



## **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, Newman,  
12:30PM, FRIDAY, 23 NOVEMBER, 2018.

**Jeremy Edwards**  
**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: \_\_\_\_\_  
Jeremy Edwards  
Chief Executive Officer

## TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS.....	4
2	RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE .....	4
2.1	ATTENDANCES .....	4
2.2	APOLOGIES .....	4
2.3	LEAVE OF ABSENCE .....	4
3	RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE .....	4
3.1	LETTER FROM ANN COPPIN.....	4
3.2	LETTER FROM WENDY BROOKS .....	8
4	PUBLIC QUESTION TIME .....	12
5	PETITIONS/DEPUTATIONS/PRESENTATIONS.....	12
5.1	DEPUTATION – MR DEVON CUIMARA .....	12
6	APPLICATIONS FOR LEAVE OF ABSENCE .....	12
7	CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING....	12
7.1	CONFIRMATION OF MINUTES.....	12
8	MEMBERS REPORT .....	12
8.1	ITEMS FOR RECOMMENDATION .....	12
8.2	ITEMS FOR INFORMATION.....	12
9	OFFICER'S REPORTS .....	14
9.1	CHIEF EXECUTIVE OFFICER.....	14
9.1.1	STATUS OF COUNCIL DECISIONS - OCTOBER 2018.....	14
9.1.2	SPECIAL COUNCIL MEETING TO RECEIVE 2017/18 ANNUAL REPORT AND DETERMINATION OF DATE FOR 2018 ANNUAL GENERAL MEETING OF ELECTORS .....	20
9.1.3	NEW POLICY - BEREAVEMENT RECOGNITION.....	23
9.1.4	MEMORIAL PLAQUE IN NEWMAN TOWN SQUARE .....	29

---

9.1.5	INLAND IRRIGATION PROJECT – REQUEST FOR SUPPORT .....	32
9.1.6	WARD REVIEW – DISCUSSION PAPER .....	33
<b>9.2</b>	<b>EXECUTIVE MANAGER CORPORATE SERVICES.....</b>	<b>34</b>
9.2.1	CREDITORS FOR PAYMENT.....	34
9.2.2	STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 31 OCTOBER 2018 .....	69
9.2.3	STRATEGIC COMMUNITY PLAN.....	73
9.2.4	AUDIT COMMITTEE 23 <sup>RD</sup> NOVEMBER 2018.....	100
<b>9.3</b>	<b>EXECUTIVE MANAGER COMMERCIAL SERVICES .....</b>	<b>103</b>
<b>9.4</b>	<b>EXECUTIVE MANAGER CUSTOMER &amp; COMMUNITY SERVICES .....</b>	<b>103</b>
9.4.1	COMMUNITY ASSISTANCE GRANT 3 2018 .....	103
<b>9.5</b>	<b>EXECUTIVE MANAGER INFRASTRUCTURE SERVICES.....</b>	<b>109</b>
<b>10</b>	<b>MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....</b>	<b>109</b>
10.1	BUDGET REVIEW - SHADE SAILS OVER THE NEWMAN SKATE PARK .....	109
10.2	AMENDMENT TO COUNCIL RESOLUTION 201819/62 ART AT THE HEART II PROPOSAL .....	111
<b>11</b>	<b>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF COUNCIL .....</b>	<b>113</b>
<b>12</b>	<b>CONFIDENTIAL MATTERS BEHIND CLOSED DOORS.....</b>	<b>113</b>
12.1	CHIEF EXECUTIVE OFFICER.....	113
12.1.1	ACQUISITION OF LOT 1412 (16) HILDITCH AVENUE, NEWMAN WA 6753 .....	113
<b>12.2</b>	<b>EXECUTIVE MANAGER CORPORATE SERVICES.....</b>	<b>114</b>
12.2.1	DOUBTFUL DEBT PROVISION.....	114
<b>12.3</b>	<b>EXECUTIVE MANAGER COMMERCIAL SERVICES .....</b>	<b>115</b>
12.3.1	AWARD OF RFT 08-2018/19 CAPITAL IMPROVEMENTS / REPLACEMENT WORKS PROGRAM 18/19.....	115

---

12.4	EXECUTIVE MANAGER INFRASTRUCTURE SERVICES.....	116
12.4.1	TENDER RFT 07-2018/19 - PROVISION OF CHLORINATION PLANT SERVICING .....	116
13	DATE OF NEXT MEETING .....	117
14	CLOSURE .....	117

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

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

**2.1 ATTENDANCES**

Councillors

Cr Lynnette Craigie	Shire President
Cr Jeton Ahmedi	Deputy Shire President
Cr Anita Grace	Councillor
Cr Anthony Middleton	Councillor
Cr Craig Hoyer	Councillor
Cr Geraldine Parsons	Councillor
Cr Michael Kitchin	Councillor
Cr Langtree Coppin OAM	Councillor
Cr Carol Williams	Councillor
Cr Bridget Schill	Councillor
Cr Dean Hatwell	Councillor

Officers

Mr Jeremy Edwards	Chief Executive Officer
Ms Sian Appleton	Executive Manager Corporate Services
Mr Ben Lewis	Executive Manager Commercial Services
Mrs Kylie Bergmann	Coordinator Governance

Public Gallery

**2.2 APOLOGIES**

Councillor Apologies

Officer Apologies

**2.3 LEAVE OF ABSENCE**

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

**3.1 LETTER FROM ANN COPPIN**

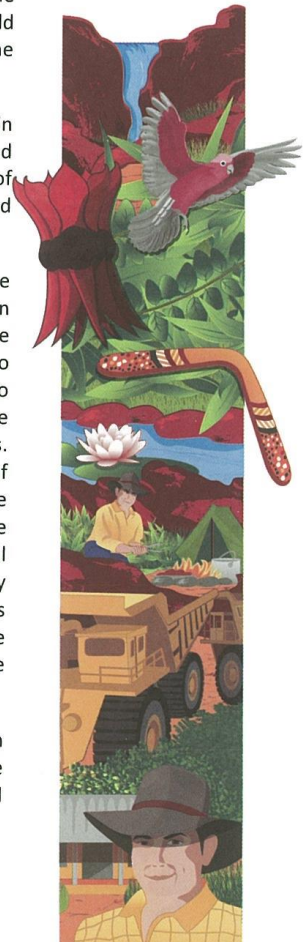
The Shire President, Mrs Lynne Craigie, responded to Ann Coppin's letter on 30 October 2018. A copy of the letter is attached (***Annexure 1 refers***).

**Annexure 1  
Letter to Ann Coppin**



I also acknowledge that there is great diversity across the Shire and can assure you that Council does respect this, as you would be aware we have dedicated resources and service provision within our rural areas and Council is committed in continuing this.

ABN 47 854 334 350





With regards to your comments and strong advocacy on rural roads I can advise that within the budget for the 2018/19 financial year there is just under \$5 million for maintenance grading and road construction within our rural areas, I am sure that you will agree that this associated with all of the other programs and services demonstrates the Council's commitment to areas outside of Newman.

With regards to your comments on the Coongan George I think that they are shared by many as well as the Council however unfortunately the transport sector and political lobbying for this upgrade with Main Roads was more successful than diverting the funds to the much needed upgrade of Marble Bar Road. We recently had the Premier of WA in Newman and again we reiterated this significant issue and I can assure you that in my other role as President of WALGA I am reminding politicians of this need.

At the Council meeting of Friday 26 October 2018 I did read aloud your letter in relation to the ward review, the Council decided that they would not rescind their previous motion and would continue to undertake a review. This does not mean that any changes will be made to the existing structure but that the Council will review and consider the matter.

I know that the above is not providing you with the answers that you were seeking but hopefully it will go some way in assisting you to understand the issue from a Council perspective.

Ann, please feel free to come back to me should you wish to discuss this matter further.

Yours Sincerely

A handwritten signature in cursive script that reads 'Lynne Craigie'.

Lynne Craigie

Shire President

**3.2 LETTER FROM WENDY BROOKS**

The Shire President, Mrs Lynne Craigie, responded to Wendy Brooks' letter on 2 November 2018. A copy of the letter is attached (***Annexure 1 refers***).

**Annexure 1**  
**Letter to Wendy Brooks**

File no: ADM-1-19-3  
Contact: Lynne Craigie

2 November 2018

Att: Wendy McWhirter-Brooks  
Limestone Station  
PO Box 19  
Marble Bar WA 6760

Email: wendy.brooks@brooksrural.com

Dear Wendy,

**RE: WARD CHANGES SHIRE OF EAST PILBARA**

Thank you very much for your correspondence and feedback, I did table your email to the Council at the meeting held on 26 October 2018 and I would like to try and clarify a few things in relation to this issue and the process.

Firstly I must point out that this process is around ensuring that economic and social representation is considered. The assessment for consideration looks at community of interest, physical and topographic features, demographic trends and economic factors and then the Councillor – Elector ratio. It is not designed around decreasing your representation or taking away the ability of someone to represent your district. In contrast the process is around trying to get an equitable representation across the Shire. Councillors are elected to govern and represent the whole of the Shire of East Pilbara.

With regards to your comments around the process for stimulating a ward review I acknowledge that we only conducted a review 3 years ago however we are currently going through a period of change within the organisation with the appointment of a new Chief Executive Officer (CEO). When the CEO commenced he held discussions with most elected members to obtain feedback and one of the key issues identified by Councillors was to undertake a ward and elected member review. The report tabled at the Marble Bar Ordinary Council Meeting was just to commence this process. I understand that change can be daunting but the intention behind this is not to ignore our rural areas but more so to ensure that we are in line with contemporary methods to govern the Shire. Again I must reiterate that no decision has been made and electors will be encouraged to have their say on the options before Council makes a final decision and recommendation to the Minister.

I understand that were a lot of statements made and discussion at the Marble bar meeting, my understanding is that the majority of these questions and statements were responded to on the day, the only matter that I believe is outstanding is in relation to Main Roads WA and we are waiting upon advice from them, once we receive this then we will be able to advise further.



Shire of **EAST  
Pilbara**  
AUSTRALIA'S LARGEST SHIRE

PMB 22 Newman  
Western Australia 6753

**Newman**

T. (08) 9175 8000  
F. (08) 9175 2668

**Marble Bar**

T. (08) 9176 1008  
F. (08) 9176 1073

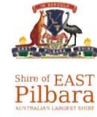
**Nullagine**

T. (08) 9176 2063  
F. (08) 9176 2063

[www.eastpilbara.wa.gov.au](http://www.eastpilbara.wa.gov.au)

ABN 47 854 334 350





At the Council meeting of Friday 26 October 2018 I did read aloud your letter in relation to the ward review, the Council decided that they would not rescind their previous motion and would continue to undertake a review. This does not mean that any changes will be made to the existing structure but that the Council will review and consider the matter.

I know that the above is not providing you with the answers that you were seeking but hopefully it will go some way in assisting you to understand the issue from a Council perspective.

Wendy, please feel free to come back to me should you wish to discuss this matter further.

Yours Sincerely

Lynne Craigie

Shire President

**4 PUBLIC QUESTION TIME**

**5 PETITIONS/DEPUTATIONS/PRESENTATIONS**

**5.1 DEPUTATION – MR DEVON CUIMARA**

Mr Devon Cuimara, CEO of the Aboriginal Males Healing Centre, will address Council regarding Item No. 9.1.4 – Memorial Plaque in the Newman Town Square.

**6 APPLICATIONS FOR LEAVE OF ABSENCE**

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

**7.1 CONFIRMATION OF MINUTES**

[Minutes October 26 2018 Council.DOCX](#)

**OFFICER'S RECOMMENDATION**

**THAT the minutes of the Ordinary Meeting of Council held on 26 October 2018, be confirmed as a true and correct record of proceedings.**

**8 MEMBERS REPORT**

**8.1 ITEMS FOR RECOMMENDATION**

**8.2 ITEMS FOR INFORMATION**

**Cr Lynnette Craigie**

○

**Cr Jeton Ahmedi**

○

**Cr Anita Grace**

○

**Cr Geraldine Parsons**

- Laying of Remembrance Day Wreath 11/11/2018
- Local Government Act Review Forum 15/11/2018
- Audit Committee Meeting 23/11/2018

**Cr Anthony Middleton**

○

**Cr Craig Hoyer**

- LEMC Meeting Newman 9/11/2018
- Local Government Act Review Forum 15/11/2018
- Audit Committee Meeting 23/11/2018

**Cr Bridget Schill**

- Local Government Act Review Forum 15/11/2018

**Cr Dean Hatwell**

- 

**Cr Michael Kitchin**

- PPA Meeting Marble Bar 28/10/2018

**Cr Langtree Coppin OAM**

- 

**Cr Carol Williams**

-

## 9 OFFICER'S REPORTS

### 9.1 CHIEF EXECUTIVE OFFICER

#### 9.1.1 STATUS OF COUNCIL DECISIONS - OCTOBER 2018

Attachments:	Appendix 1 – Council Resolutions Register
File Ref:	CLR-4-5
Responsible Officer:	Mr Jeremy Edwards Chief Executive Officer
Author:	Mrs Kylie Bergmann Coordinator Governance
Proposed Meeting Date:	23 November 2018
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	Nil

---

### REPORT PURPOSE

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

### BACKGROUND

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

### COMMENTS/OPTIONS/DISCUSSIONS

The status of Council decisions is included as an attachment (**Appendix 1 refers**).

### STATUTORY IMPLICATIONS/REQUIREMENTS

Nil.

### 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**

In order to remain transparent and to facilitate timely and appropriate decision making, it is requested that action items be reviewed at each Council meeting.

**FINANCIAL IMPLICATIONS**

No financial resource impact.

**VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**THAT the "Status of Council Decisions" report for the month of October 2018 be received.**

## **Appendix 1 Council Resolutions Register**

SHIRE OF EAST PILBARA - COUNCIL RESOLUTIONS REGISTER  
26/10/2018 - Ordinary Council Meeting

Item No	Responsible Officer	Report Title	Accepted Recommendation	Council Resolution No.	Actioning Officer	Comments/Action Taken	Completion Date																														
CHIEF EXECUTIVE OFFICER																																					
7.1	CEO	Confirmation of Minutes	THAT the minutes of the Ordinary Meeting of Council held on 28 September 2018, be confirmed as a true and correct record of proceedings.	201819/52	CG	Complete.	07.11.2018																														
7.2	CEO	Confirmation of Minutes	THAT the minutes of the Special Meeting of Council held on 15 October 2018, be confirmed as a true and correct record of proceedings.	201819/53	CG	Complete.	07.11.2018																														
9.1.1	CEO	Status of Council Decisions - September 2018	THAT the “Status of Council Decisions” report for the month of September 2018 be received.	201819/54	CG	Complete.	07.11.2018																														
9.1.2	CEO	Amendments to Delegations Manual 2018-19	THAT Council: 1. Adopt changes to the Authorisations and Delegations Manual 2018-19, as follows: · Where there is any reference to Deputy Chief Executive Officer and/or Director Technical and Development Services, that it be replaced with the words 'Executive Managers'. 2. Conduct a more detailed and comprehensive review of the Authorisations and Delegations Manual prior to 30 June 2019.	201819/55	CG	Complete. Delegations Manual amended on 15.11.2018 and email sent out to staff advising of the changes.	15.11.2018																														
9.1.3	CEO	Marble Bar CRC - Shire Representative	THAT Council: 1. Appoint the following Elected Members as Council delegates for the Marble Bar CRC: Cr. Dean Hatwell Cr. Lang Coppin - Proxy 2. Inform the Marble Bar CRC of the Council appointments.	201819/56	CG	Complete. Email sent to the Marble Bar CRC on 13.11.2018	13.11.2018																														
11.1	CEO	5th National Indigenous Economic Development Forum	THAT Council nominate the following Councillors to attend the 5 <sup>th</sup> National Indigenous Economic Development Forum in Darwin from 20-22 November 2018: 1. Cr. Anita Grace 2. Cr. Michael Kitchin	201819/66	CG	Complete. Flights, accommodation and conference booked for Councillors Grace and Kitchin on 29.10.2018	29.10.2018																														
EXECUTIVE MANAGER CORPORATE SERVICES																																					
9.2.1	EMCS	Creditors for Payment	<table><tr><td colspan="3">THAT Council endorse the payments:</td></tr><tr><td>FUND</td><td>VOUCHER</td><td>AMOUNT</td></tr><tr><td>EFT Payments</td><td>EFT #45594 - #45989</td><td>2,547,253.84</td></tr><tr><td>MasterCard Payments</td><td>EFT #45593</td><td>37,053.72</td></tr><tr><td></td><td><b>Total</b></td><td><b>\$2,584,307.56</b></td></tr><tr><td>Cheque Payments</td><td>CHQ #24650 - #24662</td><td>3,769.41</td></tr><tr><td>Direct Debit Payments</td><td>DD12159.1 – DD12211.9</td><td>118,634.58</td></tr><tr><td>Manual Cheque Payments</td><td>-</td><td>0</td></tr><tr><td></td><td><b>Total</b></td><td><b>\$122,403.99</b></td></tr><tr><td></td><td><b>GRAND TOTAL</b></td><td><b>\$2,706,711.55</b></td></tr></table>	THAT Council endorse the payments:			FUND	VOUCHER	AMOUNT	EFT Payments	EFT #45594 - #45989	2,547,253.84	MasterCard Payments	EFT #45593	37,053.72		<b>Total</b>	<b>\$2,584,307.56</b>	Cheque Payments	CHQ #24650 - #24662	3,769.41	Direct Debit Payments	DD12159.1 – DD12211.9	118,634.58	Manual Cheque Payments	-	0		<b>Total</b>	<b>\$122,403.99</b>		<b>GRAND TOTAL</b>	<b>\$2,706,711.55</b>	201819/57	EFO	Noted. No further action required.	26.10.2018
THAT Council endorse the payments:																																					
FUND	VOUCHER	AMOUNT																																			
EFT Payments	EFT #45594 - #45989	2,547,253.84																																			
MasterCard Payments	EFT #45593	37,053.72																																			
	<b>Total</b>	<b>\$2,584,307.56</b>																																			
Cheque Payments	CHQ #24650 - #24662	3,769.41																																			
Direct Debit Payments	DD12159.1 – DD12211.9	118,634.58																																			
Manual Cheque Payments	-	0																																			
	<b>Total</b>	<b>\$122,403.99</b>																																			
	<b>GRAND TOTAL</b>	<b>\$2,706,711.55</b>																																			
9.2.2	EMCS	Investment Report	THAT Council: 1. Note the Investment Report; 2. Authorise the re-investing of Deal 4718712 for \$20,941,574.69 for a further 9 months at 2.71% with Bankwest	201819/58	MCS	Noted.	26.10.2018																														
9.2.3	EMCS	Statement of Financial Activity for the Period ending 31 August 2018	That the monthly financial statements for the period 1st July 2018 to 31st August 2018 of the 2018/2019 financial year as presented be received.	201819/59	MCS	Noted. No further action required.	26.10.2018																														
9.2.4	EMCS	Statement of Financial Activity for the Period ending 30 September 2018	That the monthly financial statements for the period 1st July 2018 to 30th September 2018 of the 2018/2019 financial year as presented be received.	201819/60	MCS	Noted. No further action required.	26.10.2018																														
EXECUTIVE MANAGER COMMERCIAL SERVICES																																					
9.3.1	EMCMM	Adoption of Amended Purchasing and Tender Policy	THAT Council adopt the amended Procurement and Tender Procedures Policy whereby replacing references to the previous Deputy Chief Executive Officer and Director Technical and Development Services positions with references to the four new Executive Manager positions.	201819/61	CPO	CPO - Noted - will forward to CG for changes to be made to Policy document. CG - Policy updated and all staff advised on 7/11/2018.	6/11/2018 7/11/2018																														

12.1.1	EMCMM	Nullagine Caravan Park	THAT Council: 1. Authorise the expenditure of \$300,000 for the demolition and remove all the buildings onsite at the Nullagine Caravan Park, and open the park up to free camping or a gold coin donation.  2. Retain power services at the Nullagine Caravan Park, to be operated by a paid meter.  3. Direct the CEO to develop a marketing strategy and media release of the benefits of this Caravan Park becoming a free camping area.	201819/67	EMCMM	Currently investigating paid meters.	6/11/2018																									
12.1.2	EMCMM	Award Tender 11-2017/18 Water Treatment (Reverse Osmosis) - Newman Airport	THAT Council: 1. Award Tender RFT 11-2017/18 for the Supply of Services to Design, Install and Commission One Water Treatment (Reverse Osmosis) Plant and Associated Refrigerated Storage Tanks/Infrastructure for Newman Airport to Silkway T/A Novatron at the tendered price of \$618,577.00 ex gst and;  2. Authorise the Chief Executive Officer to apply the common seal of the Shire of East Pilbara to the Contract between the Shire and Silkway T/A Novatron with respect to this Tender.	201819/68	MDS-H	Noted - Contracts being prepared. All Tenderers advised	6/11/2018																									
12.1.3	EMCMM	Award RFT 05-2018/19 for the Capital Improvements and Replacement Works 18/19 - Public Buildings	THAT Council: 1. Award tender 05-2018/19 to Wideglide Constructions for the provision of Capital Improvements & Minor Works 18/19 – Public Buildings for the tendered price of \$42,800.00 ex GST  2. Approve the Chief Executive Officer to apply the common seal of the Shire of East Pilbara to the contract between the Shire and Wideglide Constructions with respect to this tender.	201819/69	CBS	Noted - Contracts being prepared. All Tenderers advised	6/11/2018																									
EXECUTIVE MANAGER CUSTOMER & COMMUNITY SERVICES																																
9.4.1	EMCCS	Proposal for Art at the Heart II - A Four Year Artist in Residence Program 2018/19 - 2022/23	THAT Council allocates budget expenditure of up to \$400,000 for the Art at the Heart II four-year artist in residence program, as follows: 2019/20 \$100,000 2020/21 \$100,000 2021/22 \$100,000 2022/23 \$100,00 TOTAL \$400,00	201819/62	MCW	Preliminary planning to commence immediately with drafting of Artist's scope, marketing plan and procurement processes determined	1/12/2018																									
9.4.2	EMCCS	Appointment of Bush Fire Control Officers	THAT Council 1. Appoint Mr Demir Arslanoski, Mr Bruce Landsdowne, Mr David Windsor and Mr Scott Ormsby as Bushfire Control Officers for the Shire of East Pilbara under Section 38 of the Bush Fires Act 1954. 2. Publish the appointment in a newspaper circulating in the district.	201819/63	MCS	Complete. Notice to be published in the North West Telegraph on 21.11.2018	21.11.2018																									
EXECUTIVE MANAGER INFRASTRUCTURE SERVICES																																
9.5.1	EMIS	Unbudgeted Expenditure - Roundabout at the Intersection of Newman Drive, Kalgan Drive and Iron Ore Parade	<div>THAT Council amend its Budget for the 2018/19 Financial Year in accordance with the following table:</div> <table><tr><th>Account</th><th>Description</th><th>Current Budget \$</th><th>Revised Budget \$</th><th>Surplus Deficit \$</th></tr><tr><td>129577</td><td>Drainage Works – REQ 01-2018-19</td><td>160,000</td><td>100,000</td><td>-60,000</td></tr><tr><td>1190709</td><td>Playground Equipment</td><td>140,000</td><td>40,000</td><td>-100,000</td></tr><tr><td>129610</td><td>Newman Town Streets - Reseals (R2R)</td><td>168,500</td><td>328,500</td><td>+160,000</td></tr><tr><td colspan="2"></td><td></td><td>Net Effect</td><td>NIL</td></tr></table>	Account	Description	Current Budget \$	Revised Budget \$	Surplus Deficit \$	129577	Drainage Works – REQ 01-2018-19	160,000	100,000	-60,000	1190709	Playground Equipment	140,000	40,000	-100,000	129610	Newman Town Streets - Reseals (R2R)	168,500	328,500	+160,000				Net Effect	NIL	201819/64	MTS-Newman	Fulton Hogan invited to work over the roundabout near the admin office, to be completed in the current FY.	26/10/2018
Account	Description	Current Budget \$	Revised Budget \$	Surplus Deficit \$																												
129577	Drainage Works – REQ 01-2018-19	160,000	100,000	-60,000																												
1190709	Playground Equipment	140,000	40,000	-100,000																												
129610	Newman Town Streets - Reseals (R2R)	168,500	328,500	+160,000																												
			Net Effect	NIL																												

9.5.2	EMIS	Development Application P150/18 Telstra Telecommunications Facility - Lot 500 Great Northern Highway	<p>THAT Council grants development approval in accordance with provision clause 68(2)(b) of the Shire of East Pilbara Town Planning Scheme No.4, for subject to the following conditions;</p> <p>1. Development shall be in accordance with the approved plan(s) and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plan(s) shall not be modified or altered without the prior written approval of the Manager Development Services - Planning;</p> <p>2. Prior to the commencement of works subject to any subsequent Building Approval the applicant must demonstrate to the Shire that noise outputs of the Telecommunications Facility shall not impact on the amenity of the surrounding area, by way of written justification or a report, by a suitably qualified person(s) demonstrating that the design and construction materials for the extension will suitably mitigate operational noise so as to be fully compliant with the Environmental Protection (Noise) Regulations 1997, to be approved by the Manager Development Services - Environmental Health.</p>	201819/65	MDS-B	Complete -Development Approval issued with conditions as per Council Resolution	5/11/2018
12.2.1	EMIS	Tender RFT 06-2018/19 Landscape Maintenance Services	<p>THAT Council:</p> <p>1. Award tender 06-2018/19 for the Landscape Maintenance Services to the Environmental Industries at the tendered price of \$338,729.78 (Ex GST) for the period of three (3) years, with two further option periods each of one year at the absolute discretion of the Principal's Chief Executive Officer, as per the tendered yearly Price Schedule and subject to satisfactory performance.</p> <p>2. Approve the Chief Executive Officer to apply the common seal of the Shire of East Pilbara to the contract between the Shire of East Pilbara and Environmental Industries with respect to this Tender.</p>	201819/70	MTS-Newman	The contractor formally advised about awarding of this RFT, Dawn in process of the contract document and issuing a letter of acceptance and rejection. To be commenced from Dec 18.	26/10/2018

---

**9.1.2 SPECIAL COUNCIL MEETING TO RECEIVE 2017/18 ANNUAL REPORT  
AND DETERMINATION OF DATE FOR 2018 ANNUAL GENERAL MEETING  
OF ELECTORS**

**Responsible Officer:** Mr Jeremy Edwards  
Chief Executive Officer

**Author:** Mrs Kylie Bergmann  
Coordinator Governance

**Proposed Meeting Date:** 23 November 2018

**Location/Address:** N/A

**Name of Applicant:** N/A

**Author Disclosure of Interest:** Nil

---

**REPORT PURPOSE**

To consider calling a Special Council Meeting for the purpose of adopting the 2017/18 Annual Report, and setting a date and venue for the 2018 Annual General Meeting of Electors.

**BACKGROUND**

The *Local Government Act 1995* (the Act) imposes a number of time-sensitive requirements on local governments with respect to the acceptance of the Annual Report and the subsequent holding of an Annual General Meeting of Electors (AGM). The Annual Report must be adopted by Council prior to 31 December 2018<sup>1</sup>. However, the Annual Report cannot be prepared until the audited Financial Statements and Audit Report are received by Council. Furthermore, the AGM must be held not more than 56 days after acceptance by Council of the Annual Report<sup>2</sup>, and a minimum of 14 days' public notice must be given of the AGM.<sup>3</sup>

The Executive have indicated they would like to hold the AGM in Newman on Friday 14<sup>th</sup> December 2018, prior to the Council Meeting on that date.

Given that the Financial Statements and Audit Report form the subject of a separate item in this Agenda, acceptance of the Annual Report at the next Ordinary meeting of Council on the 14<sup>th</sup> December 2018, will be too late to accommodate the public notice requirements of the Act. It is therefore suggested that:

1. A Special Meeting of Council be held on 30<sup>th</sup> November 2018, in order to adopt the 2017/18 Annual report (this can be via teleconference); and
2. The Annual Meeting of Electors to be scheduled for 14<sup>th</sup> December 2018 at Newman Council Chambers.

---

<sup>1</sup> Section 5.54 *Local Government Act 1995*

<sup>2</sup> Section 5.27 *Local Government Act 1995*

<sup>3</sup> Section 5.29 *Local Government Act 1995*

---

## **COMMENTS/OPTIONS/DISCUSSIONS**

The Annual General Meeting of Electors (AGM) has traditionally been held in Newman or Marble Bar. Over the past five (5) years, the AGM has been held at:

<b>Date</b>	<b>Location</b>
31 January 2014	Newman
22 May 2015	Newman
11 March 2016	Marble Bar
9 December 2016	Newman
2 February 2018	Newman

It has been suggested that the AGM be scheduled for 14 December 2018, to coincide with the Council Meeting on that date. However, Council can choose an alternative date/location if they wish.

Council should bear in mind that the AGM is preferred to be held in Newman as the weather is unpredictable in the summer months which can make it difficult for the Chief Executive Officer and the Executive Managers to travel outside of Newman.

## **STATUTORY IMPLICATIONS/REQUIREMENTS**

*Local Government Act 1995*

Division 5 – Annual reports and planning

Subdivision 4 – Electors' meetings

Section 5.27 – Electors' general meetings

Section 5.29 – Convening electors' meetings

## **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**

If the Annual Report is not accepted prior to 31 December and/or if the Annual General Meeting of Electors is not held within 56 days after Council adopting the Annual Report, Council risks non-compliance with the legislation.

**FINANCIAL IMPLICATIONS**

Statutory and additional advertising costs for Council's Annual General Meeting of Electors will be funded from the General Advertising Account (41146). The cost of refreshments and incidentals will be funded from the Members – Refreshments & Receptions account (41037).

The cost of advertising and the provision of refreshments are minimal and are not considered material to Council's budget.

**VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**THAT Council:**

- 1. Hold a Special Meeting of Council, by way of teleconference, at \_\_\_\_\_ (time) on Friday 30<sup>th</sup> November 2018, for the purpose of adopting the 2017/18 Shire of East Pilbara Annual Report; and**
- 2. Hold the Shire of East Pilbara's 2018 Annual General Meeting of Electors at \_\_\_\_\_ (time), on Friday 14<sup>th</sup> December 2018, at the Newman Council Chambers.**

### 9.1.3 NEW POLICY - BEREAVEMENT RECOGNITION

Attachments:	Appendix 1 – Draft Policy – Bereavement Recognition
Responsible Officer:	Mr Jeremy Edwards Chief Executive Officer
Author:	Mrs Kylie Bergmann Coordinator Governance
Proposed Meeting Date:	23 November 2018
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	Nil

---

### REPORT PURPOSE

For Council to adopt a new Policy on bereavement recognition.

### BACKGROUND

At Corporate Discussion on 26<sup>th</sup> October 2018, Council discussed adopting a new policy on bereavement recognition.

The purpose of this policy is to ensure proper and appropriate recognition of deceased persons closely associated with the Shire of East Pilbara and/or its history. The policy will ensure that persons who have been closely associated with the Shire and /or its history are appropriately acknowledged and recognised for their contribution to the district. The policy will list the persons that are entitled to recognition and the form of their recognition.

A copy of the draft policy is **attached** for ease of reference (**Appendix 1 refers**).

### COMMENTS/OPTIONS/DISCUSSIONS

Council has three options:

1. Accept the draft policy as presented;
2. Make its own changes to the draft policy; or
3. Reject the draft policy.

### STATUTORY IMPLICATIONS/REQUIREMENTS

Nil.

### POLICY IMPLICATIONS

New Policy Making Guidelines:

---

1. Draft policies are to be in standard format and include policy objectives and the policy statement.
2. Discuss reasons for the policy with your supervisor and prepare an amended/final draft.
3. The Policy is to be presented and discussed at the Executive Management meeting.
4. The Policy is to be presented at the Corporate Discussion for input from Councillors.
5. The Policy will then be presented to Council for adoption and inclusion in the Policy Manual.

## **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**

Nil.

## **FINANCIAL IMPLICATIONS**

Resource requirements are in accordance with existing budgetary allocation.

## **VOTING REQUIREMENTS**

Simple.

## **OFFICER'S RECOMMENDATION**

**THAT Council adopt the new policy – Bereavement Recognition – as presented, for inclusion in the Policy Manual.**

## **Appendix 1**

### **Draft Bereavement Recognition Policy**

### 1.1 Bereavement Recognition

Responsible Directorate	Executive
Responsible Officer	Chief Executive Officer
File Number	

#### Objective

To ensure proper and appropriate recognition of deceased persons closely associated with the Shire of East Pilbara and/or its history.

#### Scope

The Shire of East Pilbara is proud of its history. By recognising individual deceased persons who have been closely associated with the Shire and/or its history, Council can acknowledge the contribution made to the district by those persons and their immediate families, as a mark of respect on behalf of the community.

This policy applies to all Shire of East Pilbara residents and ratepayers, as well as other persons closely associated with the Shire (including Shire of East Pilbara staff).

The policy ensures that persons who have been closely associated with the Shire and/or its history are appropriately acknowledged and recognised for their contribution to the district.

#### Entitlement to Recognition:

The following persons will be entitled to recognition in accordance with this policy:

- Freemen of the Shire of East Pilbara;
- Members of the immediate family of Freemen;
- Current State and Federal MPs whose electorate includes the Shire of East Pilbara;
- Current and former Elected Members of the Shire of East Pilbara;
- Members of the immediate family of current Elected Members;
- Former Shire Clerks and Chief Executive Officers;
- Shire of East Pilbara staff who are currently employed by the Shire at the time of their passing; and
- Other persons as agreed by the Shire President and Chief Executive Officer.

#### Form of Recognition:

1. The Shire will recognise the death of a person closely associated with the district by following established funeral etiquette, respecting the wishes of the immediate family (if known) and by being sensitive to the deceased's cultural or religious beliefs (if known). Recognition for all persons referenced under the *Entitlement to Recognition* section of this policy (with the exception of immediate family members) will generally take the following form:

- a. Placement of an appropriate notice, on behalf of the district, in the *Deaths* section of *The West Australian*;
  - b. Forwarding of an official Shire of East Pilbara condolence card to the immediate family (if known) on behalf of Councillors and staff;
  - c. A floral tribute at the funeral or memorial service if considered acceptable by the family; and
  - d. Where considered appropriate by the Shire President and Chief Executive Officer, making arrangements for an Elected Member/s and/or senior staff member/s to represent the Shire at the funeral or memorial service. (Refer to Council Policy [insert no.] Councillor Allowances and Expenses).
2. Recognition for immediate family members as specified under this policy will be in the form of:
- a. Forwarding an official Shire of East Pilbara condolence card to the Freeman or Elected Member concerned; and
  - b. Where considered appropriate by the Shire President and Chief Executive Officer, making arrangements for an Elected Member/s and/or senior staff member/s to represent the Shire at the funeral or memorial service.
3. Nothing in this policy limits the ability for a different form of recognition to be made if considered appropriate by the Shire President and Chief Executive Officer.

**Note:** Where an Elected Member or staff member has a personal connection to the deceased, then that individual will have the prerogative to attend the funeral on their own behalf.

**Implementation of Policy:**

1. The Personal Assistant to the Chief Executive Officer will be responsible for making appropriate arrangements in accordance with this policy.
2. Advice with respect to the passing away of persons entitled to recognition under this policy should be forwarded through to the Chief Executive Officer as soon as possible.
3. The Chief Executive Officer will notify Elected Members and staff, as appropriate.

**Timing of Recognition**

Funeral etiquette dictates that formal recognition should occur either at the time of death or at the funeral or memorial service.

In circumstances where the Shire is not notified of a death until after the funeral or memorial service has taken place, then a condolence card or personal note of condolence may still be forwarded to the immediate family, if considered appropriate by the Shire President and Chief Executive Officer.

#### **9.1.4 MEMORIAL PLAQUE IN NEWMAN TOWN SQUARE**

**Responsible Officer:** Mr Jeremy Edwards  
Chief Executive Officer

**Author:** Mrs Kylie Bergmann  
Coordinator Governance

**Proposed Meeting Date:** 23 November 2018

**Location/Address:** Town Square, Newman

**Name of Applicant:** Devon Cuimara, Aboriginal Males Healing Centre

**Author Disclosure of Interest:** Nil

---

#### **REPORT PURPOSE**

For Council to consider approving the permanent placement of a memorial plaque in the Newman Town Square, dedicated to community members who have lost their lives to family and domestic violence.

#### **BACKGROUND**

The Chief Executive Officer (CEO) has received a request from Devon Cuimara, Chief Executive Officer of the Aboriginal Males Healing Centre (AMHC), that the Shire of East Pilbara consider the permanent placement of a memorial plaque in the Newman Town Square, dedicated to those who have lost their lives to family and domestic violence.

The purpose of the plaque is to honour the women, children and men who have lost their lives to family and domestic violence. Since 1 January 2018, 68 women and 19 children have been killed in Australia due to domestic violence.

The AMHC champions the need for prevention of family violence in Aboriginal communities of the Pilbara regions. The AMHC believes that having a memorial plaque in the Newman Town Square would benefit the Newman community and further enhance the Shire of East Pilbara's support to stopping family and domestic violence.

The AMHC have suggested that the memorial may take the form of a bench seat with a plaque on the bench, so that people can sit and reflect and pay their respects to those who have lost their lives. The AMHC have also indicated that the location of the memorial could be a future location of a White Ribbon event.

White Ribbon Day is held on the 25<sup>th</sup> November each year and is an annual day to raise awareness of family violence in Australia. Every year, the AMHC conduct a candle light vigil coinciding with White Ribbon Day and they have suggested that this event could be held at the Town Square at the memorial site.

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

The AMHC would be responsible for all costs involved in placing the memorial in the Newman Town Square.

Council would be responsible for identifying a suitable location for the memorial, should it wish to approve the request.

Officers have identified the following locations as suitable for the memorial;

1. Upon the concrete plinth in front of the outdoor screen;
2. Upon the wall of the building of the edge; or
3. Upon the concrete plinth adjacent to the water feature within the square.

### **STATUTORY IMPLICATIONS/REQUIREMENTS**

Nil.

### **POLICY IMPLICATIONS**

Nil.

### **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.

- 2.4.1 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

### **RISK MANAGEMENT CONSIDERATIONS**

Currently Council has no guidelines/policy regarding memorials. I.e. where they should be located, what material they should be constructed of, installation and maintenance etc. If Council approves the placement of this memorial, it should also consider adopting a policy/guideline at a later date to ensure consistency with these types of applications.

### **FINANCIAL IMPLICATIONS**

No financial resource impact. The AMHC will be responsible for all costs associated with the design, construction and placement of the memorial.

### **VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**THAT:**

- 1. Council approve the Aboriginal Males Healing Centre request for placement of memorial plaque in the Newman Town Centre, dedicated to those who have lost their lives to family and/or domestic violence.**
- 2. The specific location of the memorial to be as follows:  
Concrete plinth in front of the outdoor movie screen.**
- 3. The Aboriginal Males Healing Centre is responsible for all costs associated with design, construction and placement of the memorial.**
- 4. The design, size, content and construction of the memorial be submitted to the Shire of East Pilbara for assessment before the memorial is installed.**
- 5. The CEO draft a policy for Council consideration regarding the future placement of memorials in the Shire of East Pilbara.**

**9.1.5 INLAND IRRIGATION PROJECT – REQUEST FOR SUPPORT**

**Responsible Officer:** Mr Jeremy Edwards  
Chief Executive Officer

**Author:** Mrs Kylie Bergmann  
Coordinator Governance

**Proposed Meeting Date:** 23 November 2018

**Location/Address:** To be advised

**Name of Applicant:** RFF and BGG

**Author Disclosure of Interest:** Nil

Report to be provided to Council by 21 November 2018.

**9.1.6 WARD REVIEW – DISCUSSION PAPER**

**Attachments:** Appendix 1 – Draft Discussion Paper

**Responsible Officer:** Mr Jeremy Edwards  
Chief Executive Officer

**Author:** Mrs Kylie Bergmann  
Coordinator Governance

**Proposed Meeting Date:** 26 October 2018

**Location/Address:** N/A

**Name of Applicant:** N/A

**Author Disclosure of Interest:** Nil

Report to be provided to Council by 21 November 2018.

## 9.2 EXECUTIVE MANAGER CORPORATE SERVICES

### 9.2.1 CREDITORS FOR PAYMENT

Attachments:	Appendix 1 – Schedule of Accounts EFT Appendix 2 – Schedule of Accounts MasterCard Appendix 3 – Schedule of Accounts CHQ Appendix 4 – Schedule of Accounts Manual CHQ Appendix 5 – Schedule of Accounts Directs
File Ref:	FIN10-2
Responsible Officer:	Ms Sian Appleton Executive Manager Corporate Services
Author:	Ms Memory Mandaza Expenditure Finance Officer
Proposed Meeting Date:	23 November 2018
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	Nil

### 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 26 October 2018.

### COMMENTS/OPTIONS/DISCUSSIONS

FUND	VOUCHER	AMOUNT
EFT Payments	EFT #45990 - #46312	2,618,098.25
MasterCard Payments	EFT #45313	38,460.73
	<b>Total</b>	<b>\$2,656,558.98</b>
Cheque Payments	CHQ #24663 - #24673	10,214.95
Manual Cheque Payments	CHQ #310	662.53
Direct Debit Payments	DD12221.1 – DD12254.9	52,530.15
	<b>Total</b>	<b>\$63,407.63</b>
	<b>GRAND TOTAL</b>	<b><u>\$2,719,966.61</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**

CHQ #24664

**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**

**STRATEGIC COMMUNITY PLAN**

Nil.

**RISK MANAGEMENT CONSIDERATIONS**

**FINANCIAL IMPLICATIONS**

Total expenses of \$2,719,966.61

---

**VOTING REQUIREMENTS**

Simple.

**OFFICER'S RECOMMENDATION**

**THAT Council endorse the payments:**

<b>FUND</b>	<b>VOUCHER</b>	<b>AMOUNT</b>
EFT Payments	EFT #45990 - #46312	2,618,098.25
MasterCard Payments	EFT #45313	38,460.73
	<b>Total</b>	<b>\$2,656,558.98</b>
Cheque Payments	CHQ #24662 - #24674	10,214.95
Manual Cheque Payments	CHQ #310	662.53
Direct Debit Payments	DD12221.1 – DD12254.9	52,530.15
	<b>Total</b>	<b>\$63,407.63</b>
	<b>GRAND TOTAL</b>	<b><u>\$2,719,966.61</u></b>

## **Appendix 1**

### **Schedule of Accounts - EFT**

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

**23 NOVEMBER, 2018**

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT45990	18/10/2018	Anthalia Thomas	Artist payment ref# 4470	1		275.00
EFT45991	18/10/2018	BIDDY BUNAWARRIE	Payment for basket ref# 4479	1		97.20
EFT45992	18/10/2018	BILLY ATKINS	Artist payment ref# 4482	1		3,536.50
EFT45993	18/10/2018	BUGAI WHYOUTLER	Artist payment ref# 4478	1		1,000.00
EFT45994	18/10/2018	DENISE ATKINS	Artist payment ref# 4473	1		330.00
EFT45995	18/10/2018	HELEN DALE SAMSON	travel day fees for delivering Fusion festival basket weaving workshop	1		200.00
EFT45996	18/10/2018	JAKAYU BILJABU	Artist payment ref# 4472	1		300.00
EFT45997	18/10/2018	JUDITH ANYA SAMSON	Artist payment ref# 4477	1		90.00
EFT45998	18/10/2018	LEON CUTTER	Artist payment ref# 4476	1		220.00
EFT45999	18/10/2018	MAY CHAPMAN	Artist payment ref# 4474	1		527.07
EFT46000	18/10/2018	MIRIAM ATKINS	Artist payment ref# 4471	1		330.00
EFT46001	18/10/2018	Montana Clause Williams	assisting in Martumili studio	1		58.74
EFT46002	18/10/2018	REBECCA PETERSON	Artist payment ref# 4469	1		200.00
EFT46003	18/10/2018	TELSTRA	Rangers New Handset	1		3,434.67
EFT46004	18/10/2018	BA365	Annual fee for access to nine (9) web based aerodrome reporting modules including the regulatory Visitor Identification Card programme.	1		5,500.00
EFT46005	18/10/2018	89 ENTERPRISES	19A Kurra Street - Conrad Short - 0439942704 Annual Roller door service	1		3,850.00
EFT46006	18/10/2018	AIT SPECIALISTS PTY LTD	Professional Services Rendered - Fuel Tax Credits from July 2018 - June 2019	1		2,276.34

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

**23 NOVEMBER, 2018**

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 2

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46007	18/10/2018	AKUBRA HATS PTY LTD	Supply 25 x Cattleman Fawn Hats as Invoice \$161.75 per hat, \$18-.00 set up cost, \$28.50 postage + GST as per quote \$4677.48 incl GST	1		4,677.48
EFT46008	18/10/2018	ALL-RID PEST MANAGEMENT	Chemical Barrier - Newman - Unit 2 - Airport	1		22,578.08
EFT46009	18/10/2018	AMBER ROSE FLOWER BOX	1 x Large Wreath for BloodySlow Cup 2018 Memorial	1		100.00
EFT46010	18/10/2018	AUSTRALIAN TAXATION OFFICE (BAS)	September 2018 BAS & FBT payment	1		72,017.00
EFT46011	18/10/2018	AUSWATER SYSTEMS PTY LTD	carbon filter medium for RO plant as per quote N18622	1		4,290.00
EFT46012	18/10/2018	Australia Post - Credit Management	POSTAGE AND STATIONERY AS PER DOCKET	1		1,356.36
EFT46013	18/10/2018	BEAUREPAIRES PORT HEDLAND	Supply Tyre repair material	1		350.00
EFT46014	18/10/2018	BUNNINGS GROUP LTD	Please Supply 4 x 50 Pack Taskmaster Key Tag with Ring I/N 4040498 Please send to Shire of East Pilbara, PMB 22, Newman WA 6753	1		30.40
EFT46015	18/10/2018	Ben Reynolds	Commissioned Shoot - East Pilbara Shire Shoot - August/ September 2018	1		6,700.00
EFT46016	18/10/2018	Blackwoods	Supply Safety Clothing and Boots to Marble Bar Technical Services Staff	1		2,342.26
EFT46017	18/10/2018	Brent Stein	Reimbursement for drinking water - Nullagine Fire	1		13.00
EFT46018	18/10/2018	Bridgestone Tyre Centre Port Hedland	Supply 4 x Tyres	1		1,021.02
EFT46019	18/10/2018	CAM MANAGEMENT SOLUTIONS (CAMMS)	PES (CAMMS) Training	1		1,980.00
EFT46020	18/10/2018	CAPTURE THIS PHOTOGRAPHY	Farewell Presents - Ryan, Sheryl & Rick Printed photos, Stubby coolers, Merch.	1		970.00
EFT46021	18/10/2018	COLS EXCAVATOR HIRE	Hire of excavator for July/August 2018	1		2,200.00

# SHIRE OF EAST PILBARA ORDINARY COUNCIL MEETING AGENDA

23 NOVEMBER, 2018

Date: 01/11/2018  
Time: 3:37:38PM

## SHIRE OF EAST PILBARA EFT Payments

USER: Memory Mandaza  
PAGE: 3

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46022	18/10/2018	CUSTOMER FIRST CONTRACTING PTY LTD	Replace soft starter and the cricket pump and reprogram unit as per quote 23666 Supply and install	1		4,946.71
EFT46023	18/10/2018	Corestaff WA Pty Ltd	Daniel Webb - Labour Hire Hours for the 20/21 September 2018.	1		831.60
EFT46024	18/10/2018	DAVID EVRETT	Reimbursement for fuel	1		198.34
EFT46025	18/10/2018	DEPARTMENT OF TRANSPORT	Release of Owner Information Requests 2018/2019	1		30.60
EFT46026	18/10/2018	DOWSING GROUP	RFT 02-2016/17 Supply of Concrete Works at various streets in the East Newman and at Gregory Avenue.	1		267,705.98
EFT46027	18/10/2018	Department of Water and Environmental Regulation	Windell Refuse Site Instrument no L7059/1997/12	1		1,088.00
EFT46028	18/10/2018	Dunnings	Supply 5,000l of diesel fuel to Colin's Grader, Talawana Track.	1		9,712.51
EFT46029	18/10/2018	EAST PILBARA EARTHMOVING PTY LTD	Supply of Grader with Operator to carry out maintenance grading and fire break clearing in and around the Nullagine Town Site as directed. Rates as per tender submission RFT 8-2017/18 Supply of Hired Road Construction Plant with Operators.	1		16,335.00
EFT46030	18/10/2018	EMPLOYMENT TRAINING SOLUTIONS	Confined space training for Harrison Parsons	1		650.00
EFT46031	18/10/2018	ENVIRONMENTAL INDUSTRIES	Iron Ore Parade, North, South and East Newman Non Irrigated Verges - Landscape Maintenance	1		34,394.56
EFT46032	18/10/2018	Earthmoving Maintenance Solutions (EMS)	Complete repairs to air conditioner Cat 140M Grader	1		1,738.83
EFT46033	18/10/2018	FOXTEL CABLE TELEVISION	MONTHLY SUBSCRIPTION	1		215.00
EFT46034	18/10/2018	Fuji Xerox Australia Pty Ltd	Newman Shire Office 01/09/18 - 30/09/18	1		2,396.32
EFT46035	18/10/2018	GALJO PTY LTD T/A EAST PILBARA TYRE SERVICE	Mower Trailer 4 Tyres - 176EPS P2781-14	1		638.00
EFT46036	18/10/2018	GALVINS PLUMBING SUPPLIES	Supply 8 x 5T Lifting Lugs	1		2,935.01
EFT46037	18/10/2018	GROUNDHOG RETIC & LANDSCAPING PTY LTD	Supply Sprinklers	1		357.98

# SHIRE OF EAST PILBARA ORDINARY COUNCIL MEETING AGENDA

23 NOVEMBER, 2018

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 4

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46038	18/10/2018	Garmony Property Consultants	Please undertake a desktop rental assessment of Newman House as per your quote recieved 02/10/18.	1		1,100.00
EFT46039	18/10/2018	Goldline Distributors Pty Ltd	Supply Toilet Tissue and Towel Rools	1		317.70
EFT46040	18/10/2018	HEDLAND HOME HARDWARE & GARDEN	Staple Gun and staples	1		79.03
EFT46041	18/10/2018	HOLCIM (AUSTRALIA) PTY LTD	Supply and delivery of concrete, approximately 305 m3, to various streets in Newman for pathway and kerbing renewal works as per quote 21181727, through email dated 13/08/2018.	1		209,464.10
EFT46042	18/10/2018	HOSPITALITY INN PORT HEDLAND	Wednesday 5th September 2018 - Arthur Godfrey - Accommodation & Meals - No alcohol	1		552.00
EFT46043	18/10/2018	Hedland Auto Electrics Pty Ltd	Repairs to air conditioner on Caterpillar Roller	1		1,092.30
EFT46044	18/10/2018	IRONCLAD HOTEL	Out of town meals (MRE & CAQ)	1		164.00
EFT46045	18/10/2018	Incite Security Pty Ltd	East Pilbara Arts Centre Please carry out monitoring of the fire system at the East Puilbara Arts Centre as per your quote 23842	1		273.90
EFT46046	18/10/2018	JMW Distributors	Please Supply 1 only MKF key Please send to Shire of East Pilbara and clearly marked ATTENTION WARREN BARKER	1		63.80
EFT46047	18/10/2018	Joanne Tonna Designs	Strategic Community Plan Design and PDF (supplied for web and printing) 14 Hours @\$60/hour	1		840.00
EFT46048	18/10/2018	KATHRYN FOWLER	Reimbursement for Library supplies for School Holiday Program	1		78.68
EFT46049	18/10/2018	KMART AUSTRALIA LTD	Eskies	1		84.00
EFT46050	18/10/2018	KOMATSU AUSTRALIA PTY LTD	Complete 2,500hr service, replace l/h mirror, repairs to step, circle adjustment, reshim blade guides.	1		27,847.98
EFT46051	18/10/2018	LANDGATE (DOLA)	Mining Tenements	1		265.20

# SHIRE OF EAST PILBARA ORDINARY COUNCIL MEETING AGENDA

23 NOVEMBER, 2018

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 5

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46052	18/10/2018	LANDMARK OPERATIONS LTD	Supply and delivery of the following chemicals; 5 x Roundup Ultra 20lt, 5 x Kamba M 20lt @ \$262.45 + gst = \$2624.50 + gst, 3 x Garlon 5lt	1		5,242.05
EFT46053	18/10/2018	LG CRAVEN & SONS	East Pilbara Arts Centre Please carry out the repairs to the carpark driveway at the east Pilbara Arts Centre as per your emailed quote on 03/10/2018. Please confirm with Warren Barker when the work is to be completed so that arrangements can be made with East Pilbara Arts Centre	1		4,785.00
EFT46054	18/10/2018	LGIS Liability Scheme	LGIS Liability 2nd Instalment 30/06/18 - 30/06/19	1		42,313.49
EFT46055	18/10/2018	Learning Horizons	Strategic and Corporate Plan Assessment, Facilitation and Development - July & August 2018	1		17,600.00
EFT46056	18/10/2018	MARBLE BAR TRAVELLERS REST	Accommodation - David and Kathryn Olney	1		210.50
EFT46057	18/10/2018	MARTUMILI 1 - LOAD & GO	Hanaman dinner	1		954.22
EFT46058	18/10/2018	MARTUMILI 5 - LOAD N GO	Form Contemporary lunch	1		635.21
EFT46059	18/10/2018	MCLEODS BARRISTERS & SOLICITORS	Please provide legal advice in relation to a contract for environmental consultancy - Rownecon PTY LTD	1		2,242.90
EFT46060	18/10/2018	MCMULLEN NOLAN & PARTNERS SURVEYORS P/L	Measuring internal concrete ring of large Clarifier tank - Newman WWTP	1		1,482.86
EFT46061	18/10/2018	Marble Bar Electrical Service Pty Ltd	Repairs to gas stove on site at Wayne's Grader Camp	1		1,731.13
EFT46062	18/10/2018	Marble Bar General Trust	Goods as per receipt	1		855.90
EFT46063	18/10/2018	NEWMAN HOME HARDWARE & ICE PLUS	4x Lifetime Bi-fold Table 1.82m	1		711.13
EFT46064	18/10/2018	NEWMAN HOTEL MOTEL	Meal for room E06	1		165.00
EFT46065	18/10/2018	NEWMAN RETRAVISION	Microwave for MB Pool kiosk	1		199.00
EFT46066	18/10/2018	NULLAGINE COMMUNITY RESOURCE CENTRE INC	BBQ Hire	1		22.00

# SHIRE OF EAST PILBARA ORDINARY COUNCIL MEETING AGENDA

23 NOVEMBER, 2018

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 6

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46067	18/10/2018	Nor-West Freight Services Pty Ltd	Freight from Rich Gro to SOEP Marble Bar	1		541.20
EFT46068	18/10/2018	North Regional Tafe	Harrison Parsons - Cert III Sport and Recreation Semester 2 booklets	1		75.73
EFT46069	18/10/2018	OFFICEWORKS BUSINESS DIRECT	Corporate Stationery Order	1		2,555.76
EFT46070	18/10/2018	PARNNGURR ABORIGINAL	Groceries during Parnngurr Governance trip	1		773.18
EFT46071	18/10/2018	PILBARA META MAYA	Martumili House Electricity 01/09/18 - 01/10/18	1		76.38
EFT46072	18/10/2018	PILBARA MOTOR GROUP	Complete 30,000km service to 110EPS	1		1,049.14
EFT46073	18/10/2018	Parnawarri IGA	Mental Health Week Lunch - 2 Large Fruit Platters	1		296.74
EFT46074	18/10/2018	Pauls Any Job & Icecream	Tennis Court Playground URGENT Please replace the damaged and dangerous fence around the small playground at the Newman Tennis Courts as requested	1		3,545.00
EFT46075	18/10/2018	Pilbara Food Services	Frozen Food items for kiosk	1		1,004.18
EFT46076	18/10/2018	Punmu Aboriginal Corporation	Groceries for Governance trip	1		106.00
EFT46077	18/10/2018	RICK MILLER	Phone subsidy reimbursement 01/10/18 - 01/11/18	1		127.81
EFT46078	18/10/2018	ROSHER E & M J PTY LTD	B6000 Blade Kit 2 Blades bolts Brushes P2838	1		1,790.85
EFT46079	18/10/2018	Regal Transport	Freight from Baileys Fertiliser to SOEP	1		1,703.17
EFT46080	18/10/2018	Repcos Auto Parts (Port Hedland)	Supply Ratchet Straps	1		21.45
EFT46081	18/10/2018	SCOPE BUSINESS IMAGING	Scope - Printer Konica C458/658 FY 18-19	1		451.00
EFT46082	18/10/2018	SIMMONE VAN BUERLE	Reimbursement for event props table signs	1		10.00
EFT46083	18/10/2018	SKIPPER TRANSPORT PARTS	Supply of 1 x Truck Tyre Changer	1		7,266.11

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

**23 NOVEMBER, 2018**

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 7

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46084	18/10/2018	SMIRKEY'S SPORTS	Pool Cues	1		179.70
EFT46085	18/10/2018	SOCIAL VENTURES AUSTRALIA	2018 OM Martumili Capacity Building Project Project close	1		4,565.00
EFT46086	18/10/2018	SRW Services	Refund for duplicate payment of inv# 77731 paid 15/08/18	1		520.00
EFT46087	18/10/2018	STOCKMAN ENGINEERING	Repair skids for tractor slasher	1		1,027.40
EFT46088	18/10/2018	Shannen Cusack (WA Police Legacy)	Outback Fusion Festival BBQ	1		600.00
EFT46089	18/10/2018	Simone Johnston	Exhibition Install and additional Martumili work - Mon 3 Sept to Sun 23 Sept	1		6,600.50
EFT46090	18/10/2018	Stamp Store	2x Self-Inking Stamps	1		101.55
EFT46091	18/10/2018	TECHBRAIN	Nitro Pro 12 Perpetual License (50-99 users)	1		15,812.28
EFT46092	18/10/2018	TENDERLINK	Upload of RFQ 04-2018/19 Solar Panels to Tenderlink portal	1		345.40
EFT46093	18/10/2018	TNT Australia Pty Limited	Freight from SOEP to Food Hygiene Lab	1		461.04
EFT46094	18/10/2018	TOLL IPEC ROAD EXPRESS PTY LTD	Freight from Midland Mowers to SOEP Airport	1		46.98
EFT46095	18/10/2018	TYREPOWER NEWMAN	Strip and fit heavy vehicle and puncture repair	1		267.75
EFT46096	18/10/2018	ULTI MECH	2 new V STEEL tyres fitting and rotation	1		891.31
EFT46097	18/10/2018	WA RANGERS ASSOCIATION	NB1 note books for ranger notes	1		116.80
EFT46098	18/10/2018	WESTRAC PTY LTD	Complete 9,000hr service and repairs	1		11,518.44
EFT46099	18/10/2018	WHALEBACK NEWSAGENCY	Subscriptions for the month of September	1		71.63

# SHIRE OF EAST PILBARA ORDINARY COUNCIL MEETING AGENDA

23 NOVEMBER, 2018

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 8

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46100	18/10/2018	WIDEGLIDE CONSTRUCTIONS	East Pilbara Arts Centre Please supply and install pad bolts to 4 bi-fold doors at the East Pilbara Arts Centre Please contact Warren Barker when attending to arrange which doors are to be completed.	1		5,827.80
EFT46101	18/10/2018	White Knight Industries	Newman Recreation Centre, Gregory Street Newman. 9177 8075 Please check and repair safe that is only working intermittently at the Newman Recreation Centre. The battery has been changed but it still does not open at times for up to a couple of days.	1		137.50
EFT46102	18/10/2018	Woolworths (WA) Ltd	Halloween Decorations 09/10/2018	1		2,467.39
EFT46103	18/10/2018	Wormald Australia Pty Ltd	Manpower to investigate functionality & loc'n of fire sensor system, extinguisher distribution, and provide layout drawing and report of existing, plus report on recommended upgrades at the RPT Terminal, Newman, up to 20hrs	1		4,774.00
EFT46104	18/10/2018	ZIPFORM STATIONERY	2000x DL Window Face Envelopes As Per Quote QTE3379-180913	1		324.50
EFT46105	18/10/2018	Zip Heaters (Aust) Pty Ltd	Please supply one only Zip Zip Chill Master model CM 150. Please deliver to Centurion Transport for transport to Shire of East Pilbara, Newman Works Depot, Cnr Woodstock & Welsh Drv Newman WA 6753 and clearly marked ATTENTION WARREN BARKER The Shire's account number with Centurion Transport is 17405	1		1,773.00
EFT46106	18/10/2018	KUMPAYA GIRGIRBA	Artist Payment ref# 4533	1		1,000.00
EFT46107	25/10/2018	BEVERLEY ROGERS	Artist payment ref# 4565	1		262.50
EFT46108	25/10/2018	BUGAI WHYOUTLER	Artist payment ref# 4573	1		1,000.00
EFT46109	25/10/2018	CLIFTON GIRGIBA	Artist payment ref# 4562	1		440.00
EFT46110	25/10/2018	CORBAN CLAUSE WILLIAMS	Artist payment ref# 4542	1		600.00

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

**23 NOVEMBER, 2018**

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 9

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46111	25/10/2018	CYRIL WHYOLTER	Artist payment ref# 4559	1		704.29
EFT46112	25/10/2018	DADDA SAMSON	Artist payment ref# 4567	1		750.00
EFT46113	25/10/2018	DENISE ATKINS	Artist payment ref# 4570	1		357.50
EFT46114	25/10/2018	DOREEN CHAPMAN	Artist payment ref# 4484	1		1,541.82
EFT46115	25/10/2018	JAKAYU BILJABU	Artist payment ref# 4560	1		500.00
EFT46116	25/10/2018	JUDITH ANYA SAMSON	Artist payment ref# 4566	1		200.00
EFT46117	25/10/2018	LILY JATARR LONG	Artist payment ref# 4545	1		1,000.00
EFT46118	25/10/2018	LYNELLE GIBBS	Artist payment ref# 4568	1		401.00
EFT46119	25/10/2018	MAY CHAPMAN	Artist payment ref# 4578	1		5,500.00
EFT46120	25/10/2018	Montana Clause Williams	assisting in the Martumili Studio	1		146.85
EFT46121	25/10/2018	NANCY CHAPMAN	Artist payment ref# 4569	1		3,000.00
EFT46122	25/10/2018	NGAMARU BIDU	Artist payment ref# 4557	1		6,209.54
EFT46123	25/10/2018	NOELENE GIRGIBA	Artist payment ref# 4563	1		198.23
EFT46124	25/10/2018	NOLA TAYLOR	Artist payment ref# 4556	1		31.04
EFT46125	25/10/2018	REBECCA PETERSON	Artist payment ref# 4561	1		200.00
EFT46126	25/10/2018	SONIA WILLIAMS	Artist payment ref# 4577	1		2,820.00
EFT46127	25/10/2018	TAMISHA WILLIAMS	Artist payment ref# 4564	1		99.93
EFT46128	25/10/2018	THELMA JUDSON	Artist payment ref# 4558	1		600.00
EFT46129	25/10/2018	YIKARTU BUMBA	Artist payment ref# 4483	1		29.32

# SHIRE OF EAST PILBARA ORDINARY COUNCIL MEETING AGENDA

23 NOVEMBER, 2018

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 10

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46130	25/10/2018	HORIZON POWER	Lot 10 Francis st 10/08/18 - 08/10/18	1		2,817.98
EFT46131	25/10/2018	Pivotel Satellite Pty Ltd	Standard fees and charges	1		20.00
EFT46132	25/10/2018	3 MONKEYS AUDIOVISUAL	Supply of 3 Pin XLR Handheld Supermarket Paging Microphone	1		594.99
EFT46133	25/10/2018	ALL-RID PEST MANAGEMENT	Newman Youth Centre Please remove bee hive at the Hilditch Street entre to the Newman Youth Centre. As this is the main entry for the public at the moment could this be attended to ASAP	1		275.00
EFT46134	25/10/2018	AMY MUKHERJEE	Shire of Mount Magnet accomodation	1		838.09
EFT46135	25/10/2018	Alice Boardman	Newman Hotel Accomodation for Bugai Whyoulter	1		234.00
EFT46136	25/10/2018	Andrea Ahipene	Power subsidy reimbursement 01/09/18 - 08/10/18	1		257.08
EFT46137	25/10/2018	BHAVESH MODI	Power subsidy reimbursement 01/09/18 - 05/10/18	1		788.48
EFT46138	25/10/2018	BHP BILLITON IRON ORE PTY LTD	1 Street Lighting Street	1		39,917.31
EFT46139	25/10/2018	BRIDGETOWN DESIGN AND PRINT	Welcome to Newman 2018 Poster production and Image purchases	1		137.50
EFT46140	25/10/2018	BUNNINGS GROUP LTD	IN:4226301 Lockwood 530 Digital DX Entrance Set	1		889.60
EFT46141	25/10/2018	Blackwoods	Monthly PO for the month of OCTOBER 2018 Main Account	1		825.40
EFT46142	25/10/2018	Bruce Gilbert	Power subsidy reimbursement 01/09/18 - 07/10/18	1		95.32
EFT46143	25/10/2018	CARLY DAY	BP South Hedland fuel	1		153.00
EFT46144	25/10/2018	CHAPMAN & BAILEY	Ongoing supply of quality art materials as per Tender	1		19,517.49
EFT46145	25/10/2018	CLEANAWAY WASTE MANAGEMENT LTD (Acc 170:73037222)	waste diposal Cape Keraudren 06/09/2018	1		1,875.83

# SHIRE OF EAST PILBARA ORDINARY COUNCIL MEETING AGENDA

23 NOVEMBER, 2018

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 11

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46146	25/10/2018	CONRAD SHORT	Power subsidy reimbursement 01/09/18 - 06/10/18	1		336.56
EFT46147	25/10/2018	CUSTOMER FIRST CONTRACTING PTY LTD	Move 1 data point, install one power GPO, Install one HDI point and test.	1		5,092.21
EFT46148	25/10/2018	Carmela Corvaia	Textile Workshops 2018 - Artist fees and materials for 4 x Workshops (20 September - 23 September 2018)	1		1,366.00
EFT46149	25/10/2018	Corestaff WA Pty Ltd	Pre-Employment Medical - Daniel Webb (Contractor through Corestaff)	1		275.00
EFT46150	25/10/2018	DALLCON	Supply and delivery of custom interlocking RCBC as per plans provided each unit 2100W x 490H x 2400L wt3.1tonnes	1		30,133.40
EFT46151	25/10/2018	DAVID EVRETT	Power subsidy reimbursement 01/09/18 - 07/10/18	1		164.86
EFT46152	25/10/2018	EAST PILBARA VETERINARY SERVICE	Standing PO for the period 1/08/2018 to 30/06/2019 for the sentinel chicken program	1		1,119.40
EFT46153	25/10/2018	EDMORE MASAKA	Power subsidy reimbursement 01/09/18 - 13/10/18	1		120.40
EFT46154	25/10/2018	ELECTRICAL DISTRIBUTORS	Minor electrical parts & tooling - Open PO until 31OCT	1		121.00
EFT46155	25/10/2018	East Pilbara Recycling	12 x RFT 07-201718 Waste Management Services -Landfill	1		99,037.86
EFT46156	25/10/2018	FRED HOPKINS	Supply of 8' HD Grader Blade Attachment for Tractor with Hydraulic Tilt Option as per Quote dated 5th Sep 18 Part numbers 0040 & 0041	1		6,837.60
EFT46157	25/10/2018	FREO GROUP LTD	Hire crane WWTP 24/08/2018	1		638.00
EFT46158	25/10/2018	Fuji Xerox Australia Pty Ltd	Library 01/09/18 - 30/09/18	1		125.21
EFT46159	25/10/2018	GALJO PTY LTD T/A EAST PILBARA TYRE SERVICE	Supply 2 x Batteries	1		440.00
EFT46160	25/10/2018	GALVINS PLUMBING SUPPLIES	Misc plumbing fittings ar required - Open PO until 30SEP18	1		340.65
EFT46161	25/10/2018	HARRIS TECHNOLOGY	Supply of EVOLIS Card Printer Consumables as per IQuote_243889	1		398.75

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

**23 NOVEMBER, 2018**

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 12

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46162	25/10/2018	HERSEY JR & A	Workshop Consumables and minor tools and equipment	1		3,472.73
EFT46163	25/10/2018	HOLCIM (AUSTRALIA) PTY LTD	Supply and delivery of concrete, approximately 305 m3, to various streets in Newman for pathway and kerbing renewal works as per quote 21181727, through email dated 13/08/2018.	1		20,292.80
EFT46164	25/10/2018	HOSPITALITY INN PORT HEDLAND	Staff accomodation for Hedland Art Awards and West end markets	1		1,801.00
EFT46165	25/10/2018	IRONCLAD HOTEL	Out of town meals (Marble Bar)	1		117.00
EFT46166	25/10/2018	JASON SIGNMAKERS	1500 x 450mm White on Blue Class 1, 1.6 Aluminium with 2 x Unistruts	1		1,096.15
EFT46167	25/10/2018	Kevan Sercombe	Reimbursement for online National Police check	1		44.10
EFT46168	25/10/2018	Kingmill Pty Ltd t/a Thrifty Car Retal	Hire of a 4WD from Monday the 1st Oct - Thursday 4th Oct	1		692.88
EFT46169	25/10/2018	LG CRAVEN & SONS	Supply materials, plant and labour to install a new drainage line as per the RFT 01-2018-19 documents, design and specifications and your submitted prices as per the RFT documents.	1		407,257.02
EFT46170	25/10/2018	MARBLE BAR PRIMARY SCHOOL	50% payment of Power account for Bore - Lot 290 General st MBAR	1		1,533.61
EFT46171	25/10/2018	MARBLE BAR TRAVELLERS REST	Catering - Marble Bar - September Council Meeting	1		312.40
EFT46172	25/10/2018	MCMULLEN NOLAN & PARTNERS SURVEYORS P/L	Please survey and provide DWG and pdf for State Lands purposes for areas in and around the airport terminal.	1		1,179.75
EFT46173	25/10/2018	Marble Bar Electrical Service Pty Ltd	replace door handle in bedroom with non-lockable door handle	1		107.03
EFT46174	25/10/2018	Marble Bar General Trust	catering - September meeting Marble Bar	1		78.00
EFT46175	25/10/2018	Michael Zion	Power subsidy reimbursement 01/09/18 - 07/10/18	1		55.67
EFT46176	25/10/2018	NEWMAN CHAMBER OF COMMERCE & INDUSTRY	Newman House Management fees 2018 for April, May, June, July, August, September and October	1		11,550.00

# SHIRE OF EAST PILBARA ORDINARY COUNCIL MEETING AGENDA

23 NOVEMBER, 2018

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 13

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46177	25/10/2018	NEWMAN CLEANING RESOURCES P/L	Group 4 - Airport Facilities- Cleaning Services - 12 months - FY18/19 - Newman Airport - Includes Main Terminal, Main Teminal Wet Areas, Airport Managers Office Building & Wet Areas.	1		69,634.66
EFT46178	25/10/2018	NEWMAN HOME HARDWARE & ICE PLUS	Various minor tools & parts as required - Open PO until 31OCT	1		1,888.18
EFT46179	25/10/2018	NEWMAN NEIGHBOURHOOD CENTRE	Sustainable Litter Collection - Payment for Rostered dates 10 September 2018 - 7 October 2018	1		2,200.00
EFT46180	25/10/2018	NEWMAN RETRAVISION	Iphone lightning cable and Micro USB caba for office phone	1		65.00
EFT46181	25/10/2018	NEWMAN SENIOR HIGH SCHOOL	Half Share Water 23/07/18 - 23/08/18	1		1,779.37
EFT46182	25/10/2018	NEWMAN VISITORS CENTRE	Purchase of book by Dr. Peter Eckhart - Whaleback Tales	1		22.00
EFT46183	25/10/2018	NULLAGINE HOTEL GENERAL STORE	Meals and Fuel for the Firefighters for 5th and 6th September 2018	1		299.21
EFT46184	25/10/2018	North Regional Tafe	Electricity August 2018	1		3,382.68
EFT46185	25/10/2018	OFFICEWORKS BUSINESS DIRECT	Martumili stationary order September 2018	1		1,944.90
EFT46186	25/10/2018	PILBARA MOTOR GROUP	Supply, licensing and delivery of one (1) new 2018 Toyota Prado GX, 6MT, T/D White as per specifications and quote No 94112(2). Prices as per State Government Contract CUA 06916.	1		62,944.30
EFT46187	25/10/2018	PIP PARSONSON	Power subsidy reimbursement 01/09/18 - 15/10/18	1		235.63
EFT46188	25/10/2018	Pauls Any Job & Icecream	Supply Ice Creams for supporting Emergency Airport Test Day volunteers	1		217.50
EFT46189	25/10/2018	Pilbara Food Services	Food for Kiosk	1		374.66
EFT46190	25/10/2018	Porter Consulting	Please supply ten hours of consulting to assist with airport water tender.	1		2,200.00
EFT46191	25/10/2018	Portner Press Pty Ltd	Employment Law Update 7 2018 subscription	1		97.00
EFT46192	25/10/2018	RFID Race Timing Systems	LABOUR FOR REPAIR OF TIMING SYSTEM	1		269.50

# SHIRE OF EAST PILBARA ORDINARY COUNCIL MEETING AGENDA

23 NOVEMBER, 2018

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 14

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46193	25/10/2018	ROOS PLUMBING	Repair water leak at Capricorn Oval near Centrals Clubroom	1		876.70
EFT46194	25/10/2018	SARAH STAMPFLI/SERENE BEDLAM	Framing the East Pilbara - Photography Competition and Exhibition - Voters Prize - \$100 Voucher	1		100.00
EFT46195	25/10/2018	SEASONS HOTEL NEWMAN	Mr Rohan Nagaich 8 - 10 October 2018 Accommodation , Meals and Non Alocchol Drinks Only	1		900.00
EFT46196	25/10/2018	SHENTON ENTERPRISES PTY LTD	Skimmer box ring and lid	1		247.50
EFT46197	25/10/2018	SHERIDANS FOR BADGES	Name Badge Order for - Shannen Cusack, Suze Millar and 35 years service bar	1		229.52
EFT46198	25/10/2018	SIMMONE VAN BUERLE	Power subsidy reimbursement 01/09/18 - 08/10/18	1		179.17
EFT46199	25/10/2018	SONIC HEALTHPLUS PTY LTD	Pre-Employment Medical - Peet Fouche	1		379.50
EFT46200	25/10/2018	ST JOHN AMBULANCE AUSTRALIA WA (NEWMAN)	HS1 Adult Defib Pads	1		227.00
EFT46201	25/10/2018	STEPHEN AGETT	Power subsidy reimbursement 01/09/18 - 13/10/18	1		867.30
EFT46202	25/10/2018	SUPERSEALING PTY LTD	Progress Payment - Supply plant, labour and materials for crack sealing works in various streets in Newman at Day Rate of \$5,400 + GST, which includes up to 3000 lineal metres, with any additional lineal metres at \$1.60 + GST, as per your quote dated 6th Sep 2018.	1		11,880.00
EFT46203	25/10/2018	SWAN TOWING	Inv# 78344 adjusted for August tip fees	1		462.00
EFT46204	25/10/2018	Shiralee Hornidge	Rates refund for assessment A407580 U8 MARILLANA STREET NEWMAN 6753	1		226.68
EFT46205	25/10/2018	TECHBRAIN	TechBrain Managed Service - RFT 14 2017/18	1		412.50
EFT46206	25/10/2018	TELIA BILICH VANSELOW	Reimbursement for creche items	1		94.00
EFT46207	25/10/2018	TNT Australia Pty Limited	Freight from SOEP to Food Hygiene Lab	1		590.34

# SHIRE OF EAST PILBARA ORDINARY COUNCIL MEETING AGENDA

23 NOVEMBER, 2018

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 15

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46208	25/10/2018	TOLL IPEC ROAD EXPRESS PTY LTD	Freight from Nullagine Public Library to Perth Cultural Centre	1		145.69
EFT46209	25/10/2018	TYREPOWER NEWMAN	Replace tipper valve body on truck P2825	1		1,880.63
EFT46210	25/10/2018	The Workwear Group Pty Ltd	Uniform Order - W Barker - Oct 2018	1		849.15
EFT46211	25/10/2018	WA LOCAL GOVERNMENT ASSOC.	WALGA eLearning Subscription - Introduction to Local Government	1		3,850.00
EFT46212	25/10/2018	WARREN BARKER	Power subsidy reimbursement 01/09/18 - 07/10/18	1		197.70
EFT46213	25/10/2018	WIDEGLIDE CONSTRUCTIONS	50 General Street	1		20,333.05
EFT46214	25/10/2018	Wilson Parking Australia 1992 Pty Ltd	Please Provide Car Park Remote Monitoring Services as per RFT 09 2016/17 - September	1		1,650.00
EFT46215	25/10/2018	Woolworths (WA) Ltd	Ink Supplies for Portable HP Incident Management Kit Printer	1		1,954.09
EFT46216	25/10/2018	Wormald Australia Pty Ltd	Fire Equipment Inspections, Servicing & Testing - Newman Airport	1		623.60
EFT46217	25/10/2018	ZIPFORM STATIONERY	Rates Final Notice Paper 2000 copies	1		689.34
EFT46218	25/10/2018	NEWMAN LOW LOADER SERVICES	Amount paid to SOEP in error	1		1,496.00
EFT46219	25/10/2018	PAYWISE PTY LTD	Jeremy Edwards Salary Sacrifice PPE 21/10/18	1		900.12
EFT46220	25/10/2018	BUGAI WHYOUTLER	Artist payment ref# 4579	1		761.78
EFT46221	25/10/2018	CORBAN CLAUSE WILLIAMS	Artist payment ref# 4543	1		1,000.00
EFT46222	25/10/2018	JUDITH ANYA SAMSON	Artist payment ref# 4544	1		300.00
EFT46223	25/10/2018	NANCY CHAPMAN	Artist payment ref# 4546	1		8,000.00
EFT46224	29/10/2018	MURRAY RIVER NORTH PTY LTD	Supply and install new 3-phase solar off grid power supply to suit air conditioner and whole of house requirements at Cape Keraudren in accordance with scope of works and tender document RFT 09-2017/18	1		94,098.57

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

**23 NOVEMBER, 2018**

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 16

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46225	01/11/2018	BUGAI WHYOUTLER	Artist payment ref# 4591	1		1,000.00
EFT46226	01/11/2018	CORBAN CLAUSE WILLIAMS	Artist payment ref# 4580	1		500.00
EFT46227	01/11/2018	CRESNA STEWART FINLAY	Artist payment ref# 4586	1		173.25
EFT46228	01/11/2018	JAKAYU BILJABU	Artist payment ref# 4589	1		700.00
EFT46229	01/11/2018	JUDITH ANYA SAMSON	Artist payment ref# 4592	1		200.00
EFT46230	01/11/2018	KUMPAYA GIRGIRBA	Artist payment ref# 4583	1		1,000.00
EFT46231	01/11/2018	NANCY CHAPMAN	Artist payment ref# 4585	1		3,000.00
EFT46232	01/11/2018	NOREENA KADIBIL	Artist payment ref# 4581	1		2,050.25
EFT46233	01/11/2018	THELMA JUDSON	Artist payment ref# 4588	1		500.00
EFT46234	01/11/2018	WATER CORPORATION	Repairs Stopcock - 14 Bubbacurry Loop Newman Lot 258	1		1,030.68
EFT46235	01/11/2018	DEPARTMENT OF HOUSING AND WORKS	241A General st Marble Bar tenant Calum Maciver PPE 21/10/18	1		250.80
EFT46236	01/11/2018	Department of Housing	46 Francis st Marble Bar Tenant Warren Coffin PPE 21/10/18	1		200.00
EFT46237	01/11/2018	About Bunting	19m Section of Custom Designed Backstroke Flags	1		1,135.20
EFT46238	01/11/2018	Australian Local Government Job Directory	2019 Annual Subscription	1		1,045.00
EFT46239	01/11/2018	Australian Taxation Office (PAYG)	PAYG October 2018	1		238,460.91
EFT46240	01/11/2018	BOC GASES	Statement to 28/09/18	1		531.55
EFT46241	01/11/2018	BRIDGET SCHILL	Travelling Allowance from Nullagine to Newman and return 394km - Council meeting 26/10/18	1		407.87
EFT46242	01/11/2018	Blackwoods	PPE, minor tooling & parts - Open PO until 31OCT	1		263.57

# SHIRE OF EAST PILBARA ORDINARY COUNCIL MEETING AGENDA

23 NOVEMBER, 2018

Date: 01/11/2018  
Time: 3:37:38PM

## SHIRE OF EAST PILBARA EFT Payments

USER: Memory Mandaza  
PAGE: 17

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46243	01/11/2018	Brent Stein	Power subsidy reimbursement 01/09/18 - 07/10/18	1		461.93
EFT46244	01/11/2018	CATERLINK	Please supply 1 only 20 litre Birko Hot Water Urn to the Shire of East Pilbara, Cnr Newman & Kalgan drives, Newman WA 6753 and clearly marked attention Warren Barker. Please send via Toll Freight on Shire Account # NG5040	1		299.20
EFT46245	01/11/2018	CHADSON ENGINEERING PTY LTD	Chadson Engineering - Palintest Kit Calibration, Test Kit Tablets and ATP surface tests and Palintest Crush sticks	1		303.05
EFT46246	01/11/2018	CHILD SUPPORT AGENCY	Payroll deductions	1		2,763.82
EFT46247	01/11/2018	COCA-COLA BOTTLERS PERTH	POWER AID 600ML X12	1		312.60
EFT46248	01/11/2018	CRT (Aust) Pty Ltd T/as Azure HR	Shire of East Pilbara Structural Review	1		18,634.00
EFT46249	01/11/2018	CUSTOMER FIRST CONTRACTING PTY LTD	Replace 2xlamps in aircraft apron light towers 2 and 3 (one in each) using EWP under escort of WSO.	1		9,442.63
EFT46250	01/11/2018	Caroline Lawrence	Cape Keraudren Camping fee refund - Paid \$92.00	1		60.00
EFT46251	01/11/2018	Centurion Transport Co Pty Ltd	Freight from Zip Water Perth to SOEP	1		27.01
EFT46252	01/11/2018	Charles Michell	Parking card issued by SOEP did not work, customer paid using his own funds	1		48.00
EFT46253	01/11/2018	Cleanaway (acct 85008)	Monthly PO for the month of OCTOBER 2018 WWTP	1		7,172.00
EFT46254	01/11/2018	Corestaff WA Pty Ltd	Daniel Webb - Labour Hire Hours - 04/10/18 - 06/10/18	1		8,731.80
EFT46255	01/11/2018	DESIGNA AUSTRALIA PTY LTD	Provision of Comprehensive Car Park Maintenance Services as per SOW for Financial Year 18/19	1		12,608.93
EFT46256	01/11/2018	DIRTY DEEDS PROPERTY SERVICES	3 Kurra - Vacant - Swimming Pool Cleaning and service	1		326.95
EFT46257	01/11/2018	Dunnings	Fuel for the month of September 2018	1		1,331.68
EFT46258	01/11/2018	EDMORE MASAKA	Phone subsidy reimbursement 26/09/18 - 25/10/18	1		44.95

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

**23 NOVEMBER, 2018**

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 18

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46259	01/11/2018	EM ELECTRICAL MOVEMENT	Investigation & rectification of Retic board, pump, & Pillar	1		4,798.75
EFT46260	01/11/2018	ENVIRONMENTAL INDUSTRIES	Newman Shire Offices Community & Wellbeing Please proceed with the garden clean-up, pruning, blow down, retic parts and make servicable and remove all rubbish to the tip. If you have 2 x plants that would be suitable for the planter boxes please proceed but advise me of the cost first.	1		4,444.94
EFT46261	01/11/2018	Emerging Youth	Kaitlyn Berry and Kirsten Parker - In Real Life Program Package	1		895.00
EFT46262	01/11/2018	Ethnic Disability Centre Inc	2018 Community Assistant Grant 3 - GST component of grant	1		552.00
EFT46263	01/11/2018	Form Building a State of Creativity	Refund for cancelled booking	1		1,491.00
EFT46264	01/11/2018	Fulton Hogan Industries Pty Ltd	Supply and delivery to nominated transport depot of: 192 x 20kg bags of Ezstreet	1		7,180.80
EFT46265	01/11/2018	G FORCE PRINTING	Printing of Community Safety Department Promotional and snake handler magnets Ranger -1000 Snake - 500	1		632.94
EFT46266	01/11/2018	GALVINS PLUMBING SUPPLIES	RO feed pump as per quote 159570	1		1,705.00
EFT46267	01/11/2018	Geraldton Stockfeeds	Purchase of Corrella feed (sunflower seeds) for 18/19 control feed sites	1		650.00
EFT46268	01/11/2018	HART SPORT	Volleyball Nets for volleyball comp	1		90.40
EFT46269	01/11/2018	HOSPITALITY INN PORT HEDLAND	Monday, 22nd October 2018 - Arthur Godfrey - Accommodation & Meals - No Alcohol	1		186.50
EFT46270	01/11/2018	IT VISION	Upload of New Assets as per spreadsheet provided	1		1,551.00
EFT46271	01/11/2018	Jason & Julie Hill	Refund for accomodation bond booking# 2549	1		250.00
EFT46272	01/11/2018	KLEENHEAT GAS	62 Bohemia st	1		493.35
EFT46273	01/11/2018	KMART AUSTRALIA LTD	Cleaning and Maintenance suuplies and equipment	1		163.00

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

**23 NOVEMBER, 2018**

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 19

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46274	01/11/2018	Kevan Sercombe	Power subsidy reimbursement 01/09/18 - 07/10/18	1		100.84
EFT46275	01/11/2018	LG CRAVEN & SONS	Installation of 68m of reinforced and interlocking concrete box culverts, between Wilara and Kurra st newman as per RFQ_01-2018/19	1		49,450.50
EFT46276	01/11/2018	LISA DAVIS	Power subsidy reimbursement 01/09/18 - 07/10/18	1		540.16
EFT46277	01/11/2018	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	Annual State Conference - LG Government Professionals - Simone Van Buerle	1		1,500.00
EFT46278	01/11/2018	Lang Tree Eric Coppin	Travelling Allowance from Marble Bar to Newman and return 860km - Council meeting 26/10/18	1		890.27
EFT46279	01/11/2018	MOMAR AUSTRALIA PTY LTD	Momar products as listed on invoice attached	1		5,346.83
EFT46280	01/11/2018	Marble Bar Electrical Service Pty Ltd	18 Francis - Cemone Taps need new washers in Bathroom Please advise if you are unable to do this, please inspect all other taps on site	1		248.33
EFT46281	01/11/2018	NATIONAL MUSEUM OF AUSTRALIA	Refund for duplicate tax inv# 77068	1		345.46
EFT46282	01/11/2018	NEWMAN HOME HARDWARE & ICE PLUS	3 Kurra Street - Tracking Pool Creepy Crawly to replace missing one.	1		456.95
EFT46283	01/11/2018	NEWMAN HOTEL MOTEL	Laundrying of 2x Black trestle table clothes.	1		15.00
EFT46284	01/11/2018	NEWMAN RETRAVISION	HP Toner CE278A 78A Twinpack	1		717.00
EFT46285	01/11/2018	NORTHSTAR ASSET	Twilight Movie Screening - Paper Planes 25.01.2019 : Copy right	1		495.00
EFT46286	01/11/2018	NULLAGINE HOTEL GENERAL STORE	Minor monthly purchases with individual items under the value of \$100. Purchases for Technical Services Department only. Local contact Owen Quigley, Works Supervisor Nullagine.	1		59.40
EFT46287	01/11/2018	PARNGGURR ABORIGINAL	Fuel	1		229.44
EFT46288	01/11/2018	PILBARA GLAZING SERVICES	30 Homestead Ramble - Installation of new dog door as per quote	1		660.55

# SHIRE OF EAST PILBARA ORDINARY COUNCIL MEETING AGENDA

23 NOVEMBER, 2018

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 20

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46289	01/11/2018	PILBARA MOTOR GROUP	Routine service of EPS 120.	1		787.64
EFT46290	01/11/2018	Parnawarri IGA	Twilight Movie Screening: Sherlock Gnomes 27.10.2018 pre-prepared catering Sliced Chicken, lettuce and Tomato	1		773.21
EFT46291	01/11/2018	Pilbara Food Services	Frozen food for kiosk	1		918.57
EFT46292	01/11/2018	Pioneers Football & Sporting Club	Bond refund for booking 2664	1		200.00
EFT46293	01/11/2018	Port Hedland Discovery Parks	Cabin booking 12th - 14th October Hedland Art Award 18-19.04	1		298.00
EFT46294	01/11/2018	ROOS PLUMBING	Newman Admin Offices Community & Wellbeing Please repair/replace toilet cistern at the Community & Wellbeing Area Could this be attended to today as the staff in these buildings are having to walk across to the main offices. Thanks	1		627.00
EFT46295	01/11/2018	RUSTIC PATHWAYS	Equipment hire bond refund receipt# 90131	1		200.00
EFT46296	01/11/2018	SEASONS HOTEL NEWMAN	Accommodation Paul McBride - 10 October to 11 October Ian Proudfoot - 11 October to 12 October	1		416.50
EFT46297	01/11/2018	SHENTON ENTERPRISES PTY LTD	Skimmer Box Rings, lids and delivery - as quoted	1		3,405.60
EFT46298	01/11/2018	SMITHS DETECTION (AUSTRALIA) PTY LTD	Purchase of Replacement Thermal Printer to suit Smiths Detection IONSCAN 500DT	1		1,553.11
EFT46299	01/11/2018	SONIC HEALTHPLUS PTY LTD	Pre-Employment Medical - Linda Cooper	1		379.50
EFT46300	01/11/2018	STAYKOOL AIRCONDITIONING & ELECTRICAL SERVICES	Cape Keraudren Please order required parts for the power system as discussed over the phone and have them sent in an airbag direct from Melbourne and install on site. Rangers residence and office is currently without power Please arrange temporary fix	1		4,690.40

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

**23 NOVEMBER, 2018**

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 21

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46301	01/11/2018	Sanders Turner Ellick Architects Pty Ltd T/A Stea Astute Architecture	Please do a site visit, assess the current opportunities for work on a walkway and arrivals area. Generate concepts that can be explored.	1		4,322.00
EFT46302	01/11/2018	Sasha Kovalenko	Power subsidy reimbursement 01/09/18 - 05/10/18	1		245.87
EFT46303	01/11/2018	Sheffield Wire Products	4 x cat trap-trip plate and custom rear bate/transfer door Guillotine style 1 x Custom collapsible dog trap	1		2,433.20
EFT46304	01/11/2018	TNT Australia Pty Limited	Freight from Chapman & Bailey to Martumili	1		3,093.23
EFT46305	01/11/2018	TYREPOWER NEWMAN	Minor repairs & parts - Open PO until 31OCT	1		3,339.08
EFT46306	01/11/2018	ULTI MECH	Fit Sat Phone, Fit Aerial To Fullbar	1		592.90
EFT46307	01/11/2018	VISIMAX	Bulk pack slip leads Catch net Small and medium animal body bags Authorisation badge Note book covers Ranger caps snake capture kit	1		1,047.30
EFT46308	01/11/2018	WIDEGLIDE CONSTRUCTIONS	Miners Promise Park Please sorry out removal of the graffiti, painting of the soft fall rubber and replacing missing fence panels at Miners Promise Park. Paint for the soft fall areas has been ordered and is on its way from Melbourne.	1		18,261.00
EFT46309	01/11/2018	WOOD & GRIEVE ENGINEERS LTD	Please provide services as per SOW attached and Project 29157-1	1		3,300.00
EFT46310	01/11/2018	Woolworths (WA) Ltd	Food for field trip	1		1,585.65
EFT46311	01/11/2018	Youngs Earthmoving	Supply of Hired Road Construction Plant with Operators for Munjina Roy Hill Road 8120232 Road Construction/Upgrade Project. Rates as per tender submission RFT 8-2017/18 Supply of Hired Road Construction Plant with Operators.	1		275,011.00

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

**23 NOVEMBER, 2018**

Date: 01/11/2018  
Time: 3:37:38PM

SHIRE OF EAST PILBARA  
EFT Payments

USER: Memory Mandaza  
PAGE: 22

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT46312	01/11/2018	Zip Heaters (Aust) Pty Ltd	Please supply as per your quote No. 00134244 1 only Hydro Tap G4 BC160/125. Please deliver to Shire of East Pilbara, Works Depot Cnr Welsh & Woodstock Sts, Newman WA 6753 and clearly marked ATTENTION WARREN BARKER	1		4,314.49
EFT46313	01/11/2018	BANKWEST CARD SERVICES	Double Tree by Hilton accomodation for Martumili	1		38,460.73

**REPORT TOTALS**

Bank Code	Bank Name	TOTAL
1	Municipal Bank	2,656,558.98
TOTAL		2,656,558.98

## **Appendix 2**

### **Schedule of Accounts - Mastercard**

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

**23 NOVEMBER, 2018**

**SHIRE EAST PILBARA  
CREDIT CARD TRANSACTIONS  
11 October to 31 October 2018**

Card Holder	Account Number	Transaction Date	Narration	Debit	Credit
Oliver Shaer	5586 0222 5108 3908			-	
Jeremy Edwards	5586 0250 5113 6818	30/10/2018	RED SANDS NOMINEES P NEWMAN WA	- 12.18	
	5586 0250 5113 6818	29/10/2018	QANTAS AIRWAYS LIMIT MASCOT	- 1,035.40	
	5586 0250 5113 6818	29/10/2018	HOTEL NEWMAN PTY LTD NEWMAN	- 724.50	
	5586 0250 5113 6818	29/10/2018	WOOLWORTHS W4381 NEWMAN	- 48.08	
	5586 0250 5113 6818	26/10/2018	QANTAS AIRWAYS LIMIT MASCOT	- 349.20	
	5586 0250 5113 6818	25/10/2018	QANTAS AIRWAYS LIMIT MASCOT	- 1,581.42	
	5586 0250 5113 6818	23/10/2018	BP EXPRESS ASCOT 2244 BELMONT WA	- 17.00	
	5586 0250 5113 6818	22/10/2018	THE COFFEE CLUB PERTH	- 17.40	
	5586 0250 5113 6818	22/10/2018	TOWN OF CAMBRIDGE FLOREAT	- 5.60	
	5586 0250 5113 6818	22/10/2018	APPLE STORE R386 PERTH AU	- 222.00	
	5586 0250 5113 6818	22/10/2018	THE COFFEE CLUB PERTH	- 16.90	
	5586 0250 5113 6818	22/10/2018	CPP CULTURAL CENTRE NORTHBRIDGE	- 12.12	
	5586 0250 5113 6818	22/10/2018	Pan Pacific Perth Perth WA	- 466.07	
	5586 0250 5113 6818	22/10/2018	HOLDMPHONE 612130013053 AU	- 63.99	
	5586 0250 5113 6818	19/10/2018	VIRGIN AU7952151078620 SPRING HILL	- 2,308.00	
	5586 0250 5113 6818	19/10/2018	VIRGIN AU7951503532260 SPRING HILL	- 22.00	
	5586 0250 5113 6818	19/10/2018	QANTAS AIRWAYS LIMIT MASCOT	- 698.30	
	5586 0250 5113 6818	19/10/2018	QANTAS AIRWAYS LIMIT MASCOT	- 827.87	
	5586 0250 5113 6818	19/10/2018	QANTAS AIRWAYS LIMIT MASCOT	- 787.30	
	5586 0250 5113 6818	16/10/2018	WY PROPERTIES PTY LT NEWMAN WA	- 80.00	
	5586 0250 5113 6818	16/10/2018	SEASONS HOTEL NEWMAN NEWMAN	- 179.00	
	5586 0250 5113 6818	15/10/2018	DOME NEWMAN NEWMAN	- 15.70	
	5586 0250 5113 6818	12/10/2018	PARNAWARRI IGA NEWMAN	- 30.04	
	5586 0250 5113 6818	12/10/2018	QANTAS AIRWAYS LIMIT MASCOT	- 1,143.26	
	5586 0250 5113 6818	12/10/2018	QANTAS AIRWAYS LIMIT MASCOT	- 698.30	

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

**23 NOVEMBER, 2018**

	5586 0250 5113 6818	12/10/2018	QANTAS AIRWAYS LIMIT MASCOT	-	698.30	
	5586 0250 5113 6818	12/10/2018	QANTAS AIRWAYS LIMIT MASCOT	-	698.30	
	5586 0250 5113 6818	12/10/2018	APPLE ONLINE STORE SYDNEY AU	-	1,179.00	
	5586 0250 5113 6818	12/10/2018	APPLE ONLINE STORE SYDNEY AU	-	380.00	
	5586 0250 5113 6818	11/10/2018	WOOLWORTHS W4381 NEWMAN	-	18.00	
<b>Sian Appleton</b>	5586 0271 5110 0777	31/10/2018	SPOTLIGHT SOUTH MELBOURVI	-	35.88	
	5586 0271 5110 0777	30/10/2018	SPOTLIGHT SOUTH MELBOURVI	-	78.77	
	5586 0271 5110 0777	29/10/2018	VETERINARY SURGEONS MELVILLE	-	200.00	
	5586 0271 5110 0777	29/10/2018	SPOTLIGHT SOUTH MELBOURVI	-	40.92	
	5586 0271 5110 0777	26/10/2018	PROUDS 951 SUMMER HILL NS	-	50.00	
	5586 0271 5110 0777	26/10/2018	PROUDS 951 SUMMER HILL NS	-	200.00	
	5586 0271 5110 0777	26/10/2018	SPOTLIGHT SOUTH MELBOURVI	-	226.15	
	5586 0271 5110 0777	26/10/2018	SPOTLIGHT SOUTH MELBOURVI	-	275.72	
	5586 0271 5110 0777	22/10/2018	QANTAS AIRWAYS LIMIT MASCOT	-	349.20	
	5586 0271 5110 0777	19/10/2018	ALL FLAGS SIGNS AND MADDINGTON	-	594.00	
	5586 0271 5110 0777	19/10/2018	QANTAS AIRWAYS LIMIT MASCOT	-	854.41	
	5586 0271 5110 0777	19/10/2018	QANTAS AIRWAYS LIMIT MASCOT	-	349.20	
	5586 0271 5110 0777	19/10/2018	FACEBK BNPNHN3L2 fb.me/ads IR	-	329.08	
	5586 0271 5110 0777	17/10/2018	ALL FLAGS SIGNS AND MADDINGTON	-	2,873.20	
	5586 0271 5110 0777	17/10/2018	NISBETS AUSTRALIA SMEATON GRANGAU	-	209.00	
	5586 0271 5110 0777	17/10/2018	CV CHECK OSBORNE PARK WA	-	49.90	
	5586 0271 5110 0777	17/10/2018	SOU*023 Discount Party MELROSE PARK SA	-	78.83	
	5586 0271 5110 0777	15/10/2018	KMART ONLINE 03 AU	-	199.00	
	5586 0271 5110 0777	12/10/2018	SOU*692 Discount Party MELROSE PARK SA	-	347.65	
<b>Billing Account</b>	5586 0290 0108 8665	4/10/2018	23/08/18-19/09/18			38,460.73
	5586 0290 0108 8665	19/10/2018	FOREIGN TRANSACTION FEE	-	9.71	
<b>TOTAL</b>				<b>-</b>	<b>21,685.85</b>	<b>38,460.73</b>

## **Appendix 3**

### **Schedule of Accounts - CHQ**

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

**23 NOVEMBER, 2018**

Date: 01/11/2018  
Time: 3:43:38PM

**SHIRE OF EAST PILBARA**  
**Cheque Payments**

USER: Memory Mandaza  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
24663	18/10/2018	MAY BROOKS	Artist payment ref# 4475	1		500.00
24665	25/10/2018	BHP Iron Ore (Jimblebar) Pty Ltd	Rates refund for assessment A703752 LOT M47/00707 MINING LEASE UNKNOWN	1		6,893.92
24666	25/10/2018	KENNETH BACON	Rates refund for assessment A700584 UNIT M45/1135 LOT M45/1135 MINING LEASE	1		132.00
24667	25/10/2018	SHIRE OF EAST PILBARA	6 Coondiner Close sewerage 18/19	1		996.08
24668	25/10/2018	SOEP - MARTUMILI PETTY CASH	Lunch during Perth travel - Pujiman exhibition	1		253.05
24669	01/11/2018	SOEP - LOTTO SYNDICATE 1	Staff Lotto syndicate 1 PPE 21/10/18	1		297.60
24670	01/11/2018	SOEP - LOTTO SYNDICATE 2	Staff Lotto syndicate 2 PPE 21/10/18	1		383.70
24671	01/11/2018	SOEP - LOTTO SYNDICATE 3	Staff Lotto syndicate 3 PPE 21/10/18	1		238.00
24672	01/11/2018	SOEP - NEWMAN PETTY CASH	Reception tissues, rates morning tea	1		380.60
24673	01/11/2018	SOEP - CASH	Umpire Coaching Fund	1		140.00

**REPORT TOTALS**

Bank Code	Bank Name	TOTAL
1	Municipal Bank	10,214.95
<b>TOTAL</b>		<b>10,214.95</b>

**Appendix 4**  
**Schedule of Accounts - Manual CHQ**

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

**23 NOVEMBER, 2018**

Date: 01/11/2018  
Time: 3:44:54PM

**SHIRE OF EAST PILBARA**  
**Manual Cheque Payments**

USER: Memory Mandaza  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
310	26/10/2018	DEAN HATWELL	Travelling Allowance from Marble Bar to Newman and return 640km - Council Meeting 26/10/18	1		662.53

**REPORT TOTALS**

Bank Code	Bank Name	TOTAL
1	Municipal Bank	662.53
TOTAL		662.53

## **Appendix 5**

### **Schedule of Accounts - Directs**

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

**23 NOVEMBER, 2018**

**SHIRE EAST PILBARA**

**Direct Debit Payments**

Chq/EFT	Date	Name	Description	Amount
DD12221.1	11/10/2018	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Superannuation contributions	- 65.90
DD12221.2	11/10/2018	BT SUPER FOR LIFE	Superannuation contributions	- 29.57
DD12254.1	21/10/2018	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll deductions	- 37,456.92
DD12254.10	21/10/2018	MLC MASTERKEY SUPER FUNDAMENTALS	Superannuation contributions	- 293.13
DD12254.11	21/10/2018	LGIA Super	Payroll deductions	- 593.31
DD12254.12	21/10/2018	KAREUBA PTY LTD	Payroll deductions	- 622.11
DD12254.13	21/10/2018	EDWARDS J E AND A J SUPERANNUATION FUND	Superannuation contributions	- 1,017.41
DD12254.14	21/10/2018	LUCRF SUPER	Superannuation contributions	- 247.28
DD12254.15	21/10/2018	UNISUPER	Superannuation contributions	- 122.55
DD12254.16	21/10/2018	Care Super	Superannuation contributions	- 459.47
DD12254.17	21/10/2018	NORTH PERSONAL SUPER FUND	Superannuation contributions	- 154.28
DD12254.18	21/10/2018	CHRISTEX SUPERANNUATION FUND	Superannuation contributions	- 914.90
DD12254.19	21/10/2018	AUSTRALIAN SUPER	Payroll deductions	- 2,274.38
DD12254.2	21/10/2018	LOCAL GOVERNMENT SUPER	Payroll deductions	- 873.44
DD12254.20	21/10/2018	COLONIAL FIRST STATE	Superannuation contributions	- 1,126.38
DD12254.21	21/10/2018	Hostplus	Superannuation contributions	- 1,791.00
DD12254.22	21/10/2018	ANZ SMART CHOICE SUPER	Superannuation contributions	- 325.03
DD12254.23	21/10/2018	GANESHA SUPERFUND	Superannuation contributions	- 466.04
DD12254.3	21/10/2018	REST SUPERANNUATION	Superannuation contributions	- 418.37
DD12254.4	21/10/2018	SUNSUPER	Superannuation contributions	- 424.07
DD12254.5	21/10/2018	GUILD SUPER	Payroll deductions	- 578.34
DD12254.6	21/10/2018	BRYKAS SUPERANNUATION FUND	Superannuation contributions	- 423.03
DD12254.7	21/10/2018	AMP	Superannuation contributions	- 695.09
DD12254.8	21/10/2018	BT SUPER FOR LIFE	Superannuation contributions	- 455.54
DD12254.9	21/10/2018	HESTA SUPER FUND	Payroll deductions	- 702.61
			<b>TOTAL</b>	<b>- 52,530.15</b>

**9.2.2 STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 31 OCTOBER 2018**

File Name: FE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 31 OCTOBER 2018.docx - This line will not be printed do not delete

**Attachments:** Appendix 1 – October 2018 Financial Report  
**File Ref:** FIN-23-1  
**Responsible Officer:** Ms Sian Appleton  
Executive Manager Corporate Services  
**Author:** Mrs Lisa Davis  
Manager Corporate Services  
**Proposed Meeting Date:** 23 November 2018  
**Location/Address:** N/A  
**Name of Applicant:** N/A  
**Author Disclosure of Interest:** Nil

---

**REPORT PURPOSE**

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

**BACKGROUND**

The attached 27-page report details the financial activities of the Council for the period 1<sup>st</sup> July 2018 to 31<sup>st</sup> October 2018 of the 2018/2019 financial year –

There are 4 sections of the monthly report:

1. Monthly Health Checks and Summary Graphs
2. Statutory Reports – Rate Setting Statement, Operating Statement, Cash Flow
3. Various other Notes to give council an overview of the Shire's current financial situation, including Material Variances for Programs and Nature and Type as per the budget the council adopted variance threshold limits of 10% or \$10,000 which ever is greater.
4. A detailed Capital Projects schedule detailing all expenditure for the year to date for individual capital items and there Status.

**COMMENTS/OPTIONS/DISCUSSIONS**

The Executive Manager Corporate Services will provide and 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)

Local Government (Financial Management) Regulations 1996  
Part 4 Financial reports  
Reg 34(1) -

## **POLICY IMPLICATIONS**

### **3.1 ACCOUNTING POLICIES**

## **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

## **RISK MANAGEMENT CONSIDERATIONS**

This report is part of ensuring the 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 2018 to 31<sup>st</sup> October 2018 of the 2018/2019 financial year as presented be received.**

**Appendix 1**  
**October 2018 Financial Report**

**(To be distributed at or prior to the meeting)**

### **9.2.3 STRATEGIC COMMUNITY PLAN**

<b>Attachments:</b>	<b>Appendix 1 – Strategic Community Plan 2018-2028</b>
<b>Responsible Officer:</b>	<b>Ms Sian Appleton Executive Manager Corporate Services</b>
<b>Author:</b>	<b>Ms Sian Appleton Executive Manager Corporate Services</b>
<b>Proposed Meeting Date:</b>	<b>23 November 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>

---

### **REPORT PURPOSE**

For Council to accept the Shire of East Pilbara's Strategic Community Plan 2018 – 2028.

### **BACKGROUND**

The Strategic Community Plan (SCP) is the highest level plan prepared by Council with its community. The purpose of the plan is to identify the community's main priorities and aspirations for the future and to establish strategies to achieve agreed objectives.

In accordance with the Local Government (Administration) Regulations 1996 and integrated Planning and Reporting Framework (IPRF) guidelines, local governments are required to conduct a major review of their SCP once every four years and a minor review every two years. A minor review was previously undertaken and adopted by Council at its meeting held on 30 June 2017.

The Shire utilises the Strategic Community Plan to do the following:

- Guide Council decision making
- Inform and target the allocation of resourcing
- Guide local planning initiatives
- Inform potential partners and investors of the ways in which we want to grow and develop
- Engage industry, business, government agencies, non-government organisations, community groups and residents in various ways to contribute to the Shire's future
- Form mutually beneficial partnerships with other organisations
- Monitor progress against our vision and priorities.

## **COMMENTS/OPTIONS/DISCUSSIONS**

The draft Strategic Community Plan was endorsed by Council at the Ordinary Council meeting on 28 September 2018, and made available to the Community for their feedback between 1 October 2018 and 29 October 2018.

The draft Strategic Community Plan was advertised in the North West Telegraph on the 1 October 2018 and also on the Shire's website.

Community members who participated in the initial Community Engagement were specifically contacted for their feedback.

At the close of the comment period, the Shire had received one submission from Landcorp as follows:

- *The concept designs and consultation outcomes with respect to the East Newman Community Purpose Site be incorporated into the plan, and*
- *The outcomes of the Newman Town Square Place Management Review which has been prepared in consultation with the Shire be incorporated into the plan.*

Although this submission was considered it was felt that these plans would be more relevant through further planning strategies which are more targeted.

## **SCP Measurements**

Measures of success have been identified for each Key Area within the SCP and will be used to measure results against the community's aspirations. The measures have particular regard to the strategic focus of each key area.

## **STATUTORY IMPLICATIONS/REQUIREMENTS**

*Local Government (Administration) Regulations 1996*

19C . Strategic community plans, requirements for (Act s. 5.56)

19D . Adoption of plan, public notice of to be given

## **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.

- 1.1.1 Ethical, accountable and transparent decision-making  
Responsible officer: DCEO  
Timing: As appropriate

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

**RISK MANAGEMENT CONSIDERATIONS**

Legislative - Medium

**FINANCIAL IMPLICATIONS**

The Shire has provisioned \$60,000 in the 2018/19 budget for a review of the SCP and CBP, including community engagement.

From a resourcing and affordability perspective further provisions will need to be considered after the Corporate Business Plan has been accepted.

**VOTING REQUIREMENTS**

Absolute.

**OFFICER'S RECOMMENDATION**

**THAT Council adopt the Strategic Community Plan 2018-2028, as presented (*Appendix 1 refers*).**

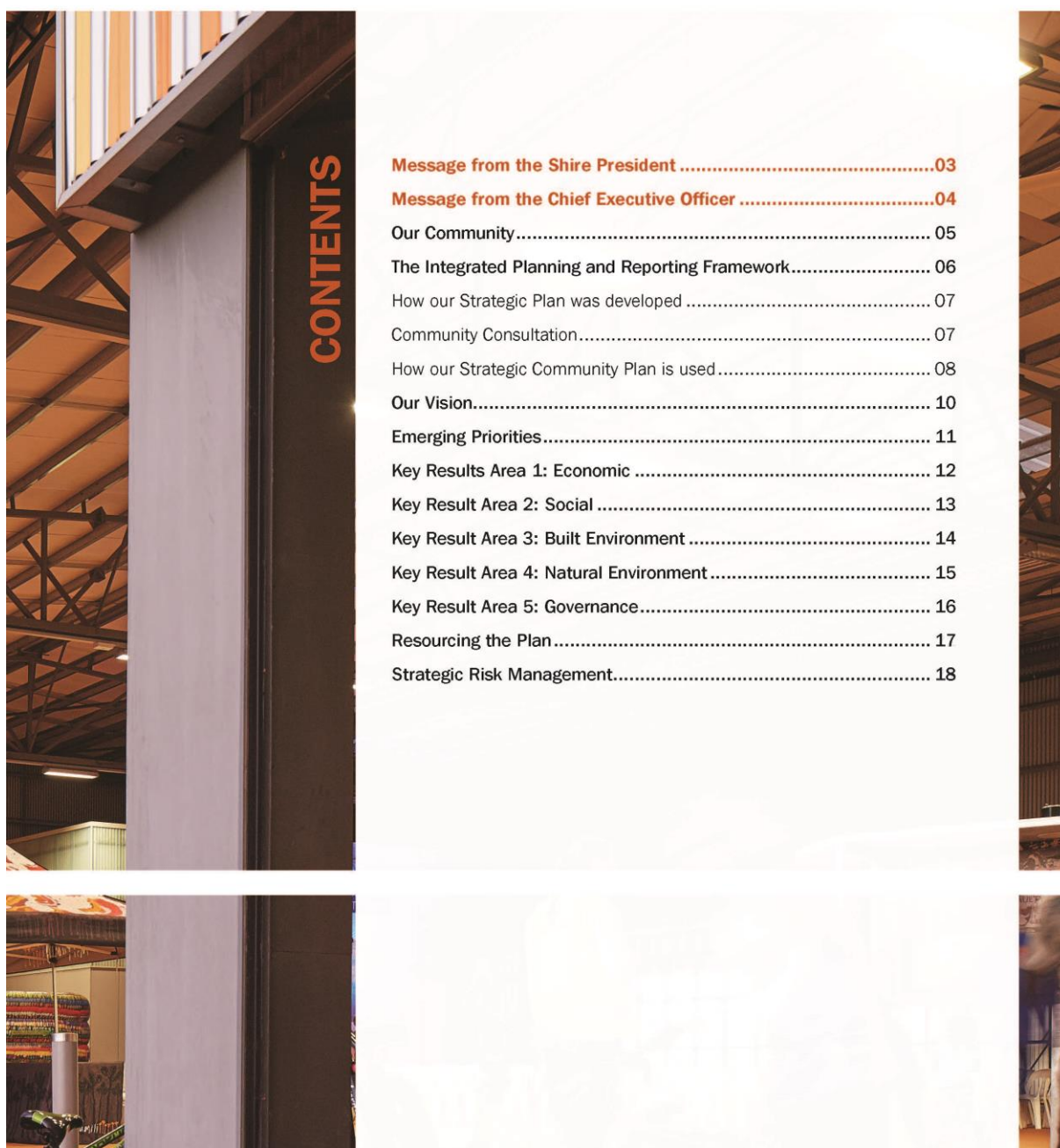
## **Appendix 1**

### **Strategic Community Plan 2018-2028**



Shire of **EAST  
Pilbara**  
AUSTRALIA'S LARGEST SHIRE





<b>Message from the Shire President .....</b>	<b>03</b>
<b>Message from the Chief Executive Officer .....</b>	<b>04</b>
Our Community.....	05
The Integrated Planning and Reporting Framework.....	06
How our Strategic Plan was developed .....	07
Community Consultation.....	07
How our Strategic Community Plan is used .....	08
Our Vision.....	10
Emerging Priorities.....	11
Key Results Area 1: Economic .....	12
Key Result Area 2: Social .....	13
Key Result Area 3: Built Environment .....	14
Key Result Area 4: Natural Environment .....	15
Key Result Area 5: Governance.....	16
Resourcing the Plan .....	17
Strategic Risk Management.....	18



02 | Shire of East Pilbara | Strategic Community Plan 2018 – 2028

MESSAGE FROM THE SHIRE PRESIDENT



Imagine how exciting it would be if we were able to see into the future? If we saw something damaging we could make plans to ensure calamity didn't occur. Alternatively, if we saw visions that were positive we would endeavour to make the right plans to ensure they come to fruition. Interestingly in both situations, despite being able to see what is ahead, the process of planning and preparation is still a crucial undertaking irrespective of the certainty of the future.

The Community Strategic Plan is not a magical document that looks into the future but a shrewd vision and carefully planned document that lays the ground work for taking the Shire into 2023. We have brought this document together by gathering information and feedback from the people and organisations that live and work in the East Pilbara and know this region better than anyone else. Crucially, it is updated every two years to reflect varying changes and to remain as up to date as possible.

Recognising our responsibility to provide a foundation and legacy for future generations we have developed this document to be utilised by our Council to guide decision making for the next 10 years. But we also believe this plan highlights everyone's responsibility to work together – our community, community organisations as well as our stakeholders and other government agencies to bring this plan to a reality.

**Lynne Craigie**  
Shire President

MESSAGE FROM THE CHIEF EXECUTIVE OFFICER

The Shire of East Pilbara is an extraordinary place. It's where the desert meets the sea and is known around the world for its rugged beauty, red earth, and vast mineral deposits.

The East Pilbara is also a great place to live, full of ideas, and growing development and a fantastic community that we aim to continually improve and modernise.

You may be asking, "What is a Strategic Community Plan?" Well, it's a plan that sets out our vision and aspirations and provides a clear strategic direction for the Shire over the next 10 years and beyond, updated and reviewed every two years. But importantly, this plan is a product of a process that our community participated in. Through consultation with our community we have captured their views and thoughts about the East Pilbara and how they want it to look in the future. It is a product of many parts, such as the diverse views, needs, wants and expectations of the community and our key stakeholders, all of which have combined to create our shared vision.

So by working together with key stakeholders and the broader community, we now have a Strategic Community Plan that is a key component of our integrated planning framework that will guide the Shire of East Pilbara now and into the future.

It would not have been possible to develop such an important and wide-ranging document without the significant contribution the Shire received from our community. Thank you for participating in this process through the completion of the community survey, attendance at the council meetings and communication with Councillors and Shire staff at our monthly Councillor Meet and Greet events. With a future direction and focus identified, the Shire is confident that we can address the constant challenges that are inevitable, not just in the Pilbara region, but in the competitive and changing world in which we live.

I invite you all to read this document and encourage you to help shape the future of the Shire of East Pilbara.

**Jeremy Edwards**  
Chief Executive Officer



The Shire of East Pilbara is the largest local government area in the Southern Hemisphere and services the towns of Newman, Marble Bar and Nullagine. The Shire also contains a number of Aboriginal communities including Jigalong, Punmu, Parnngurr and Kunawarritji.

### KEY STATISTICS

<b>Population:</b>	10,952 (ABS 2016)
<b>Demographics:</b>	Median age: 33.6 (ABS, 2016)
<b>Main employing industry:</b>	Mining (56.6%)
<b>Unemployment rate:</b>	2.1% (ABS, 2011) which has increased to approximately 3.1% (ABS, 2016)
<b>Geographic area:</b>	372,309km <sup>2</sup>
<b>Rent/Mortgage payments:</b>	Average monthly household rental: \$607; Average monthly household mortgage payment: \$1,056 (ABS, 2016)
<b>Average household size (number of persons):</b>	3 (ABS, 2016)
<b>Housing tenure:</b>	Owned outright: 11.4%; Owned with a mortgage 2.6%; Rented: 56.8%; Being occupied rent free: 8.5% (ABS, 2016)



## THE INTEGRATED PLANNING AND REPORTING FRAMEWORK

The Integrated Planning and Reporting Framework is shown in the diagram below. Its purpose is to ensure integration of community priorities into strategic planning for Councils, in addition to delivering the objectives that have been set from these priorities.

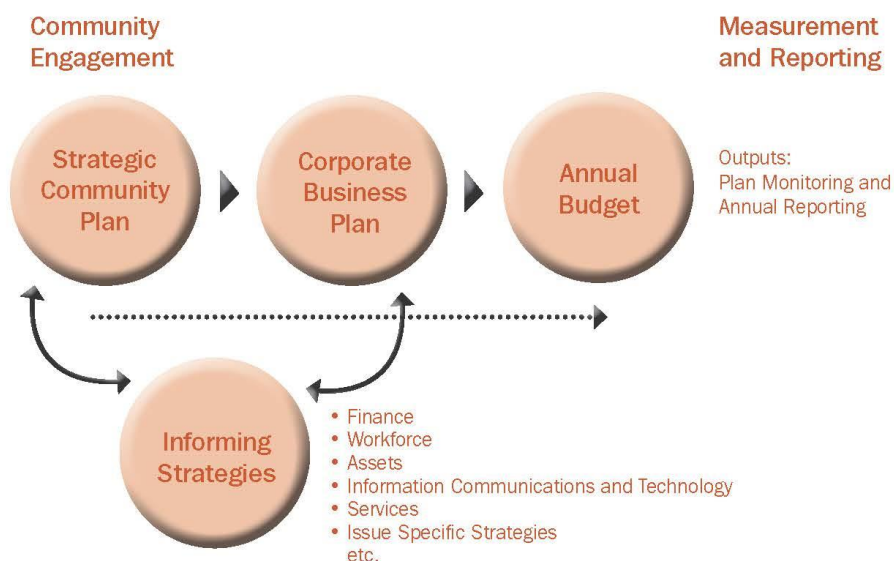
Specifically, the Framework sets out the requirements for three levels of integrated strategic planning:

- Level 1: Strategic Community Plan (10+ years);
- Level 2: Corporate Business Plan (4+ years); and
- Level 3: Operational Plans (1 year).

The Plan articulates the community's vision and priorities for the future and shows how the Council intend to make progress over a ten-year period. The Plan is reviewed every two years. The two yearly reviews alternate between a minor review (updating as needed) and a major review (going through all the steps again).

Detailed implementation for the next four years is covered in the Corporate Business Plan. The "Informing Strategies" – particularly the Long Term Financial Plan, Asset Management Plans and Workforce Plan – show how the Plan will be managed and resourced.

The Annual Budget aligns to the one-year Operational Plan, that year's "slice" of the Corporate Business Plan, with any necessary adjustments made through the Annual Budget process.



Elements of Integrated Planning and Reporting Framework

### **How our Strategic Plan was developed**

The Shire of East Pilbara conducted the major review of its Strategic Community Plan in the following stages:

- Research was conducted to determine trends, issues and impacts; and
- Community consultation was undertaken
- The plan was refined with Council to develop the outcomes, objectives and strategies needed to achieve the overall vision.
- Council endorsed the plan before going out for public comment.
- Final adjustments will be made to the plan before going to Council for adoption

### **Community Consultation**

The Shire of East Pilbara is committed to engaging the community to effectively inform and guide the Council's planning and decision-making. Councillors are elected to make decisions on behalf of their communities; however, community engagement is essential to help the Council make sound and informed decisions.

Community consultation and engagement is an essential element of any Strategic Community Plan review to ensure that the plan considers and incorporates community aspirations, values and suggestions. The Shire carried out community consultation (with the help of consultants) during December 2017 and January 2018.

Consultation methods used included:

- Online engagement tools, including visual diary exercise and a Facebook page (over 350 active members);
- Face to face meetings with community and sporting groups, business and indigenous representatives, Shire interagency group and high school students (approx. 160 people);
- Listening posts in Newman, Marble Bar and Nullagine;
- Ad hoc face to face interviews with members of the residential and business communities;
- Primary school student drawing competition in Newman and Nullagine – "future" drawings.

*The full Community consultation report is available on request from the Shire of East Pilbara.*



### **How our Strategic Community Plan Is used**

This Strategic Community Plan articulates the Shire's and its community's vision for our future, by harnessing the community's values and aspirations that inform the strategic directions the Shire takes in delivering its future planning, projects and services.

Our Strategic Community Plan will influence how we as a Shire support and service our communities and it provides the foundation for other planning undertaken by the Shire.

The Shire intends to utilise the Strategic Community Plan to do the following:

- Guide Council decision-making
- Inform and target the allocation of resources
- Guide local planning initiatives
- Inform potential partners and investors of the ways in which we want to grow and develop
- Engage industry, businesses, government agencies, non-government organisations, community groups and residents in various ways to contribute to the Shire's future
- Form mutually beneficial partnerships with other organisations
- Monitor progress against our vision and priorities.

Five Key Result Areas have been developed that cover the key aspects of community life, these being - Economic; Social; Built Environment, Natural Environment and Governance. Desired Outcomes, Objectives and Strategies have been set after considering the capacity of the Shire's current resources and anticipated future capacity along with the demographic trends. We have also articulated how we will measure the success in addressing the Key Result Areas.

In summary our Strategic Community Plan is comprised of the following:

#### **VISION**

A descriptive statement of the future desired position for the Shire of East Pilbara

#### **KEY RESULT AREAS (KRA)**

Strategic Priority 1: Economic

Strategic Priority 2: Social

Strategic Priority 3: Built Environment

Strategic Priority 4: Natural Environment

Strategic Priority 5: Governance

Within each of the key result areas are the following elements to give the overall blueprint for the Shire:

#### **Key Themes**

Major themes from community, councillor and manager feedback.

#### **Outcomes**

The desired end result(s) of the KRA.

#### **Objectives**

What we are trying to put in place and achieve.

#### **Strategies**

High-level statements about how we will achieve the objectives.

#### **Measures**

Specific data that will allow us to see how well we have implemented the Strategic Community Plan.

#### **Projects**

Major projects designed to meet the key objectives.

#### **Services**

The applicable Shire services required to address/achieve the KRA Outcomes.

The strategic direction of the Shire is translated into services and projects that are delivered to our community through the Corporate Business Plan, which is reviewed annually. This ensures strategic priorities are translated into real actions.





**OUR VISION**

***A diverse community thriving in a vast landscape that offers a world of opportunity and rich heritage and culture.***

The Shire is characterised by a rich diversity of people, landscapes and heritage which offers a unique place to live and call home and a world of opportunities as a thriving economic region.

The Shire is a place for all people to live harmoniously – feeling included and connected with access to services that meet community needs.

The Shire is committed to diverse and sustainable economic growth balanced with the conservation and enhancement of its unique environmental assets, and rich history and heritage.

10 | Shire of East Pilbara | Strategic Community Plan 2018 – 2028

## EMERGING PRIORITIES

As we developed the Strategic Community Plan the following themes emerged as key considerations in setting the Shire's strategic direction.

**Diverse and sustainable economic growth:** The Shire is committed to diverse and sustainable economic growth for the benefit of the local economy and employment opportunities.

**Enhancing regional identity, profile and positioning:** The Shire is committed to promoting the Shire as a great place to live, work and visit.

**Lobbying, advocacy and partnerships:** The Shire recognises the importance of advocating on behalf of its community and developing partnerships with government, community, NGOs and the private sector to provide accessible services in the most efficient way.

**Community connectedness and inclusiveness:** The Shire recognises the importance of social connectedness and exclusivity in developing a thriving, healthy and active community.

**Place based services:** The Shire is committed to support the diverse places throughout the Shire by providing access to services close to the community's.

**Environmental assets, history and heritage:** The Shire is committed to conserving, enhancing and promoting the Shire's unique environmental assets, and rich history and heritage for the benefit of the local community and visitors to the Shire.

*"The potential here is phenomenal – untapped potential. We live in one of the oldest known parts of the world; we have the most remarkable landscapes. The custodians – the Martu – have the oldest continuous culture in the world. There's such a lot to be proud of, such a lot that really is unique and wonderful."*

## KEY RESULTS AREA 1: ECONOMIC

***“Support the diverse and sustainable economic development of the region through advocacy, and promotion of the region”***

Outcome: A diverse and sustainable regional economy		
Objectives	Strategies	Measures of Success
E1 Develop and promote a diverse and sustainable economy	E1.1 Actively support local businesses	Satisfaction with business support services offered by the Shire
	E1.2 Lobby, advocate and facilitate corporate partnerships to support economic growth opportunities	
E2 The Shire is a great place for tourists	E2.1 Explore partnership opportunities to promote the region	Satisfaction with tourism information and services
	E2.2 Facilitate, support and promote the Shire's unique Arts, Culture and History	Attendance at Arts and Culture events Attendance at East Pilbara Arts Centre Attendance at local libraries
	E2.3 Develop events relevant to the region to attract visitors	Number of regional events and attendance

Services <i>Council's ongoing supporting services</i>	Partnering with
<ul style="list-style-type: none"> <li>Economic Development</li> <li>Tourism</li> </ul>	<ul style="list-style-type: none"> <li>Federal Government</li> <li>State Government</li> <li>Industry</li> <li>Newman Chamber of Commerce and Industries</li> <li>Other relevant stakeholders</li> </ul>

*“This could be the heart of the State, the hub of the North-West.”*

## KEY RESULT AREA 2: SOCIAL

***“Foster harmonious communities that acknowledge cultural diversity and heritage, share strong community connections and have access to relevant and affordable community services.”***

Outcome: Harmonious communities sharing strong community connections		
Objectives	Strategies	Measures
S1 Promote and facilitate safe and healthy Communities	S1.1 Support healthy and safe lifestyle choices	Satisfaction with community safety initiatives
	S1.2 Support local sporting clubs and community organisations.	Satisfaction with recreation activities
S2 Build a vibrant community	S2.1 Facilitate community connectedness and inclusion	Satisfaction with community events and programs
S3 Advocate and partner to improve access to services	S3.1 Facilitate services for families and children, youth and aged (inclusive of all demographic types including people living with disability, Aboriginal and Torres Strait Islander, Culturally and Linguistically Diverse and LGBTI).	Satisfaction with services available by demographic
	S3.2 Continue to develop or advocate for new services or programs to meet unmet needs.	

Services <i>Council's ongoing supporting services</i>	Partnering with
<p>Community Wellbeing</p> <ul style="list-style-type: none"> <li>• Child and Youth Services</li> <li>• Community Development</li> <li>• Community Services</li> <li>• Library Services</li> <li>• Rural Services</li> <li>• Arts and Culture</li> </ul> <p>Recreation and Events</p> <ul style="list-style-type: none"> <li>• Swimming Pools</li> <li>• Recreation and Fitness Centres</li> <li>• Events</li> </ul> <p>Martumili Artists</p> <ul style="list-style-type: none"> <li>• Art Production and Management</li> <li>• Build capacity of Martu People</li> </ul>	<ul style="list-style-type: none"> <li>• Federal Government</li> <li>• State Government</li> <li>• NGOs</li> <li>• Indigenous groups</li> <li>• Industry</li> </ul>

### KEY RESULT AREA 3: BUILT ENVIRONMENT

***“Well-connected places and communities with safe roads, housing choice and well maintained infrastructure to support an increasing population and economic growth”***

Outcome: Connected and accessible communities		
Objectives	Strategies	Measures of Success
B1 Optimise places to live, work and enjoy	B1.1 Improve local amenity	Satisfaction with public spaces and amenities
	B1.2 Provide and maintain open spaces for the community to recreate and connect	
	B1.3 Maintain and facilitate community infrastructure and urban heritage, including roads and buildings	Satisfaction levels with ease of movement throughout the Shire and within towns.  Satisfaction with roads, paths, and buildings
B2 Plan for the future	B2.1 Create liveable places through local area planning	Satisfaction levels with public spaces
	B2.2 Facilitate the release of land for diverse and inclusive housing options, industrial and commercial use	Percentage of land zoned for industrial and commercial use that has been developed

Services <i>Council's ongoing supporting services</i>	Partnering with
<p>Assets:</p> <ul style="list-style-type: none"> <li>• Asset management</li> <li>• Building maintenance</li> <li>• GIS and Mapping</li> <li>• Work Health and Safety</li> <li>• Airports and Aerodromes</li> </ul> <p>Development Services:</p> <ul style="list-style-type: none"> <li>• Statutory Planning</li> <li>• Planning</li> <li>• Statutory Building</li> <li>• Public Health</li> <li>• Landfill Management</li> <li>• Waste Collection and Recycling</li> <li>• Wastewater management</li> </ul> <p>Special Projects:</p> <ul style="list-style-type: none"> <li>• Capital Works and Projects</li> </ul>	<ul style="list-style-type: none"> <li>• Federal Government</li> <li>• State Government</li> <li>• Industry</li> </ul>

## KEY RESULT AREA 4: NATURAL ENVIRONMENT

***“Effectively manage and maintain its iconic Pilbara environmental assets and biodiversity by reducing ecological footprints and developing clean, green towns”***

Outcome: Valued iconic Pilbara environmental assets and biodiversity		
Objectives	Strategies	Measures
N1 Protect and sustain our natural resources	N1.1 Ensure efficient, effective and innovative waste services to reduce, reuse and recycle	% of waste diverted from landfill Waste recycled
	N1.2 Increase community awareness of appropriate water and energy use	Increase in use of renewable energy sources for Council facilities
N2 Preserve the unique local ecological biodiversity and ecosystems	N2.1 Conserve natural vegetation, green spaces and bushland	Geographical area of bushland and rehabilitated green space
	N2.2 Lobby for the protection of environmental assets and sites of indigenous significance	Creation of register of sites of indigenous significance

Services <i>Council's ongoing supporting services</i>	Partnering with
<p>Technical Services Operations – Newman</p> <ul style="list-style-type: none"> <li>Ancillary Transport Infrastructure</li> <li>Public Lighting</li> <li>Sealed Road Construction/ Upgrade and renewal</li> <li>Street Cleaning</li> <li>Traffic management and streetscapes</li> <li>Cemetery Management</li> <li>Parks and Gardens</li> <li>Playground management</li> <li>Public Amenities</li> <li>Sports Ground Maintenance</li> <li>Tree management</li> </ul> <p>Technical Services Operations – Rural – as above plus:</p> <ul style="list-style-type: none"> <li>Plant, Vehicle and Equipment Acquisition, Replacement and Disposal</li> <li>Rural Road Reserve Verge Maintenance</li> <li>Unsealed Road Construction Upgrade and Renewal</li> <li>Unsealed Road Maintenance</li> </ul> <p>Compliance and Ranger Services</p> <ul style="list-style-type: none"> <li>Animal Management</li> <li>Law, Order and Public Safety</li> <li>Emergency Management</li> </ul>	<ul style="list-style-type: none"> <li>Federal Government</li> <li>State Government</li> <li>Industry</li> <li>Community</li> </ul>

## KEY RESULT AREA 5: GOVERNANCE

***“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”***

Outcome: Demonstrated accountability and corporate governance		
Objectives	Strategies	Measures of Success
G1.1 Provide efficient, accountable and ethical governance	G1.1 Enhance governance capability to deliver sustainable outcomes roads and buildings	Community satisfaction with Shire’s future direction  Community satisfaction that Shire understands the community needs and prioritises appropriately  Asset and Financial Health Ratios
	G1.2 Strengthen customer service	Satisfaction with Shire’s responsiveness to queries and problems
	G1.3 Provide a great place to work	Staff satisfaction  Reduction in Lost Time Injury frequency rates
G2 Strong Shire identity and regional capacity	G2.1 Increase the Shire’s identity and profile through communication, partnerships and lobbying/ advocacy	Community satisfaction that there are opportunities to participate and be informed
	G2.2 Preserve, enhance and celebrate the Shire’s history and culture	Number of events that promote and support local history and culture

Services <i>Council’s ongoing supporting services</i>	Partnering with
<p>Corporate and Community Services Leadership:</p> <ul style="list-style-type: none"> <li>• Corporate and Community Services</li> <li>• Integrated Planning and Reporting</li> <li>• Risk Management</li> <li>• Finance</li> <li>• Corporate Governance</li> <li>• Information Communication and Technology</li> </ul> <p>Human Resource Management Administrative Services:</p> <ul style="list-style-type: none"> <li>• Records Management</li> <li>• Customer Service</li> <li>• Administration</li> <li>• Technical and Development Services</li> </ul> <p>Leadership Financial Services:</p> <ul style="list-style-type: none"> <li>• Finance</li> <li>• Rates and Valuations</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

## RESOURCING THE PLAN

### Our Financial Position

The Shire of East Pilbara maintains a high level of professional management of our budget and resources, achieving a balance budget over the years.

All strategies proposed within this plan will be financially evaluated prior to being implemented; ensuring resources are available to deliver the outcomes sought.

As part of the Integrated Strategic Planning Process, the Shire is also developing a Corporate Business Plan – which includes a long term financial plan, which will provide the community and council with a better understanding of the Shire's available resources and capacity to achieve the strategies in this plan.

RESOURCE PROFILE					
Revenue \$ Forecast in millions	2018/19	2019/20	2020/21	2021/22	2022/23
Rates	12.07	14.47	15.05	15.65	16.28
Other Revenue	19.33	26.49	27.50	28.55	29.64
Operating Grants, Subsidies & Contributions	4.95	6.13	6.29	6.44	6.61
Non-operating Grants, Subsidies & Contributions	4.70	6.50	6.66	6.83	7.00
Total Current Assets	37.61	26.32	30.89	35.97	41.47
Financial Ratios					
Operating Surplus Ratio (on own sourced Operating Revenue: Rates only)	0.6900	3.2600	3.2900	9.1600	11.7400
Operating Surplus Ratio (on total Operating Revenue)	-0.3391	1.0024	1.9400	2.8300	3.6400
Current Ratio	3.5020	0.9224	0.9739	0.9797	0.9787
Debt Service Coverage Ratio	4.6149	14.1794	16.8331	47.9749	76.9617
Asset Sustainability Ratio	0.5817	0.9487	0.9653	0.9825	1.0005
Asset Consumption Ratio	1.0785	0.6304	0.6608	0.6509	0.6847
Own Source Revenue Ratio	0.6917	0.8800	0.8898	0.8995	0.9085

## STRATEGIC RISK MANAGEMENT

The Shire seeks to manage risk carefully. Risk appetite is the amount of risk to which an organisation is prepared to be exposed to before it judges action to be necessary. Risk appetite will be defined using various terms describing the acceptable tolerances such as;

- No tolerance
- Low
- Moderate
- High

The Shire's overall risk appetite is 'risk prudent'. The Shire should accept the taking of calculated risks, the use of innovative approaches and the development of new opportunities to improve service delivery and achieve its objectives provided that the risks are properly identified, evaluated and managed to ensure that exposures are acceptable.

The following sections describe the Shires risk appetite over the main areas of consequence:

### People

Due to the nature and diversity of works completed by employees and contractors of the Shire, it is accepted that minor injuries may occur from time to time, however the Shire has a low appetite for these. Safe working practices are continually being refined and improved, and there is no tolerance for employees not following due process where their or others safety is at risk. The safety management system is designed to proactively identify and control workplace hazards and there is a low appetite for the non-effective use of this process. Where injuries (or near misses) do occur they must be reported as soon as practically possible so that appropriate welfare considerations can be implemented or investigations commenced to reduce the opportunity for reoccurrence.

There is also a low appetite for issues and incidents that may affect public safety. Routine inspections of public areas are designed to identify potential hazards, with mitigation works prioritised against the potential risk. Where the Shire is notified of potential hazards, these are similar prioritised and scheduled against any potential risk to public safety.

The Shire seeks opportunities to develop employees to increase individuals own skills and knowledge as well as provide for a multi skilled workforce. Whilst these opportunities are considered positive aspects, the Shire has no appetite for employees performing duties for which they are not suitably qualified. In all cases, direct supervision and oversight of activities and outcomes must be in place. Where formal qualifications are not required to perform certain duties, the Shire has a moderate appetite; however there is the expectation that training programs are in place with regular management reviews to ensure associated risks are mitigated.

### Financial

There is no appetite for activities that threaten the long-term financial stability of the Shire. It is recognised however that due to the geographical remoteness and dependencies on of the resources sector that at times there is a need to have a moderate appetite for discrete activities that may provide additional income streams or enhance economic diversity. Opportunities of this nature are expected to be carefully considered with appropriate controls implemented.

The Shire's Investment Policy stipulates the appetite for investment risk, and this is in line with Local Government requirements. Investments are currently in cash based instruments which reflect that the Shire has no appetite for investment based risks with 'public' funds.

Due to nature of large projects the Shire has a moderate appetite for cost and time overruns. This is supported by internal procedures ensuring that variances of 10% or more must be reported to Council with justifications and remedial action taken / to be taken for acceptance.

### Service Delivery

Due to the Shire's reliance on Airport Services, the Shire has no appetite for disruption events that are within their span of control. This is relaxed to a low appetite for the delivery of core services, and further relaxed to a moderate appetite for other supplementary services. Contingency planning must be maintained for the Airport and specific core activities that provide for public health (e.g. Waste management).

The Shire has a moderate appetite for the risks associated with identifying and implementing service based efficiencies; conditional on changes having the ability to be reversed with limited impact in the case of failure.

There is a low appetite for IT disruptions and the Shire's IT infrastructure must be secure, routinely maintained and systems kept up to date with the support of IT Vendors where appropriate. Data back-ups must be maintained off-site and recovery plans in place and tested on a regular basis.

### Environment

The Shire has no appetite for the creation of new contaminated sites, activities that may lead to new sites or the ineffective management of existing sites. Appropriate management plans in conjunction with regulatory authorities (e.g. ERA / DER / DoH / DEC) must be maintained. Where new sites (including potential) are identified, the Shire will engage the relevant regulatory authority at the earliest opportunity to assist in the development of management arrangements in addition to investigating potential remedial (including litigation) options against responsible parties.

As the Shire is promoting ecologically sustainable development there is a moderate appetite for these activities. Consequences may be financial or reputational however the Shire is prepared to accept these risks if the conditional developmental studies are sound and are based on acceptable practices or feasibility studies.

### Reputational

The Shire has no appetite for the provision of inaccurate qualified advice by employees.

The Shire also has no appetite for theft, fraud or any misconduct based activities by Councillors, employees or external parties. In all cases, the actions will result in disciplinary procedures and / or the involvement of police or other relevant agencies.

The Shire has a moderate appetite for reputational risks that may result in complaints from the community, specifically around expectations regarding the maintenance or provision of facilities.

### Compliance

The Shire is subject to a number of statutory and regulatory obligations and is reliant on individual systems to maintain compliance and awareness. Therefore the Shire must accept a low appetite for minor breaches from time to time. The Shire has no appetite however for major breaches, activities that may result in successful litigation against the Shire or the non-reporting of breaches to appropriate authorities once they are recognised.

*"The sign on my gate says 'Nowhere Else'...I mean it."*

**NOTES**



#### 9.2.4 AUDIT COMMITTEE 23<sup>RD</sup> NOVEMBER 2018

Attachments:	Appendix 1 – Audit Committee Minutes 23 <sup>rd</sup> November 2018
Responsible Officer:	Ms Sian Appleton Executive Manager Corporate Services
Author:	Ms Sian Appleton Executive Manager Corporate Services
Proposed Meeting Date:	23 November 2018
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	Nil

---

#### REPORT PURPOSE

For Council to consider the recommendations from the Audit Committee and note the minutes from the 23<sup>rd</sup> November 2018 Audit Committee Meeting.

#### BACKGROUND

An Audit Committee meeting was held on the 23<sup>rd</sup> November 2018, and the minutes of that meeting are **attached** (*Appendix 1 refers*).

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.”

#### COMMENTS/OPTIONS/DISCUSSIONS

There was only one agenda item on the Audit Committee agenda and that was the 2017/18 Annual Financial Statements.

The Council’s auditor, Wen Shein Chai from Moore Stephens, attended the Audit Committee and presented findings from the 2017/18 Annual Financial Audit.

Major findings are highlighted in the attached Audit Committee minutes (*Appendix 1 refers*).

#### STATUTORY IMPLICATIONS/REQUIREMENTS

*Local Government Act 1995*

Part 7            Audit

Division 1A    Audit Committee

s.7.1A           Audit Committee

**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
  - 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**

Legislative - Medium.

**FINANCIAL IMPLICATIONS**

No financial resource impact.

**VOTING REQUIREMENTS**

Absolute.

**OFFICER'S RECOMMENDATION**

**THAT Council consider and adopt the following recommendations as presented by the Audit Committee.**

**AUDIT COMMITTEE RECOMMENDATION 1:**

**THAT Council review the Audit Management Report as presented and receive the management Report for the Year Ended 30 June 2018.**

**AUDIT COMMITTEE RECOMMENDATION 2:**

**THAT Council accept the Audit Annual Financial Statements for the year ending 30 June 2018 as presented.**

**Appendix 1**  
**Audit Committee Minutes – 23<sup>rd</sup> November 2018**

**To be distributed on 23 November 2018**

**9.3 EXECUTIVE MANAGER COMMERCIAL SERVICES**

**9.4 EXECUTIVE MANAGER CUSTOMER & COMMUNITY SERVICES**

**9.4.1 COMMUNITY ASSISTANCE GRANT 3 2018**

<b>Attachments:</b>	<b>Appendix 1 – Grants Calculations</b>
<b>Responsible Officer:</b>	<b>Ms Sian Appleton Acting Executive Manager Customer &amp; Community Services</b>
<b>Author:</b>	<b>Mrs Danielle Airtton Coordinator Community Wellbeing</b>
<b>Proposed Meeting Date:</b>	<b>23 November 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>

---

**REPORT PURPOSE**

For Council to consider and make a decision on a Community Assistance Grant Three (3) funding application which was not processed during Round 1 of the 2018/2019 financial year due to an administration oversight.

**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.

Applications for the Community Assistance Grant Number 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.

Due to an administration oversight within the Shire, an electronic submission of a Community Assistance Grant 3 application was not received by the Community Wellbeing team. Subsequently this application was not processed with the other eligible 2018/2019 Round 1 applications, which went to the August 2018 Council meeting. The application was originally submitted by the applicant in the correct time frame, being 31 July 2018.

## COMMENTS/OPTIONS/DISCUSSIONS

Earlier this year Relationships Australia (WA) successfully ran a Women's Empowerment program. This program was supported by the Shire through a cash contribution of \$1,000 via the Community Assistance Grant 2 program. Relationships Australia is now seeking further support to continue and grow the program. A summary of the application is as follows:

<b>Name of organisation</b>	Relationships Australia Western Australia Incorporated			
<b>Activity the organisation is seeking funding for</b>	Newman Women's Empowerment Project (NWEPP)			
<b>Funding Details</b>	<b>Amount Requested</b>	<b>Total Budget</b>		
	<b>\$ 4,300.00</b> – amended from original application	<b>\$ 11,000.00</b> – amended from original application		
<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>	\$ 2500 – FMG - Funding Unconfirmed			
<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>	Yes. CAG 2 – 2018 - \$1000			
<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 type="checkbox"/>	<b>Organisations involved in cultural development within the Shire of East Pilbara</b>			
<input checked="" type="checkbox"/>	<b>Is the applicant registered for GST - Yes</b>			

<b>Description and purpose of grant</b>	The grant will assist Relationships Australia with the ongoing delivery of the Newman Women's Empowerment Project (NWEPP). NWEPP aims to bring women and particularly Aboriginal women together into a safe environment to learn vital skills.
<b>Target group of project outcome</b>	Expecting approximately 50 Aboriginal women including family members.
<b>Benefit to East Pilbara Community</b>	To program is designed to upskill Aboriginal women located in the Shire of East Pilbara with leadership development training, build self-confidence and develop self-worth. The program also gives women the opportunity to participate in WorkPac to obtain employment.
<b>Acknowledgement of SOEP</b>	Shire logo on their banner, marketing material, volunteer's shirts and word of mouth.

The overall Community Assistance Grant budget for 2018/19 is \$45,000. 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 total amount approved in Round 1 of the 2018/2019 financial year at the August 2018 Council meeting was \$28,758.15. This was \$11,258.15 more than the allocation for the round.

This left a shortfall for Round 2 of the Community Assistance Grant 3 which opens 1 January 2019, and subsequent Grant 1 and 2 programs, for the rest of 2018/2019. Accordingly, Council decided that during budget review for 2018/2019 an additional allocation would be considered to top up funding for the Community Assistance Grant program for the rest of the financial year.

## **STATUTORY IMPLICATIONS/REQUIREMENTS**

Nil

## **POLICY IMPLICATIONS**

### **6.6 COMMUNITY ASSISTANCE GRANTS**

## **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.

#### **2.4 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
- 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

#### **RISK MANAGEMENT CONSIDERATIONS**

If the Council choose not to endorse the Community Assistance Grant the Shire may be subject to some reputational risk within the Community.

#### **FINANCIAL IMPLICATIONS**

Resource requirements are currently in accordance with existing budgetary allocation. However, to meet the original intended allocation for Round 2 of the Community Assistance Grant 3 an additional budget allocation of up to \$15,558.15 will need to be considered. This figure includes the over spend for Round 1 and the additional \$4,300 being requested by Relationships Australia (WA).

#### **VOTING REQUIREMENTS**

Simple.

#### **OFFICER'S RECOMMENDATION**

1. **THAT Council approves the Community Assistance Grant application for Relationship Australia (WA) for a cash contribution of \$4,300 for the Newman Women's Empowerment program.**

## **Appendix 1 Grants Calculations**

Grant Budget - CAG 3 - Relationships Australia - Newman Women's Empowerment Project

Detail	Cash or In-kind	Total
<b>Contributions</b>		
Shire of East Pilbara Grant	Cash	\$ 4,300.00
Relationships Australia	Cash	\$ 540.00
Relationships Australia	In Kind	\$ 6,160.00
<b>TOTAL INCOME</b>		<b>\$ 11,000.00</b>
<b>Expenditure</b>		
<b>Shire Contributions</b>		
Catering (\$100 per workshop x 20)	Cash	\$ 2,000.00
Incidentals and contingencies	Cash	\$ 1,000.00
Venue Hire (\$30 per session x 20)	Cash	\$ 600.00
Guest Speakers (including stress relief oil and lip balm)	Cash	\$ 500.00
Fuel contribution - to pick up and drop off attendees to workshops	Cash	\$ 200.00
<b>Sub Total - Shire Contributions</b>		<b>\$ 4,300.00</b>
<b>Relationships Australia Contributions</b>		
Marketing support	In Kind	\$ 1,660.00
Administration support	In Kind	\$ 500.00
Telephone and internet	Cash	\$ 540.00
Volunteer hours (in-kind worker and management) (\$25 x 160 hours - 20 days for 2 people)	In Kind	\$ 4,000.00
<b>Sub Total - Relationships Australia Contributions</b>		<b>\$ 6,700.00</b>
<b>TOTAL EXPENDITURE</b>		<b>\$ 11,000.00</b>

Note: total income should equal total expenditure

**9.5 EXECUTIVE MANAGER INFRASTRUCTURE SERVICES**

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

**10.1 BUDGET REVIEW - SHADE SAILS OVER THE NEWMAN SKATE PARK**

**Elected Member:** Cr Anita Grace  
Councillor

**Author:** Mrs Kylie Bergmann  
Coordinator Governance

**Proposed Meeting Date:** 23 November 2018

**Location/Address:** N/A

**Name of Applicant:** N/A

**Author Disclosure of Interest:** Nil

---

**REPORT PURPOSE**

That Council consider allocating funds at budget review for the 2018/19 financial year to install shade sails over the Newman Skate Park.

**BACKGROUND**

Cr. Anita Grace has been approached by members of the public requesting that Council install shade sails over the Newman Skate Park due to the high temperatures experienced in summer and how hot the surface of the skate park gets.

**COMMENTS/OPTIONS/DISCUSSIONS**

Council can choose to:

1. Approve the request as is;
2. Request further information/quotes;
3. Amend the request; or
4. Decline the request.

**STATUTORY IMPLICATIONS/REQUIREMENTS**

*Local Government Act 1995*

**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.*

**POLICY IMPLICATIONS**

Nil.

---

**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 connection, and have access to relevant and affordable community services and well-managed community infrastructure.

**2.4 Diverse and inclusive communities**

**RISK MANAGEMENT CONSIDERATIONS**

**FINANCIAL IMPLICATIONS**

No funds currently allocated for this project. It will need to be considered as part of budget review.

**VOTING REQUIREMENTS**

Absolute.

**MEMBER'S RECOMMENDATION**

**THAT Council allocate funds at budget review for the 2018/19 financial year to install shade sails over the Newman Skate Park.**

---

**10.2 AMENDMENT TO COUNCIL RESOLUTION 201819/62 ART AT THE HEART II PROPOSAL**

**Elected Member:** Cr Anita Grace  
**Councillor**

**Author:** Mrs Kylie Bergmann  
**Coordinator Governance**

**Proposed Meeting Date:** 23 November 2018

**Location/Address:** N/A

**Name of Applicant:** N/A

**Author Disclosure of Interest:** Nil

---

**REPORT PURPOSE**

That Council consider amending Council Resolution 201819/62 on 26<sup>th</sup> October 2018 (Item No: 9.4.1 – Proposal for Art at the Heart II – A Four Year Artist in Residence Program 2018/19 – 2022/23), to include an additional point to the resolution that the program engages with school aged children by the Artist taking a workshop to each of the three schools in Newman.

**BACKGROUND**

At the Ordinary Council Meeting on 26 October 2018, Council resolved to:

*“THAT Council allocate budget expenditure of up to \$400,000 for the Art at the Heart II four-year artist in residence program, as follows:*

2019/20	\$100,000
2020/21	\$100,000
2021/22	\$100,000
2022/23	\$100,000
TOTAL	<u>\$400,000</u>

Following the Council Meeting, Councillor Grace suggested that the Art at the Heart Program should engage with our schools and that workshops be conducted at the three schools in Newman. Previously, a workshop has been held during school hours. Therefore, school aged children were unable to attend unless they missed school. Cr. Grace believes that we should not be encouraging children to miss school. Therefore, she has suggested that the Artist in residence take a workshop to each of the three schools in Newman to engage with the school aged children.

Councillor Grace has requested that the resolution of 26 October 2018 be amended to reflect this.

**COMMENTS/OPTIONS/DISCUSSIONS**

Council can choose to:

1. Accept the amendment, as suggested by Councillor Grace;

2. Suggest an alternative amendment; or
3. Reject the amendment.

**STATUTORY IMPLICATIONS/REQUIREMENTS**

Nil.

**POLICY IMPLICATIONS**

Nil.

**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**

Nil.

**FINANCIAL IMPLICATIONS**

No additional financial resource impact.

**VOTING REQUIREMENTS**

Simple.

**MEMBER'S RECOMMENDATION**

**THAT Council amend Council resolution 201819/62 (Item No: 9.4.1 – Proposal for Art at the Heart II – A Four Year Artist in Residence Program 2018/19 – 2022/23) , made at the Ordinary Council Meeting on 26 October 2018, as follows:**

**That the Art at the Heart Program II engage with school aged children by the Artist in residence taking a workshop to each of the three schools in Newman.**

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

**12 CONFIDENTIAL MATTERS BEHIND CLOSED DOORS**

**12.1 CHIEF EXECUTIVE OFFICER**

**12.1.1 ACQUISITION OF LOT 1412 (16) HILDITCH AVENUE, NEWMAN WA 6753**

**File Ref:** A404750  
**Responsible Officer:** Mr Jeremy Edwards  
Chief Executive Officer  
**Author:** Mrs Kylie Bergmann  
Coordinator Governance  
**Proposed Meeting Date:** 26 October 2018

---

**PURPOSE**

For Council to consider making an offer to purchase Lot 1412 (16) Hilditch Avenue, Newman WA 6753.

**OFFICER'S RECOMMENDATION**

That in accordance with Section 5.23 (2) of the *Local Government Act 1995* the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

(h) Such other matters as may be prescribed.

And Regulation 4A of the *Local Government (Administration) Regulations 1996* which states as follows:

*The determination by the local government of a price for the sale or purchase of property by the local government, and the discussion of such a matter, are matters prescribed for the purposes of section 5.23(2)(h).*

**12.2 EXECUTIVE MANAGER CORPORATE SERVICES**

**12.2.1 DOUBTFUL DEBT PROVISION**

**Responsible Officer:** Ms Sian Appleton  
Executive Manager Corporate Services

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

**Proposed Meeting Date:** 23 November 2018

---

**PURPOSE**

To seek council approval to include the amount of \$717,852.24 in the Rates Bad/Doubtful Debt provision.

**OFFICER'S RECOMMENDATION**

That in accordance with Section 5.23 (2) of the *Local Government Act 1995* the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

- (b) The personal affairs of any person.

**12.3 EXECUTIVE MANAGER COMMERCIAL SERVICES**

**12.3.1 AWARD OF RFT 08-2018/19 CAPITAL IMPROVEMENTS / REPLACEMENT WORKS PROGRAM 18/19**

**File Ref:** LEG-13-8-08  
**Responsible Officer:** Mr Ben Lewis  
Executive Manager Commercial Services  
**Author:** Mr Ben Lewis  
Executive Manager Commercial Services  
**Proposed Meeting Date:** 23 November 2018

---

**PURPOSE**

For Council to award tender RFT 08-2018/19 for the capital improvement and replacement works programme for 18/19 to Council's residential housing stock, and to seek approval for the Chief Executive Officer to apply the Common Seal of the Shire of East Pilbara to the contract of the successful Contractor.

**OFFICER'S RECOMMENDATION**

That in accordance with Section 5.23 (2) of the *Local Government Act 1995* the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

- (c) A contract entered into or which may be entered into by the Local Government and relates to matters to be discussed at the meeting.

**12.4 EXECUTIVE MANAGER INFRASTRUCTURE SERVICES**

**12.4.1 TENDER RFT 07-2018/19 - PROVISION OF CHLORINATION PLANT  
SERVICING**

**Responsible Officer:** Mr Ben Lewis  
Acting Executive Manager Infrastructure  
Services

**Author:** Mr Bhavesh Modi  
Manager Technical Services - Newman

**Proposed Meeting Date:** 23 November 2018

---

**REPORT PURPOSE**

For Council to consider tenders for the provision of Chlorination Plant, pumps and associated Equipment servicing contractor for various sites in Newman, and including Marble Bar swimming pool site, twice a year, 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.

**OFFICER'S RECOMMENDATION**

That in accordance with Section 5.23 (2) of the *Local Government Act 1995* the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

- (c) A contract entered into or which may be entered into by the Local Government and relates to matters to be discussed at the meeting.

**13 DATE OF NEXT MEETING**

14 December 2018

**14 CLOSURE**