUSE WILLIAMS			640.00	
EFT42428	08/02/2018	Clifford Brooks	ARTIST PAYMENT REF# 3802 - Clifford Brooks	1		532.50
INV 3802	02/02/2018	Clifford Brooks			532.50	
EFT42429	08/02/2018	DADDA SAMSON	ARTIST PAYMENT REF# 3817 - DADDA SAMSON	1		1,000.00
INV 3817	06/02/2018	DADDA SAMSON			1,000.00	
EFT42431	08/02/2018	JUDITH ANYA SAMSON	ARTIST PAYMENT REF# 3801 - JUDITH ANYA SAMSON	1		100.00
INV 3801	02/02/2018	JUDITH ANYA SAMSON			100.00	
EFT42432	08/02/2018	MARIANNE BURTON	ARTIST PAYMENT REF# 3800 - MARIANNE BURTON	1		262.50
INV 3800	02/02/2018	MARIANNE BURTON			262.50	
EFT42433	08/02/2018	MAY BROOKS	ARTIST PAYMENT REF# 3806 - MAY BROOKS	1		300.00
INV 3806	05/02/2018	MAY BROOKS			300.00	
EFT42434	08/02/2018	MULYATINGKI MARNEY	ARTIST PAYMENT REF# 3807 - MULYATINGKI MARNEY	1		500.00
INV 3807	05/02/2018	MULYATINGKI MARNEY			500.00	

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EFT42435	08/02/2018	NANCY CHAPMAN	ARTIST PAYMENT REF# 3803 - NANCY CHAPMAN	1		1,400.00
INV 3803	05/02/2018	NANCY CHAPMAN			1,400.00	
EFT42436	08/02/2018	PHYLLIS WAYE	ARTIST PAYMENT REF# 3805 - PHYLLIS WAYE	1		637.50
INV 3805	05/02/2018	PHYLLIS WAYE			637.50	
EFT42437	08/02/2018	REENA ROGERS	ARTIST PAYMENT REF# 3799 - REENA ROGERS	1		99.00
INV 3799	31/01/2018	REENA ROGERS			99.00	
EFT42438	08/02/2018	BUGAI WHYOULTER	ARTIST PAYMENT REF# 3821 - BUGAI WHYOULTER	1		100.00
INV 3821	07/02/2018	BUGAI WHYOULTER			100.00	
EFT42439	09/02/2018	Gavin Carlisle	TRAVEL	1		3,407.09
INV MCR	07/02/2018	Gavin Carlisle			127.85	
INV MCR	07/02/2018	Gavin Carlisle			3,279.24	
EFT42440	15/02/2018	BANKWEST CARD SERVICES	ALLIED PICKFORDS	1		15,778.60
INV DEC 2017	19/12/2017	BANKWEST CARD SERVICES			5,934.04	
INV DEC 17	19/12/2017	BANKWEST CARD SERVICES			1,631.06	
INV 55860290	19/12/2017	BANKWEST CARD SERVICES			8,213.50	
EFT42441	15/02/2018	HORIZON POWER	UNIT 5 LOT 74 FRANCIS ST MBAR 12/12/17 - 16/01/18	1		34.17
INV 440907	01/02/2018	HORIZON POWER			34.17	
EFT42442	15/02/2018	TELSTRA	0147 187189 OWEN QUIGLEY	1		981.42
INV 4323467905	02/2018	TELSTRA			981.42	
EFT42443	15/02/2018	BIDDY BUNAWARRIE	ARTIST PAYMENT REF# 3828 - BIDDY BUNAWARRIE	1		1,000.00
INV 3828	08/02/2018	BIDDY BUNAWARRIE			1,000.00	
EFT42444	15/02/2018	BUGAI WHYOULTER	ARTIST PAYMENT REF# 3838 - BUGAI WHYOULTER	1		500.00
INV 3838	14/02/2018	BUGAI WHYOULTER			500.00	

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INV 3838	14/02/2018	BUGAI WHYOULTER			500.00	
EFT42445	15/02/2018	DADDA SAMSON	ARTIST PAYMENT REF# 3834 - DADDA SAMSON	1		960.00
INV 3834	13/02/2018	DADDA SAMSON			960.00	
EFT42446	15/02/2018	DOREEN CHAPMAN	ARTIST PAYMENT REF# 3827 - DOREEN CHAPMAN	1		1,000.00
INV 3827	08/02/2018	DOREEN CHAPMAN			1,000.00	
EFT42447	15/02/2018	HELEN DALE SAMSON	ARTIST PAYMENT REF# 3832 - HELEN DALE SAMSON	1		639.10
INV 3839	14/02/2018	HELEN DALE SAMSON			239.10	
INV 3832	12/02/2018	HELEN DALE SAMSON			400.00	
EFT42448	15/02/2018	KUMPAYA GIRGIRBA	ARTIST PAYMENT REF# 3833 - KUMPAYA GIRGIRBA	1		600.00
INV 3833	13/02/2018	KUMPAYA GIRGIRBA			600.00	
EFT42449	15/02/2018	MAY CHAPMAN	ARTIST PAYMENT REF# 3826 - MAY CHAPMAN	1		1,000.00
INV 3826	08/02/2018	MAY CHAPMAN			1,000.00	
EFT42450	15/02/2018	NANCY TAYLOR	ARTIST PAYMENT REF# 3831 - NANCY TAYLOR	1		600.00
INV 3831	09/02/2018	NANCY TAYLOR			600.00	
EFT42452	15/02/2018	TAYLOR, MUUKI	ARTIST PAYMENT REF# 3835 - TAYLOR, MUUKI	1		500.00
INV 3835	13/02/2018	TAYLOR, MUUKI			500.00	
EFT42453	15/02/2018	Theresa Colleen Jadai	ARTIST PAYMENT REF# 3824 - Theresa Colleen Jadai	1		700.00
INV 3824	07/02/2018	Theresa Colleen Jadai			700.00	
EFT42454	15/02/2018	ADVAM PTY LTD	Please provide credit card processing services FY 2018	1		425.66
INV FTIN017631	01/01/2018	ADVAM PTY LTD			425.66	
EFT42455	15/02/2018	AIRPORT SECURITY PTY LTD	ASIC Card Print and Reprint Issues following on from PO23975	1		44.00
INV INV6821	05/02/2018	AIRPORT SECURITY PTY LTD			44.00	

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EFT42456	15/02/2018	ALL-RID PEST MANAGEMENT	Conduct mosquito inspections and treatments in Marble Bar and Nullagine as per ALLRID Contract- RFT 07-2016-17 effective 1 July 2017 - 30 June 2018	1		616.00
INV 64915	31/01/2018	ALL-RID PEST MANAGEMENT			616.00	
EFT42457	15/02/2018	ALYKA PTY LTD	Monthly Tech Support - SOEP Website - Amanda Curby -JANUARY 2018	1		770.00
INV INV-186002/02/2018		ALYKA PTY LTD			770.00	
EFT42458	15/02/2018	AUSWATER SYSTEMS PTY LTD	Flocon-260 x 25kg drum	1		9,344.50
INV 9782	31/01/2018	AUSWATER SYSTEMS PTY LTD			4,504.50	
INV 9785	02/02/2018	AUSWATER SYSTEMS PTY LTD			4,840.00	
EFT42459	15/02/2018	Aquarius Technologies Pty Ltd	RO Plant Flow Switch Probe PR_FTC as per Quote 22122	1		1,074.70
INV IN41628531/01/2018		Aquarius Technologies Pty Ltd			1,074.70	
EFT42460	15/02/2018	BHP BILLITON IRON ORE PTY LTD	INVOICE 74754 DUPLICATION OF INV 72005	1		1,248.50
INV MCR	13/02/2018	BHP BILLITON IRON ORE PTY LTD			1,248.50	
EFT42461	15/02/2018	BICUBIC PRINTING & CORPORATE GRAPHICS	Business Cards as per Glossy Template Jeremy Edwards Chief Executive Officer 500 Cards	1		190.81
INV 16600	16/01/2018	BICUBIC PRINTING & CORPORATE GRAPHICS			132.00	
INV 16688	25/01/2018	BICUBIC PRINTING & CORPORATE GRAPHICS			58.81	
EFT42462	15/02/2018	BJ YOUNG EARTHMOVING	Supply and delivery of 50 MT pindan to Newman depot.	1		4,180.00
INV CF381	14/02/2018	BJ YOUNG EARTHMOVING			4,180.00	
EFT42463	15/02/2018	BOC GASES	REC CENTRE	1		532.65
INV 5003808729/12/2017		BOC GASES			532.65	
EFT42464	15/02/2018	BUNNINGS GROUP LTD	Halloween - Furniture - Chairs	1		955.16



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INV 2210/99704/01/2018		BUNNINGS GROUP LTD			955.16	
EFT42465	15/02/2018	Blackwoods	Replacement Vehicle Jack	1		345.60
INV PE5663031/01/2018		Blackwoods			345.60	
EFT42466	15/02/2018	Bridgestone Tyre Centre Port Hedland	Tyre supply and fit - RBT bus	1		372.30
INV 9540045401/02/2018		Bridgestone Tyre Centre Port Hedland			372.30	
EFT42467	15/02/2018	CHEFMASTER AUSTRALIA	Chefmaster 679PR bin liners	1		593.70
INV 0002421125/01/2018		CHEFMASTER AUSTRALIA			593.70	
EFT42468	15/02/2018	CLEANAWAY (acct 85008)	VAC GRIT PIT & CLARIFIER 25/01/18 WWTP	1		4,620.00
INV 1277498	31/01/2018	CLEANAWAY (acct 85008)			1,067.00	
INV 1277499	31/01/2018	CLEANAWAY (acct 85008)			924.00	
INV 1282861	06/02/2018	CLEANAWAY (acct 85008)			781.00	
INV 1282859	06/02/2018	CLEANAWAY (acct 85008)			1,067.00	
INV 1285640	08/02/2018	CLEANAWAY (acct 85008)			781.00	
EFT42469	15/02/2018	CORRS CHAMBERS WESTGARTH	Please draft sublease agreement, put through State Lands and manage document flow between parties.	1		1,361.03
INV 6830195	31/01/2018	CORRS CHAMBERS WESTGARTH			1,361.03	
EFT42470	15/02/2018	CUSTOMER FIRST CONTRACTING PTY LTD	Supply & install new flyscreen to 5x security doors per Quote#21584	1		2,592.01
INV 36173	09/02/2018	CUSTOMER FIRST CONTRACTING PTY LTD			589.02	
INV 36209	09/02/2018	CUSTOMER FIRST CONTRACTING PTY LTD			121.00	
INV 36220	12/02/2018	CUSTOMER FIRST CONTRACTING PTY LTD			185.68	
INV 36119	31/01/2018	CUSTOMER FIRST CONTRACTING PTY LTD			1,696.31	
EFT42471	15/02/2018	DEPARTMENT OF TRANSPORT	VEHICLE SEARCH JANUARY 2018	1		10.05
INV 409203	12/02/2018	DEPARTMENT OF TRANSPORT			10.05	

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EFT42472	15/02/2018	DESIGNA AUSTRALIA PTY LTD	Please provide car park maintenance services July 2017 to December 2017	1		5,914.17
INV 15875	05/02/2018	DESIGNA AUSTRALIA PTY LTD			5,914.17	
EFT42473	15/02/2018	Dunnings	5,000 litres of diesel	1		7,320.32
INV STATE3131/01/2018		Dunnings			169.94	
INV 0016865405/02/2018		Dunnings			7,150.38	
EFT42474	15/02/2018	EAST PILBARA VETERINARY SERVICE	Standing PO for the period 01/01/2018 - 30/06/2018 for sentinel chicken flock bleeding and blood sample collection for flavivirus antibody testing, care, maintenance and feeding of 2 flocks located aqt the Shire Depot (Newman) and at Ophthalmia dam respectively.	1		1,014.50
INV 0227	07/02/2018	EAST PILBARA VETERINARY SERVICE			1,014.50	
EFT42475	15/02/2018	EDMORE MASAKA	WASTE STRATEGY MEETING IN HEDLAND 12/02/18	1		50.90
INV MCR	14/02/2018	EDMORE MASAKA			50.90	
EFT42476	15/02/2018	ENVIRONMENTAL INDUSTRIES	IRON ORE PDE, NORTH, SOUTH & EAST NEWMAN NON IRRIGATED VERGES	1		34,918.33
INV 24879	31/01/2018	ENVIRONMENTAL INDUSTRIES			34,918.33	
EFT42477	15/02/2018	FROGGY SERVICES	emergency clean needed for flooding of Unit 1 Moondoorow	1		165.00
INV 18-01-02624/01/2018		FROGGY SERVICES			165.00	
EFT42478	15/02/2018	Fuji Xerox Australia Pty Ltd	SUPPORT SERVICES NEWMAN SHIRE OFFICES 01/12/17 - 31/12/17	1		6,782.48
INV CR1553531/10/2017		Fuji Xerox Australia Pty Ltd			491.83	
INV CR3837931/01/2018		Fuji Xerox Australia Pty Ltd			40.99	
INV CR2445230/11/2017		Fuji Xerox Australia Pty Ltd			61.48	
INV CR1553531/10/2017		Fuji Xerox Australia Pty Ltd			89.00	
INV CR3148031/12/2017		Fuji Xerox Australia Pty Ltd			55.07	
INV CR2445260/11/2017		Fuji Xerox Australia Pty Ltd			288.38	
INV CR3153231/12/2017		Fuji Xerox Australia Pty Ltd			85.28	

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INV CR155883	1/10/2017	Fuji Xerox Australia Pty Ltd			95.39	
INV CR38431	31/01/2018	Fuji Xerox Australia Pty Ltd			129.78	
INV CR24503	30/11/2017	Fuji Xerox Australia Pty Ltd			146.52	
INV CR31355	31/12/2017	Fuji Xerox Australia Pty Ltd			309.00	
INV CR24329	30/11/2017	Fuji Xerox Australia Pty Ltd			305.04	
INV CR15408	31/10/2017	Fuji Xerox Australia Pty Ltd			379.35	
INV CR38262	31/01/2018	Fuji Xerox Australia Pty Ltd			201.85	
INV CR15535	31/10/2017	Fuji Xerox Australia Pty Ltd			10.82	
INV CR24452	30/11/2017	Fuji Xerox Australia Pty Ltd			19.91	
INV CR31480	31/12/2017	Fuji Xerox Australia Pty Ltd			298.78	
INV CR31479	31/12/2017	Fuji Xerox Australia Pty Ltd			17.95	
INV CR38379	31/01/2018	Fuji Xerox Australia Pty Ltd			14.58	
INV CR31431	31/12/2017	Fuji Xerox Australia Pty Ltd			1,480.40	
INV CR24407	30/11/2017	Fuji Xerox Australia Pty Ltd			1,367.64	
INV CR38165	31/01/2018	Fuji Xerox Australia Pty Ltd			111.03	
INV CR38438	31/01/2018	Fuji Xerox Australia Pty Ltd			69.01	
INV CR38379	31/01/2018	Fuji Xerox Australia Pty Ltd			166.22	
INV CR31480	31/12/2017	Fuji Xerox Australia Pty Ltd			166.32	
INV CR24452	30/11/2017	Fuji Xerox Australia Pty Ltd			160.88	
INV CR15535	31/10/2017	Fuji Xerox Australia Pty Ltd			219.98	
EFT42479	15/02/2018	GALJO PTY LTD T/A EAST PILBARA TYRE SERVICE	131EPS Screw in front tyre.	1		44.00
INV 00003851	04/01/2018	GALJO PTY LTD T/A EAST PILBARA TYRE SERVICE			44.00	
EFT42480	15/02/2018	HAYS SPECIALIST RECRUITMENT	AIRPORT FRESH WATER	1		2,283.60
INV 7180205	07/02/2018	HAYS SPECIALIST RECRUITMENT			2,283.60	

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EFT42481	15/02/2018	HEDLAND HOME HARDWARE & GARDEN	Roll of Black Plastic - Heavy Duty	1		82.58
INV 0-925638	07/02/2018	HEDLAND HOME HARDWARE & GARDEN			82.58	
EFT42482	15/02/2018	HOLCIM (AUSTRALIA) PTY LTD	2x 8 tonne rip rap rock	1		1,309.97
INV 9403486529	01/2018	HOLCIM (AUSTRALIA) PTY LTD			495.52	
INV 9403495905	02/2018	HOLCIM (AUSTRALIA) PTY LTD			814.45	
EFT42483	15/02/2018	HOSPITALITY INN PORT HEDLAND	Accommodation & Meals - Arthur Godfrey - RPT Bus Driver - Wednesday 7th February 2018 - No Alcohol	1		180.00
INV 87360	08/02/2018	HOSPITALITY INN PORT HEDLAND			180.00	
EFT42484	15/02/2018	KATHRYN FOWLER	REIMBURSEMENT BOOKTOPIA GIFT CARD - LOVERS DAY PRIZE	1		50.00
INV MCR	13/02/2018	KATHRYN FOWLER			50.00	
EFT42485	15/02/2018	KMART AUSTRALIA LTD	Australia Day Event 2018- activities	1		302.50
INV 139164	03/12/2017	KMART AUSTRALIA LTD			100.00	
INV 142448	11/01/2018	KMART AUSTRALIA LTD			202.50	
EFT42486	15/02/2018	KULAR, DAVID	PHONE SUBSIDY RIMBURSEMENT 25/12/17 - 27/01/18	1		44.95
INV MCR	12/02/2018	KULAR, DAVID			44.95	
EFT42487	15/02/2018	LANDGATE (DOLA)	MINING TENEMENTS	1		308.17
INV 336730-1022	01/2018	LANDGATE (DOLA)			200.20	
INV 336748-1023	01/2018	LANDGATE (DOLA)			107.97	
EFT42488	15/02/2018	LESMILLS AUSTRALIA	Body Pump	1		999.06
INV 899207	01/02/2018	LESMILLS AUSTRALIA			999.06	
EFT42489	15/02/2018	MAD DOG PROMOTIONS	Rectangle Tri function safety light	1		1,752.30
INV INV-086807	02/2018	MAD DOG PROMOTIONS			1,752.30	
EFT42490	15/02/2018	MARKETFORCE	Northwest Telegraph Monthly Issue Amanda Curby 24/01/2018	1		3,523.42

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EFT42490	15/02/2018	MARKETFORCE	Northwest Telegraph Monthly Issue Amanda Curby 24/01/2018	1		3,523.42
INV 19161	24/01/2018	MARKETFORCE			727.67	
INV 19159	24/01/2018	MARKETFORCE			706.44	
INV 19154	24/01/2018	MARKETFORCE			156.97	
INV 27605	01/02/2018	MARKETFORCE			-37.93	
INV 27605	01/02/2018	MARKETFORCE			-15.07	
INV 27605	01/02/2018	MARKETFORCE			-38.99	
INV 27605	01/02/2018	MARKETFORCE			-187.80	
INV 19160	24/01/2018	MARKETFORCE			727.67	
INV 19157	24/01/2018	MARKETFORCE			1,201.06	
INV 19155	24/01/2018	MARKETFORCE			141.70	
INV 19156	24/01/2018	MARKETFORCE			141.70	
EFT42491	15/02/2018	MARTUMILI 1 - LOAD & GO	AKIBA CANBERRA	1		693.24
INV MCR	14/02/2018	MARTUMILI 1 - LOAD & GO			693.24	
EFT42492	15/02/2018	MARTUMILI 2 - LOAD & GO	RAC	1		966.46
INV MCR	14/02/2018	MARTUMILI 2 - LOAD & GO			966.46	
EFT42493	15/02/2018	MARTUMILI 4 - LOAD N GO CARD	RAC TOYOTA INSPECTION	1		160.47
INV MCR	14/02/2018	MARTUMILI 4 - LOAD N GO CARD			160.47	
EFT42494	15/02/2018	MATTHEW WILKS	REFUND DUE TO NO PLANS ON FILE & NO SEARCH CONDUCTED	1		60.00
INV MCR	07/02/2018	MATTHEW WILKS			60.00	
EFT42495	15/02/2018	MILMAR DISTRIBUTORS	Printing Receipt Rolls	1		77.00
INV 0001900406/02/2018		MILMAR DISTRIBUTORS			77.00	

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EFT42496	15/02/2018	Marble Bar Electrical Service Pty Ltd	Marble Bar Admin Office Please check and repair the air con in the coordinators office at the Marble Bar Admin Office Daikin unit ( 2.5kw) in Coordinator's office is blowing hot air. Checked fault codes and the following are giving 2 short beeps ( no long beeps) E0, EA, EHand EJ.	1		1,243.01
INV 0010110406/02/2018		Marble Bar Electrical Service Pty Ltd			459.58	
INV 0010120607/02/2018		Marble Bar Electrical Service Pty Ltd			263.91	
INV 0010115808/02/2018		Marble Bar Electrical Service Pty Ltd			519.52	
EFT42497	15/02/2018	NEWMAN CLEANING RESOURCES P/L	1 ELLA STREET - REFER PO 23059	1		429.00
INV NCR_INV31/01/2018		NEWMAN CLEANING RESOURCES P/L			429.00	
EFT42498	15/02/2018	NEWMAN HOME HARDWARE & ICE PLUS	20ltr liGlysophate 450	1		2,817.20
INV 0-663120 31/01/2018		NEWMAN HOME HARDWARE & ICE PLUS			16.65	
INV 0-663430 02/02/2018		NEWMAN HOME HARDWARE & ICE PLUS			94.50	
INV 0-663400 02/02/2018		NEWMAN HOME HARDWARE & ICE PLUS			117.36	
INV 0-663950 06/02/2018		NEWMAN HOME HARDWARE & ICE PLUS			2,209.00	
INV 0-663955 06/02/2018		NEWMAN HOME HARDWARE & ICE PLUS			159.00	
INV 0-663885 06/02/2018		NEWMAN HOME HARDWARE & ICE PLUS			113.29	
INV 0-663865 06/02/2018		NEWMAN HOME HARDWARE & ICE PLUS			25.65	
INV 0-664158 07/02/2018		NEWMAN HOME HARDWARE & ICE PLUS			50.75	
INV 0-664379 09/02/2018		NEWMAN HOME HARDWARE & ICE PLUS			12.00	
INV 0-664277 08/02/2018		NEWMAN HOME HARDWARE & ICE PLUS			19.00	
EFT42499	15/02/2018	NEWMAN RETRAVISION	39 Rudall - Gas upright stove Model Chef- CFG5040WBNG Roos plumbing to pick up this afternoon	1		869.00
INV 6000501708/02/2018		NEWMAN RETRAVISION			869.00	
EFT42500	15/02/2018	NEWMAN TEEBALL ASSOCIATION	DUPLICATION PAYMENT ON INV# 75166	1		164.00
INV MCR	13/02/2018	NEWMAN TEEBALL ASSOCIATION			164.00	

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EFT42501	15/02/2018	NEWMAN WOMENS SHELTER	Minky Blankets	1		825.00
INV 0000025509	02/2018	NEWMAN WOMENS SHELTER			825.00	
EFT42502	15/02/2018	NORTH REGIONAL TAFE	ELECTRICITY NOV16 - JUL17	1		46,302.85
INV I0004105	11/01/2018	NORTH REGIONAL TAFE			40,432.90	
INV I0004410	11/01/2018	NORTH REGIONAL TAFE			5,869.95	
EFT42503	15/02/2018	NORTH WEST DISTRIBUTORS	Confectionary supplies for Kiosk	1		347.91
INV 3626	10/02/2018	NORTH WEST DISTRIBUTORS			347.91	
EFT42504	15/02/2018	NORWEST FREIGHT SERVICES	FREIGHT FROM GETAGRIP TYRES TO SOEP	1		730.40
INV 0003621801	01/2018	NORWEST FREIGHT SERVICES			453.20	
INV 0003661502	01/2018	NORWEST FREIGHT SERVICES			277.20	
EFT42505	15/02/2018	NULLAGINE COMMUNITY RESOURCE CENTRE INC	BBQ - Australia Day Celebrations - Nullagine.	1		20.00
INV INV-049302	02/2018	NULLAGINE COMMUNITY RESOURCE CENTRE INC			20.00	
EFT42506	15/02/2018	OFFICE LINE	Newman Admin Chair - x 2 Health Department Orbit Manager chair	1		1,518.00
INV 69002	05/02/2018	OFFICE LINE			759.00	
INV 69035	07/02/2018	OFFICE LINE			759.00	
EFT42507	15/02/2018	OFFICEWORKS BUSINESS DIRECT	Assets Stationery Order	1		409.83
INV 3796482624	01/2018	OFFICEWORKS BUSINESS DIRECT			409.83	
EFT42508	15/02/2018	PACIFIC BRANDS WORKWEAR	2018 Uniform order S Cusack	1		450.50
INV 1018006517	01/2018	PACIFIC BRANDS WORKWEAR			450.50	
EFT42509	15/02/2018	PARNNGURR ABORIGINAL	Snacks for return trip to Newman	1		26.50
INV 107676	04/09/2017	PARNNGURR ABORIGINAL			26.50	
EFT42510	15/02/2018	ROSHER E & M J PTY LTD	As quoted on attached invoice 15/1/2018	1		69.55

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EFT42510	15/02/2018	ROSHER E & M J PTY LTD	As quoted on attached invoice 15/1/2018	1		69.55
INV 1109380	30/01/2018	ROSHER E & M J PTY LTD			69.55	
EFT42511	15/02/2018	Regal Transport	FREIGHT FROM THINKWATER TO SOEP DEPOT	1		566.12
INV 984328	31/01/2018	Regal Transport			131.85	
INV 982772	19/01/2018	Regal Transport			434.27	
EFT42512	15/02/2018	SEASONS HOTEL NEWMAN	Mr Michael Kitchin In: 31/01/2018 - Out 03/02/2018 Accommodation, Meals and Alcohol Drinks served with meals only	1		578.50
INV 183184/1	03/02/2018	SEASONS HOTEL NEWMAN			578.50	
EFT42513	15/02/2018	SHERIDANS FOR BADGES	Name badges, details as attached	1		253.61
INV 73774	31/01/2018	SHERIDANS FOR BADGES			253.61	
EFT42514	15/02/2018	SONIC HEALTHPLUS PTY LTD	pre employment medical B Shuttleworth	1		1,313.40
INV 1440442	01/02/2018	SONIC HEALTHPLUS PTY LTD			437.80	
INV 1440441	01/02/2018	SONIC HEALTHPLUS PTY LTD			437.80	
INV 1445751	09/02/2018	SONIC HEALTHPLUS PTY LTD			437.80	
EFT42515	15/02/2018	Security Agents Institute of WA Inc	Fees for booking Police security license exams. S. Kloppers; L Devereux;K. Sanders and A. Jordan	1		264.00
INV 0001031	409/02/2018	Security Agents Institute of WA Inc			264.00	
EFT42516	15/02/2018	TECHBRAIN	Monthly Service x 6	1		382.80
INV INV20172	4/01/2018	TECHBRAIN			382.80	
EFT42517	15/02/2018	TOLL IPEC ROAD EXPRESS PTY LTD	FREIGHT FROM JASON SIGNMAKERS TO SOEP DEPOT	1		291.03
INV 0786	19/01/2018	TOLL IPEC ROAD EXPRESS PTY LTD			209.35	
INV 0785	12/01/2018	TOLL IPEC ROAD EXPRESS PTY LTD			81.68	
EFT42518	15/02/2018	WATERCHOICE (AUST) PTY LTD	Water filter for Deck area monthly servicing	1		130.00



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INV 75432	01/12/2017	WATERCHOICE (AUST) PTY LTD			65.00	
INV 75912	01/01/2018	WATERCHOICE (AUST) PTY LTD			65.00	
EFT42519	15/02/2018	WHALEBACK NEWSAGENCY	Wireless Keyboard and Mouse for the Chambers for Council Meetings	1		37.99
INV I000003405	05/02/2018	WHALEBACK NEWSAGENCY			37.99	
EFT42520	15/02/2018	WOOLWORTHS (WA) LTD	Goods as per receipt	1		952.04
INV 3019136	20/01/2018	WOOLWORTHS (WA) LTD			123.52	
INV 3019215	29/01/2018	WOOLWORTHS (WA) LTD			404.69	
INV 3019180	24/01/2018	WOOLWORTHS (WA) LTD			17.22	
INV 3114881	06/02/2018	WOOLWORTHS (WA) LTD			50.00	
INV 3120674	08/02/2018	WOOLWORTHS (WA) LTD			59.98	
INV 3114860	05/02/2018	WOOLWORTHS (WA) LTD			47.75	
INV 3114921	12/02/2018	WOOLWORTHS (WA) LTD			248.88	
EFT42521	15/02/2018	WORMALD FIRE SERVICES	Supply 2 x upgrade batteries to fire alarm panel as per request	1		396.55
INV 7606575	20/11/2017	WORMALD FIRE SERVICES			396.55	
EFT42522	15/02/2018	YMCA	BOND REFUND NFP PUBLIC EVENT 29/01/18 BOOMERANG OVAL	1		1,300.00
INV MCR	06/02/2018	YMCA			1,300.00	
EFT42523	15/02/2018	MARTUMILI 5 - LOAD N GO	AVIAIR - FLIGHTS FOR BUGAI AND BETTY WHYOUTLER	1		860.09
INV MCR	15/11/2017	MARTUMILI 5 - LOAD N GO			860.09	

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**REPORT TOTALS**

Bank Code	Bank Name	TOTAL
1	Municipal Bank	2,466,335.08
TOTAL		2,466,335.08

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24464	18/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A405090 12 HOWARD DRIVE NEWMAN 6753	1		39,685.20
INV A404930	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A404930 42 HOWARD DRIVE NEWMAN 6753		2,184.75	
INV A405120	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A405120 6 HOWARD DRIVE NEWMAN 6753		2,205.05	
INV A404940	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A404940 40 HOWARD DRIVE NEWMAN 6753		2,184.75	
INV A404950	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A404950 38 HOWARD DRIVE NEWMAN 6753		2,205.05	
INV A404960	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A404960 36 HOWARD DRIVE NEWMAN 6753		2,205.05	
INV A404970	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A404970 34 HOWARD DRIVE NEWMAN 6753		2,205.05	
INV A404980	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A404980 32 HOWARD DRIVE NEWMAN 6753		2,205.05	
INV A404990	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A404990 30 HOWARD DRIVE NEWMAN 6753		2,205.05	
INV A405010	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A405010 26 HOWARD DRIVE NEWMAN 6753		2,205.05	
INV A405020	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A405020 24 HOWARD DRIVE NEWMAN 6753		2,205.05	
INV A405030	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A405030 22 HOWARD DRIVE NEWMAN 6753		2,205.05	
INV A405040	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A405040 20 HOWARD DRIVE NEWMAN 6753		2,205.05	
INV A405060	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A405060 18 HOWARD DRIVE NEWMAN 6753		2,205.05	
INV A405070	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A405070 16 HOWARD DRIVE NEWMAN 6753		2,205.05	
INV A405080	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A405080 14 HOWARD DRIVE NEWMAN 6753		2,212.45	
INV A405090	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A405090 12 HOWARD DRIVE NEWMAN 6753		2,218.80	
INV A405100	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A405100 10 HOWARD DRIVE NEWMAN 6753		2,205.05	
INV A405110	16/01/2018	BHP BILLITON MINERALS PTY LTD	Rates refund for assessment A405110 8 HOWARD DRIVE NEWMAN 6753		2,218.80	

**SHIRE OF EAST PILBARA**  
**Direct Debits**

Chq/EFT	Date	Name	Description	Amount
DD11392.2	18/01/2018	AUSTRALIAN SUPER	Payroll deductions	-650.98
DD11418.1	28/01/2018	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll deductions	-35476.53
DD11418.10	28/01/2018	BT SUPER FOR LIFE	Superannuation contributions	-339.46
DD11418.11	28/01/2018	The Trustee for Harris-Bell Superannuation Fund	Superannuation contributions	-273.10
DD11418.12	28/01/2018	KAREUBA PTY LTD	Payroll deductions	-641.78
DD11418.13	28/01/2018	MLC MASTERKEY SUPER FUNDAMENTALS	Superannuation contributions	-180.00
DD11418.14	28/01/2018	NORTH PERSONAL SUPER FUND	Superannuation contributions	-142.50
DD11418.15	28/01/2018	CHRISTEX SUPERANNUATION FUND	Superannuation contributions	-901.37
DD11418.16	28/01/2018	AUSTRALIAN SUPER	Superannuation contributions	-3101.91
DD11418.17	28/01/2018	LOCAL GOVERNMENT SUPER	Superannuation contributions	-1124.08
DD11418.18	28/01/2018	COLONIAL FIRST STATE	Superannuation contributions	-907.19
DD11418.19	28/01/2018	ANZ SMART CHOICE SUPER	Superannuation contributions	-287.80
DD11418.2	28/01/2018	SUNSUPER	Superannuation contributions	-549.26
DD11418.20	28/01/2018	GANESHA SUPERFUND	Superannuation contributions	-593.99
DD11418.3	28/01/2018	REST SUPERANNUATION	Superannuation contributions	-720.51
DD11418.4	28/01/2018	Hostplus	Payroll deductions	-1185.79
DD11418.5	28/01/2018	GUILD SUPER	Superannuation contributions	-238.95
DD11418.6	28/01/2018	BRYKAS SUPERANNUATION FUND	Superannuation contributions	-320.60
DD11418.7	28/01/2018	AMP	Superannuation contributions	-519.18
DD11418.8	28/01/2018	HESTA SUPER FUND	Payroll deductions	-1093.16
DD11418.9	28/01/2018	LUCRF SUPER	Payroll deductions	-599.58
DD11481.1	11/02/2018	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Superannuation contributions	-60.99
DD11482.1	11/02/2018	KAREUBA PTY LTD	Superannuation contributions	-781.35
DD11483.1	11/02/2018	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll deductions	-37678.53
DD11483.10	11/02/2018	BT SUPER FOR LIFE	Superannuation contributions	-313.84
DD11483.11	11/02/2018	The Trustee for Harris-Bell Superannuation Fund	Superannuation contributions	-285.11
DD11483.12	11/02/2018	KAREUBA PTY LTD	Payroll deductions	-579.27
DD11483.13	11/02/2018	MLC MASTERKEY SUPER FUNDAMENTALS	Superannuation contributions	-146.53
DD11483.14	11/02/2018	LGIA Super	Superannuation contributions	-171.07
DD11483.15	11/02/2018	NORTH PERSONAL SUPER FUND	Superannuation contributions	-133.00

DD11483.16	11/02/2018	CHRISTEX SUPERANNUATION FUND	Superannuation contributions	-901.37
DD11483.17	11/02/2018	AUSTRALIAN SUPER	Superannuation contributions	-3090.91
DD11483.18	11/02/2018	LOCAL GOVERNMENT SUPER	Superannuation contributions	-1616.67
DD11483.19	11/02/2018	COLONIAL FIRST STATE	Superannuation contributions	-817.09
DD11483.2	11/02/2018	REST SUPERANNUATION	Superannuation contributions	-422.27
DD11483.20	11/02/2018	ANZ SMART CHOICE SUPER	Superannuation contributions	-287.80
DD11483.21	11/02/2018	GANESHA SUPERFUND	Superannuation contributions	-492.85
DD11483.3	11/02/2018	Hostplus	Payroll deductions	-1123.73
DD11483.4	11/02/2018	SUNSUPER	Superannuation contributions	-494.40
DD11483.5	11/02/2018	GUILD SUPER	Superannuation contributions	-238.95
DD11483.6	11/02/2018	BRYKAS SUPERANNUATION FUND	Superannuation contributions	-302.87
DD11483.7	11/02/2018	AMP	Superannuation contributions	-537.52
DD11483.8	11/02/2018	HESTA SUPER FUND	Payroll deductions	-1193.49
DD11483.9	11/02/2018	LUCRF SUPER	Payroll deductions	-599.58
		<b>TOTAL</b>		<b>-102116.91</b>

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**SHIRE OF EAST PILBARA**  
**Cheque Payments**

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
24465	18/01/2018	DEPARTMENT OF HOUSING	Rates refund for assessment A406110 9A KLONDYKE PLACE NEWMAN WA 6753	1		2,009.04
INV A406110	17/01/2018	DEPARTMENT OF HOUSING	Rates refund for assessment A406110 9A KLONDYKE PLACE NEWMAN WA 6753		503.37	
INV A406120	17/01/2018	DEPARTMENT OF HOUSING	Rates refund for assessment A406120 9B KLONDYKE PLACE NEWMAN WA 6753		501.15	
INV A406130	17/01/2018	DEPARTMENT OF HOUSING	Rates refund for assessment A406130 9C KLONDYKE PLACE NEWMAN WA 6753		501.15	
INV A406140	17/01/2018	DEPARTMENT OF HOUSING	Rates refund for assessment A406140 9D KLONDYKE PLACE NEWMAN WA 6753		503.37	
24466	18/01/2018	EVANS AND LAMP DEVELOPMENTS PTY LTD	Rates refund for assessment A416910 11 WURANGURA STREET NEWMAN 6753	1		126.37
INV A416910	11/01/2018	EVANS AND LAMP DEVELOPMENTS PTY LTD	Rates refund for assessment A416910 11 WURANGURA STREET NEWMAN 6753		126.37	
24467	18/01/2018	GREAT SANDY PTY LTD	Rates refund for assessment A703767 LOT E45/04787 EXPLORATION LICENCE UNKNOWN	1		233.27
INV A703767	11/01/2018	GREAT SANDY PTY LTD	Rates refund for assessment A703767 LOT E45/04787 EXPLORATION LICENCE UNKNOWN		233.27	
24468	18/01/2018	HEALTH INSURANCE FUND OF AUST.	Payroll deductions	1		972.30
INV DEDUCT08/10/2017		HEALTH INSURANCE FUND OF AUST.	Payroll deductions		162.05	
INV DEDUCT22/10/2017		HEALTH INSURANCE FUND OF AUST.	Payroll deductions		162.05	
INV DEDUCT03/12/2017		HEALTH INSURANCE FUND OF AUST.	Payroll deductions		162.05	
INV DEDUCT17/12/2017		HEALTH INSURANCE FUND OF AUST.	Payroll deductions		162.05	
INV DEDUCT31/12/2017		HEALTH INSURANCE FUND OF AUST.	Payroll deductions		162.05	
INV DEDUCT14/01/2018		HEALTH INSURANCE FUND OF AUST.	Payroll deductions		162.05	
24469	18/01/2018	MICHAEL KENDRICK	Rates refund for assessment A701430 UNIT 25 4 NEWMAN DRIVE	1		68.57
INV A701430	11/01/2018	MICHAEL KENDRICK	Rates refund for assessment A701430 UNIT 25 4 NEWMAN DRIVE		68.57	
24470	18/01/2018	NATASHA HANDLEY	Rates refund for assessment A402012 UNIT 20 1 COWRA DRIVE	1		50.68

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**Cheque Payments**

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV A402012	11/01/2018	NATASHA HANDLEY	Rates refund for assessment A402012 UNIT 20 1 COWRA DRIVE		50.68	
24471	18/01/2018	NICKELEX PTY LTD	Rates refund for assessment A703459 LOT E45/4522 EXPLORATION LICENCE NEWMAN WA 6753	1		169.13
INV A703459	11/01/2018	NICKELEX PTY LTD	Rates refund for assessment A703459 LOT E45/4522 EXPLORATION LICENCE NEWMAN WA 6753		169.13	
24472	18/01/2018	ORCHARD DAYS INVESTMENTS PTY LTD	Rates refund for assessment A400230 4 BARTON WAY NEWMAN WA 6753	1		543.84
INV A400230	11/01/2018	ORCHARD DAYS INVESTMENTS PTY LTD	Rates refund for assessment A400230 4 BARTON WAY NEWMAN WA 6753		543.84	
24473	18/01/2018	Reece Andrew Dickson	Rates refund for assessment A400720 25 BOORTHANNA CRESCENT NEWMAN 6753	1		23.43
INV A400720	11/01/2018	Reece Andrew Dickson	Rates refund for assessment A400720 25 BOORTHANNA CRESCENT NEWMAN 6753		23.43	
24474	18/01/2018	SAINTS FOOTBALL & SPORTING CLUB	OVERPAYMENT OF INVOICES, VARIOUS DATES AS PER PAPERWORK ATTACHED	1		464.25
INV MCR	11/01/2018	SAINTS FOOTBALL & SPORTING CLUB			464.25	
24475	18/01/2018	SAKCHAI CHUANTANTIP	Rates refund for assessment A700512 21B ARMSTRONG WAY NEWMAN 6753	1		92.49
INV A700512	11/01/2018	SAKCHAI CHUANTANTIP	Rates refund for assessment A700512 21B ARMSTRONG WAY NEWMAN 6753		92.49	
24476	18/01/2018	SOEP - LOTTO SYNDICATE 2	STAFF LOTTO SYNDICATE 2 - PPE 31/12/17	1		467.00
INV MCR	31/12/2017	SOEP - LOTTO SYNDICATE 2			233.50	
INV MCR	31/12/2017	SOEP - LOTTO SYNDICATE 2			233.50	
24477	18/01/2018	THOMAS NELSON	Rates refund for assessment A703431 Lot P45/2977 PROSPECTING LEASE NEWMAN WA 6753	1		255.61
INV A703431	11/01/2018	THOMAS NELSON	Rates refund for assessment A703431 Lot P45/2977 PROSPECTING LEASE NEWMAN WA 6753		255.61	
24478	18/01/2018	TOP UP RISE PTY LTD	Rates refund for assessment A702786 LOT E80/4838 EXPLORATION LICENCE UNKNOWN WA	1		523.90
INV A702786	11/01/2018	TOP UP RISE PTY LTD	Rates refund for assessment A702786 LOT E80/4838 EXPLORATION LICENCE UNKNOWN WA		523.90	

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**Cheque Payments**

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
24479	18/01/2018	Verdant Minerals Ltd	Rates refund for assessment A702883 LOT E69/3290 EXPLORATION LICENCE UNKNOWN	1		733.14
INV A703180	11/01/2018	Verdant Minerals Ltd	Rates refund for assessment A703180 LOT E80/4896 EXPLORATION LICENCE UNKNOWN		308.69	
INV A702883	11/01/2018	Verdant Minerals Ltd	Rates refund for assessment A702883 LOT E69/3290 EXPLORATION LICENCE UNKNOWN		424.45	
24480	18/01/2018	SOEP - LOTTO SYNDICATE 3	STAFF LOTTO SYNDICATE 3 - PPE 31/12/17	1		238.00
INV MCR	31/12/2017	SOEP - LOTTO SYNDICATE 3			238.00	
24481	25/01/2018	BC IRON NULLAGINE PTY LTD	Rates refund for assessment A300524 LOT E46/00524 EXPLORATION LICENCE MARBLE BAR 6760	1		138.36
INV A300524	11/01/2018	BC IRON NULLAGINE PTY LTD	Rates refund for assessment A300524 LOT E46/00524 EXPLORATION LICENCE MARBLE BAR 6760		138.36	
24482	25/01/2018	SOEP - MARBLE BAR PETTY CASH	RECEIPT HA7869163 - KMART 30/11/17	1		111.00
INV MCR	21/12/2017	SOEP - MARBLE BAR PETTY CASH			111.00	
24483	25/01/2018	SOEP - POOL PETTY CASH	VOUCHER ZI0855037 - WOOLWORTHS - 09/01/18 - MISC KIOSK	1		93.20
INV MCR	24/01/2018	SOEP - POOL PETTY CASH			93.20	
24484	01/02/2018	SOEP - CASH	STAFF LOTTO SYNDICATE 1 - PPE 14/01/18	1		297.60
INV MCR	14/01/2018	SOEP - CASH			297.60	
24485	01/02/2018	SOEP - LOTTO SYNDICATE 2	STAFF LOTTO SYNDICATE 2 - PPE 14/01/18	1		233.50
INV MCR	14/01/2018	SOEP - LOTTO SYNDICATE 2			233.50	
24486	01/02/2018	SOEP - LOTTO SYNDICATE 3	STAFF LOTTO SYNDICATE 3 - PPE 14/01/18	1		238.00
INV MCR	14/01/2018	SOEP - LOTTO SYNDICATE 3			238.00	
24487	01/02/2018	SOEP - REC CENTRE PETTY CASH	INCREASE TO UMPIRE FLOAT TO COVER ADDITIONAL CHARGES	1		360.00
INV MCR	25/01/2018	SOEP - REC CENTRE PETTY CASH			340.00	
INV MCR	31/01/2018	SOEP - REC CENTRE PETTY CASH			20.00	



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**SHIRE OF EAST PILBARA**  
**Cheque Payments**

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
24488	01/02/2018	SOEP - CASH	TO REPLENISH COIN HOPPERS OF AUTOMATIC PAY STATIONS 37 & 31 AT NEWMAN AIRPORT	1		1,326.60
INV MCR	31/01/2018	SOEP - CASH			1,326.60	
24489	08/02/2018	HEALTH INSURANCE FUND OF AUST.	Payroll deductions	1		162.05
INV DEDUCT	28/01/2018	HEALTH INSURANCE FUND OF AUST.	Payroll deductions		162.05	
24491	08/02/2018	SOEP - LOTTO SYNDICATE 2	STAFF LOTTO SYNDICATE 2 - PPE 28/01/18	1		233.50
INV MCR	28/01/2018	SOEP - LOTTO SYNDICATE 2			233.50	
24492	08/02/2018	SOEP - LOTTO SYNDICATE 3	STAFF LOTTO SYNDICATE 3 - PPE 28/01/18	1		238.00
INV MCR	28/01/2018	SOEP - LOTTO SYNDICATE 3			238.00	
24493	08/02/2018	SOEP - MARBLE BAR PETTY CASH	AUSTRALIA DAY 2018 - H2O FOR MBAR & NULLAGINE	1		108.70
INV MCR	01/02/2018	SOEP - MARBLE BAR PETTY CASH			108.70	
24494	08/02/2018	SOEP - NEWMAN PETTY CASH	COUNCIL LUNCH	1		385.35
INV MCR	08/02/2018	SOEP - NEWMAN PETTY CASH			385.35	
24495	08/02/2018	SOEP - REC CENTRE PETTY CASH	HAND SANITISER	1		145.00
INV MCR	25/01/2018	SOEP - REC CENTRE PETTY CASH			145.00	
24496	08/02/2018	JAKAYU BILJABU	ARTIST PAYMENT REF# 3823 - JAKAYU BILJABU	1		700.00
INV 3823	07/02/2018	JAKAYU BILJABU			700.00	
24497	08/02/2018	SOEP - CASH	SOCIAL CLUB SUNDOWER FEBRUARY 2018	1		1,038.15
INV MCR	31/01/2018	SOEP - CASH			190.55	
INV MCR	28/01/2018	SOEP - CASH			297.60	
INV MCR	05/02/2018	SOEP - CASH			150.00	
INV MCR	07/02/2018	SOEP - CASH			400.00	
24498	15/02/2018	DEPT OF TRANSPORT	SHIRE PLATES APPLICATION 001 EPS	1		200.00

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**SHIRE OF EAST PILBARA**  
**Cheque Payments**

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<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
INV MCR	14/02/2018	DEPT OF TRANSPORT			200.00	
24499	15/02/2018	SOEP - POOL PETTY CASH	SPARK PLUGS	1		86.65
INV MCR	12/02/2018	SOEP - POOL PETTY CASH			86.65	
24500	16/02/2018	Queensland Government Department of Transport	REQUEST OF OWNER DETAILS FOR ABANDONED VEHICLE - FORD FOCUS 413 KM	1		16.75
INV MCR	16/02/2018	Queensland Government Department of Transport			16.75	

**REPORT TOTALS**

<b>Bank Code</b>	<b>Bank Name</b>	<b>TOTAL</b>
1	Municipal Bank	<b>52,768.63</b>
<b>TOTAL</b>		<b>52,768.63</b>

# **Council**

## **AMENDING THE FEES AND CHARGES FOR THE NEWMAN TOWN SQUARE AND THE EDGE FOR CO-WORKING**

### **Attachments**

#### **Item: 9.3.3**

**Meeting Date 9 March 2018**

# THE EDGE CO-WORKING OFFICE

## CO-WORKING – DEFINITION

A co-working space is an office environment designed for entrepreneurs, freelancers, remote employees, traveling business professionals, or employees of major corporations that prefer to work in an innovative entrepreneurial environment. Co-working offices make networking easy and encourage collaboration, innovation and work life balance. These offices are usually run regular networking meet ups, social events, hackathons, start up weekends, workshops, training on new technologies and improve professional skills. In addition co-working staff would help connect their members with mentors.

## TARGET MARKET

- Home based businesses
- Employees of companies that work remotely
- Expatriate
- Traveling businesses
- Consultants/businesses visiting their clients

## FACILITIES AND SERVICES

- Black and white printing
- Scanning
- NBN internet connection
- Receptionist (The Edge host present on the day)
- Book pop up space for meetings
- White board
- Projector
- Jump in/jump out phone room
- Tea & Coffee

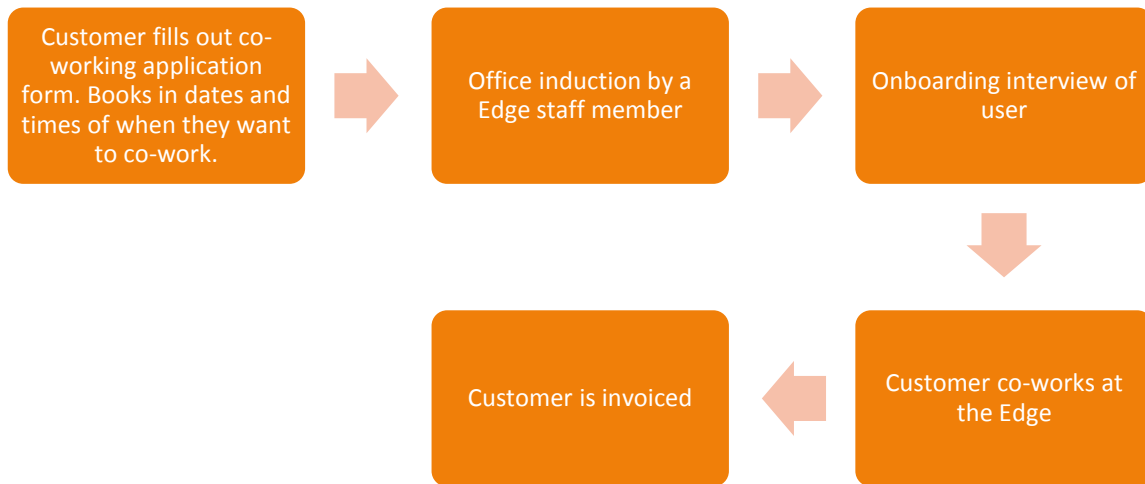
## THE EDGE STAFF

### HOST

One staff member is required to be present in the co-working office. The host's responsibilities include:

- Office induction
- On boarding interview
- First point of contact for co-working users
- Assistance with setting up Wi-Fi and printing/scanning for users
- Office maintenance
- Opening and closing the office
- Maintaining stationery and office stock levels

## CUSTOMER SERVICE FLOW CHART



## OBJECTIVES

### SHORT TERM

1. To attract a regular and steady stream of co-workers for the Edge co-working office space.
2. Gather feedback and data on the professional development needs of the regular co-working users and Newman business community.

### LONG TERM

1. Partner with the Newman Chamber of Commerce and Industry to provide relevant professional development training and workshops for the Newman business community and regular Edge co-working users based on the data gathered.
2. Hold regular networking meet ups.
3. Creating a network database of the Edge co-working users.
4. Connect co-working members with mentors.





# CO- WORKING AT THE EDGE

## NEED A SPACE TO WORK OR STUDY?

Are you constantly distracted while  
working from home?

Get your work life balance back

CONTACT  
THE EDGE TEAM ON  
08 9175 8000 OR  
[EDO@EASTPILBARA.WA.GOV.AU](mailto:EDO@EASTPILBARA.WA.GOV.AU)



Shire of **EAST  
Pilbara**  
AUSTRALIA'S LARGEST SHIRE

# NEED TO GET YOUR WORK LIFE BALANCE BACK?

## SICK OF WORKING ALONE?

## NEED AFFORDABLE OFFICE OR STUDY SPACE ON AHOC BASIS?

□ ————— □

The Edge offers affordable office space on a casual, part time, and full time basis. Whether you are studying, an entrepreneur, or just looking for somewhere to work there is a space for everyone. No longer do you have to work alone, join our business community and work with like minded people.

### What we offer

- Flexible bookings
- Bookable meeting room
- Central location in town
- Fibre internet
- Jump in/ jump out phone room
- Tea & coffee provided
- Printing facilities



NEWMAN  
ENTREPRENEUR HUB





# **Council**

## **REQUEST TO SPONSOR THE 2018 KARIJINI EXPERIENCE**

### **Attachments**

#### **Item: 9.3.4**

**Meeting Date 9 March 2018**

# THE KARIJINI EXPERIENCE

— 17TH - 22ND APRIL 2018 —

**ARCHIE ROACH**

**GINA WILLIAMS & GUY GHOUSE**

DEBORAH CHEETHAM

**MARK ATKINS ; FERVOR**

WEST AUSTRALIAN SYMPHONY ORCHESTRA

MISSION SONGS PROJECT

**MARK OLIVE ; JOSIE ALEC**

**THE BRADLEY HALL BAND ; THE MEXICANS**

BANJIMA TRADITIONAL OWNERS ; WELCOME TO COUNTRY

**YURLU LOUNGE ; OPERA IN THE GORGE**

CULINARY EXPERIENCE ; BUSH TUCKER HIGH TEA

**DEGUSTATIONS ; SONGS IN THE GORGE**

**CULTURAL AWARENESS ; MAKERS MARKETS**

**YARN SESSIONS ; NIGHT JAM SESSION ; ASTRONOMY**

**GORGE WALKS ; MUSIC AND ART WORKSHOPS**

**CHORAL WORKSHOP ; CIRCUS WORKSHOP ; FREE & FAMILY FRIENDLY ACTIVITIES**

TICKETS AVAILABLE AT

**WWW.KARIJINIEXPERIENCE.COM**

PLATINUM SPONSORS



GOLD SPONSOR



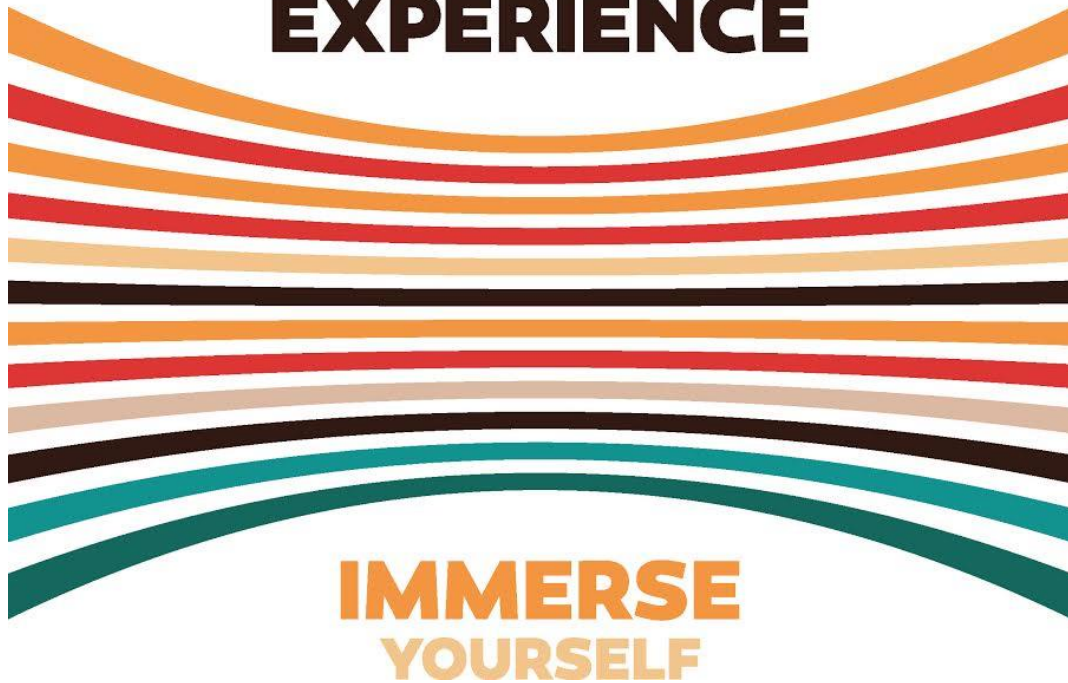
SILVER SPONSORS



SUPPORTING PARTNERS



# **THE KARIJINI EXPERIENCE**



**IMMERSE  
YOURSELF**

Final Event Report  
11 – 15 APRIL, 2017

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## Event Description

The Karijini Experience is an authentic and inspiring annual cultural event that encourages visitors to experience the magnificence of the Karijini National Park through music, songs, story, image and other, physical activities connecting people to the landscape and its people.

## Event Management, Planning and Objectives

- To be a cultural catalyst in connecting community and raising the profile of Karijini National Park and surrounding Inland Pilbara with a purpose to:
  - develop and deliver an uplifting, authentic celebration
  - offer the opportunity for people to come together and be enriched through connecting to this country and its people.
- The Karijini Experience 2017 achieved extraordinary results with overwhelmingly positive feedback, including:
  - delivering thirty-one events over the five day event;
  - each event individually provided a unique engagement opportunity to visitors and our local audience
  - presenting an assortment of activities that attracted a diverse range of participants, and
  - visitors engaging with Traditional Owners who were proud, excited and keen to share their knowledge and collaborate together through traditional song, dance, cooking and storytelling.

### Key people involved in the event and their roles:

- The Nintirri Centre is the driving force behind the event management of The Karijini Experience together with the Tom Price Community Resource Centre (TPCRC), including:
  - The Karijini Experience Sub-Committee of the Nintirri Centre Board
    - Project Oversight and strategic decision-making
  - James Jarvis: The Nintirri Centre Chief Executive Officer
    - Governance, Sponsorship, and Logistics
  - Sonia Powell: TPCRC Coordinator
    - Artistic Programming, Operations, Ticketing Artist and VIP Management
  - Sylvia Kramara: The Nintirri Centre Operations Manager:
    - Finance, Operations and Site Management.
  - Amy Neville: TPCRC Project Officer
    - Marketing, Communications, Ticketing, and Site Management.
  - Katie Bush: The Nintirri Centre Volunteer Coordinator
    - Volunteers and Logistics.
- Karlayura Tours were contracted to provide cultural coordination and management of cultural experiences and events including two corroborees that invited audience participation.
- An important group of Tom Price businesses provided extensive in-kind financial support centred on equipment supply and installation, transportation and infrastructure preparation, including:
  - Bennco Group
  - The Tom Price Men's Shed

- North West Mining and Civil,
- Pilbara Foods,
- All West Engineering,
- Centurion,
- Onsite, and
- Lestok.

## Event Funding

The Tourism WA and the Department of Regional Development - Royalties for Regions (TWA/DRD/R4R) funding was directed toward marketing, developing media relationships and communications. In particular, Perth Media and Newton and Gangska were engaged to assist us in building access to our main target audience, the Dedicated Discoverers.

As a result, an impressive 58% of visitors were identified as non-local, which was a significant increase from 40% in 2016. This increase in visitors is attributed primarily to an increase in our Destination Discoverers audience target group from Perth and non-Pilbara communities. We believe a direct social and economic impact has occurred as many visitors chose Karijini National Park as their destination of choice and travelled through the Pilbara on their return home.

## Attendance Numbers

Estimated total number of attendees: 1,325

Estimates total number of:

- Artists: 90
- Spectators: 1,235
- Sponsors: 22
- Unique points of engagement: 3,000
- Indigenous language groups represented: 13

## Economic Impact

Table 1: Economic Impact

	<i>Locals</i>	<i>Intrastate visitors (non-local area)</i>	<i>Interstate visitors</i>	<i>International visitors</i>	<i>Totals</i>
Visiting specifically	529	601 (400 adults)	95 (64 adults)	10 (8 adults)	1235
Average daily spend (accommodation, food, activities costs)	n/a	\$70	\$70	\$70	

Average length of stay (number of days)	n/a	2.5	2.5	2.5	
Totals	n/a	\$70,000	\$11,200	\$1,400	\$82,600
Grand total		\$			\$82,600

## Marketing

Marketing				
Marketing undertaken:	Local	State	National	International
<b>Print – Magazines</b>			<ul style="list-style-type: none"> <li>R.M.Williams Outback 5 page article</li> <li>Vacations Travel Magazine 5 page article and full page advertisement</li> </ul>	
<b>Print – Newspapers</b>				
<b>Radio</b>	<ul style="list-style-type: none"> <li>Spirit Radio series of advertisements in the event lead up and competition ticket giveaways</li> </ul>			
<b>Other:</b>	<ul style="list-style-type: none"> <li>Save the date postcards distributed WA wide.</li> <li>Event posters displayed around the North West.</li> <li>Signage and event programs displayed locally and directly mailed to local residents in Paraburdoo and Tom Price.</li> </ul>			
<b>Online:</b>	<ul style="list-style-type: none"> <li>Event website.</li> <li>Newsletter marketing with over 200 subscribers.</li> </ul>			
<b>Social media:</b>	<ul style="list-style-type: none"> <li>Facebook page with over 5,000 followers and a reach of almost 300,000 over the 12 month period.</li> <li>Active Instagram account with just shy of 600 followers.</li> </ul>			
<b>Public Relations:</b>	<ul style="list-style-type: none"> <li>Media relationships with Perth Media and Newton and Gangska who distributed media releases and coordinated interviews.</li> </ul>			

## Media Impact

Please note this is not paid advertising e.g. Newspaper ads.

Achieved media impact (unpaid media coverage):	Local	State	National	International
<b>Print - Magazines</b>	<ul style="list-style-type: none"> <li>Inside Ashburton Magazine</li> </ul>	<ul style="list-style-type: none"> <li>Western Australian Travel Magazine</li> <li>Talking Tourism</li> </ul>	<ul style="list-style-type: none"> <li>Experience Extraordinary WA</li> <li>Caravan &amp; Camping With Kids</li> <li>RAC Horizons</li> </ul>	
<b>Print – Newspapers</b>	<ul style="list-style-type: none"> <li>Pilbara News</li> </ul>	<ul style="list-style-type: none"> <li>The West Australian</li> </ul>		
<b>Radio</b>		<ul style="list-style-type: none"> <li>6PR</li> <li>Fremantle Radio</li> <li>ABC Radio</li> </ul>		
<b>Television coverage</b>				
<b>Other:</b>	<ul style="list-style-type: none"> <li>Business News WA website and newsletter article.</li> <li>National Indigenous Times Article.</li> <li>DPAW website and newsletter.</li> <li>Karijini Eco Retreat website and newsletter.</li> <li>Event listings through WAITOC, ANW, Experience WA.</li> <li>Articles on Broadsheet, Urban List and Have A Go News.</li> </ul>			

## Community Support

The community support in 2017 was overwhelming, in particular local businesses and community groups who provided in-kind equipment and labour during the event, prior and post event.

Many local families and individuals volunteered a great deal of their time during the event. Volunteers also seized the opportunity to camp with organisers, artists and sponsors which not only contributed to their Experience, but showed the level of dedication and willingness to be a part of a once-in-a-lifetime event.



Not only did we receive an excellent response from local volunteers, visitors to the region were spontaneously inspired to volunteer their time during the event, also enhancing their own Experience.

Organisations such as WASO, BighArt and DPAW have also shown an immense amount of support and engagement with the event and have a high level of interest in future partnership. Karlayura Tours also offered, beyond the scope of their contract, significant volunteer support and there was a significant increase in the number of Aboriginal volunteers in the delivery of free events with a cultural focus.

## **Regional Social Impact**

- Building capacity in regional communities has been evident throughout the planning and execution of The Karijini Experience. For example, Aboriginal owned company Karlayura Tours were contracted to provide cultural immersion throughout the event, including coordinating traditional dance at the opening and closing events and a range of workshops across the 5 days. This new Karijini Experience connection has increased not only our event's capacity through new resources, but their confidence through achievement and positive feedback.

The event has also inspired not only the members of Karlayura Tours to create more experiences throughout the tourist season, but also the other Aboriginal attendees who also gained confidence to share their culture, and create tourism businesses of their own. Event organisers witnessed new connections and collaborative ideas emerging during the 2017 event, which we are extremely proud and enthusiastic about. For example:

- The Principal Cellist from the Western Australian Symphony Orchestra (WASO) String Quartet was actively planning how Karlayura Tours Director and Aboriginal Elder, Brian Tucker, could work together with WASO to convert Aboriginal song into string quartet musical score.
  - Fervor Restaurateurs travelled to Karratha after the Karijini Experience and delivered culinary experiences on the mud flats near Karratha, and at Cossack.
  - Mark Atkins, world renowned Aboriginal didgeridoo player, performed an amazing improvised set with Theaker von Ziarno, our aerial dancer/performer at the Culinary Experience, wowing the audience. Ms von Ziarno is the artistic director of the Gascoyne in May and Mark Atkins recently performed at a variety of their events. Thus, Aboriginal performers and artists are starting to deliver across a broader regional focus area.
- In 2017, The Karijini Experience has started to work with, and expand, the existing capacity of Pilbara tourism operators. A new emerging initiative is to create tourist packages in partnership with other tourism operators, in particular Karratha based Ngurrangga Tours and the Mackerel Islands in Onslow. Not only are we seeking to expand the capacity for current tour operators, but to inspire and build knowledge through mentoring with local people and Traditional Owners to start-up operate their own tourism businesses.
  - The economic impact of the event has begun to grow prosperity within the Inland Pilbara, diversify the local economy that is so heavily reliant upon mining with the injection of revenue into a wide range of local businesses. As the popularity and awareness of the beauty and magnificence of Karijini National Park becomes more widely known, there will be an associated increase in external revenue stimuli. The extensive social media campaigning by the Karijini Experience is a key driver for new economic activity in the Inland Pilbara, but also increasingly across the broader Pilbara as new visitors see it as a destination of choice.

## **Attendance**

Due to the State Election one month prior to the event and the Western Australian Government being in Caretaker mode, there were numerous unsuccessful attempts in inviting Ministers to attend.

### Other notable attendees:

- CR Linton Rumble, Deputy President, Shire of Ashburton.
- Ian Gay, Chairman, Australia's North West.
- Glen Chidlow, Chief Executive Officer, Australia's North West.
- Tony McRae, Chief Executive Officer, The IBN Group.
- Bruce Jorgenson, Chief Executive Officer, Ngarluma Yindjibarndi Foundation.
- Carolyn Biar, Senior Project Officer, Pilbara Development Commission.

## **Welcome to Country**

Welcome to Country was provided by Maitland Parker, Traditional Owner of the Banyjima Language Group, numerous times over the course of the event, including: The Wirlarra Rising opening ceremony, both Opera in the Gorge events and the Moonrise Lounge closing ceremony.

## **Evaluation**

The success of the 2017 Karijini Experience was measurable in a number of formats which have proven the event to be an overwhelming success:

- A feedback survey was conducted by Pilbara Regional Council (PRC) through the landing page of the free Karijini Visitors Centre Wi-Fi, which was entirely positive.
- Actual event attendance exceeded the estimated forecast of 1000 visitors by 24%. The 2016 attendance surpasses by 550 visitors in 2017 delivered over 5 days, not 8 days in 2016.
- In the event lead up we successfully had sold out of 50% of our ticketed events.
- We have an online survey that has been sent to all ticket holders and attendees of the event, which closely follow the format of the PRC and invite visitors to help plan for next year's event.
- The anecdotal feedback we have received from attendees, volunteers, content providers and VIP's has been overwhelming, positive and energising in the preparation stages for 2018. In particular, the phenomenal atmosphere that was generated surpassed everyone's expectations. The electric ambiance created in the VIP Camp alone is a substantial selling point for volunteers, artists and sponsors alike, and we have been successful in making this area the 'exclusive' place to be.

# **Council**

## **EUROPCAR LEASE - NEWMAN AIRPORT**

### **Attachments**

#### **Item: 9.3.5**

**Meeting Date 9 March 2018**

# Licence Agreement – Car rental kiosk and bays, Portion of Reserve 44775, Newman Airport

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Shire of East Pilbara

*[Insert Licensee name]*



**McLEODS**

Barristers & Solicitors

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Ref: DFN:EAST-42226

# Copyright notice

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# Details

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## Parties

**Shire of East Pilbara (ABN 47 854 334 350)**

of PMB 22, Newman, Western Australia  
(Licensor)

**[Insert Licensee name & ACM]**

of [Insert Licensee address]  
(Licensee)

## Background

- A The Licensor is vested with care, control and management of the Land under the Management Order for the purpose of Airport.
- B Subject to the approval of the Minister for Lands, the Licensor has agreed to grant to the Licensee a licence to use that portion of the Land described in **Item 2** of the Schedule (**Licensed Area**).
- C The Licensor and the Licensee enter into this Agreement to set out the terms and conditions upon which the licence is granted.

# Agreed terms

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## 1. Condition precedent

- (1) This agreement is subject to and conditional upon the approval in writing of the Minister for Lands under section 18 of the *Land Administration Act 1997*.
- (2) The parties acknowledge that a copy of the Minister's approval is attached to this Licence at **Annexure A**.

## 2. Grant of Licence

In consideration of the covenants of the Licensee given herein the Licensor HEREBY GRANTS to the Licensee a licence (**Licence**) to:

- (a) use the Licensed Area; and
- (b) use the Common Areas in common with other users,

on the terms and conditions set out in this Deed.

## 3. Term

The Licence shall continue in force and effect for the duration of the term set out in **Item 3** of the Schedule (**Term**).

## 4. Permitted Hours of Use

For the duration of the Term of the Licence the Licensee shall be permitted to use the Licensed Area, but only during the permitted hours of use set out in **Item 4** of the Schedule (**Permitted Hours of Use**).

## 5. Payment of Licence Fee

The Licensee COVENANTS with the Licensor to pay the Licensor the Licence Fee referred to in **Item 5** of the Schedule from the commencement of the Term without any abatement or deduction whatsoever.

## 6. Licence Fee Review

### 6.1 Licence Fee to be Reviewed

The Licence Fee will be reviewed on and from each Licence Fee Review Date to determine the Licence Fee to be paid by the Licensee until the next Licence Fee Review Date.

### 6.2 Methods of Review

The review will be either based on CPI, a Market Review or a Fixed Percentage Increase. The basis for each licence fee review is as identified for each Licence Fee Review Date in **Item 6** of the Schedule.

### 6.3 CPI Review

A licence fee review based on CPI will increase the amount of Licence Fee payable during the immediately preceding period by the percentage of any increase in CPI having regard to the quarterly CPI published immediately prior to the later of the Commencement Date or the last Licence Fee Review Date as the case may be and the quarterly CPI published immediately prior to the relevant Licence Fee Review Date. If there is a decrease in CPI having regard to the relevant CPI publications the Licence Fee payable from the relevant Licence Fee Review Date will be the same as the Licence Fee payable during the immediately preceding period. Should the CPI be discontinued or suspended at any time or its method of computation substantially altered, the parties shall endeavour to agree upon the substitution of the CPI with an equivalent index, or failing agreement by the parties, the substitution shall be made by a Valuer appointed in accordance with **clause 6.4**.

### 6.4 Market Licence Fee Review

- (1) A licence fee review based on the market will establish the current market licence fee for the Licensed Area (which will not be less than the Licence Fee payable in the period immediately preceding the Licence Fee Review Date) by agreement between the parties and failing agreement, will be determined in accordance with the following provisions.
- (2) If agreement as to the substitution of the CPI with an equivalent index for the Licensed Fee is not reached at least one (1) month prior to the relevant Licence Fee Review Date then the current market licence fee for the Licensed Area will be determined at the expense of the Licensee by a valuer (**Valuer**) licensed under the *Land Valuers Licensing Act 1978*, to be appointed, at the request of either party, by the President for the time being of the Australian Property Institute (Western Australian Division) (or if such body no longer exists, such other body which is then substantially performing the functions performed at the Commencement Date by that Institute).
- (3) The Valuer will act as an expert and not as an arbitrator and his or her decision will be final and binding on the parties. The parties will be entitled to make submissions to the Valuer.
- (4) In this **clause 6**, “current market licence fee” means the licence fee obtainable for the Licensed Area in a free and open market if the Licensed Area was unoccupied and offered for rental for the use for which the Licensed Fee is permitted pursuant to this Licence and on the same terms and conditions contained in this Licence, BUT will not include:
  - (a) any improvements made or effected to the Licensed Area by the Licensee; and
  - (b) any licence fee free periods, discounts or other concessions.

### 6.5 Fixed Percentage Increase

A licence fee review based on a Fixed Percentage Increase will increase the Licence Fee payable in the period immediately preceding the Licence Fee Review Date by the Fixed Percentage stipulated in **Item 6** of the Schedule.

### 6.6 Licence Fee will not decrease

Notwithstanding the provisions in this clause, the Licence Fee payable from any Licence Fee Review based on CPI Review will not be less than the Licence Fee payable in the period immediately preceding such Licence Fee Review Date.

### 6.7 Licensor's right to review

The Licensor may institute a licence fee review notwithstanding the Licence Fee Review Date has passed and the Licensor did not institute a licence fee review on or prior to that Licence Fee

Review Date, and in which case the Licence Fee agreed or determined shall date back to and be payable from the Licence Fee Review Date for which such review is made.

## 7. Use of Licensed Area

### 7.1 Permitted Use

The Licensee shall ensure that the Licensed Area is used only for the Permitted Use.

### 7.2 No harm or stress

The Licensee must not and must not suffer or permit a person to do any act or thing which might result in excessive stress or harm to any part of any building in the Licensed Area.

### 7.3 No smoking

The Licensee must not suffer or permit a person to smoke inside any enclosed portion of a building in the Licensed Area.

### 7.4 Sale of Alcohol

The Licensee shall not sell or supply liquor from the Licensed Area without first obtaining the consent of the Licensor, which may be withheld in the absolute discretion of the Licensor or granted subject to such conditions as the Licensor deems fit.

### 7.5 No pollution

The Licensee must do all things necessary to prevent pollution or contamination of the Licensed Area by garbage, refuse, waste matter, oil and other pollutants.

### 7.6 No breach of copyright

The Licensee shall not do any act, nor authorise or permit any person to do any act that constitutes a breach or infringement of copyright under the *Copyright Act 1968* (Cth).

### 7.7 Permitted Structures and Equipment

The Licensee may install and maintain the Permitted Structures and Equipment on the Licensed Area. Subject to **clause 26**, the Permitted Structures and Equipment shall at all times remain the property of the Licensee.

## 8. Outgoings

- (1) To pay to the Licensor or to such person as the Licensor may from time to time direct upon demand and punctually all the following outgoings, utilities or services (if applicable), assessed or incurred in respect of the Licensed Area:
  - (a) electricity charges including any costs of connection;
  - (b) gas consumption charges including any costs of connection;
  - (c) water consumption charges;
  - (d) telephone and internet charges; and
  - (e) any other consumption charge or cost, statutory impost or other obligation incurred or payable by reason of the Licensee's use and occupation of the Licensed Area.

- (2) If the Licensed Area is not separately charged or assessed the Licensee will pay to the Licensor a proportionate part of any charges or assessments referred to in **clause 8(1)** being the proportion that the relevant portion of the Licensed Area bears to the total area of the land included in the charge or assessment and otherwise arises from or may reasonably be attributed to the Licensee's use of the Licensed Area.

## 9. Alterations

The Licensee shall not:

- (a) make or cause, suffer or permit to be placed upon the Licensed Area any improvements, alterations, buildings, structures or other fixtures, fittings or equipment of any kind whatsoever, other than the Permitted Structures and Equipment; or
- (b) carry out any modifications or alterations whatsoever to the Licensed Area,

unless the Licensee has first obtained the prior written approval of the Licensor (which is granted at the absolute discretion of the Licensor and may be subject to such conditions as the Licensor deems fit) and all necessary approvals, licences and permits required by law have been obtained.

## 10. Entry and inspection of Licensed Area

The Licensee must permit the Licensor to enter the Licensed Area at any reasonable time during the Permitted Hours of Use to inspect and view the area, to carry out any maintenance work or to rectify any breach of the conditions of this Licence. All signage and advertising pertaining to the Licensee existing at the date of entry into this Licence is deemed to be approved by the Licensor.

## 11. Signs

- (1) The Licensee shall not affix or exhibit or permit to be affixed or exhibited in or upon any part of the Licensed Area any placard, signboard, neon sign or other advertisement unless the Licensee has first obtained the prior written approval of the Licensor, which is granted at the absolute discretion of the Licensor and may be subject to such conditions as the Licensor deems fit.
- (2) Signs displayed in the Licensed Area shall be erected at the Licensee's expense and shall conform with any applicable specifications in the Rules and Regulations.

## 12. Compliance with statutes

The Licensee shall:

- (a) comply promptly with all written laws from time to time in force relating to the Licensed Area;
- (b) apply for, obtain and maintain in force all consents, approvals, authorities, licences and permits required under any written law for the Permitted Use to be undertaken on the Licensed Area;
- (c) comply promptly with all orders, notices, requisitions or directions of any competent authority relating to the Licensee's use of the Licensed Area; and
- (d) ensure that all obligations in regard to payment for copyright or licensing fees are paid to the appropriate person for all performances, exhibitions or displays held within the Licensed Area.

## 13. Compliance with Rules and Regulations

- (1) The Licensee must observe, comply with and cause all Authorised Persons to observe and comply with the Rules and Regulations and not to do nor permit to suffer to be done anything contrary to the Rules and Regulations.
- (2) Subject to subclause (3), the Licensor reserves the right at any time to make, amend, vary, cancel, add to or suspend the Rules and Regulations and to make such other rules and regulations either in lieu of or in addition to the Rules and Regulations as the Licensor requires for the management, safety, care or cleanliness of or for the preservation of good order on the Land or the Licensed Area.
- (3) Any amendment, addition or variation to the Rules and Regulations will not bind the Licensee until written notice of the amendment, addition or variation is given by the Licensor to the Licensee. If there is any inconsistency between the provisions of this Licence (whether express or implied) and the Rules and Regulations the provisions of this Licence will prevail in determining the rights and obligations of the Licensee.
- (4) The Licensor will not be liable for any loss or damage however caused arising out of any non-enforcement of the Rules and Regulations. When enforcing or not enforcing the Rules and Regulations or causing the same to be enforced or not enforced the Licensor shall use its best endeavours to do so fairly and equitably between those to whom the Rules and Regulations apply.

## 14. Maintenance and cleaning of Licensed Area

### 14.1 General maintenance of Licensed Area

The Licensee AGREES during the Term and for so long as the Licensee continues to use the Licensed Area to maintain, replace, repair, clean and keep the Licensed Area (which for the avoidance of doubt includes the Licensor's fixtures and fittings) clean and in Good Repair having regard to the age of the Licensed Area at the Commencement Date PROVIDED THAT this subclause shall not impose on the Licensee any obligation:

- (a) to carry out repairs or replacement that are necessary as a result of fair and reasonable wear and tear; or
- (b) in respect of any structural maintenance, replacement or repair,

EXCEPT when such maintenance, repair or replacement is necessary because of any action or omission of or on the part of the Licensee or an Authorised Person or the Licensee's insurances are invalidated by any act, neglect or default by the Licensee or an Authorised Person.

### 14.2 Cleaning of Licensed Area

The Licensee must at all times keep the Licensed Area clean, tidy, unobstructed and free from dirt and rubbish.

### 14.3 Pest control

The Licensee must keep the Licensed Area free of any vermin or any other recognised pests and the cost of extermination will be borne by the Licensee.

## 15. Damage to Licensed Area or Common Areas by Licensee

The Licensor and the Licensee AGREE that:

- (a) it will be the responsibility of the Licensee to repair, rehabilitate and make good any damage to the Licensed Area or Common Areas, including but not limited to damage to any fixtures or fittings of the Licensors, caused by or arising out of or in relation to or incidental to the use of the Licensed Area by the Licensee or any Authorised Person or resulting from an act or omission of the Licensee or any Authorised Person;
- (b) the Licensee shall be responsible for the cost of any of the repairs, rehabilitation or making good of damage referred to in sub-clause (a); and
- (c) the Licensee must pay to the Licensors the costs of any repair, rehabilitation or making good of damage to the Licensed Area or Common Areas within 7 days of receipt of a written demand for such payment being made by the Licensors.

## 16. No nuisance

The Licensee must not and must not suffer or permit a person to do or carry out on the Licensed Area anything which causes a nuisance, damage or disturbance to the Licensors, other users of the Licensed Area or the Land, or to owners or occupiers of adjoining properties.

## 17. Indemnity

### 17.1 Licensors indemnified

The Licensee indemnifies and must keep indemnified the Licensors and the Minister for Lands against any Loss or other liability resulting from:

- (a) any damage to the Licensed Area or other property; or
- (b) the death of, illness of or injury to, any person,

to the extent caused or contributed to by:

- (c) any breach of the Licence by the Licensee; or
- (d) the use or occupation of the Licensed Area by the Licensee or an Authorised Person; or
- (e) the Licensee's activities, operations, business; or
- (f) any act, omission, negligence or default of the Licensee or an Authorised Person; or
- (g) any danger created by the Licensee or an Authorised Person.

### 17.2 Release

(1) The Licensee:

- (a) agrees to occupy and use the Licensed Area at the risk of the Licensee;
- (b) releases to the full extent permitted by law the Licensors from:
  - (i) any liability which may arise in respect of any accident or damage to property or death or injury to, or illness of, any person, of any nature:
    - (A) in or near the Licensed Area; or
    - (B) in relation to the Licensee's activities, business or operations or any act or omission of the Licensee in any public place outside of the Licensed Area,

(ii) loss of or damage to fixtures or personal property of the Licensee;

except to the extent that such loss or damage is caused by the gross negligence of the Licensor or a breach of the provisions of this Licence by the Licensor.

- (2) The obligations of the Licensee under this **clause 17** continue after the expiration or earlier determination of the Licence in respect of any act, deed, matter or thing occurring before the expiration or earlier determination of the Licence.

### **17.3 Licensor not liable**

The Licensor shall not be liable for any Loss or other liability resulting from any accident, loss of life, injury, damage, malfunction or other event in, or affecting, the Licensed Area unless, but only to the extent, caused by the gross negligence of the Licensor or a breach of the provisions of this Licence by the Licensor.

### **17.4 Part 1F of the Civil Liability Act excluded**

Should the Licensee commit or be responsible for the commission of a tortious act or contractual breach, Part 1F of the *Civil Liability Act 2002* is hereby excluded.

### **17.5 Indemnity Unaffected by Insurance**

The Licensee's obligation to indemnify the Licensor under this Licence or at law is not affected by any insurance maintained by the Licensor in respect of the Licensed Area and the indemnity under **clause 17.1** is paramount.

## **18. Insurance**

### **18.1 Insurance required**

The Licensee must effect and maintain with insurers approved by the Licensor (noting the Licensor's and the Licensee's respective rights and interest in the Licensed Area) for the time being:

- (a) adequate public liability insurance for a sum not less than twenty million dollars (\$20,000,000) in respect of any one claim or such greater amount as the Licensor may from time to time reasonably require; and
- (b) where the Licensor so requires, insurance to cover the Licensee's fixtures, fittings, equipment and stock against loss or damage by fire, fusion, smoke, lightning, flood, storm, tempest, earthquake, sprinkler leakage, water damage and other usual risks against which a Licensee can and does ordinarily insure in their full replacement value, and loss from theft or burglary.

### **18.2 Maintain insurance**

The Licensee shall not cancel any policy of insurance referred to in sub-clause (1) and in the event of such cancellation this Licence shall terminate immediately and the Licensee shall have no claim against the Licensor for any loss suffered as a result of such termination.

### **18.3 Details and receipts**

The Licensee shall produce copies of the certificates of currency or receipts confirming the currency of any policy or policies of insurance within seven (7) days of being provided with a written request by the Licensor to do so.



## 19. Not to void insurance

The Licensee agrees with the Licenser not to at any time during the Term, commit, or suffer to be done any act, matter or thing upon the Licensed Area whereby any insurance which may at any time have been effected in respect of the Licensed Area or any part thereof may be vitiated or rendered void or voidable.

## 20. No assignment without consent of Licenser or Minister for Lands

The Licensee agrees that it shall not encumber, assign, sub-licence or part with the possession or benefit of this Licence or the Licensed Area or any part of the Licensed Area without first obtaining the prior written consent of the Licenser and the Minister for Lands. The consent of the Licenser shall not unreasonably be withheld.

## 21. Report to Licenser

The Licensee must immediately report to the Licenser:

- (a) any act of vandalism which occurs on the Licensed Area;
- (b) any occurrence or circumstances in the Licensed Area, of which it becomes aware, which might reasonably be expected to cause, in or on the Licensed Area, pollution of or damage to the environment; and
- (c) all notices, orders and summonses received by the Licensee and which affect the Licensed Area and immediately give them to the Licenser.

## 22. Further Terms

If at the date of expiration of the Term:

- (a) there is no outstanding breach of this Licence by the Licensee; and
- (b) the Licensee's conduct of its business activities is otherwise to the satisfaction of the Chief Executive Officer of the Licenser,

the Licenser may grant to the Licensee a further licence of the Licensed Area for any Further Term specified in **Item 3** of the Schedule not previously granted (if any) upon and subject to the same terms, covenants and conditions as are contained or implied in this Licence except this **clause 22**.

## 23. Damage or destruction of Licensed Area

### 23.1 Abatement of Amounts Payable

If the Licensed Area is at any time during the Term, without neglect or default of the Licensee, destroyed or damaged by fire or other risk covered by insurance so as to render the same unfit for the occupation and use of the Licensee, then the Amounts Payable or a proportionate part thereof (according to the nature and extent of the damage) shall abate until the Licensed Area has been rebuilt or made fit for the occupation and use of the Licensee.

## 23.2 Dispute as to Abatement of Amounts Payable

Any dispute arising in relation to the abatement of Amounts Payable pursuant to **clause 23.1** shall be referred to arbitration under the provisions of the *Commercial Arbitration Act 2012* and all Amounts Payable must be paid without any deduction or abatement until the date of the arbitrator's award whereupon the Licensor will refund to the Licensee any Amounts Payable which according to the award appears to have been overpaid.

## 23.3 Termination

In the event that the Licensed Area is damaged or destroyed by fire or any like casualty so as to render it unfit for use or occupation by the Licensee for a period in excess of six (6) months either party will have the option to be exercised by notice in writing delivered to the other party, to elect to cancel and terminate this Licence. The Term will terminate seven (7) days after such notice is given and the Licensee must then vacate the Licensed Area and surrender the same to the Licensor but such termination will be without prejudice to the Licensor's rights in respect of any antecedent breach of this Licence.

## 24. Default

The Licensor and the Licensee AGREE that:

- (a) if the Licence Fee or any part thereof shall be in arrears after the date specified for payment for a period of fourteen (14) days after notice specifying such default shall have been served on the Licensee; or
- (b) any covenant, term or condition on the part of the Licensee herein contained or implied shall not be punctually and effectually performed or observed and such default shall continue for a period of fourteen (21) days after a notice specifying such default shall have been served on the Licensee

then in any of the said cases it shall be lawful for the Licensor at any time thereafter by notice in writing to the Licensee to terminate the Licence hereby granted. Upon receipt of such notice by the Licensee the Licence hereby granted shall terminate, but without prejudice to the right of action of the Licensor for arrears of the Licence Fee or damages for breach of any other covenant. Upon such termination the parties acknowledge that the Licensee shall not be entitled to any refund of the Licence Fee, in respect of any unexpired portion of the Term.

## 25. Termination of management order

The parties ACKNOWLEDGE that:

- (a) the Licence will automatically terminate if the management order that the Licensor holds the Land under is revoked; and
- (b) if the Licence is terminated in accordance with **sub-clause (a)** of this clause the Licensee will not be entitled to any form of compensation or damages as a result of the termination.

## 26. Restoration of Licensed Area

The Licensee AGREES with the Licensor that:

- (a) at the expiration or sooner determination of this Licence, it shall at its cost remove from the Licensed Area any alterations, additions or improvements installed by the Licensee to the Licensed Area including the Permitted Structures and Equipment and any other

property of the Licensee (**Licensee's Property**) and make good any damage caused by removal of the Licensee's Property, unless otherwise agreed with the Licensor;

- (b) in the event the Licensee does not remove the Licensee's Property upon the expiration or sooner determination of the Licence in accordance with sub-clause (a), then:
  - (i) ownership of the Licensee's Property shall vest in the Licensor absolutely; and
  - (ii) the Licensee may remove and dispose of the Licensee's Property and the costs of carrying out such removal and disposal shall be a liquidated debt recoverable from the Licensee by the Licensor in a court of competent jurisdiction.
- (c) it shall restore the Licensed Area to the condition in which it existed at the date of possession of the Licensed Area to the satisfaction of the Licensor, fair wear and tear excepted; and
- (d) in the event the Licensee does not restore the Licensed Area to its satisfaction in accordance with subclause (c), the Licensor may restore the Licensed Area to its satisfaction and the costs of such restoration shall be a liquidated debt recoverable from the Licensee by the Licensor in a court of competent jurisdiction.

## 27. Rights rest in contract only

The Licensee ACKNOWLEDGES that the rights hereby conferred rest in contract only and nothing herein contained or implied shall be construed as granting or shall be deemed to grant to the Licensee any estate or interest in the Licensed Area.

## 28. Yielding up at expiration of term

The Licensee AGREES with the Licensor that at the end or sooner termination of the Term of the Licence it shall leave the Licensed Area in a condition consistent with the provisions of this Licence.

## 29. Holding over

If the Licensee remains in use or occupation of the Licensed Area after the expiry of the Term with the consent of the Licensor, the Licensee will be a monthly licensee of the Licensor at a Licence Fee equivalent to one twelfth of the Licence Fee for the year immediately preceding expiry of the Term and otherwise on the same terms and conditions of this Licence provided that all consents required under this Licence or at law have been obtained to the Licensee being in use and occupation of the Licensed Area as a monthly licensee.

## 30. No warranty

The Licensor gives no warranty:

- (a) as to the suitability or otherwise of the Licensed Area for the Permitted Use; or
- (b) that the Licensor will issue any consents, approvals, authorities, permits or licences required by the Licensee under any statute for its use of the Licensed Area.

## 31. No fetter

Notwithstanding any other provision of this Licence, the Licensee ACKNOWLEDGES that the Licensor is a local government established by the *Local Government Act 1995* (WA), and in that capacity, the Licensor may be obliged to determine applications for approvals having regard to

statutes governing such applications including matters required to be taken into consideration and formal processes to be undertaken, and the Licensor shall not be taken to be in default under this Licence by performing its statutory obligations or exercising its statutory discretions, nor shall any provision of this Licence fetter the Licensor in performing its statutory obligations or exercising any discretion.

## 32. Goods and Services Tax

### 32.1 Licensee must pay

If GST is payable on the Basic Consideration or any part thereof or if the Licensor is liable to pay GST in connection with the licence of the Licensed Area or any goods, services or other Taxable Supply supplied under this Licence then, unless the Licensor is liable for the payment of a given Taxable Supply, as from the date of any such introduction or application:

- (a) the Licensor may increase the Basic Consideration or the relevant part thereof by an amount which is equal to the GST Rate; and
- (b) the Licensee shall pay the increased Basic Consideration on the due date for payment by the Licensee of the Basic Consideration.

### 32.2 Increase in GST

If, at any time, the GST Rate is increased, the Licensor may, in addition to the GST Rate, increase the Basic Consideration by the GST Adjustment Rate and such amount shall be payable in accordance with **clause 32.1**.

### 32.3 GST invoice

Where the Basic Consideration is to be increased to account for GST pursuant to **clause 32.2**, the Licensor shall in the month in which the Basic Consideration is to be paid, issue a Tax Invoice which enables the Licensee to submit a claim for a credit or refund of GST.

## 33. Notice

### 33.1 Address for Delivery

Any notice given or served under this Agreement shall be in writing and addressed as follows:

- (a) if given to the Licensor, addressed and forwarded to:

**Salomon Kloppers  
Manager Development Airports  
Shire of East Pilbara  
PMB 22  
Newman WA 6753**

or otherwise as notified by the Licensor,

- (b) if given to the Licensee, addressed and forwarded to:

***[Insert Licensee contact details]***

or otherwise as notified by the Licensee.

### 33.2 Form of Delivery

A Notice to a Party must be in writing and may be given or made:

- (a) by delivery to the Party personally; or
- (b) by prepaid post to the address of the Party specified in **clause 33.1**.

### 33.3 Service of Notice

A Notice to a Party is deemed to be given or made:

- (a) if by personal delivery, when delivered;
- (b) if by leaving the Notice at an address specified in **clause 33.1**, at the time of leaving the Notice, provided the Notice is left during normal business hours; and
- (c) if by post to an address specified in **clause 33.1**, on the fourth business day following the date of posting of the Notice.

### 33.4 Signing of Notice

A Notice to a Party may be signed:

- (a) if given by an individual, by the person giving the Notice;
- (b) if given by a corporation, by a director, secretary or manager of that corporation;
- (c) if given by a local government, by the CEO or an authorised officer;
- (d) if given by an association incorporated under the *Associations Incorporation Act 1987*, by any person authorised to do so by the board or committee of management of the association; or
- (e) by a solicitor or other agent of the individual, corporation, local government or association giving the Notice.

## 34. Severance

If any part of this Licence is or becomes void or unenforceable, that part is or will be severed from this Licence to the intent that all parts that are not or do not become void or unenforceable remain in full force and effect and are unaffected by that severance.

## 35. Further assurance

The Parties must execute and do all acts and things necessary or desirable to implement and give full effect to the terms of this Licence.

## 36. Dispute resolution

### 36.1 Referral of Dispute: Phase 1

Except as otherwise provided, the parties agree that any dispute between the Licensee and the Licensor in regard to anything arising from this Licence shall:

- (a) be addressed in the first instance by a meeting between representatives of the Licensee, appointed for that purpose, and the officer of the Licensor responsible for administering the Reserve or the Licensed Area; and
- (b) if the dispute cannot be resolved, in a manner that is satisfactory to both parties through such a meeting, the Licensee agrees that the CEO of the Licensor will have the power to make a determination in resolution of the dispute, but only after giving due consideration to all of the matters discussed at the meeting referred to in sub-clause (a) of this clause and setting out in writing the reasons for his or her decision.

### **36.2 Appointment of Arbitrator: Phase 2**

In the event the Licensee objects to the determination made by the CEO pursuant to **clause 36.1**, then the dispute may be referred by the Licensee to a single arbitrator under the provisions of the *Commercial Arbitration Act 2012* (as amended from time to time) and the Licensor and the Licensee may each be represented by a legal practitioner.

## **37. Variation**

This Licence may be varied only by deed executed by the Parties subject to such consents as are required by this Licence or at law.

## **38. Payment of interest**

Without affecting the rights, power and remedies of the Licensor under this Licence, the Licensee shall pay to the Licensor interest on demand on any Amounts Payable which are unpaid for 14 days computed from the due date for payment until payment is made and any interest payable under this paragraph will be charged at the Interest Rate.

## **39. Costs**

The Licensee must pay to the Licensor:

- (a) any statutory duty or taxes payable on or in connection with this Licence;
- (b) all legal costs of and incidental to the preparation, drafting and execution of this Licence;
- (c) all costs, reasonable legal fees, disbursements and payments incurred by or for which the Licensor is liable in connection with or incidental to:
  - (i) the Amounts Payable or obtaining or attempting to obtain payment of the Amounts Payable under this Licence;
  - (ii) any breach of covenant by the Licensee or an Authorised Person; and
  - (iii) any work done at the Licensee's request which the Licensor is not responsible for under the terms of this Licence.

## **40. Relationship between parties**

This Deed does not create a partnership, joint venture or relationship of principal and agent between the parties.

## 41. Governing law

This Licence is governed by and is to be interpreted in accordance with the laws of Western Australia and, where applicable, the laws of the Commonwealth of Australia.

## 42. Additional terms covenants and conditions

Each of the terms, covenants and conditions (if any) specified in **Item 9** of the Schedule shall be deemed part of this Licence and shall be binding upon the Licensor and Licence as if incorporated in the body of this Licence.

## 43. Interpretation

In this Licence, unless expressed to the contrary:

- (a) Words importing:
  - (i) the singular include the plural;
  - (ii) the plural include the singular; and
  - (iii) any gender includes each gender;
- (b) A reference to:
  - (i) a natural person includes a body corporate or local government;
  - (ii) a body corporate or local government includes a natural person;
  - (iii) a Party includes its legal personal representatives, successors and assigns and if a Party comprises two or more persons, the legal personal representatives, successors and assigns of each of those persons;
  - (iv) a statute, includes an ordinance, code, regulation, award, local planning scheme, regulation, local law, by-law, requisition, order or other statutory instruments made under any of them and a reference to any of them, whether or not by name, includes any amendments to, re-enactments of or replacements of any of them from time to time in force;
  - (v) a right includes a benefit, remedy, discretion, authority or power;
  - (vi) an obligation includes a warranty or representation and a reference to a failure to observe or perform an obligation includes a breach of warranty or representation;
  - (vii) this Licence or provisions of this Licence or any other deed, agreement, instrument or contract includes a reference to:
    - (A) both express and implied provisions; and
    - (B) that other deed, agreement, instrument or contract as varied, supplemented, replaced or amended;
  - (viii) writing includes any mode of representing or reproducing words in tangible and permanently visible form and includes facsimile transmissions;

- (ix) anything (including, without limitation, any amount) is a reference to the whole or any part of it and a reference to a group of things or persons is a reference to any one or more of them; and
- (c) a subparagraph, paragraph, subclause, clause, Item, Schedule or Annexure is a reference to, respectively, a subparagraph, paragraph, subclause, clause, Item, Schedule or Annexure of this Licence;
- (d) The covenants and obligations on the part of the Licensee not to do or omit to do any act or thing include:
  - (i) covenants not to permit that act or thing to be done or omitted to be done by any officer, workmen, servants, agents, contractors, licensees, invitees, assignees or persons authorised by the Licensee; and
  - (ii) a covenant to take all reasonable steps to ensure that that act or thing is not done or omitted to be done;
- (e) Except in the Schedule, headings do not affect the interpretation of this Licence;
- (f) If a Party comprises two or more persons, the covenants and agreements on their part bind them and must be observed and performed by them jointly and each of them severally, and may be enforced against any one or more of them.
- (g) The Schedule and Annexures (if any) form part of the Licence.

## 44. Definitions

In this Licence, unless otherwise required by the context or subject matter:

**Airport** means Newman Airport situated on the Land;

**Amounts Payable** means the Licence Fee and any other money payable by the Licensee under this Licence;

**Authorised Person** means an agent, employee, invitee or sub-licensee of the Licensee;

**Basic Consideration** means all consideration (whether in money or otherwise) to be paid or provided by the Licensee for any supply or use of the Licensed Area and any goods, services or other things provided by the Licensor under this Licence;

**Chief Executive Officer** means the Chief Executive Officer of the Licensor or any person authorized to act on his or her behalf;

**Common Areas** mean all those parts of the Airport not leased or licensed or intended to be leased or licensed to any tenant or licensee, but intended for use by the tenants and licensees of the Airport and their respective employees and visitors in common with each other and includes the car parking areas, driveways, walkways, corridors, passageways, stairways, lifts, escalators and shared toilets and washrooms;

**CPI** means the Consumer Price Index (All Groups) Perth number published from time to time by the Australian Bureau of Statistics;

**Further Term** means the further term stipulated in **Item 3** of the Schedule, if any;

**Good Repair** means good and substantial repair and in clean, good working order and condition;



**GST** has the meaning that it bears in the GST Act;

**GST Act** means *A New Tax System (Goods and Services Tax) Act 1999* (Cth) and any legislation substituted for, replacing or amending that Act;

**GST Adjustment Rate** means the amount of any increase in the rate of tax imposed by the GST Law;

**GST Law** has the meaning that it bears in section 195-1 of the GST Act;

**GST Rate** means 10%, or such other figure equal to the rate of tax imposed by the GST Law;

**Interest Rate** means the rate at the time the payment falls due being 2% greater than the Licensor's general overdraft rate on borrowings from its bankers on amounts not exceeding \$100,000.00;

**Land** means the land described at **Item 1** of the Schedule;

**Licence** means this deed as supplemented, amended or varied from time to time;

**Licence Fee** means the fee specified in **Item 5** of the Schedule;

**Licensed Area** means the Licensed Area described in **Item 2** of the Schedule;

**Management Order** means the management order pursuant to which the Licensor was vested with care, control and management of Reserve 44775 by the Minister for Lands for the purpose of Airport;

**Notice** means each notice, demand, consent or authority given or made to any person under this Licence;

**Party** means the Licensor or the Licensee according to the context;

**Permitted Structures and Equipment** means the structures and equipment described in **Item 8** of the Schedule;

**Permitted Use** means the use set out in **Item 7** of the Schedule;

**RPT Terminal** means the complete and entire structure at the Airport that is intended and used for the processing of passengers and luggage destined to depart or arrive on regular public transport flights;

**Rules and Regulations** means the rules and regulations pertaining to the Airport as may be contained within the Aerodrome Manual or as may be issued from time to time by the Licensor or its delegated agent;

**Schedule** means the Schedule to this Licence, unless otherwise stipulated;

**Supply** means a good or service or any other thing supplied by the Licensor under this Licence and includes but is not limited to a grant of a right to possession of the Licensed Area;

**Tax Invoice** has the meaning which it bears in section 195-1 of the GST Act;

**Taxable Supply** has the meaning which it bears in section 195-1 of the GST Act; and

**Term** means the term stipulated in **Item 3** of the Schedule and, where the context permits, includes any Further Term.

# Schedule

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## Item 1 Land

Reserve 44775 being land more particularly described as:

- (a) Lot 570 on Deposited Plan 71045 and being the whole of the land comprised in Crown Land Certificate of Title Volume LR3161 Folio 364; and
- (b) Lot 571 on Deposited Plan 71045 and being the whole of the land comprised in Crown Land Certificate of Title Volume LR3161 Folio 365

## Item 2 Licensed Area

That portion of the Land comprising:

- (a) a car rental kiosk; and
- (b) *[insert number]* parking bays,

as depicted on the plan annexed hereto as **Annexure B**

## Item 3 Term and Further Terms

### **Term:**

Three (3) years commencing on *[insert date]* (**Commencement Date**) and expiring on *[insert date]*

### **First Further Term:**

One (1) year commencing on *[insert date]* and expiring on *[insert date]*

### **Second Further Term:**

One (1) year commencing on *[insert date]* and expiring on *[insert date]*

## Item 4 Permitted Hours of Use

All hours during the Term.

## Item 5 Licence Fee

**Licence Fee:**            dollars (\$)            ) per annum exclusive of GST

**Manner of Payment:** Payable annually in advance commencing on the Commencement Date

## Item 6 Licence Fee Review

Each anniversary of the Commencement Date during the Term and any Further Term, based on CPI

**Item 7      Permitted Use**

Car rental

**Item 8      Permitted Structures and Equipment**

Car rental kiosk

*[Insert further detail]*

**Item 9      Additional terms, covenants and conditions**

*[Insert any additional terms/conditions applicable]*

# Signing page

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**EXECUTED** by the parties as a Deed on the

day of

2018

The **COMMON SEAL** of the **SHIRE OF EAST PILBARA**  
was hereunto affixed by authority of a resolution of the  
Council in the presence of:

\_\_\_\_\_  
Shire President

\_\_\_\_\_  
(Print Full Name)

\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
(Print Full Name)

**EXECUTED** by [*insert Licensee name and  
ACM*] pursuant to Section 127(1) of the  
Corporations Act

\_\_\_\_\_  
Name of Director

\_\_\_\_\_  
Signature of Director

\_\_\_\_\_  
Name of Director/Secretary\*

\_\_\_\_\_  
Signature of Director/Secretary\*

(\*Delete whichever designation is incorrect)

# Annexure A – Approval of Minister for Lands

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## Annexure B – Plan of Licensed Area

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Licensed Valuers & Property Consultants

## **DESKTOP RENTAL ASSESSMENTS**

**VARIOUS TENANCIES,  
NEWMAN AIRPORT, GREAT NORTHERN HIGHWAY  
NEWMAN WA 6753**



**As at February 2018**

**Ref: 47333**



Licensed Valuers & Property Consultants

9 Hardy Street, South Perth  
Western Australia 6151

T: (08) 9474 2220  
E: [valuations@garmony.com.au](mailto:valuations@garmony.com.au)  
W: [www.garmony.com.au](http://www.garmony.com.au)

Oxford Ridge Pty Ltd  
ABN: 88 537 931 103

## EXECUTIVE SUMMARY

**PROPERTY ADDRESS:** VARIOUS TENANCIES, NEWMAN AIRPORT, GREAT NORTHERN HIGHWAY, NEWMAN WA 6753

**INSTRUCTING CLIENT:** Shire of East Pilbara **Contact:** Salomon Kloppers

**POSTAL ADDRESS:** Kalgan Drive **Email:** [mda@eastpilbara.wa.gov.au](mailto:mda@eastpilbara.wa.gov.au)

NEWMAN WA 6753 **Your Ref:** Purchase Order 25646

**PURPOSE:** To provide current rental assessments for negotiation purposes

**CERTIFICATE OF TITLE:** Portion of Lot: 571 Plan: 71045 Volume: 3161 Folio: 365

**REGISTERED PROPRIETORS:** State of WA. Registered 01/01/1997.

**ZONING:** "Rural" - Shire of East Pilbara Local Planning Scheme No. 4

**DESCRIPTION OF TENANCIES:** Assessments have been prepared for the;

- fuel depot occupied by BP,
- offices, check in desks and baggage handling areas occupied by NWAS,
- kiosks, offices and car parking bays occupied by car rental companies and
- a proposed hangar site to the west of the existing airside tenancies.

**COMMENTS:** New leases are being negotiated and the rentals have been assessed on a vacant possession basis with the lessor responsible for outgoings, maintenance and operation of the airport.

## ASSESSMENT CERTIFICATE

**DESKTOP RENTAL ASSESSMENTS** **SEE ASSESSMENT SUMMARY IN THE CONCLUSION**

**DATE OF ASSESSMENT:** February 2018 **DATE OF INSPECTION:** February 2018 & desktop assessment

**VALUERS REFERENCE:** 47333 **DATE OF REPORT:** 16 February 2018

**CRITICAL ASSUMPTIONS:** Our assessments are based on the information provided and the description of the fuel depot, baggage handling tenancy and tenancies occupied by companies providing car rental services contained in the IVWA report 2013 0313 dated 28 March 2017.

Details of the proposed hangar site were provided by the lessor.

Please refer to the Assumptions, Conditions & Limitations section in the Body of the Report for Qualifications, Limitations, Critical Assumptions and Disclaimers.

**SIGNATURE:**

**VALUER:**

**VALUER**  
**PETER MURPHY, AAPI**  
**CERTIFIED PRACTISING VALUER.**  
**LICENSED VALUER NO. 487 IN WA**

**AUTHORISED FOR ISSUE BY:**  
**MATTHEW J GARMONY, FAPI**  
**CERTIFIED PRACTISING VALUER.**  
**LICENSED VALUER NO. 41203 IN WA**  
**MANAGING DIRECTOR**

### IMPORTANT NOTE:

I hereby certify that I, the valuer have personally inspected the airport in March 2017 and have carried out the assessments above as at that date. The valuer authorising the report for issue may not have inspected the property, however has read through the report and has authorised the release of the report to the client on the basis the inspecting valuer has complied with the firms valuation standards. Neither I nor any member of this firm, has any potential conflict of interest, pecuniary interest (real or perceived) or indirect or financial interest in relation to this property that is not disclosed herein. The valuation report is for the use of and may be relied upon only by the party to whom it is addressed. No other party is entitled to use or rely upon it or any of its contents and the valuer or valuation firm shall have no liability to any party who does so. All data provided in this summary is wholly reliant on and must be read in conjunction with the information provided in the attached report including "Assumptions, Conditions & Limitations". It is a synopsis, only designed to provide a brief overview and must not be acted on in isolation. Our report and valuation now follows:



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## 1.0 INSTRUCTIONS

Written instructions have been received from the instructing client(s) to undertake rental assessments of the tenancies for the purpose identified below including any specific instructions or requirements. The valuer did not inspect Newman Airport in February 2018 and the assessments are based on the information provided.

1.1	INSTRUCTING CLIENT(S)	Shire of East Pilbara
1.2	PROPERTY ADDRESS	Various tenancies in Newman Airport, Great Northern Highway, Newman
1.3	DATE OF INSTRUCTIONS	5 February 2018
1.4	PURPOSE OF ASSESSMENT	Updated Desktop Rental Assessments for negotiation purposes
1.5	DOCUMENTATION PROVIDED	Rental Values Report prepared by IVWA "RFP Tenancies at 4.2.1 to 4.2.6 Newman Airport, Lot 570 Great Northern Highway, Newman WA 6753" dated 28 March 2017 and the description of the proposed hangar site supplied by the lessor.

## 1.6 RELIANCE DISCLAIMER

The assessment is for the use of and may be relied upon only by the party to whom it is addressed. No other party is entitled to use or rely upon it or any of its contents and the valuer or valuation firm shall have no liability to any party who does so. This assessment cannot be used wholly or in part in a Prospectus, Product Disclosure Document or any other public document without special arrangement and our written consent unless consent is disclosed in this report.

## 1.7 PECUNIARY INTEREST

Neither the valuer, nor any member of Garmony Property Consultants has any conflict of interest, or direct or financial interest in relation to this property that is not disclosed herein.

A copy of the written instructions is contained within the Annexures of this report.

## 2.0 BASIS OF ASSESSMENT

The assessed rentals are based on the definitions below as defined by the International Valuation Standards Committee and endorsed by the Australian Property Institute as follows;

### 2.1 MARKET RENT

For the purpose of this valuation "Market Rent" as defined by the International Valuation Standards Committee, and as adopted by the Australian Property Institute as:

"The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion".

### 2.2 "AS IS" VALUE

An "As Is" value is a valuation that provides the market value of the property as it exists rather than the value of any proposed improvements.

Our assessments are based on the information provided and evidence at the date of assessment and no warranty can be given to the maintenance of rental levels in the future.

### 3.0 DATES OF ASSESSMENT: February 2018

#### 3.1 DATE OF INSPECTION

Not applicable as we are preparing desktop assessment however the Newman Airport was inspected by the valuer in February 2017.

#### 3.2 DATE OF ASSESSMENT

The tenancies have been assessed as at February 2018 based on the instructions received.

#### 3.3 CURRENCY OF ASSESSMENT

Please be aware that due to Professional Indemnity Insurance Constraints, we cannot extend liability, reissue or confirm the initial valuation, three (3) months from the date of valuation, without undertaking a re-inspection of the property and further investigation and analysis.

#### 3.4 RETROSPECTIVITY

Our assessment is based on the assumption that the condition of the improvements is the same as shown on the information provided. We may have used photographs provided by the client or other sources to illustrate and describe the tenancies and assume no changes have taken place in the interim.

### 4.0 LEGAL DETAILS

#### 4.1 TITLE PARTICULARS

The land is described as being an estate in fee simple and being Portion of Lot 571 on Deposited Plan 71045 and being the part of the land comprised in Certificate of Title Volume 3161 Folio 365

#### 4.2 REGISTERED PROPRIETORS

State of WA is the registered proprietor of the subject property.

Management Order G425196 to Shire of East Pilbara. Registered 01/01/1997.

For the purpose of this rental valuation we have not searched the Certificate of Title and have assumed that any Encumbrances listed on the title would not adversely affect the Market Rental of the tenancy.

### 5.0 SITE DETAILS

#### 5.1 IDENTIFICATION

The property has been identified by reference to cadastral maps.

#### 5.2 LAND DIMENSIONS & AREA

At various locations on the airport and see the tenancy description.

#### 5.3 PHYSICAL CHARACTERISTICS

Topography: The terminal building is at road grade  
Soils: The soils appear to be red pindan in nature, typical for the locality and extensively paved.  
Drainage: The site drainage appears to be adequate.



## **6.0 ENVIRONMENTAL CONSIDERATIONS**

### **6.1 CONTAMINATION**

Our report is prepared on the basis the tenancies are free of contamination or contamination risk and will be operated, occupied and compliant with relevant contamination legislation.

There is a risk of contamination associated with fuel handling on the BP tenancy and proposed hangar site.

Contamination has been identified on Lot 570 located within the airport and we refer to Memorial 39987 registered on the Certificate of Title. Our report is prepared on the basis the contamination will not adversely affect the tenancies used for the provision of Air the Support Services at Newman Airport.

*Disclaimer: Verification of whether the property is free of any environmental hazard can be obtained from a site inspection by a suitably qualified environmental consultant.*

## **7.0 PLANNING**

### **7.1 CURRENT LOCAL GOVERNMENT ZONING**

Our enquiries to the Shire of East Pilbara being the local authority indicates the land is zoned "Rural" under Town Planning Scheme No.4.

### **7.2 PERMITTED USES**

Our report is prepared on the basis current use and ongoing or proposed uses are permitted and approved by the local authority.

### **7.3 NATIVE TITLE**

The Native Title Tribunal advises that freehold land is not subject to claim. However search of the claims lodged under Native Title legislation have not been undertaken. For the purpose of this valuation, we have assumed the property is not subject to any Native Title claims.

### **7.4 HERITAGE ISSUES**

Our enquiries indicate the property does not appear on the local authorities' inventory for heritage places, is not on the Heritage Council of WA's register of heritage places nor is it classified by the National Trust.

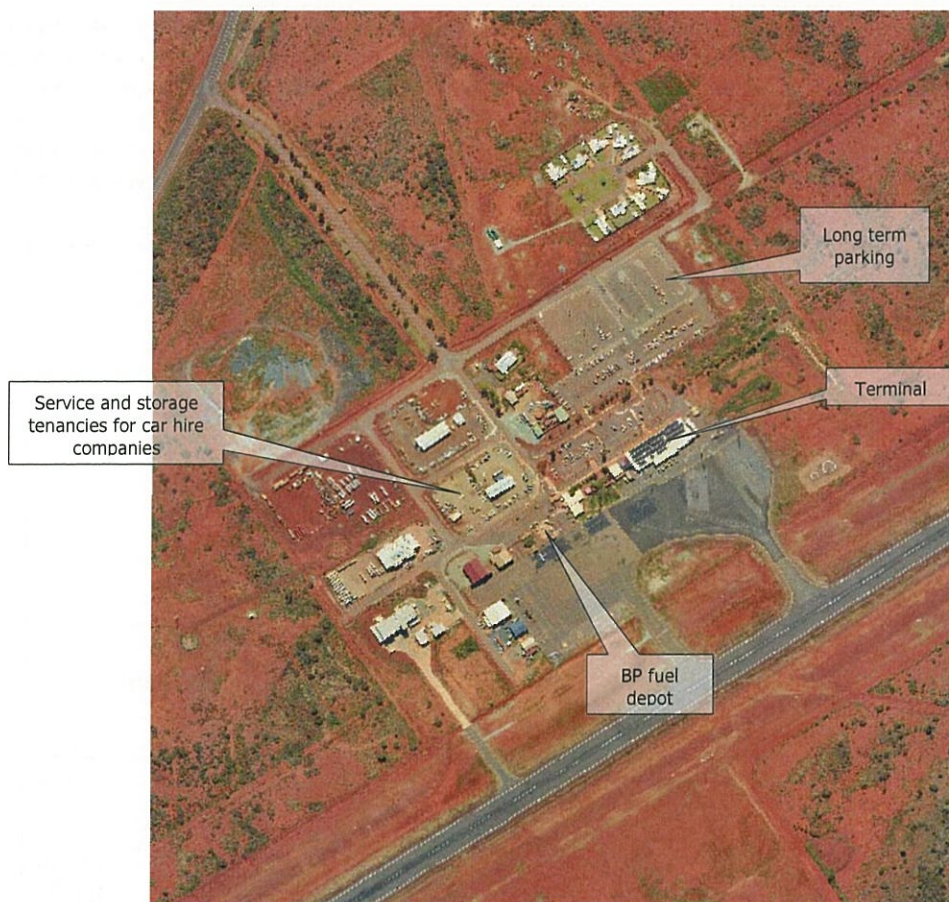
*Disclaimer: Should the addressee require formal confirmation of heritage issues, then we recommend a written application be made to the relevant authorities.*

## 8.0 LOCATION & SERVICES

### 8.1 SITUATION

Newman is located approximately 1200 km North of Perth via Great Northern Highway and the airport is located approximately 10 km south of the town centre.

Newman Airport is the gateway to the heart of the East Pilbara region. Located just south of the town of Newman, more than 450,000 passengers have been known to pass through this airport per annum, with more than 47 Regular Public Transport (RPT) flights per week between Newman and Perth. Whilst mining is a strong economic driver for the community, the shire is well known for its magnificent landscapes, unique outback experiences, long stretches of desert country and magnificent and rare wildflower scenes.



Source: Landgate

See "IMPROVEMENTS Tenancy Description" for the location of the various tenancies on the airport.

### 8.2 SERVICES ON THE AIRPORT

Services available on the airport including water, electricity and telephone/data. The Shire of East Pilbara operates and maintains the airport inclusive of the roads, car parking, provision of water and electricity.



## 9.0 IMPROVEMENTS

### TENANCY DESCRIPTION

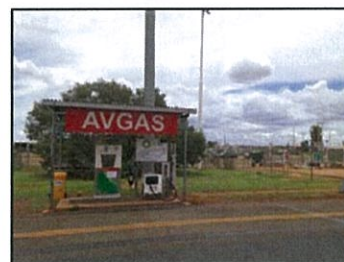
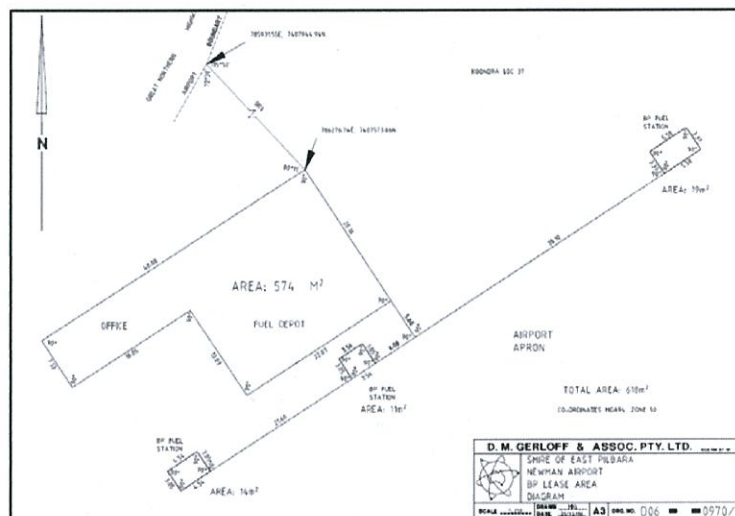
Major improvements on the airport include the terminal, former terminal used as offices, car rental kiosks, extensive short-term and long-term parking, commercial tenancies and airside tenancies. The buildings on the commercial tenancies and airside tenancies are generally considered to be the property of the tenant.

Our description of the first 2 tenancies and facilities occupied by companies providing car rental services are based on the Request for Proposal (RFP) prepared by the Shire of East Pilbara closing 4 April 2017 inclusive of tenancy areas contained in the IVWA report 20170313 dated 28 March 2017. Details of the proposed hangar were provided by the lessor.

#### Area 2.4.1

##### Fuel Depot

The tenancy comprises 4 parcels of land with the body of the site adjoining a service road from which unloading fuel from road tankers into the underground tanks is undertaken. Fuel pumps and bowzers are located on the 3 smaller sections of the tenancy adjoining the apron. Tenant's improvements include fencing, underground storage tanks and pumps together with underground pipework connecting the bowzers with the storage tanks.



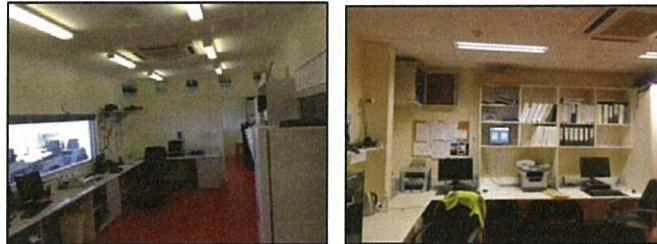
Source: IVWA via client

**TENANCY DESCRIPTION: Continued**

**Area 2.4.1**

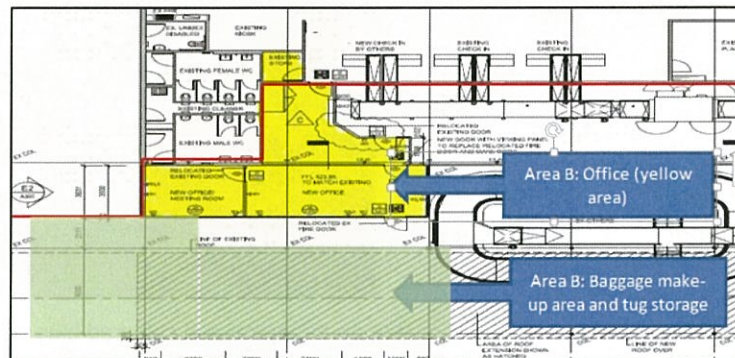
Aircraft handling,  
passenger processing,  
low control and  
baggage handling  
facilities

Finishes with in the offices located behind the airline check ins include painted plasterboard, fluorescent lights and air conditioning. A plain functional standard of modern air conditioned accommodation is provided.



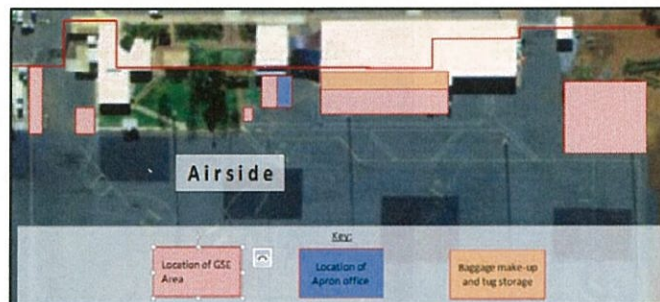
**Offices**

Includes Load Control



**GSE**

The ground service equipment storage areas are located on the apron within the vicinity of the terminal and are hatched red on the plan below.



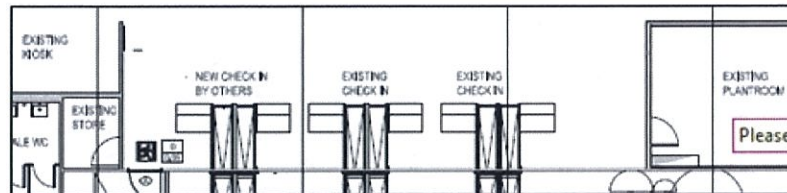


## TENANCY DESCRIPTION: Continued

## Passenger processing

## Check in desks

This is the portion of the terminal where the check in desks are located as shown on the plan below.



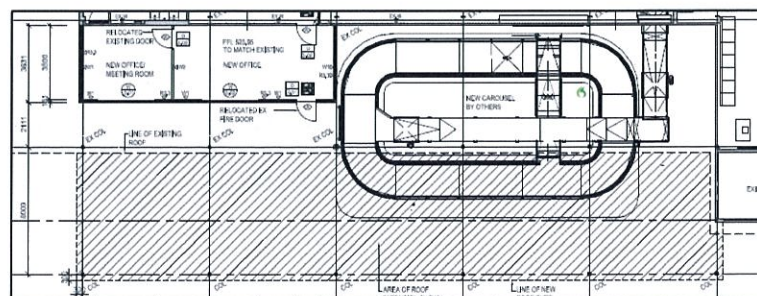
### Storage/staff facilities

Located on the apron and coloured blue on the plan above the building is a donga modular construction. The majority is of open plan layout with amenities at the western end. It is used as a lunch room and rest area for NWAS employees working on the apron.



### Baggage handling facility

The tenancy comprises a covered work area forming part of the terminal and shown hatched fawn/biege on the plan below.





TENANCY DESCRIPTION: Continued

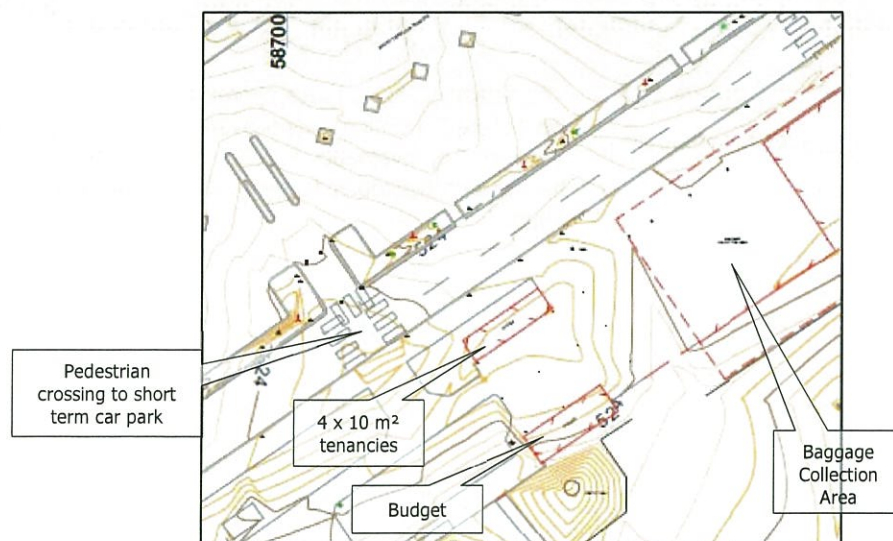


Source: IVWA via client

2.4.3

Car Rental Kiosks

The donga style buildings are of modular construction and located to the south of the baggage pickup area either side of a breezeway of steel column and metal deck construction. There are 4 tenancies of 10 m<sup>2</sup> in the northern building and Budget occupy the 50 m<sup>2</sup> southern building in which toilets and amenities are installed. The location between the terminal and the short term car park is a major factor contributing to their appeal and utility.



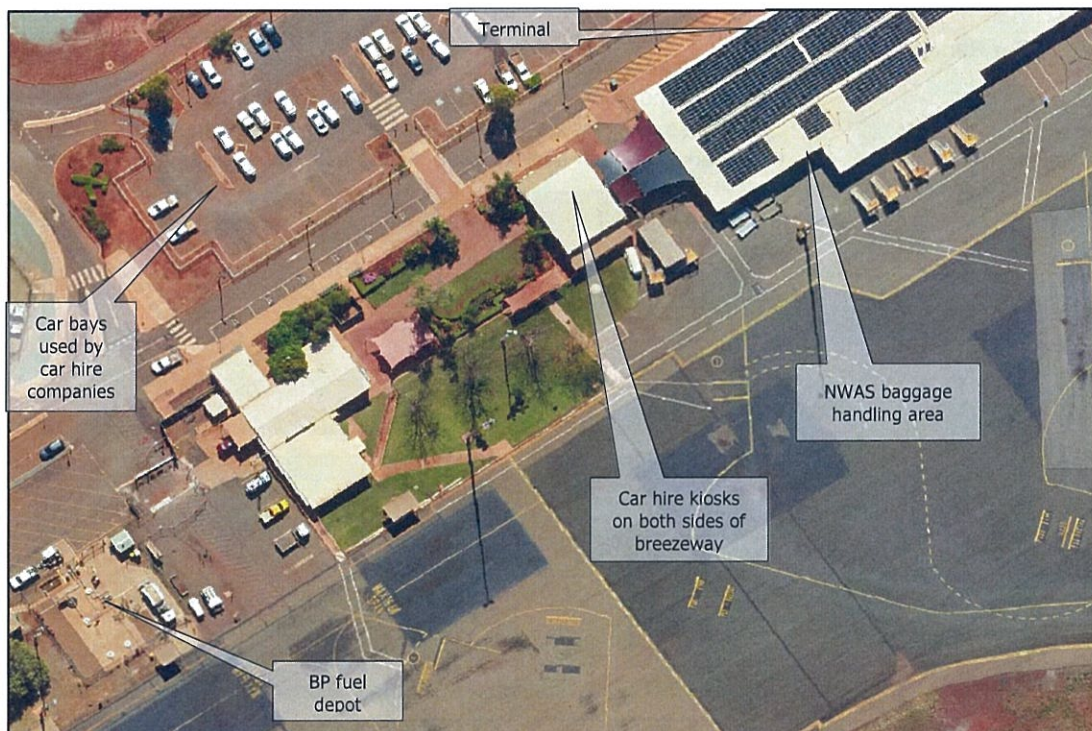
**TENANCY DESCRIPTION: Continued**

**Typical Car Bays**

Located in the short term car park to the north of the car hire kiosks construction comprises bitumen paving, fencing and modest landscaped borders. Ingress and egress is via electronic boom gates with pay stations located in the terminal and car parks. Currently the hire companies use the bays conveniently located in relation to their kiosks in the south western sector of the short term car park.

Source: IVWA via client

Lessee's fixtures, fittings and equipment is excluded from our assessments.



Source: Landgate

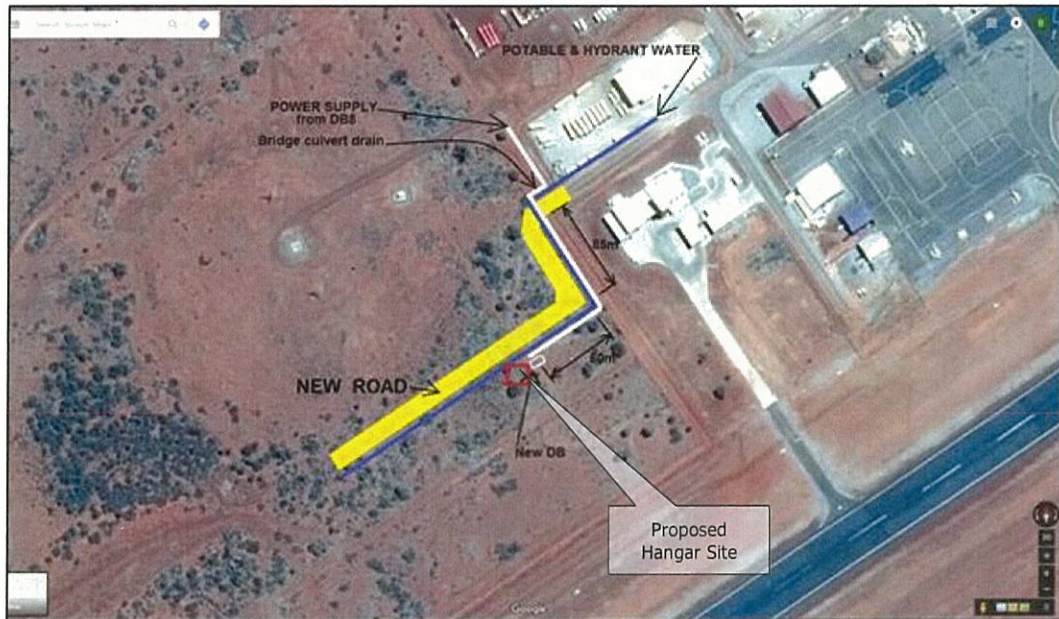
**Proposed Hangar Site**

Not included in the RPF

The tenancy is to comprise approximately 1000 m<sup>2</sup> of land located to the west of the fire station and will eventually become part of a new GA apron. Tenant's improvements include clearing the land, construction of a hangar and helicopter landing pad. Airside access is proposed in the future.



TENANCY DESCRIPTION: Continued



Source: Shire of East Pilbara

## 10.0 TENANCY DETAILS

We understand the leases or licences are up for renewal or new leases are to be negotiated and our assessments are prepared on the basis of vacant possession.

**Outgoings & GST:**

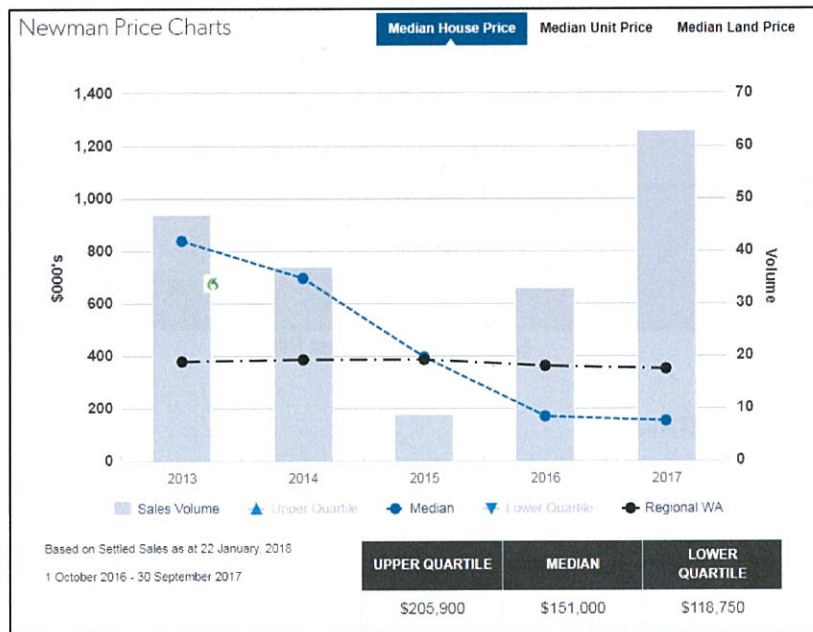
Statutory Outgoings:	By lessor
Variable Outgoings:	By lessor
GST:	By tenant

**Comments:** The Shire of East Pilbara is endeavouring to achieve the optimum level of income from the various tenancies on the airport and together with landing fees to generate a sustainable level of income to maintain and ensure the ongoing efficient operation of the airport.

## 11.0 MARKET COMMENTARY

We have research market activity and after a severe downturn stability appears to be emerging in the Newman property market and refer to the median house price graph below. The median house price declined steadily from 2013 through to 2016 and the volume of sales was minimal in 2015. Stability is apparent in the median house price based on improving sales volumes.

While the downturn in the industrial and commercial property sectors was not a severe sales activity was limited to 2 transactions in 2017. In view of the low volume of transactions there is an adequate to ample supply of commercial and industrial property available for lease or sale in Newman. Alternatively we were advised passenger numbers through the airport have remained steady over recent years and a slight increase appears to be emerging.



Source: REIWA

## 12.0 BASIS OF ASSESSMENT

The formal Request for Proposals has not proceeded and discussions are being implemented with the various tenants on a similar but informal basis with a view to negotiating a commercial level of rent inclusive of a consistent level of rental income for the ongoing operation of the airport.

Based on current market activity inclusive ongoing negotiations we have prepared the following assessments.

### RPF 2.4.1

#### Fuel Depot - BP

The tenancy has an area of 618 m<sup>2</sup> in benefits include 3 airside pumps/browsers, airside access and an approved unloading area adjoining the tenancy.

Descr	Area	Rate	Rent
Fuel Depot	618 m <sup>2</sup> @	\$50 /m <sup>2</sup> pa	\$30,900 pa
<b>Rounded</b>			<b>\$31,000 pa</b>

**BASIS OF ASSESSMENT: Continued**

**RFP 2.4.2**

Currently occupied by NWA the tenancy comprises;

**Aircraft handling,  
passenger  
processing, load  
control and baggage  
handling facilities**

- Office space of 61.2 m<sup>2</sup>
- Apron and 6 GSE areas of 200 m<sup>2</sup> (scaled estimate)
- Check in desks in terminal – 37.4 m<sup>2</sup>
- Load control office space of 36 m<sup>2</sup>
- Baggage handling facilities of 86 m<sup>2</sup> (scaled estimate) and a canopy covers 70% to 80%

Descr	Area	Rate	Rent
Office	61.2 m <sup>2</sup> @	\$500 /m <sup>2</sup> pa	\$30,600 pa
Apron GSE	200 m <sup>2</sup> @	\$50 /m <sup>2</sup> pa	\$10,000 pa
Check in Desks	37.4 m <sup>2</sup> @	\$600 /m <sup>2</sup> pa	\$22,440 pa
Staff Facilities	36 m <sup>2</sup> @	\$450 /m <sup>2</sup> pa	\$16,200 pa
Baggage Handling	86 m <sup>2</sup> @	\$75 /m <sup>2</sup> pa	\$6,450 pa
			<b>\$85,690 pa</b>
		<b>Rounded</b>	<b>\$86,000 pa</b>

**RFP 2.4.3**

Occupied by various tenants accommodation comprises;

**Car rental services**

- 4 X 10 m<sup>2</sup> kiosks

**Kiosks and parking  
bays**

- 1 x 50 m<sup>2</sup> kiosk office
- Typical car bay - approximately 15 m<sup>2</sup>

Descr	Area	Rate	Rent
Kiosk	10.0 m <sup>2</sup> @	\$650 /m <sup>2</sup> pa	\$6,500 pa
Kiosk	10.0 m <sup>2</sup> @	\$650 /m <sup>2</sup> pa	\$6,500 pa
Kiosk	10.0 m <sup>2</sup> @	\$650 /m <sup>2</sup> a	\$6,500 pa
Kiosk	10.0 m <sup>2</sup> @	\$650 /m <sup>2</sup> pa	\$6,500 pa
Office/kiosk	50.0 m <sup>2</sup> @	\$550 /m <sup>2</sup> pa	\$27,500 pa
Car bay	1 bay	\$2,750	\$2,750

**New Assessment  
Hangar Site**

Although located on the airport the 1000 m<sup>2</sup> parcel of vacant land is remote main terminal it is proposed it will have airside access in the future and form part of the new GA apron.

Descr	Area	Rate	Rent
Hangar	1000 m <sup>2</sup> @	\$35 /m <sup>2</sup> pa	\$35,000 pa
		<b>Rounded</b>	<b>\$35,000 pa</b>



---

**BASIS OF ASSESSMENT: Continued**

**Conclusion**

We recommend you endeavour to negotiate a throughput or turnover rental of 1% to 2% of the sale price of fuel and not less than \$31,000 pa for the fuel depot with the tenant responsible for the payment of the GST.

We recommend you endeavour to negotiate a turnover rental of 6% to 8% of gross turnover and not less than the sum of assessed rentals for the various parts of the tenancies with the companies providing car rental services. The tenant is to be responsible for the payment of the GST and would need to report turnover on a monthly basis for the calculation of rentals with the annual turnover verified by audited accounts.

**12.1 MARKET MOVEMENT CLAUSE**

These rents are current as at the date of assessment only. Further, Garmony Property Consultants cannot extend liability, reissue or confirm initial valuation after a period of three (3) months from the date of valuation, without undertaking a re-inspection of the property and further investigation and analysis.

The assessment herein may change significantly, un-expectantly over a relatively short period (including a result of a general market movements or facts specific to the particular property). We do not accept liability for losses arising from such a subsequent change in value.

Without limiting the generality of the above comment, we do not assume any responsibility or accept any liability where the assessment is relied upon after the expiration of 3 months from the date of valuation, or such earlier date if you become aware of any factors that may have any effect on the valuation.

**12.2 GOODS AND SERVICES TAX**

A Goods and Services Tax (GST) became effective on 1 July 2000. If you believe that the subject property may be impacted on by the implementation of the GST, we recommend that you seek the advice of an appropriately qualified accountant. Unless otherwise stated herein, the opinion of value expressed in this Report is exclusive of any GST which may be applicable.

### 12.3 ASSUMPTIONS, CONDITIONS & LIMITATIONS

1. This is not a valuation and our assessments provide a guide to the prevailing level of rental however a formal valuation is required should you require market rental values.
2. Information provided by managing agents, and or owners with respect to tenancy details, outgoing, building areas and any offer to lease to be true and correct.
3. We have assumed that the property being freehold is not subject to any Native Title claims. A search of the claims lodged with the Native Title Legislation has not been undertaken.
4. The assessment assumes that the building complies with all relevant statutory requirements with necessary development approvals and improvements are of a sound structural integrity unless otherwise stated in the body of the report.
5. Our assessment is on the assumption that if there is a requirement to resume all or part of the land by a relevant authority, the owners will be fully compensated.
6. This assessment relies on information supplied to Garmony Property Consultants by the State Government's Landgate office through a private supplier and we reserve the right to amend our report should this information prove incorrect. In some instances we have not made a physical internal inspection and have had to rely on the information provided by the selling agent and/or Landgate's/RP data's/Pricefinder's summary of property description.
7. The report is on the assumption that the property is free of actual or potential contamination and is not subject to flooding. We have not investigated the site beneath the surface or undertaken vegetation or soil sampling.
8. We have assumed that any asbestos products that may exist in the property do not represent a health hazard under the Occupational Health and Safety and Welfare Act. We have not been provided with an asbestos register.
9. We are not aware of any heritage issues and consider it unlikely there are any such issues which may affect the value of the subject property unless stated in the report and we advise we have not undertaken a search of any Heritage Register.
10. Even where a lease appears to address the issue of GST, the Certified Practising Valuer expresses no view on whether the provisions of the lease entitle the landlord to pass on the GST to the tenant, as to do so would require the Certified Practising Valuer to express an expert legal opinion. The Certified Practising Valuer has assumed there is no ability to change the consideration to account for GST. The valuer recommends that before relying on the assessment, the parties should undertake a legal audit of all contracts affecting the property (including the lease documentation) and check the results against the assumptions made within the valuation report. The sale of all previously owned residential accommodation is an input taxed supply for GST purposes. If the supplier (seller) is registered under the Act, and the residential property is "new" as defined, the supplier's GST liability has no effect on the market value of the house/home unit.
11. Whilst we have taken every reasonable care during our inspection of the property and in making relevant enquiries, we have not undertaken or requested a Written Flood Search, Written Town Planning Certificate, Special Inspection Search by the Local Authority Building Department, Structural Survey by an Architect or Engineer, or Identification Survey by a Licensed Surveyor. In the absence of these formal searches or enquiries, we have assumed that the results of any such searches would not disclose any matters significantly affecting the value of the property. We recommend parties relying on this report should make their own enquiries.
12. No allowance has been made in our assessment for realisation expenses.
13. Please note the photographs of the property were taken as at the date of inspection unless otherwise stated.
14. Unless otherwise stated Garmony Property Consultants has not conducted a search of the encumbrances (if any) listed on the Certificate of Title. We have assumed the encumbrances, if any, have no detrimental effect on the subjects value however should a subsequent search reveal otherwise we reserve the right to alter our assessment accordingly. We recommend parties relying on this report should make their own enquiries. Subsequent searches will be at the cost of the client.



### 13.0 ASSESSMENT CERTIFICATE

#### 13.1 DESKTOP RENTAL ASSESSMENTS

Therefore after consideration of the above factors the Desktop Rental Assessments for the various tenancies on Newman Airport, Great Northern Highway, Newman WA 6753 and subject to the description and assumptions as contained within the body of the report as at February 2018 are scheduled below.

RFP No	Occupier		Rent
2.4.1	BP	Fuel depot	Airside \$31,000 pa
2.4.2	NWAS	Aircraft handling 10 m <sup>2</sup>	Multiple areas \$86,000 pa
2.4.3	Car rental	kiosk	\$6,500 pa
	Services	50 m <sup>2</sup> kiosk office	\$27,500 pa
	Car Bays	15 m <sup>2</sup> approx	\$2,750 pa
N/A	Proposed Hangar Site	1000 m <sup>2</sup>	\$35,000 pa

These assessments have been prepared on specific instructions from Shire of East Pilbara for lease negotiation purposes. The report is not to be relied upon by any other person or for any other purpose. We accept no liability to third parties nor do we contemplate that this report will be relied upon by third parties. We invite other parties who may come into possession of this report to seek our written consent to them relying on this report. We reserve our right to withhold consent or to review the contents of this report in the event that our consent is sought. The valuation is current as at the date of assessment only.

Yours faithfully  
For GARMONY PROPERTY CONSULTANTS



VALUER:  
PETER MURPHY, AAPI  
CERTIFIED PRACTISING VALUER.  
LICENSED VALUER NO. 487 IN WA



AUTHORISED FOR ISSUE BY:  
MATTHEW J GARMONY, FAPI  
CERTIFIED PRACTISING VALUER.  
LICENSED VALUER NO. 41203 IN WA  
MANAGING DIRECTOR

I hereby certify that I, the inspecting valuer have personally inspected this property and have carried out the assessments above as at that date. The valuer authorising the report for issue may not have inspected the property, however has read through the report and has authorised the release of the report to the client on the basis the inspecting valuer has complied with the firms assessment standards.

#### 14.0 ANNEXURES

- Instructions – Purchase Order



# INSTRUCTIONS

# Shire of East Pilbara



ABN: 47 854 334 350  
Kalgan Drive, Newman WA 6753  
Telephone: (08) 9175 8000  
Facsimile: (08) 9175 2668  
Office Hours: Mon - Fri 8.30am - 4.30pm  
Email Account Enquiries: [efo@eastpilbara.wa.gov.au](mailto:efo@eastpilbara.wa.gov.au)  
Website: [www.eastpilbara.wa.gov.au](http://www.eastpilbara.wa.gov.au)

**PURCHASE ORDER 25646**

**Client Copy**

Please quote this order number on all invoices and correspondence

DATE: 02/02/2018  
REQUIRED BY: 02/02/2018  
PAGE: 1 of 1

To: Oxford Ridge Pty Ltd ATF The Garmony Family T  
9 Hardy Street  
SOUTH PERTH WA 6151

Deliver To: Newman Airport Great Northern Highway  
Newman WA 6753

For all enquiries please contact: Salomon Kloppers

Quantity	Description	Unit Value	Line Value
4.00	Please supply an updated valuation on expired lease areas.		

Authorising Officer Signature

  
\_\_\_\_\_  
Manager Development Airports

I quote this declaration as authorised representative for the Shire of East Pilbara.

All tax invoices supplied for these products and or services must be in the format prescribed by the ATO, including full address, ABN and GST details. If tax invoice does not meet the required standards, payment will be delayed, or Withholding Tax deducted from any payment.

# **Council**

## **THRIFTY CAR RENTAL LEASE AT NEWMAN AIRPORT**

### **Attachments**

#### **Item: 9.3.6**

**Meeting Date 9 March 2018**

# Licence Agreement – Car rental kiosk and bays, Portion of Reserve 44775, Newman Airport

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Shire of East Pilbara

*[Insert Licensee name]*



**McLEODS**

Barristers & Solicitors

Stirling Law Chambers | 220-222 Stirling Highway | CLAREMONT WA 6010

Tel: (08) 9383 3133 | Fax: (08) 9383 4935

Email: [mcleods@mcleods.com.au](mailto:mcleods@mcleods.com.au)

Ref: DFN:EAST-42226

# Copyright notice

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# Details

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## Parties

**Shire of East Pilbara (ABN 47 854 334 350)**

of PMB 22, Newman, Western Australia  
(Licensor)

**[Insert Licensee name & ACM]**

of [Insert Licensee address]  
(Licensee)

## Background

- A The Licensor is vested with care, control and management of the Land under the Management Order for the purpose of Airport.
- B Subject to the approval of the Minister for Lands, the Licensor has agreed to grant to the Licensee a licence to use that portion of the Land described in **Item 2** of the Schedule (**Licensed Area**).
- C The Licensor and the Licensee enter into this Agreement to set out the terms and conditions upon which the licence is granted.

# Agreed terms

---

## 1. Condition precedent

- (1) This agreement is subject to and conditional upon the approval in writing of the Minister for Lands under section 18 of the *Land Administration Act 1997*.
- (2) The parties acknowledge that a copy of the Minister's approval is attached to this Licence at **Annexure A**.

## 2. Grant of Licence

In consideration of the covenants of the Licensee given herein the Licensor HEREBY GRANTS to the Licensee a licence (**Licence**) to:

- (a) use the Licensed Area; and
- (b) use the Common Areas in common with other users,

on the terms and conditions set out in this Deed.

## 3. Term

The Licence shall continue in force and effect for the duration of the term set out in **Item 3** of the Schedule (**Term**).

## 4. Permitted Hours of Use

For the duration of the Term of the Licence the Licensee shall be permitted to use the Licensed Area, but only during the permitted hours of use set out in **Item 4** of the Schedule (**Permitted Hours of Use**).

## 5. Payment of Licence Fee

The Licensee COVENANTS with the Licensor to pay the Licensor the Licence Fee referred to in **Item 5** of the Schedule from the commencement of the Term without any abatement or deduction whatsoever.

## 6. Licence Fee Review

### 6.1 Licence Fee to be Reviewed

The Licence Fee will be reviewed on and from each Licence Fee Review Date to determine the Licence Fee to be paid by the Licensee until the next Licence Fee Review Date.

### 6.2 Methods of Review

The review will be either based on CPI, a Market Review or a Fixed Percentage Increase. The basis for each licence fee review is as identified for each Licence Fee Review Date in **Item 6** of the Schedule.

### 6.3 CPI Review

A licence fee review based on CPI will increase the amount of Licence Fee payable during the immediately preceding period by the percentage of any increase in CPI having regard to the quarterly CPI published immediately prior to the later of the Commencement Date or the last Licence Fee Review Date as the case may be and the quarterly CPI published immediately prior to the relevant Licence Fee Review Date. If there is a decrease in CPI having regard to the relevant CPI publications the Licence Fee payable from the relevant Licence Fee Review Date will be the same as the Licence Fee payable during the immediately preceding period. Should the CPI be discontinued or suspended at any time or its method of computation substantially altered, the parties shall endeavour to agree upon the substitution of the CPI with an equivalent index, or failing agreement by the parties, the substitution shall be made by a Valuer appointed in accordance with **clause 6.4**.

### 6.4 Market Licence Fee Review

- (1) A licence fee review based on the market will establish the current market licence fee for the Licensed Area (which will not be less than the Licence Fee payable in the period immediately preceding the Licence Fee Review Date) by agreement between the parties and failing agreement, will be determined in accordance with the following provisions.
- (2) If agreement as to the substitution of the CPI with an equivalent index for the Licensed Fee is not reached at least one (1) month prior to the relevant Licence Fee Review Date then the current market licence fee for the Licensed Area will be determined at the expense of the Licensee by a valuer (**Valuer**) licensed under the *Land Valuers Licensing Act 1978*, to be appointed, at the request of either party, by the President for the time being of the Australian Property Institute (Western Australian Division) (or if such body no longer exists, such other body which is then substantially performing the functions performed at the Commencement Date by that Institute).
- (3) The Valuer will act as an expert and not as an arbitrator and his or her decision will be final and binding on the parties. The parties will be entitled to make submissions to the Valuer.
- (4) In this **clause 6**, “current market licence fee” means the licence fee obtainable for the Licensed Area in a free and open market if the Licensed Area was unoccupied and offered for rental for the use for which the Licensed Fee is permitted pursuant to this Licence and on the same terms and conditions contained in this Licence, BUT will not include:
  - (a) any improvements made or effected to the Licensed Area by the Licensee; and
  - (b) any licence fee free periods, discounts or other concessions.

### 6.5 Fixed Percentage Increase

A licence fee review based on a Fixed Percentage Increase will increase the Licence Fee payable in the period immediately preceding the Licence Fee Review Date by the Fixed Percentage stipulated in **Item 6** of the Schedule.

### 6.6 Licence Fee will not decrease

Notwithstanding the provisions in this clause, the Licence Fee payable from any Licence Fee Review based on CPI Review will not be less than the Licence Fee payable in the period immediately preceding such Licence Fee Review Date.

### 6.7 Licensor's right to review

The Licensor may institute a licence fee review notwithstanding the Licence Fee Review Date has passed and the Licensor did not institute a licence fee review on or prior to that Licence Fee

Review Date, and in which case the Licence Fee agreed or determined shall date back to and be payable from the Licence Fee Review Date for which such review is made.

## 7. Use of Licensed Area

### 7.1 Permitted Use

The Licensee shall ensure that the Licensed Area is used only for the Permitted Use.

### 7.2 No harm or stress

The Licensee must not and must not suffer or permit a person to do any act or thing which might result in excessive stress or harm to any part of any building in the Licensed Area.

### 7.3 No smoking

The Licensee must not suffer or permit a person to smoke inside any enclosed portion of a building in the Licensed Area.

### 7.4 Sale of Alcohol

The Licensee shall not sell or supply liquor from the Licensed Area without first obtaining the consent of the Licensor, which may be withheld in the absolute discretion of the Licensor or granted subject to such conditions as the Licensor deems fit.

### 7.5 No pollution

The Licensee must do all things necessary to prevent pollution or contamination of the Licensed Area by garbage, refuse, waste matter, oil and other pollutants.

### 7.6 No breach of copyright

The Licensee shall not do any act, nor authorise or permit any person to do any act that constitutes a breach or infringement of copyright under the *Copyright Act 1968* (Cth).

### 7.7 Permitted Structures and Equipment

The Licensee may install and maintain the Permitted Structures and Equipment on the Licensed Area. Subject to **clause 26**, the Permitted Structures and Equipment shall at all times remain the property of the Licensee.

## 8. Outgoings

- (1) To pay to the Licensor or to such person as the Licensor may from time to time direct upon demand and punctually all the following outgoings, utilities or services (if applicable), assessed or incurred in respect of the Licensed Area:
  - (a) electricity charges including any costs of connection;
  - (b) gas consumption charges including any costs of connection;
  - (c) water consumption charges;
  - (d) telephone and internet charges; and
  - (e) any other consumption charge or cost, statutory impost or other obligation incurred or payable by reason of the Licensee's use and occupation of the Licensed Area.

- (2) If the Licensed Area is not separately charged or assessed the Licensee will pay to the Licensor a proportionate part of any charges or assessments referred to in **clause 8(1)** being the proportion that the relevant portion of the Licensed Area bears to the total area of the land included in the charge or assessment and otherwise arises from or may reasonably be attributed to the Licensee's use of the Licensed Area.

## 9. Alterations

The Licensee shall not:

- (a) make or cause, suffer or permit to be placed upon the Licensed Area any improvements, alterations, buildings, structures or other fixtures, fittings or equipment of any kind whatsoever, other than the Permitted Structures and Equipment; or
- (b) carry out any modifications or alterations whatsoever to the Licensed Area,

unless the Licensee has first obtained the prior written approval of the Licensor (which is granted at the absolute discretion of the Licensor and may be subject to such conditions as the Licensor deems fit) and all necessary approvals, licences and permits required by law have been obtained.

## 10. Entry and inspection of Licensed Area

The Licensee must permit the Licensor to enter the Licensed Area at any reasonable time during the Permitted Hours of Use to inspect and view the area, to carry out any maintenance work or to rectify any breach of the conditions of this Licence. All signage and advertising pertaining to the Licensee existing at the date of entry into this Licence is deemed to be approved by the Licensor.

## 11. Signs

- (1) The Licensee shall not affix or exhibit or permit to be affixed or exhibited in or upon any part of the Licensed Area any placard, signboard, neon sign or other advertisement unless the Licensee has first obtained the prior written approval of the Licensor, which is granted at the absolute discretion of the Licensor and may be subject to such conditions as the Licensor deems fit.
- (2) Signs displayed in the Licensed Area shall be erected at the Licensee's expense and shall conform with any applicable specifications in the Rules and Regulations.

## 12. Compliance with statutes

The Licensee shall:

- (a) comply promptly with all written laws from time to time in force relating to the Licensed Area;
- (b) apply for, obtain and maintain in force all consents, approvals, authorities, licences and permits required under any written law for the Permitted Use to be undertaken on the Licensed Area;
- (c) comply promptly with all orders, notices, requisitions or directions of any competent authority relating to the Licensee's use of the Licensed Area; and
- (d) ensure that all obligations in regard to payment for copyright or licensing fees are paid to the appropriate person for all performances, exhibitions or displays held within the Licensed Area.

## 13. Compliance with Rules and Regulations

- (1) The Licensee must observe, comply with and cause all Authorised Persons to observe and comply with the Rules and Regulations and not to do nor permit to suffer to be done anything contrary to the Rules and Regulations.
- (2) Subject to subclause (3), the Licensor reserves the right at any time to make, amend, vary, cancel, add to or suspend the Rules and Regulations and to make such other rules and regulations either in lieu of or in addition to the Rules and Regulations as the Licensor requires for the management, safety, care or cleanliness of or for the preservation of good order on the Land or the Licensed Area.
- (3) Any amendment, addition or variation to the Rules and Regulations will not bind the Licensee until written notice of the amendment, addition or variation is given by the Licensor to the Licensee. If there is any inconsistency between the provisions of this Licence (whether express or implied) and the Rules and Regulations the provisions of this Licence will prevail in determining the rights and obligations of the Licensee.
- (4) The Licensor will not be liable for any loss or damage however caused arising out of any non-enforcement of the Rules and Regulations. When enforcing or not enforcing the Rules and Regulations or causing the same to be enforced or not enforced the Licensor shall use its best endeavours to do so fairly and equitably between those to whom the Rules and Regulations apply.

## 14. Maintenance and cleaning of Licensed Area

### 14.1 General maintenance of Licensed Area

The Licensee AGREES during the Term and for so long as the Licensee continues to use the Licensed Area to maintain, replace, repair, clean and keep the Licensed Area (which for the avoidance of doubt includes the Licensor's fixtures and fittings) clean and in Good Repair having regard to the age of the Licensed Area at the Commencement Date PROVIDED THAT this subclause shall not impose on the Licensee any obligation:

- (a) to carry out repairs or replacement that are necessary as a result of fair and reasonable wear and tear; or
- (b) in respect of any structural maintenance, replacement or repair,

EXCEPT when such maintenance, repair or replacement is necessary because of any action or omission of or on the part of the Licensee or an Authorised Person or the Licensee's insurances are invalidated by any act, neglect or default by the Licensee or an Authorised Person.

### 14.2 Cleaning of Licensed Area

The Licensee must at all times keep the Licensed Area clean, tidy, unobstructed and free from dirt and rubbish.

### 14.3 Pest control

The Licensee must keep the Licensed Area free of any vermin or any other recognised pests and the cost of extermination will be borne by the Licensee.

## 15. Damage to Licensed Area or Common Areas by Licensee

The Licensor and the Licensee AGREE that:

- (a) it will be the responsibility of the Licensee to repair, rehabilitate and make good any damage to the Licensed Area or Common Areas, including but not limited to damage to any fixtures or fittings of the Licensors, caused by or arising out of or in relation to or incidental to the use of the Licensed Area by the Licensee or any Authorised Person or resulting from an act or omission of the Licensee or any Authorised Person;
- (b) the Licensee shall be responsible for the cost of any of the repairs, rehabilitation or making good of damage referred to in sub-clause (a); and
- (c) the Licensee must pay to the Licensors the costs of any repair, rehabilitation or making good of damage to the Licensed Area or Common Areas within 7 days of receipt of a written demand for such payment being made by the Licensors.

## 16. No nuisance

The Licensee must not and must not suffer or permit a person to do or carry out on the Licensed Area anything which causes a nuisance, damage or disturbance to the Licensors, other users of the Licensed Area or the Land, or to owners or occupiers of adjoining properties.

## 17. Indemnity

### 17.1 Licensors indemnified

The Licensee indemnifies and must keep indemnified the Licensors and the Minister for Lands against any Loss or other liability resulting from:

- (a) any damage to the Licensed Area or other property; or
- (b) the death of, illness of or injury to, any person,

to the extent caused or contributed to by:

- (c) any breach of the Licence by the Licensee; or
- (d) the use or occupation of the Licensed Area by the Licensee or an Authorised Person; or
- (e) the Licensee's activities, operations, business; or
- (f) any act, omission, negligence or default of the Licensee or an Authorised Person; or
- (g) any danger created by the Licensee or an Authorised Person.

### 17.2 Release

(1) The Licensee:

- (a) agrees to occupy and use the Licensed Area at the risk of the Licensee;
- (b) releases to the full extent permitted by law the Licensors from:
  - (i) any liability which may arise in respect of any accident or damage to property or death or injury to, or illness of, any person, of any nature:
    - (A) in or near the Licensed Area; or
    - (B) in relation to the Licensee's activities, business or operations or any act or omission of the Licensee in any public place outside of the Licensed Area,

(ii) loss of or damage to fixtures or personal property of the Licensee;

except to the extent that such loss or damage is caused by the gross negligence of the Licensor or a breach of the provisions of this Licence by the Licensor.

- (2) The obligations of the Licensee under this **clause 17** continue after the expiration or earlier determination of the Licence in respect of any act, deed, matter or thing occurring before the expiration or earlier determination of the Licence.

### **17.3 Licensor not liable**

The Licensor shall not be liable for any Loss or other liability resulting from any accident, loss of life, injury, damage, malfunction or other event in, or affecting, the Licensed Area unless, but only to the extent, caused by the gross negligence of the Licensor or a breach of the provisions of this Licence by the Licensor.

### **17.4 Part 1F of the Civil Liability Act excluded**

Should the Licensee commit or be responsible for the commission of a tortious act or contractual breach, Part 1F of the *Civil Liability Act 2002* is hereby excluded.

### **17.5 Indemnity Unaffected by Insurance**

The Licensee's obligation to indemnify the Licensor under this Licence or at law is not affected by any insurance maintained by the Licensor in respect of the Licensed Area and the indemnity under **clause 17.1** is paramount.

## **18. Insurance**

### **18.1 Insurance required**

The Licensee must effect and maintain with insurers approved by the Licensor (noting the Licensor's and the Licensee's respective rights and interest in the Licensed Area) for the time being:

- (a) adequate public liability insurance for a sum not less than twenty million dollars (\$20,000,000) in respect of any one claim or such greater amount as the Licensor may from time to time reasonably require; and
- (b) where the Licensor so requires, insurance to cover the Licensee's fixtures, fittings, equipment and stock against loss or damage by fire, fusion, smoke, lightning, flood, storm, tempest, earthquake, sprinkler leakage, water damage and other usual risks against which a Licensee can and does ordinarily insure in their full replacement value, and loss from theft or burglary.

### **18.2 Maintain insurance**

The Licensee shall not cancel any policy of insurance referred to in sub-clause (1) and in the event of such cancellation this Licence shall terminate immediately and the Licensee shall have no claim against the Licensor for any loss suffered as a result of such termination.

### **18.3 Details and receipts**

The Licensee shall produce copies of the certificates of currency or receipts confirming the currency of any policy or policies of insurance within seven (7) days of being provided with a written request by the Licensor to do so.



## 19. Not to void insurance

The Licensee agrees with the Licenser not to at any time during the Term, commit, or suffer to be done any act, matter or thing upon the Licensed Area whereby any insurance which may at any time have been effected in respect of the Licensed Area or any part thereof may be vitiated or rendered void or voidable.

## 20. No assignment without consent of Licenser or Minister for Lands

The Licensee agrees that it shall not encumber, assign, sub-licence or part with the possession or benefit of this Licence or the Licensed Area or any part of the Licensed Area without first obtaining the prior written consent of the Licenser and the Minister for Lands. The consent of the Licenser shall not unreasonably be withheld.

## 21. Report to Licenser

The Licensee must immediately report to the Licenser:

- (a) any act of vandalism which occurs on the Licensed Area;
- (b) any occurrence or circumstances in the Licensed Area, of which it becomes aware, which might reasonably be expected to cause, in or on the Licensed Area, pollution of or damage to the environment; and
- (c) all notices, orders and summonses received by the Licensee and which affect the Licensed Area and immediately give them to the Licenser.

## 22. Further Terms

If at the date of expiration of the Term:

- (a) there is no outstanding breach of this Licence by the Licensee; and
- (b) the Licensee's conduct of its business activities is otherwise to the satisfaction of the Chief Executive Officer of the Licenser,

the Licenser may grant to the Licensee a further licence of the Licensed Area for any Further Term specified in **Item 3** of the Schedule not previously granted (if any) upon and subject to the same terms, covenants and conditions as are contained or implied in this Licence except this **clause 22**.

## 23. Damage or destruction of Licensed Area

### 23.1 Abatement of Amounts Payable

If the Licensed Area is at any time during the Term, without neglect or default of the Licensee, destroyed or damaged by fire or other risk covered by insurance so as to render the same unfit for the occupation and use of the Licensee, then the Amounts Payable or a proportionate part thereof (according to the nature and extent of the damage) shall abate until the Licensed Area has been rebuilt or made fit for the occupation and use of the Licensee.

## 23.2 Dispute as to Abatement of Amounts Payable

Any dispute arising in relation to the abatement of Amounts Payable pursuant to **clause 23.1** shall be referred to arbitration under the provisions of the *Commercial Arbitration Act 2012* and all Amounts Payable must be paid without any deduction or abatement until the date of the arbitrator's award whereupon the Licensor will refund to the Licensee any Amounts Payable which according to the award appears to have been overpaid.

## 23.3 Termination

In the event that the Licensed Area is damaged or destroyed by fire or any like casualty so as to render it unfit for use or occupation by the Licensee for a period in excess of six (6) months either party will have the option to be exercised by notice in writing delivered to the other party, to elect to cancel and terminate this Licence. The Term will terminate seven (7) days after such notice is given and the Licensee must then vacate the Licensed Area and surrender the same to the Licensor but such termination will be without prejudice to the Licensor's rights in respect of any antecedent breach of this Licence.

## 24. Default

The Licensor and the Licensee AGREE that:

- (a) if the Licence Fee or any part thereof shall be in arrears after the date specified for payment for a period of fourteen (14) days after notice specifying such default shall have been served on the Licensee; or
- (b) any covenant, term or condition on the part of the Licensee herein contained or implied shall not be punctually and effectually performed or observed and such default shall continue for a period of fourteen (21) days after a notice specifying such default shall have been served on the Licensee

then in any of the said cases it shall be lawful for the Licensor at any time thereafter by notice in writing to the Licensee to terminate the Licence hereby granted. Upon receipt of such notice by the Licensee the Licence hereby granted shall terminate, but without prejudice to the right of action of the Licensor for arrears of the Licence Fee or damages for breach of any other covenant. Upon such termination the parties acknowledge that the Licensee shall not be entitled to any refund of the Licence Fee, in respect of any unexpired portion of the Term.

## 25. Termination of management order

The parties ACKNOWLEDGE that:

- (a) the Licence will automatically terminate if the management order that the Licensor holds the Land under is revoked; and
- (b) if the Licence is terminated in accordance with **sub-clause (a)** of this clause the Licensee will not be entitled to any form of compensation or damages as a result of the termination.

## 26. Restoration of Licensed Area

The Licensee AGREES with the Licensor that:

- (a) at the expiration or sooner determination of this Licence, it shall at its cost remove from the Licensed Area any alterations, additions or improvements installed by the Licensee to the Licensed Area including the Permitted Structures and Equipment and any other

property of the Licensee (**Licensee's Property**) and make good any damage caused by removal of the Licensee's Property, unless otherwise agreed with the Licensor;

- (b) in the event the Licensee does not remove the Licensee's Property upon the expiration or sooner determination of the Licence in accordance with sub-clause (a), then:
  - (i) ownership of the Licensee's Property shall vest in the Licensor absolutely; and
  - (ii) the Licensee may remove and dispose of the Licensee's Property and the costs of carrying out such removal and disposal shall be a liquidated debt recoverable from the Licensee by the Licensor in a court of competent jurisdiction.
- (c) it shall restore the Licensed Area to the condition in which it existed at the date of possession of the Licensed Area to the satisfaction of the Licensor, fair wear and tear excepted; and
- (d) in the event the Licensee does not restore the Licensed Area to its satisfaction in accordance with subclause (c), the Licensor may restore the Licensed Area to its satisfaction and the costs of such restoration shall be a liquidated debt recoverable from the Licensee by the Licensor in a court of competent jurisdiction.

## 27. Rights rest in contract only

The Licensee ACKNOWLEDGES that the rights hereby conferred rest in contract only and nothing herein contained or implied shall be construed as granting or shall be deemed to grant to the Licensee any estate or interest in the Licensed Area.

## 28. Yielding up at expiration of term

The Licensee AGREES with the Licensor that at the end or sooner termination of the Term of the Licence it shall leave the Licensed Area in a condition consistent with the provisions of this Licence.

## 29. Holding over

If the Licensee remains in use or occupation of the Licensed Area after the expiry of the Term with the consent of the Licensor, the Licensee will be a monthly licensee of the Licensor at a Licence Fee equivalent to one twelfth of the Licence Fee for the year immediately preceding expiry of the Term and otherwise on the same terms and conditions of this Licence provided that all consents required under this Licence or at law have been obtained to the Licensee being in use and occupation of the Licensed Area as a monthly licensee.

## 30. No warranty

The Licensor gives no warranty:

- (a) as to the suitability or otherwise of the Licensed Area for the Permitted Use; or
- (b) that the Licensor will issue any consents, approvals, authorities, permits or licences required by the Licensee under any statute for its use of the Licensed Area.

## 31. No fetter

Notwithstanding any other provision of this Licence, the Licensee ACKNOWLEDGES that the Licensor is a local government established by the *Local Government Act 1995* (WA), and in that capacity, the Licensor may be obliged to determine applications for approvals having regard to

statutes governing such applications including matters required to be taken into consideration and formal processes to be undertaken, and the Licensor shall not be taken to be in default under this Licence by performing its statutory obligations or exercising its statutory discretions, nor shall any provision of this Licence fetter the Licensor in performing its statutory obligations or exercising any discretion.

## 32. Goods and Services Tax

### 32.1 Licensee must pay

If GST is payable on the Basic Consideration or any part thereof or if the Licensor is liable to pay GST in connection with the licence of the Licensed Area or any goods, services or other Taxable Supply supplied under this Licence then, unless the Licensor is liable for the payment of a given Taxable Supply, as from the date of any such introduction or application:

- (a) the Licensor may increase the Basic Consideration or the relevant part thereof by an amount which is equal to the GST Rate; and
- (b) the Licensee shall pay the increased Basic Consideration on the due date for payment by the Licensee of the Basic Consideration.

### 32.2 Increase in GST

If, at any time, the GST Rate is increased, the Licensor may, in addition to the GST Rate, increase the Basic Consideration by the GST Adjustment Rate and such amount shall be payable in accordance with **clause 32.1**.

### 32.3 GST invoice

Where the Basic Consideration is to be increased to account for GST pursuant to **clause 32.2**, the Licensor shall in the month in which the Basic Consideration is to be paid, issue a Tax Invoice which enables the Licensee to submit a claim for a credit or refund of GST.

## 33. Notice

### 33.1 Address for Delivery

Any notice given or served under this Agreement shall be in writing and addressed as follows:

- (a) if given to the Licensor, addressed and forwarded to:

**Salomon Kloppers  
Manager Development Airports  
Shire of East Pilbara  
PMB 22  
Newman WA 6753**

or otherwise as notified by the Licensor,

- (b) if given to the Licensee, addressed and forwarded to:

***[Insert Licensee contact details]***

or otherwise as notified by the Licensee.

### 33.2 Form of Delivery

A Notice to a Party must be in writing and may be given or made:

- (a) by delivery to the Party personally; or
- (b) by prepaid post to the address of the Party specified in **clause 33.1**.

### 33.3 Service of Notice

A Notice to a Party is deemed to be given or made:

- (a) if by personal delivery, when delivered;
- (b) if by leaving the Notice at an address specified in **clause 33.1**, at the time of leaving the Notice, provided the Notice is left during normal business hours; and
- (c) if by post to an address specified in **clause 33.1**, on the fourth business day following the date of posting of the Notice.

### 33.4 Signing of Notice

A Notice to a Party may be signed:

- (a) if given by an individual, by the person giving the Notice;
- (b) if given by a corporation, by a director, secretary or manager of that corporation;
- (c) if given by a local government, by the CEO or an authorised officer;
- (d) if given by an association incorporated under the *Associations Incorporation Act 1987*, by any person authorised to do so by the board or committee of management of the association; or
- (e) by a solicitor or other agent of the individual, corporation, local government or association giving the Notice.

## 34. Severance

If any part of this Licence is or becomes void or unenforceable, that part is or will be severed from this Licence to the intent that all parts that are not or do not become void or unenforceable remain in full force and effect and are unaffected by that severance.

## 35. Further assurance

The Parties must execute and do all acts and things necessary or desirable to implement and give full effect to the terms of this Licence.

## 36. Dispute resolution

### 36.1 Referral of Dispute: Phase 1

Except as otherwise provided, the parties agree that any dispute between the Licensee and the Licensor in regard to anything arising from this Licence shall:

- (a) be addressed in the first instance by a meeting between representatives of the Licensee, appointed for that purpose, and the officer of the Licensor responsible for administering the Reserve or the Licensed Area; and
- (b) if the dispute cannot be resolved, in a manner that is satisfactory to both parties through such a meeting, the Licensee agrees that the CEO of the Licensor will have the power to make a determination in resolution of the dispute, but only after giving due consideration to all of the matters discussed at the meeting referred to in sub-clause (a) of this clause and setting out in writing the reasons for his or her decision.

### **36.2 Appointment of Arbitrator: Phase 2**

In the event the Licensee objects to the determination made by the CEO pursuant to **clause 36.1**, then the dispute may be referred by the Licensee to a single arbitrator under the provisions of the *Commercial Arbitration Act 2012* (as amended from time to time) and the Licensor and the Licensee may each be represented by a legal practitioner.

## **37. Variation**

This Licence may be varied only by deed executed by the Parties subject to such consents as are required by this Licence or at law.

## **38. Payment of interest**

Without affecting the rights, power and remedies of the Licensor under this Licence, the Licensee shall pay to the Licensor interest on demand on any Amounts Payable which are unpaid for 14 days computed from the due date for payment until payment is made and any interest payable under this paragraph will be charged at the Interest Rate.

## **39. Costs**

The Licensee must pay to the Licensor:

- (a) any statutory duty or taxes payable on or in connection with this Licence;
- (b) all legal costs of and incidental to the preparation, drafting and execution of this Licence;
- (c) all costs, reasonable legal fees, disbursements and payments incurred by or for which the Licensor is liable in connection with or incidental to:
  - (i) the Amounts Payable or obtaining or attempting to obtain payment of the Amounts Payable under this Licence;
  - (ii) any breach of covenant by the Licensee or an Authorised Person; and
  - (iii) any work done at the Licensee's request which the Licensor is not responsible for under the terms of this Licence.

## **40. Relationship between parties**

This Deed does not create a partnership, joint venture or relationship of principal and agent between the parties.

## 41. Governing law

This Licence is governed by and is to be interpreted in accordance with the laws of Western Australia and, where applicable, the laws of the Commonwealth of Australia.

## 42. Additional terms covenants and conditions

Each of the terms, covenants and conditions (if any) specified in **Item 9** of the Schedule shall be deemed part of this Licence and shall be binding upon the Licensor and Licence as if incorporated in the body of this Licence.

## 43. Interpretation

In this Licence, unless expressed to the contrary:

- (a) Words importing:
  - (i) the singular include the plural;
  - (ii) the plural include the singular; and
  - (iii) any gender includes each gender;
- (b) A reference to:
  - (i) a natural person includes a body corporate or local government;
  - (ii) a body corporate or local government includes a natural person;
  - (iii) a Party includes its legal personal representatives, successors and assigns and if a Party comprises two or more persons, the legal personal representatives, successors and assigns of each of those persons;
  - (iv) a statute, includes an ordinance, code, regulation, award, local planning scheme, regulation, local law, by-law, requisition, order or other statutory instruments made under any of them and a reference to any of them, whether or not by name, includes any amendments to, re-enactments of or replacements of any of them from time to time in force;
  - (v) a right includes a benefit, remedy, discretion, authority or power;
  - (vi) an obligation includes a warranty or representation and a reference to a failure to observe or perform an obligation includes a breach of warranty or representation;
  - (vii) this Licence or provisions of this Licence or any other deed, agreement, instrument or contract includes a reference to:
    - (A) both express and implied provisions; and
    - (B) that other deed, agreement, instrument or contract as varied, supplemented, replaced or amended;
  - (viii) writing includes any mode of representing or reproducing words in tangible and permanently visible form and includes facsimile transmissions;

- (ix) anything (including, without limitation, any amount) is a reference to the whole or any part of it and a reference to a group of things or persons is a reference to any one or more of them; and
- (c) a subparagraph, paragraph, subclause, clause, Item, Schedule or Annexure is a reference to, respectively, a subparagraph, paragraph, subclause, clause, Item, Schedule or Annexure of this Licence;
- (d) The covenants and obligations on the part of the Licensee not to do or omit to do any act or thing include:
  - (i) covenants not to permit that act or thing to be done or omitted to be done by any officer, workmen, servants, agents, contractors, licensees, invitees, assignees or persons authorised by the Licensee; and
  - (ii) a covenant to take all reasonable steps to ensure that that act or thing is not done or omitted to be done;
- (e) Except in the Schedule, headings do not affect the interpretation of this Licence;
- (f) If a Party comprises two or more persons, the covenants and agreements on their part bind them and must be observed and performed by them jointly and each of them severally, and may be enforced against any one or more of them.
- (g) The Schedule and Annexures (if any) form part of the Licence.

## 44. Definitions

In this Licence, unless otherwise required by the context or subject matter:

**Airport** means Newman Airport situated on the Land;

**Amounts Payable** means the Licence Fee and any other money payable by the Licensee under this Licence;

**Authorised Person** means an agent, employee, invitee or sub-licensee of the Licensee;

**Basic Consideration** means all consideration (whether in money or otherwise) to be paid or provided by the Licensee for any supply or use of the Licensed Area and any goods, services or other things provided by the Licensor under this Licence;

**Chief Executive Officer** means the Chief Executive Officer of the Licensor or any person authorized to act on his or her behalf;

**Common Areas** mean all those parts of the Airport not leased or licensed or intended to be leased or licensed to any tenant or licensee, but intended for use by the tenants and licensees of the Airport and their respective employees and visitors in common with each other and includes the car parking areas, driveways, walkways, corridors, passageways, stairways, lifts, escalators and shared toilets and washrooms;

**CPI** means the Consumer Price Index (All Groups) Perth number published from time to time by the Australian Bureau of Statistics;

**Further Term** means the further term stipulated in **Item 3** of the Schedule, if any;

**Good Repair** means good and substantial repair and in clean, good working order and condition;



**GST** has the meaning that it bears in the GST Act;

**GST Act** means *A New Tax System (Goods and Services Tax) Act 1999* (Cth) and any legislation substituted for, replacing or amending that Act;

**GST Adjustment Rate** means the amount of any increase in the rate of tax imposed by the GST Law;

**GST Law** has the meaning that it bears in section 195-1 of the GST Act;

**GST Rate** means 10%, or such other figure equal to the rate of tax imposed by the GST Law;

**Interest Rate** means the rate at the time the payment falls due being 2% greater than the Licensor's general overdraft rate on borrowings from its bankers on amounts not exceeding \$100,000.00;

**Land** means the land described at **Item 1** of the Schedule;

**Licence** means this deed as supplemented, amended or varied from time to time;

**Licence Fee** means the fee specified in **Item 5** of the Schedule;

**Licensed Area** means the Licensed Area described in **Item 2** of the Schedule;

**Management Order** means the management order pursuant to which the Licensor was vested with care, control and management of Reserve 44775 by the Minister for Lands for the purpose of Airport;

**Notice** means each notice, demand, consent or authority given or made to any person under this Licence;

**Party** means the Licensor or the Licensee according to the context;

**Permitted Structures and Equipment** means the structures and equipment described in **Item 8** of the Schedule;

**Permitted Use** means the use set out in **Item 7** of the Schedule;

**RPT Terminal** means the complete and entire structure at the Airport that is intended and used for the processing of passengers and luggage destined to depart or arrive on regular public transport flights;

**Rules and Regulations** means the rules and regulations pertaining to the Airport as may be contained within the Aerodrome Manual or as may be issued from time to time by the Licensor or its delegated agent;

**Schedule** means the Schedule to this Licence, unless otherwise stipulated;

**Supply** means a good or service or any other thing supplied by the Licensor under this Licence and includes but is not limited to a grant of a right to possession of the Licensed Area;

**Tax Invoice** has the meaning which it bears in section 195-1 of the GST Act;

**Taxable Supply** has the meaning which it bears in section 195-1 of the GST Act; and

**Term** means the term stipulated in **Item 3** of the Schedule and, where the context permits, includes any Further Term.

# Schedule

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## Item 1 Land

Reserve 44775 being land more particularly described as:

- (a) Lot 570 on Deposited Plan 71045 and being the whole of the land comprised in Crown Land Certificate of Title Volume LR3161 Folio 364; and
- (b) Lot 571 on Deposited Plan 71045 and being the whole of the land comprised in Crown Land Certificate of Title Volume LR3161 Folio 365

## Item 2 Licensed Area

That portion of the Land comprising:

- (a) a car rental kiosk; and
- (b) *[insert number]* parking bays,

as depicted on the plan annexed hereto as **Annexure B**

## Item 3 Term and Further Terms

### **Term:**

Three (3) years commencing on *[insert date]* (**Commencement Date**) and expiring on *[insert date]*

### **First Further Term:**

One (1) year commencing on *[insert date]* and expiring on *[insert date]*

### **Second Further Term:**

One (1) year commencing on *[insert date]* and expiring on *[insert date]*

## Item 4 Permitted Hours of Use

All hours during the Term.

## Item 5 Licence Fee

**Licence Fee:**            dollars (\$)            ) per annum exclusive of GST

**Manner of Payment:** Payable annually in advance commencing on the Commencement Date

## Item 6 Licence Fee Review

Each anniversary of the Commencement Date during the Term and any Further Term, based on CPI

**Item 7      Permitted Use**

Car rental

**Item 8      Permitted Structures and Equipment**

Car rental kiosk

*[Insert further detail]*

**Item 9      Additional terms, covenants and conditions**

*[Insert any additional terms/conditions applicable]*

# Signing page

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**EXECUTED** by the parties as a Deed on the

day of

2018

The **COMMON SEAL** of the **SHIRE OF EAST PILBARA**  
was hereunto affixed by authority of a resolution of the  
Council in the presence of:

\_\_\_\_\_  
Shire President

\_\_\_\_\_  
(Print Full Name)

\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
(Print Full Name)

**EXECUTED** by [*insert Licensee name and  
ACM*] pursuant to Section 127(1) of the  
Corporations Act

\_\_\_\_\_  
Name of Director

\_\_\_\_\_  
Signature of Director

\_\_\_\_\_  
Name of Director/Secretary\*

\_\_\_\_\_  
Signature of Director/Secretary\*

(\*Delete whichever designation is incorrect)

# Annexure A – Approval of Minister for Lands

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## Annexure B – Plan of Licensed Area

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Licensed Valuers & Property Consultants

## **DESKTOP RENTAL ASSESSMENTS**

**VARIOUS TENANCIES,  
NEWMAN AIRPORT, GREAT NORTHERN HIGHWAY  
NEWMAN WA 6753**



**As at February 2018**

**Ref: 47333**



Licensed Valuers & Property Consultants

9 Hardy Street, South Perth  
Western Australia 6151

T: (08) 9474 2220  
E: [valuations@garmony.com.au](mailto:valuations@garmony.com.au)  
W: [www.garmony.com.au](http://www.garmony.com.au)

Oxford Ridge Pty Ltd  
ABN: 88 537 931 103

## EXECUTIVE SUMMARY

**PROPERTY ADDRESS:** VARIOUS TENANCIES, NEWMAN AIRPORT, GREAT NORTHERN HIGHWAY, NEWMAN WA 6753

**INSTRUCTING CLIENT:** Shire of East Pilbara **Contact:** Salomon Kloppers

**POSTAL ADDRESS:** Kalgan Drive **Email:** [mda@eastpilbara.wa.gov.au](mailto:mda@eastpilbara.wa.gov.au)

NEWMAN WA 6753 **Your Ref:** Purchase Order 25646

**PURPOSE:** To provide current rental assessments for negotiation purposes

**CERTIFICATE OF TITLE:** Portion of Lot: 571 Plan: 71045 Volume: 3161 Folio: 365

**REGISTERED PROPRIETORS:** State of WA. Registered 01/01/1997.

**ZONING:** "Rural" - Shire of East Pilbara Local Planning Scheme No. 4

**DESCRIPTION OF TENANCIES:** Assessments have been prepared for the;

- fuel depot occupied by BP,
- offices, check in desks and baggage handling areas occupied by NWAS,
- kiosks, offices and car parking bays occupied by car rental companies and
- a proposed hangar site to the west of the existing airside tenancies.

**COMMENTS:** New leases are being negotiated and the rentals have been assessed on a vacant possession basis with the lessor responsible for outgoings, maintenance and operation of the airport.

## ASSESSMENT CERTIFICATE

**DESKTOP RENTAL ASSESSMENTS** **SEE ASSESSMENT SUMMARY IN THE CONCLUSION**

**DATE OF ASSESSMENT:** February 2018 **DATE OF INSPECTION:** February 2018 & desktop assessment

**VALUERS REFERENCE:** 47333 **DATE OF REPORT:** 16 February 2018

**CRITICAL ASSUMPTIONS:** Our assessments are based on the information provided and the description of the fuel depot, baggage handling tenancy and tenancies occupied by companies providing car rental services contained in the IVWA report 2013 0313 dated 28 March 2017.

Details of the proposed hangar site were provided by the lessor.

Please refer to the Assumptions, Conditions & Limitations section in the Body of the Report for Qualifications, Limitations, Critical Assumptions and Disclaimers.

**SIGNATURE:**

**VALUER:**

**VALUER**  
**PETER MURPHY, AAPI**  
**CERTIFIED PRACTISING VALUER.**  
**LICENSED VALUER NO. 487 IN WA**

**AUTHORISED FOR ISSUE BY:**  
**MATTHEW J GARMONY, FAPI**  
**CERTIFIED PRACTISING VALUER.**  
**LICENSED VALUER NO. 41203 IN WA**  
**MANAGING DIRECTOR**

### IMPORTANT NOTE:

I hereby certify that I, the valuer have personally inspected the airport in March 2017 and have carried out the assessments above as at that date. The valuer authorising the report for issue may not have inspected the property, however has read through the report and has authorised the release of the report to the client on the basis the inspecting valuer has complied with the firms valuation standards. Neither I nor any member of this firm, has any potential conflict of interest, pecuniary interest (real or perceived) or indirect or financial interest in relation to this property that is not disclosed herein. The valuation report is for the use of and may be relied upon only by the party to whom it is addressed. No other party is entitled to use or rely upon it or any of its contents and the valuer or valuation firm shall have no liability to any party who does so. All data provided in this summary is wholly reliant on and must be read in conjunction with the information provided in the attached report including "Assumptions, Conditions & Limitations". It is a synopsis, only designed to provide a brief overview and must not be acted on in isolation. Our report and valuation now follows:



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## 1.0 INSTRUCTIONS

Written instructions have been received from the instructing client(s) to undertake rental assessments of the tenancies for the purpose identified below including any specific instructions or requirements. The valuer did not inspect Newman Airport in February 2018 and the assessments are based on the information provided.

1.1	INSTRUCTING CLIENT(S)	Shire of East Pilbara
1.2	PROPERTY ADDRESS	Various tenancies in Newman Airport, Great Northern Highway, Newman
1.3	DATE OF INSTRUCTIONS	5 February 2018
1.4	PURPOSE OF ASSESSMENT	Updated Desktop Rental Assessments for negotiation purposes
1.5	DOCUMENTATION PROVIDED	Rental Values Report prepared by IVWA "RFP Tenancies at 4.2.1 to 4.2.6 Newman Airport, Lot 570 Great Northern Highway, Newman WA 6753" dated 28 March 2017 and the description of the proposed hangar site supplied by the lessor.

## 1.6 RELIANCE DISCLAIMER

The assessment is for the use of and may be relied upon only by the party to whom it is addressed. No other party is entitled to use or rely upon it or any of its contents and the valuer or valuation firm shall have no liability to any party who does so. This assessment cannot be used wholly or in part in a Prospectus, Product Disclosure Document or any other public document without special arrangement and our written consent unless consent is disclosed in this report.

## 1.7 PECUNIARY INTEREST

Neither the valuer, nor any member of Garmony Property Consultants has any conflict of interest, or direct or financial interest in relation to this property that is not disclosed herein.

A copy of the written instructions is contained within the Annexures of this report.

## 2.0 BASIS OF ASSESSMENT

The assessed rentals are based on the definitions below as defined by the International Valuation Standards Committee and endorsed by the Australian Property Institute as follows;

### 2.1 MARKET RENT

For the purpose of this valuation "Market Rent" as defined by the International Valuation Standards Committee, and as adopted by the Australian Property Institute as:

"The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion".

### 2.2 "AS IS" VALUE

An "As Is" value is a valuation that provides the market value of the property as it exists rather than the value of any proposed improvements.

Our assessments are based on the information provided and evidence at the date of assessment and no warranty can be given to the maintenance of rental levels in the future.

### 3.0 DATES OF ASSESSMENT: February 2018

#### 3.1 DATE OF INSPECTION

Not applicable as we are preparing desktop assessment however the Newman Airport was inspected by the valuer in February 2017.

#### 3.2 DATE OF ASSESSMENT

The tenancies have been assessed as at February 2018 based on the instructions received.

#### 3.3 CURRENCY OF ASSESSMENT

Please be aware that due to Professional Indemnity Insurance Constraints, we cannot extend liability, reissue or confirm the initial valuation, three (3) months from the date of valuation, without undertaking a re-inspection of the property and further investigation and analysis.

#### 3.4 RETROSPECTIVITY

Our assessment is based on the assumption that the condition of the improvements is the same as shown on the information provided. We may have used photographs provided by the client or other sources to illustrate and describe the tenancies and assume no changes have taken place in the interim.

### 4.0 LEGAL DETAILS

#### 4.1 TITLE PARTICULARS

The land is described as being an estate in fee simple and being Portion of Lot 571 on Deposited Plan 71045 and being the part of the land comprised in Certificate of Title Volume 3161 Folio 365

#### 4.2 REGISTERED PROPRIETORS

State of WA is the registered proprietor of the subject property.

Management Order G425196 to Shire of East Pilbara. Registered 01/01/1997.

For the purpose of this rental valuation we have not searched the Certificate of Title and have assumed that any Encumbrances listed on the title would not adversely affect the Market Rental of the tenancy.

### 5.0 SITE DETAILS

#### 5.1 IDENTIFICATION

The property has been identified by reference to cadastral maps.

#### 5.2 LAND DIMENSIONS & AREA

At various locations on the airport and see the tenancy description.

#### 5.3 PHYSICAL CHARACTERISTICS

Topography: The terminal building is at road grade  
Soils: The soils appear to be red pindan in nature, typical for the locality and extensively paved.  
Drainage: The site drainage appears to be adequate.



## **6.0 ENVIRONMENTAL CONSIDERATIONS**

### **6.1 CONTAMINATION**

Our report is prepared on the basis the tenancies are free of contamination or contamination risk and will be operated, occupied and compliant with relevant contamination legislation.

There is a risk of contamination associated with fuel handling on the BP tenancy and proposed hangar site.

Contamination has been identified on Lot 570 located within the airport and we refer to Memorial 39987 registered on the Certificate of Title. Our report is prepared on the basis the contamination will not adversely affect the tenancies used for the provision of Air the Support Services at Newman Airport.

*Disclaimer: Verification of whether the property is free of any environmental hazard can be obtained from a site inspection by a suitably qualified environmental consultant.*

## **7.0 PLANNING**

### **7.1 CURRENT LOCAL GOVERNMENT ZONING**

Our enquiries to the Shire of East Pilbara being the local authority indicates the land is zoned "Rural" under Town Planning Scheme No.4.

### **7.2 PERMITTED USES**

Our report is prepared on the basis current use and ongoing or proposed uses are permitted and approved by the local authority.

### **7.3 NATIVE TITLE**

The Native Title Tribunal advises that freehold land is not subject to claim. However search of the claims lodged under Native Title legislation have not been undertaken. For the purpose of this valuation, we have assumed the property is not subject to any Native Title claims.

### **7.4 HERITAGE ISSUES**

Our enquiries indicate the property does not appear on the local authorities' inventory for heritage places, is not on the Heritage Council of WA's register of heritage places nor is it classified by the National Trust.

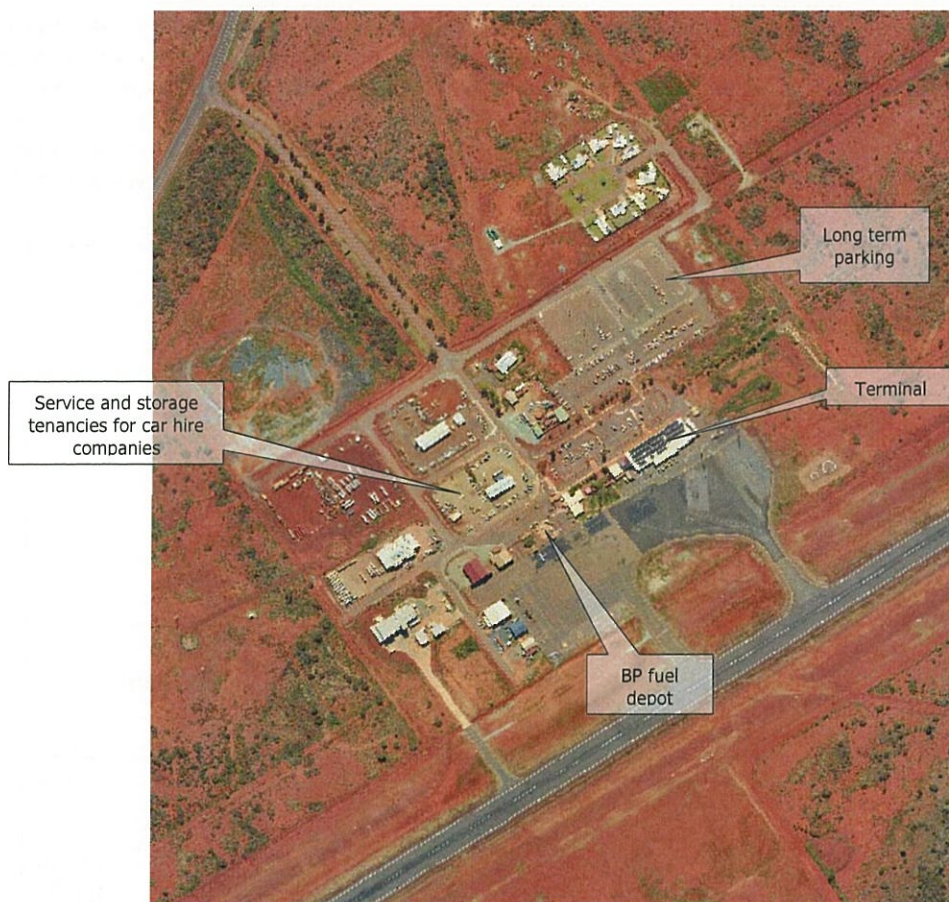
*Disclaimer: Should the addressee require formal confirmation of heritage issues, then we recommend a written application be made to the relevant authorities.*

## 8.0 LOCATION & SERVICES

### 8.1 SITUATION

Newman is located approximately 1200 km North of Perth via Great Northern Highway and the airport is located approximately 10 km south of the town centre.

Newman Airport is the gateway to the heart of the East Pilbara region. Located just south of the town of Newman, more than 450,000 passengers have been known to pass through this airport per annum, with more than 47 Regular Public Transport (RPT) flights per week between Newman and Perth. Whilst mining is a strong economic driver for the community, the shire is well known for its magnificent landscapes, unique outback experiences, long stretches of desert country and magnificent and rare wildflower scenes.



Source: Landgate

See "IMPROVEMENTS Tenancy Description" for the location of the various tenancies on the airport.

### 8.2 SERVICES ON THE AIRPORT

Services available on the airport including water, electricity and telephone/data. The Shire of East Pilbara operates and maintains the airport inclusive of the roads, car parking, provision of water and electricity.



## 9.0 IMPROVEMENTS

### TENANCY DESCRIPTION

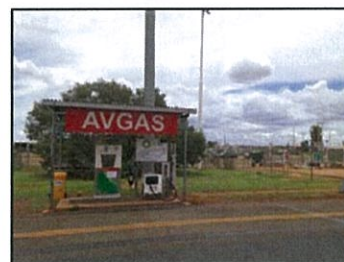
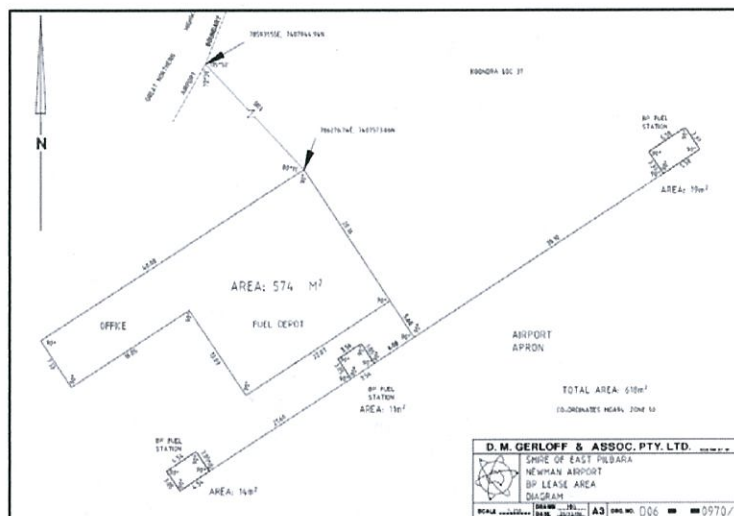
Major improvements on the airport include the terminal, former terminal used as offices, car rental kiosks, extensive short-term and long-term parking, commercial tenancies and airside tenancies. The buildings on the commercial tenancies and airside tenancies are generally considered to be the property of the tenant.

Our description of the first 2 tenancies and facilities occupied by companies providing car rental services are based on the Request for Proposal (RFP) prepared by the Shire of East Pilbara closing 4 April 2017 inclusive of tenancy areas contained in the IVWA report 20170313 dated 28 March 2017. Details of the proposed hangar were provided by the lessor.

#### Area 2.4.1

##### Fuel Depot

The tenancy comprises 4 parcels of land with the body of the site adjoining a service road from which unloading fuel from road tankers into the underground tanks is undertaken. Fuel pumps and bowzers are located on the 3 smaller sections of the tenancy adjoining the apron. Tenant's improvements include fencing, underground storage tanks and pumps together with underground pipework connecting the bowzers with the storage tanks.



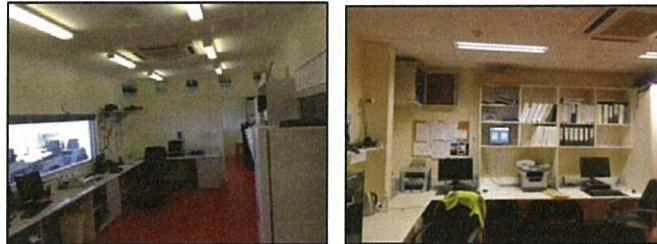
Source: IVWA via client

**TENANCY DESCRIPTION: Continued**

**Area 2.4.1**

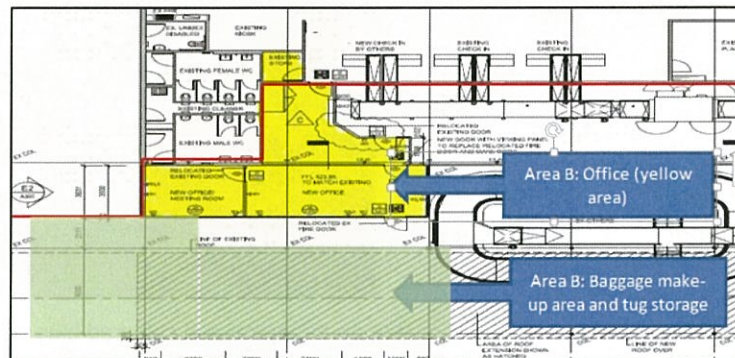
Aircraft handling,  
passenger processing,  
low control and  
baggage handling  
facilities

Finishes with in the offices located behind the airline check ins include painted plasterboard, fluorescent lights and air conditioning. A plain functional standard of modern air conditioned accommodation is provided.



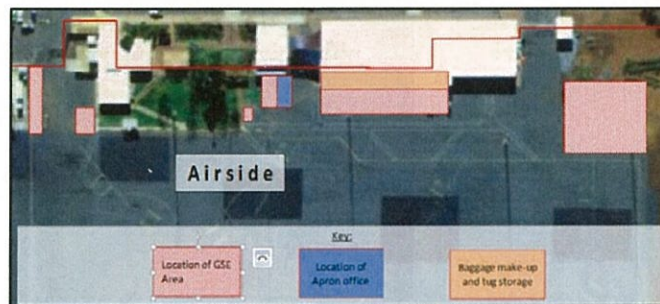
**Offices**

Includes Load Control



**GSE**

The ground service equipment storage areas are located on the apron within the vicinity of the terminal and are hatched red on the plan below.



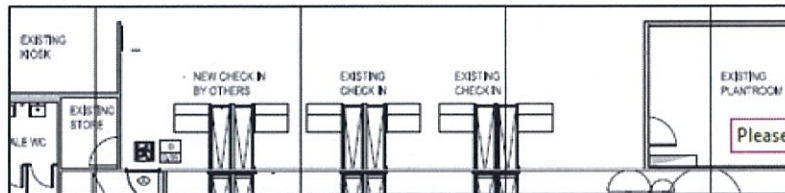


**TENANCY DESCRIPTION: Continued**

**Passenger processing**

Check in desks

This is the portion of the terminal where the check in desks are located as shown on the plan below.



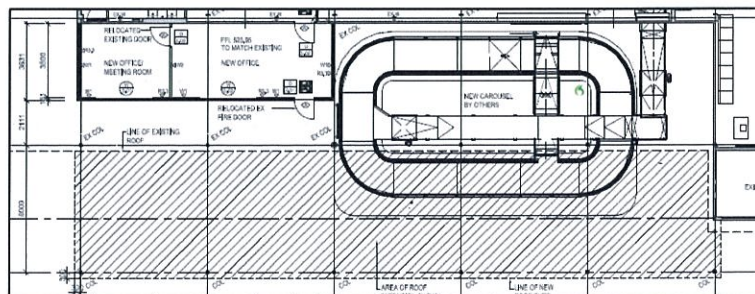
**Storage/staff facilities**

Located on the apron and coloured blue on the plan above the building is a donga modular construction. The majority is of open plan layout with amenities at the western end. It is used as a lunch room and rest area for NWAS employees working on the apron.



**Baggage handling facility**

The tenancy comprises a covered work area forming part of the terminal and shown hatched fawn/biege on the plan below.





TENANCY DESCRIPTION: Continued

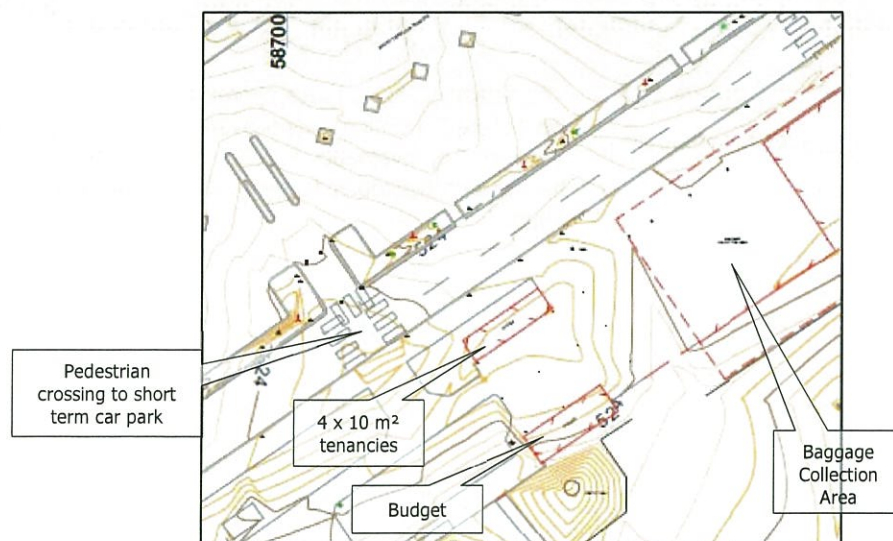


Source: IVWA via client

2.4.3

Car Rental Kiosks

The donga style buildings are of modular construction and located to the south of the baggage pickup area either side of a breezeway of steel column and metal deck construction. There are 4 tenancies of 10 m<sup>2</sup> in the northern building and Budget occupy the 50 m<sup>2</sup> southern building in which toilets and amenities are installed. The location between the terminal and the short term car park is a major factor contributing to their appeal and utility.



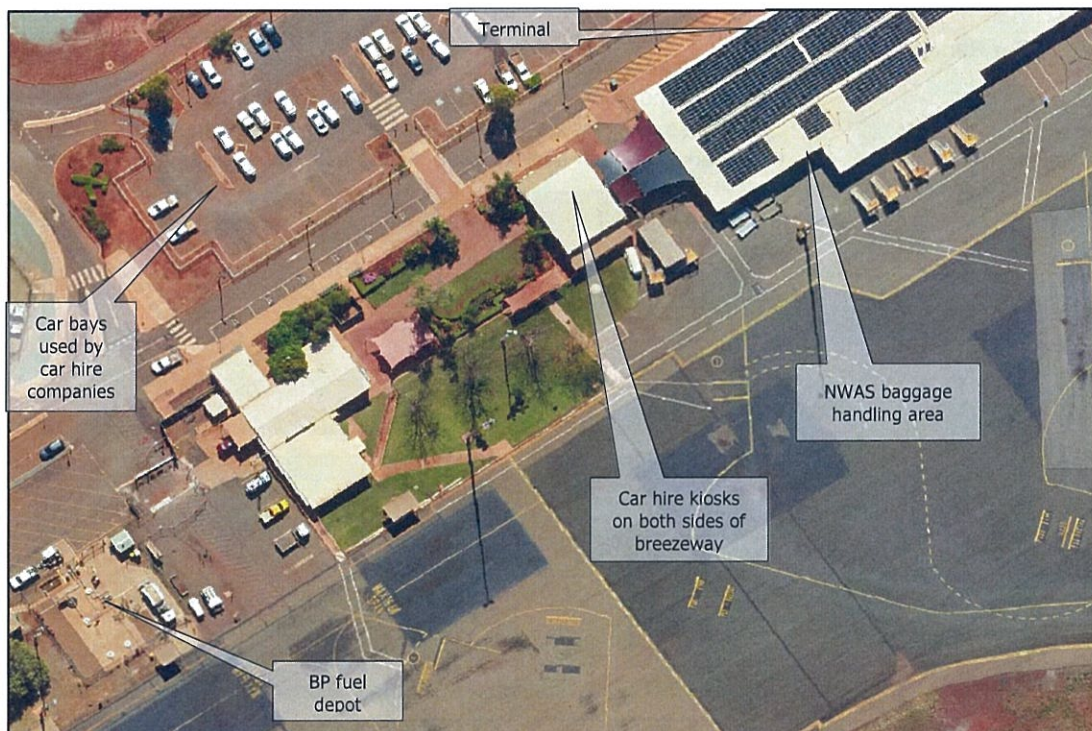
**TENANCY DESCRIPTION: Continued**

**Typical Car Bays**

Located in the short term car park to the orth of the car hire kiosks construction comprises bitumen paving, fencing and modest landscaped borders. Ingress and egress of via electronic boom gates with pay stations located in the terminal and car parks. Currently the hire companies use the bays conveniently located in relation to their kiosks in the south western sector of the short term car park.

Source: IVWA via client

Lessee's fixtures, fittings and equipment is excluded from our assessments.



Source: Landgate

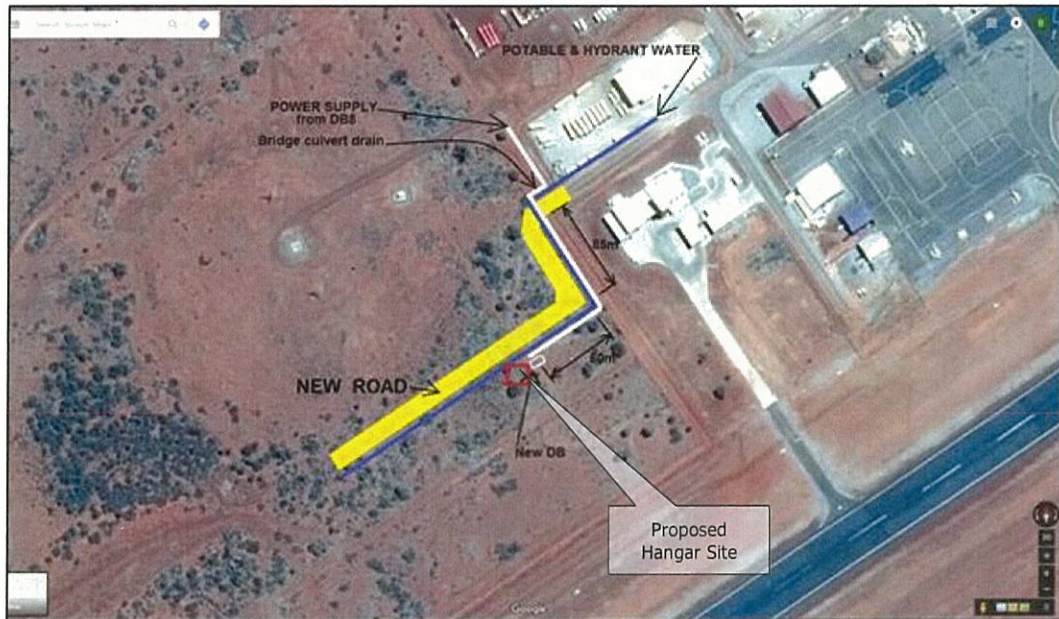
**Proposed Hangar Site**

Not included in the RPF

The tenancy is to comprise approximately 1000 m<sup>2</sup> of land located to the west of the fire station and will eventually become part of a new GA apron. Tenant's improvements include clearing the land, construction of a hangar and helicopter landing pad. Airside access is proposed in the future.



TENANCY DESCRIPTION: Continued



Source: Shire of East Pilbara

## 10.0 TENANCY DETAILS

We understand the leases or licences are up for renewal or new leases are to be negotiated and our assessments are prepared on the basis of vacant possession.

**Outgoings & GST:**

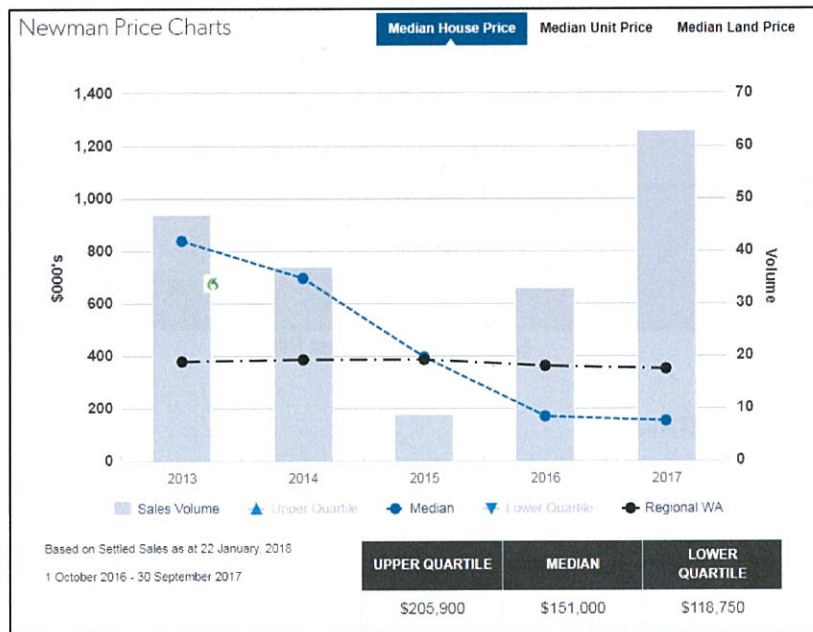
Statutory Outgoings:	By lessor
Variable Outgoings:	By lessor
GST:	By tenant

**Comments:** The Shire of East Pilbara is endeavouring to achieve the optimum level of income from the various tenancies on the airport and together with landing fees to generate a sustainable level of income to maintain and ensure the ongoing efficient operation of the airport.

## 11.0 MARKET COMMENTARY

We have research market activity and after a severe downturn stability appears to be emerging in the Newman property market and refer to the median house price graph below. The median house price declined steadily from 2013 through to 2016 and the volume of sales was minimal in 2015. Stability is apparent in the median house price based on improving sales volumes.

While the downturn in the industrial and commercial property sectors was not a severe sales activity was limited to 2 transactions in 2017. In view of the low volume of transactions there is an adequate to ample supply of commercial and industrial property available for lease or sale in Newman. Alternatively we were advised passenger numbers through the airport have remained steady over recent years and a slight increase appears to be emerging.



Source: REIWA

## 12.0 BASIS OF ASSESSMENT

The formal Request for Proposals has not proceeded and discussions are being implemented with the various tenants on a similar but informal basis with a view to negotiating a commercial level of rent inclusive of a consistent level of rental income for the ongoing operation of the airport.

Based on current market activity inclusive ongoing negotiations we have prepared the following assessments.

### RPF 2.4.1

#### Fuel Depot - BP

The tenancy has an area of 618 m<sup>2</sup> in benefits include 3 airside pumps/browsers, airside access and an approved unloading area adjoining the tenancy.

Descr	Area	Rate	Rent
Fuel Depot	618 m <sup>2</sup> @	\$50 /m <sup>2</sup> pa	\$30,900 pa
<b>Rounded</b>			<b>\$31,000 pa</b>

**BASIS OF ASSESSMENT: Continued**

**RFP 2.4.2**

Currently occupied by NWA the tenancy comprises;

**Aircraft handling,  
passenger  
processing, load  
control and baggage  
handling facilities**

- Office space of 61.2 m<sup>2</sup>
- Apron and 6 GSE areas of 200 m<sup>2</sup> (scaled estimate)
- Check in desks in terminal – 37.4 m<sup>2</sup>
- Load control office space of 36 m<sup>2</sup>
- Baggage handling facilities of 86 m<sup>2</sup> (scaled estimate) and a canopy covers 70% to 80%

Descr	Area	Rate	Rent
Office	61.2 m <sup>2</sup> @	\$500 /m <sup>2</sup> pa	\$30,600 pa
Apron GSE	200 m <sup>2</sup> @	\$50 /m <sup>2</sup> pa	\$10,000 pa
Check in Desks	37.4 m <sup>2</sup> @	\$600 /m <sup>2</sup> pa	\$22,440 pa
Staff Facilities	36 m <sup>2</sup> @	\$450 /m <sup>2</sup> pa	\$16,200 pa
Baggage Handling	86 m <sup>2</sup> @	\$75 /m <sup>2</sup> pa	\$6,450 pa
			<b>\$85,690 pa</b>
		<b>Rounded</b>	<b>\$86,000 pa</b>

**RFP 2.4.3**

Occupied by various tenants accommodation comprises;

**Car rental services**

- 4 X 10 m<sup>2</sup> kiosks

**Kiosks and parking  
bays**

- 1 x 50 m<sup>2</sup> kiosk office
- Typical car bay - approximately 15 m<sup>2</sup>

Descr	Area	Rate	Rent
Kiosk	10.0 m <sup>2</sup> @	\$650 /m <sup>2</sup> pa	\$6,500 pa
Kiosk	10.0 m <sup>2</sup> @	\$650 /m <sup>2</sup> pa	\$6,500 pa
Kiosk	10.0 m <sup>2</sup> @	\$650 /m <sup>2</sup> a	\$6,500 pa
Kiosk	10.0 m <sup>2</sup> @	\$650 /m <sup>2</sup> pa	\$6,500 pa
Office/kiosk	50.0 m <sup>2</sup> @	\$550 /m <sup>2</sup> pa	\$27,500 pa
Car bay	1 bay	\$2,750	\$2,750

**New Assessment  
Hangar Site**

Although located on the airport the 1000 m<sup>2</sup> parcel of vacant land is remote main terminal it is proposed it will have airside access in the future and form part of the new GA apron.

Descr	Area	Rate	Rent
Hangar	1000 m <sup>2</sup> @	\$35 /m <sup>2</sup> pa	\$35,000 pa
		<b>Rounded</b>	<b>\$35,000 pa</b>



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**BASIS OF ASSESSMENT: Continued**

**Conclusion**

We recommend you endeavour to negotiate a throughput or turnover rental of 1% to 2% of the sale price of fuel and not less than \$31,000 pa for the fuel depot with the tenant responsible for the payment of the GST.

We recommend you endeavour to negotiate a turnover rental of 6% to 8% of gross turnover and not less than the sum of assessed rentals for the various parts of the tenancies with the companies providing car rental services. The tenant is to be responsible for the payment of the GST and would need to report turnover on a monthly basis for the calculation of rentals with the annual turnover verified by audited accounts.

**12.1 MARKET MOVEMENT CLAUSE**

These rents are current as at the date of assessment only. Further, Garmony Property Consultants cannot extend liability, reissue or confirm initial valuation after a period of three (3) months from the date of valuation, without undertaking a re-inspection of the property and further investigation and analysis.

The assessment herein may change significantly, un-expectantly over a relatively short period (including a result of a general market movements or facts specific to the particular property). We do not accept liability for losses arising from such a subsequent change in value.

Without limiting the generality of the above comment, we do not assume any responsibility or accept any liability where the assessment is relied upon after the expiration of 3 months from the date of valuation, or such earlier date if you become aware of any factors that may have any effect on the valuation.

**12.2 GOODS AND SERVICES TAX**

A Goods and Services Tax (GST) became effective on 1 July 2000. If you believe that the subject property may be impacted on by the implementation of the GST, we recommend that you seek the advice of an appropriately qualified accountant. Unless otherwise stated herein, the opinion of value expressed in this Report is exclusive of any GST which may be applicable.

### 12.3 ASSUMPTIONS, CONDITIONS & LIMITATIONS

1. This is not a valuation and our assessments provide a guide to the prevailing level of rental however a formal valuation is required should you require market rental values.
2. Information provided by managing agents, and or owners with respect to tenancy details, outgoing, building areas and any offer to lease to be true and correct.
3. We have assumed that the property being freehold is not subject to any Native Title claims. A search of the claims lodged with the Native Title Legislation has not been undertaken.
4. The assessment assumes that the building complies with all relevant statutory requirements with necessary development approvals and improvements are of a sound structural integrity unless otherwise stated in the body of the report.
5. Our assessment is on the assumption that if there is a requirement to resume all or part of the land by a relevant authority, the owners will be fully compensated.
6. This assessment relies on information supplied to Garmony Property Consultants by the State Government's Landgate office through a private supplier and we reserve the right to amend our report should this information prove incorrect. In some instances we have not made a physical internal inspection and have had to rely on the information provided by the selling agent and/or Landgate's/RP data's/Pricefinder's summary of property description.
7. The report is on the assumption that the property is free of actual or potential contamination and is not subject to flooding. We have not investigated the site beneath the surface or undertaken vegetation or soil sampling.
8. We have assumed that any asbestos products that may exist in the property do not represent a health hazard under the Occupational Health and Safety and Welfare Act. We have not been provided with an asbestos register.
9. We are not aware of any heritage issues and consider it unlikely there are any such issues which may affect the value of the subject property unless stated in the report and we advise we have not undertaken a search of any Heritage Register.
10. Even where a lease appears to address the issue of GST, the Certified Practising Valuer expresses no view on whether the provisions of the lease entitle the landlord to pass on the GST to the tenant, as to do so would require the Certified Practising Valuer to express an expert legal opinion. The Certified Practising Valuer has assumed there is no ability to change the consideration to account for GST. The valuer recommends that before relying on the assessment, the parties should undertake a legal audit of all contracts affecting the property (including the lease documentation) and check the results against the assumptions made within the valuation report. The sale of all previously owned residential accommodation is an input taxed supply for GST purposes. If the supplier (seller) is registered under the Act, and the residential property is "new" as defined, the supplier's GST liability has no effect on the market value of the house/home unit.
11. Whilst we have taken every reasonable care during our inspection of the property and in making relevant enquiries, we have not undertaken or requested a Written Flood Search, Written Town Planning Certificate, Special Inspection Search by the Local Authority Building Department, Structural Survey by an Architect or Engineer, or Identification Survey by a Licensed Surveyor. In the absence of these formal searches or enquiries, we have assumed that the results of any such searches would not disclose any matters significantly affecting the value of the property. We recommend parties relying on this report should make their own enquiries.
12. No allowance has been made in our assessment for realisation expenses.
13. Please note the photographs of the property were taken as at the date of inspection unless otherwise stated.
14. Unless otherwise stated Garmony Property Consultants has not conducted a search of the encumbrances (if any) listed on the Certificate of Title. We have assumed the encumbrances, if any, have no detrimental effect on the subjects value however should a subsequent search reveal otherwise we reserve the right to alter our assessment accordingly. We recommend parties relying on this report should make their own enquiries. Subsequent searches will be at the cost of the client.



### 13.0 ASSESSMENT CERTIFICATE

#### 13.1 DESKTOP RENTAL ASSESSMENTS

Therefore after consideration of the above factors the Desktop Rental Assessments for the various tenancies on Newman Airport, Great Northern Highway, Newman WA 6753 and subject to the description and assumptions as contained within the body of the report as at February 2018 are scheduled below.

RFP No	Occupier		Rent
2.4.1	BP	Fuel depot	Airside \$31,000 pa
2.4.2	NWAS	Aircraft handling 10 m <sup>2</sup>	Multiple areas \$86,000 pa
2.4.3	Car rental	kiosk	\$6,500 pa
	Services	50 m <sup>2</sup> kiosk office	\$27,500 pa
	Car Bays	15 m <sup>2</sup> approx	\$2,750 pa
N/A	Proposed Hangar Site	1000 m <sup>2</sup>	\$35,000 pa

These assessments have been prepared on specific instructions from Shire of East Pilbara for lease negotiation purposes. The report is not to be relied upon by any other person or for any other purpose. We accept no liability to third parties nor do we contemplate that this report will be relied upon by third parties. We invite other parties who may come into possession of this report to seek our written consent to them relying on this report. We reserve our right to withhold consent or to review the contents of this report in the event that our consent is sought. The valuation is current as at the date of assessment only.

Yours faithfully  
For GARMONY PROPERTY CONSULTANTS



VALUER:  
PETER MURPHY, AAPI  
CERTIFIED PRACTISING VALUER.  
LICENSED VALUER NO. 487 IN WA



AUTHORISED FOR ISSUE BY:  
MATTHEW J GARMONY, FAPI  
CERTIFIED PRACTISING VALUER.  
LICENSED VALUER NO. 41203 IN WA  
MANAGING DIRECTOR

I hereby certify that I, the inspecting valuer have personally inspected this property and have carried out the assessments above as at that date. The valuer authorising the report for issue may not have inspected the property, however has read through the report and has authorised the release of the report to the client on the basis the inspecting valuer has complied with the firms assessment standards.

#### 14.0 ANNEXURES

- Instructions – Purchase Order



# INSTRUCTIONS

# Shire of East Pilbara



ABN: 47 854 334 350  
Kalgan Drive, Newman WA 6753  
Telephone: (08) 9175 8000  
Facsimile: (08) 9175 2668  
Office Hours: Mon - Fri 8.30am - 4.30pm  
Email Account Enquiries: [efo@eastpilbara.wa.gov.au](mailto:efo@eastpilbara.wa.gov.au)  
Website: [www.eastpilbara.wa.gov.au](http://www.eastpilbara.wa.gov.au)

**PURCHASE ORDER 25646**

**Client Copy**

Please quote this order number on all invoices and correspondence

DATE: 02/02/2018  
REQUIRED BY: 02/02/2018  
PAGE: 1 of 1

To: Oxford Ridge Pty Ltd ATF The Garmony Family T  
9 Hardy Street  
SOUTH PERTH WA 6151

Deliver To: Newman Airport Great Northern Highway  
Newman WA 6753

For all enquiries please contact: Salomon Kloppers

Quantity	Description	Unit Value	Line Value
4.00	Please supply an updated valuation on expired lease areas.		

Authorising Officer Signature

  
\_\_\_\_\_  
Manager Development Airports

I quote this declaration as authorised representative for the Shire of East Pilbara.

All tax invoices supplied for these products and or services must be in the format prescribed by the ATO, including full address, ABN and GST details. If tax invoice does not meet the required standards, payment will be delayed, or Withholding Tax deducted from any payment.