

Unconfirmed copy of Minutes of
Meeting held on 23 October 2020
subject to confirmation at meeting to
be held on 20th November 2020



EAST PILBARA SHIRE COUNCIL

MINUTES

ORDINARY COUNCIL MEETING

NOTICE IS HEREBY GIVEN that an
ORDINARY Meeting of the Council was held,
in Council Chambers, Newman,
12:30PM, FRIDAY, 23 OCTOBER 2020.

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

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 12:40pm.

The Shire President acknowledges the traditional custodians throughout our region on whose land we are meeting today, and pays her respects to Elders past, present and emerging.

2 RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE

2.1 ATTENDANCES

Councillors

Cr Lynette Craigie OAM	Shire President
Cr Geraldine Parsons	Deputy Shire President
Cr Anthony Middleton	Councillor
Cr Anita Grace	Councillor
Cr Adrienne Mortimer	Councillor
Cr Langtree Coppin OAM	Councillor
Cr Holly Pleming	Councillor
Cr Karen Lockyer	Councillor
Cr Stacey Smith	Councillor – <i>Arrived at 1:45pm</i>

Officers

Mr Jeremy Edwards	Chief Executive Officer
Mr Ben Lewis	Executive Manager Commercial Services
Ms Lisa Clack	Executive Manager Customer & Community Services
Mr Raees Rasool	Executive Manager Infrastructure Services
Mrs Lisa Davis	Acting Executive Manager Corporate Services
Mrs Kylie Bergmann	Coordinator Governance
Ms Kristen Milne	Governance Administration Officer

Public Gallery

2.2 APOLOGIES

Councillor Apologies

Cr Dean Hatwell

Absent

Cr Carol Williams Councillor

Officer Apologies

2.3 LEAVE OF ABSENCE

3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

3.1 MRS ANN COPPIN – 18/10/2020

At the Council Meeting on 18th September 2020, Mrs Ann Coppin asked the following question which was taken on notice. A response is provided below.

Mrs Coppin commented re. the lack of signage around our district. E.g. signage to Corunna Downs airstrip is inadequate. Can we have a look at the historic/tourist sites?

A series of tourist/historic signs have been ordered by Shire Officers and will be installed in the coming weeks. Sample signage has been forwarded to Mrs Coppin and included within this month's Information Bulletin for Councillors to note.

3.2 MRS ANN COPPIN – 18/10/2020

At the Council Meeting on 18th September 2020, Mrs Ann Coppin asked the administration to write to the Department of Housing regarding the vacant/condemned housing in Marble Bar.

A response has been received from the Department of Housing and provided to Mrs Coppin.

3.3 CR DEAN HATWELL – 28/08/2020

At the Council Meeting on 28th August 2020, Councillor Hatwell asked the following question which was taken on notice.

I have been asked about dialysis in Marble Bar as there are a number of residents that would like to return to Marble Bar but are unable to because of lack of dialysis. I know it is beyond our control but there is talk of a home machine coming so can the Shire chase this up and advocate on behalf of the residents?

A request was sent to Western Australian Country Health Service on Monday 7th September 2020. A response was received on 9th October 2020, which is provided below:

Good morning Jeremy

I apologise for the delay in response to your question.

I am finally finding my feet in the job and who is who in WACHS Pilbara.

Dialysis in the Pilbara is currently available to Marble Bar residents in Port Hedland at the Regional Resource Centre. This is the only stand-alone Dialysis Unit in the Pilbara.

The service provided in Port Hedland is adequate to meet the current demand for Dialysis in the Pilbara.

WACHS Pilbara has a strong focus on the prevention of Renal disease and through prevention strategies aims to minimise the growth in demand for Dialysis services.

Kind regards

4 PUBLIC QUESTION TIME

5 PETITIONS/DEPUTATIONS/PRESENTATIONS

5.1 PETITION – SAFETY MEASURES ON NEWMAN DRIVE

A petition has been received from Mrs Alira Tanner requesting that safety measures be put in place on Newman Drive (near the shopping centre) to keep our kids safe when crossing the road. Either by having a traffic warden, cross walk with lights and/or speed reduction on Newman Drive.

A copy of the petition is attached at ***Appendix 1***.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/52

MOVED: Cr Geraldine Parsons

SECONDED: Cr Holly Pleming

THAT Council accept the petition and ask that officers investigate options and provide a report to Council at the Ordinary Council Meeting in November 2020.

CARRIED UNANIMOUSLY

To be actioned by Mr Raees Rasool, Executive Manager Infrastructure Services

Appendix 1

Petition – Safety on Newman Drive



PETITION INFORMATION SHEET

What is a Petition?

Petitions inform the Council, in a public way, of the views of the community, and they serve as a way of placing community concerns before Council.

Any elector of the Shire of East Pilbara, or group of electors, may petition the Council to take some form of action over a particular issue. For example, petitions may ask the Council to change an existing Policy, Local Law or recent decision, or for the Council to take action for a certain purpose or for the benefit of particular persons.

Petition Requirements

Clause 6.1 of the Shire of East Pilbara's Meeting Procedures Local Law 2019 sets out a number of requirements governing the format and presentation of petitions. These are designed to ensure the authenticity and integrity of petitions.

To be presented to Council, a Petition must: -

- Be addressed to the President;
- Be made by electors of the district;
- State the request on each page of the petition;
- Contain the name, address and signature of each elector making the request, and the date each elector signed;
- Contain a summary of the reasons for the request; and
- State the name of the person to whom, and an address at which, notice to the petitioners, can be given.

Who can start or sign a Petition?

Anyone can sign a petition however, only those who are Shire of East Pilbara electors will be recorded in the official signature count.

NB: An elector is a person who owns or occupies rateable property within the Shire of East Pilbara and is eligible to vote in Local Government and State Elections.

All the signatures on a petition must meet the following requirements: -

- Every signature must be written on a page bearing the terms of the petition, or the action requested by the petition (see attached Petition Form).
- Signatures must not be copied, pasted or transferred onto the petition.
- Each signature must be made by the person signing in his or her own name.

SHIRE OF EAST PILBARA PETITION

How can I get the Petition presented?

A petition can only be presented to Council at an Ordinary Council Meeting by the Shire President, Chief Executive Officer, or a Councillor. This can be any Shire of East Pilbara Councillor, and does not have to be a Councillor from a particular ward.

The person initiating the petition is to forward it to the Chief Executive Officer or a Councillor prior to the commencement of the Ordinary Council Meeting at which they would like the petition presented.

Details of dates, times and the location of Ordinary Council Meetings can be obtained by phoning the Shire of East Pilbara office on (08) 9175 8000 or the Shire's website www.eastpilbara.wa.gov.au

What happens in a Council Meeting?

One of the first items of business at a Council Meeting is to receive any petitions that have been presented. The Chief Executive Officer or Councillor presenting the petition will read out a summary of the reasons for the petition being submitted and the amount of signatures contained within the petition.

What happens after a Petition has been presented?

Every petition presented will be referred to the directorate responsible for the matter which is the subject of the petition. An assigned staff member from that directorate will inform the petition initiator of the action proposed in dealing with the petition. This may involve having to prepare a detailed report for consideration during a future Council Meeting.

Additional Information

For further information regarding petitions, please contact the Shire's Governance Team on (08) 9175 8000 or by sending an email to cg@eastpilbara.wa.gov.au

SHIRE OF EAST PILBARA PETITION

To the Shire President and Councillors of the Shire of East Pilbara.

Correspondence in respect of this petition should be addressed to: –

Name: Mrs Alira Tanner
Address: 24 Wilara Street, Newman WA 6753
Email: alira.mathew@gmail.com
Phone: 0402 568 657

We, the undersigned, do respectfully request that: –

1. Safety measures be put in place on Newman Drive (near the shopping centre), to keep our kids safe crossing the road. Either by having a traffic warden, cross walk with lights and/or speed reduction on Newman Drive.

The names and addresses of the petitioners are as follows: -

See pdf file attached.

change.org

Recipient: main roads, Shire of East Pilbara, BHP

Letter: Greetings,
Newman Drive Crosswalk/Speed Limit

Signatures

Name	Location	Date
Alira Chester	Australia	2020-09-20
Sarah White	Sydney, Australia	2020-09-20
✓ Beth Mallyon	Newman, Australia	2020-09-20
✓ Jo McGowan	Perth, Australia	2020-09-20
Makenzy Russell	Newman, Australia	2020-09-20
Brayden Williams	Newman, Australia	2020-09-20
Anadia Pack	Sydney, Australia	2020-09-20
Kelly Watson	Newman, Australia	2020-09-20
✓ Jasmine Melhuish	Newman, Australia	2020-09-20
Barry Tanner	Perth, Australia	2020-09-20
Emily Abbott	Perth, Australia	2020-09-20
Beverley Tanner	Perth, Australia	2020-09-20
✓ Cassie Barton	Newman, Australia	2020-09-20
Katie Brogden	Newman, Australia	2020-09-20
✓ Jade Offer-Mamid	Australia	2020-09-20
✓ Sarah Stampfli	Australia	2020-09-20
Michael Adidi	Perth, Australia	2020-09-20
✓ Dayna Jacobs	Australia	2020-09-20
✓ Lulu Manu	Newman, Australia	2020-09-20
✓ Haylee Guiver	Australia	2020-09-20

	Name	Location	Date
✓	Aimee Bell	Newman, Australia	2020-09-20
	Jess Tiraa	Newman, Australia	2020-09-20
✓	Andrew Rasmussen	Perth, Australia	2020-09-20
	Diana Larter	Australia	2020-09-20
	Brendan Egan	Australia	2020-09-20
	Kevin Ormond	Newman, Australia	2020-09-20
✓	Tahlia Willis	Australia	2020-09-20
✓	erica melhuish	newman, Australia	2020-09-20
	Sandra greco	Australia	2020-09-20
✓	Sue White	Newman, Australia	2020-09-20
✓	Michael Champion	Newman, Australia	2020-09-20
	scarlett anderson	Melbourne, Australia	2020-09-20
✓	Jovanni Sapatose	Newman, Australia	2020-09-20
	Sophia Prince	Newcastle, Australia	2020-09-20
	Deidre Miranda	Shoalhaven Heads, Australia	2020-09-20
	Sana Mohammadi	Sunshine Coast, Australia	2020-09-20
✓	Tim Zito	Newman, Australia	2020-09-20
	Madeeha Khan	Brisbane, Australia	2020-09-20
✓	Yolette Inskip	Kalamunda, Australia	2020-09-20
✓	Emma Van Der Wiele	Perth, Australia	2020-09-20
✓	Amanda Kyngdon	Australia	2020-09-20
	Nanda Teddy	Newman, Australia	2020-09-20

Name	Location	Date
Denise Tamati	wellington, Australia	2020-09-20
✓ Cassandra Malupi	Newman, Australia	2020-09-20
✓ Leanne Bain	Newman, Australia	2020-09-20
✓ Sally Bayley	Newman, Australia	2020-09-20
✓ Raana Jacqueline Munro	Newman, Australia	2020-09-20
✓ Hayley Mews	Newman, Australia	2020-09-20
Lisa Brosnan	Newman, Australia	2020-09-20
S Munday	Newman, Australia	2020-09-20
Lucy-Anne Tokona	Newman, Australia	2020-09-20
✓ therese doughyty	Australia	2020-09-20
Denise Humphris	Newman, Australia	2020-09-20
✓ Greg Wallace	Newman, Australia	2020-09-20
Deeyana Feldman	Newman, Australia	2020-09-20
✓ Lisa Mitchell	Newman, Australia	2020-09-20
✓ Jasmine Edwards	Newman, Australia	2020-09-20
✓ JULIE TRACEY	Newman, Australia	2020-09-20
Skye Louise	Australia	2020-09-20
✓ Emma Stock	Newman, Australia	2020-09-20
Holly Roberts	Australia	2020-09-20
Maria Cournane	Busselton, Australia	2020-09-20
✓ Kate Short	Newman, Australia	2020-09-20
✓ Monica malone	Newman, Australia	2020-09-20

Name	Location	Date
leonee stevenson	Australia	2020-09-20
Casey Atkin	Newman, Australia	2020-09-20
✓ Deborah Barry	Australia	2020-09-20
Janet Singleton	Newman, Australia	2020-09-20
Karen Coleman	Perth, Australia	2020-09-20
✓ khaila ricks	Australia	2020-09-20
✓ Mila Cross	Newman, Australia	2020-09-20
✓ Ira Smith	Perth, Australia	2020-09-20
✓ Peter Bowler	Newman, Australia	2020-09-20
✓ Tameka Simmons	Newman, Australia	2020-09-20
✓ Christine Murtagh	Perth, Australia	2020-09-20
Emma Smith	Townsville, Australia	2020-09-20
✓ Juanita Morrison	Newman, Australia	2020-09-20
✓ Sammi Ryder	Newman, Australia	2020-09-20
✓ Amy doyle	Australia	2020-09-20
✓ Jodi Quince	Newman, Australia	2020-09-20
✓ Claire Moir	Perth, Australia	2020-09-20
✓ Alicia Truesdale	Newman, Australia	2020-09-20
Kate mcardle	Perth, Australia	2020-09-20
Jess Nalder	Newman, Australia	2020-09-20
Nicola Lake	Newman, Australia	2020-09-20
Brenda Garden	Yinnar south, Australia	2020-09-20

Name	Location	Date
✓ Rebecca Websdale	Perth, Australia	2020-09-20
✓ Rachel Simmons	Newman, Australia	2020-09-20
✓ Reagan Spencer	Perth, Australia	2020-09-20
✓ Daniel le Roux	Newman, Australia	2020-09-20
James Doo	Melbourne, Australia	2020-09-20
✓ Ashleigh Vann	Newman, Australia	2020-09-20
Jarred Stenfors	Spearwood, Australia	2020-09-20
kaycee gowans	Australia	2020-09-20
daniel Levesque	Newman, Australia	2020-09-20
Jessica Mendham	Canberra, Australia	2020-09-20
Mr Bear	Erskine Park, Australia	2020-09-20
bruna Vds	South Yarra, Australia	2020-09-20
✓ Virginia McMaster	Perth, Australia	2020-09-20
Chantelle Crawley	Newman, Australia	2020-09-20
Holly Cook	Perth, Australia	2020-09-20
Katrina Carey	Newman, Australia	2020-09-20
Alysha Brown	Newman, Australia	2020-09-20
✓ Courtney Andrews	Newman, Australia	2020-09-20
Brooke Rush	Perth, Australia	2020-09-20
✓ Courtney Meier	Meadow Springs, Australia	2020-09-21
jasmine wirth	Australia	2020-09-21
✓ Sharnee Weir	Australia	2020-09-21

Name	Location	Date
✓ Jane Langley	Newman, Australia	2020-09-21
✓ Kandyse Webley	Newman, Australia	2020-09-21
✓ Suzy Oldham	Newman, Australia	2020-09-21
Alese Morrison	Perth, Australia	2020-09-21
✓ Aaron Lewis	Australia	2020-09-21
Christina Dickie	Perth, Australia	2020-09-21
✓ Anna Christou	Newman, Australia	2020-09-21
✓ Chrissy Stewart	Newman, Australia	2020-09-21
✓ Kate Berry	Newman, Australia	2020-09-21
✓ Brooke Prescott	Australia	2020-09-21
✓ Russell Chappelow	Newman, Australia	2020-09-21
✓ Shailee Kroeber	Australia	2020-09-21
Katrina Councillor	Newman, Australia	2020-09-21
✓ Kathy Harris	Perth, Australia	2020-09-21
✓ Roma Fulton	Newman, Australia	2020-09-21
✓ Dennis Cooley	Australia	2020-09-21
✓ Georgie morrison	Australia	2020-09-21
Cassandra Guyatt	Brisbane, Australia	2020-09-21
✓ Danielle Du Plessis	Australia	2020-09-21
✓ Nicole Kent	Australia	2020-09-21
Dorothy Malupi	Newman, Australia	2020-09-21
✓ Amy Castelli	Newman, Australia	2020-09-21

Name	Location	Date
Zoe Hawkins	Australia	2020-09-21
Daniel hawkins	Newman, Australia	2020-09-21
Samantha Johnson	Windaroo, Australia	2020-09-21
✓ Emily Cleaver	Newman, Australia	2020-09-21
Tania Brenzi	Australia	2020-09-21
✓ Genevieve Newman	Newman, Australia	2020-09-21
Mark Briggs	Australia	2020-09-21
Kevin Mitchell	Newman, Australia	2020-09-21
✓ Linda Turner	Australia	2020-09-21
Taren Ormesher	Brisbane, Australia	2020-09-21
✓ Travis Dowdeswell	Perth, Australia	2020-09-21
Briar Mcqueen	Newman, Australia	2020-09-21
✓ Deborah Whiting	Newman, Australia	2020-09-21
✓ Kayla Burrow	Perth, Australia	2020-09-21
✓ Cathleen Covich	Australia	2020-09-21
Rebecca Bloem	Newman, Australia	2020-09-21
Shandi Blechynden	Eaton, Australia	2020-09-21
Casey Dwyer	Australia	2020-09-21
Sara Lee	Newman, Australia	2020-09-21
✓ Helen Russell	Newman, Australia	2020-09-21
✓ Brooke Dobson	Newman, Australia	2020-09-21
✓ Rebecca Heyworth	Newman, Australia	2020-09-21

Name	Location	Date
Aneka Rurehe	Australia	2020-09-21
✓ Melissa parr	Newman, Australia	2020-09-21
Kelly Hall	Newman, Australia	2020-09-21
✓ Tina Paewhenua	Australia	2020-09-21
Shane Beard	Nambeelup, Australia	2020-09-21
✓ Ben Murphy	Newman, Australia	2020-09-21
Ann Barton	Mandurah, Australia	2020-09-21
✓ Debbie Moon	Australia	2020-09-21
Jess Church	Baldivis, Australia	2020-09-21
Rachel Jerry	Newman, Australia	2020-09-21
jen wallace	Australia	2020-09-21
Abbi Hunnam	Abbotsford, Australia	2020-09-21
Nat O	Brisbane, Australia	2020-09-21
✓ Craig Millar	Perth, Australia	2020-09-21
Elesha Weston	Australia	2020-09-21
✓ Andrew Dobson	Newman, Australia	2020-09-21
Carmel Dwyer	Wagga Wagga NSW, Australia	2020-09-21
✓ Natalie Commons	Bunbury, Australia	2020-09-21
Dianne De San Miguel	Australia	2020-09-21
✓ Jaye Atkins	Newman, Australia	2020-09-21
Lyndall cochrane	Australia	2020-09-21
Amelia Eckersley	Northcote, Australia	2020-09-21

Name	Location	Date
James Henry	Glen Waverley, Australia	2020-09-21
Vee Hassack	Perth, Australia	2020-09-21
David Grajfoner	Capel Sound., Australia	2020-09-21
Jenny Popovska	Coburg, Australia	2020-09-21
✓ Cristina Napili	Newman, Australia	2020-09-21
Chelsea O'Neill	Condah, Australia	2020-09-21
Alannah Vivian	Melbourne, Australia	2020-09-21
Hala Radwan	Bankstown, Australia	2020-09-21
Hannah Ousey	Katherine, Australia	2020-09-21
Janine Vinton	Hastings, Australia	2020-09-21
Joshua Carroll-Walden	Australia	2020-09-21
Joanne Campione	Tweed Heads, Australia	2020-09-21
Hayley Della Bosca	Australia	2020-09-21
Kim Davidson	Australia	2020-09-21
Debra Dragonheart	Brisbane, Australia	2020-09-21
✓ Meghan Spee	Newman, Australia	2020-09-21
Morgan Yates	Perth, Australia	2020-09-21
Douglas Taua	Newman, Australia	2020-09-21
✓ Zoey Tomlinson	Newman, Australia	2020-09-21
robert powell	South Hedland, Australia	2020-09-21
Holly Searle	Mosman Park, Australia	2020-09-21
Fleur Taylor-Hughes	Newman, Australia	2020-09-21

Name	Location	Date
Kate Grainger	Newman, Australia	2020-09-21
Denise Boreham	Perth, Australia	2020-09-21
✓ Laura McMahon	Newman, Australia	2020-09-21
Juan Andrade	Newman, Australia	2020-09-21
✓ Carrie Christie	Australia	2020-09-21
malcolm coyle	Eaton Ford, UK	2020-09-21
Janelle Mendola	Australia	2020-09-21
Emma Cook	Australia	2020-09-21
✓ Shannon Atherton	Australia	2020-09-21
Natalie O'Dwyer	Perth, Australia	2020-09-21
✓ Hannah Richardson	Newman, Australia	2020-09-21
✓ Angela Cooley	Australia	2020-09-21
Danielle Scott	Perth, Australia	2020-09-21
Danielle Scott	Australia	2020-09-21
✓ Samantha McLaren	Perth, Australia	2020-09-21
Tom White	Sydney, Australia	2020-09-21
Brett Addison	Rosebud, Australia	2020-09-21
Talia Newman	Australia	2020-09-21
✓ Tara Rangi	Newman, Australia	2020-09-21
Janelle Heeps	Australia	2020-09-21
Sophie Butcher	Australia	2020-09-21
Brett Roberts	Australia	2020-09-21

Name	Location	Date
Albéniz Pérez	Montevideo, Uruguay	2020-09-21
✓ Leanne creusot	Newman, Australia	2020-09-21
✓ Jacqueline Keyser	Australia	2020-09-21
Wendy Hunter	Neeman, Australia	2020-09-21
Jenny White	Sandford, Australia	2020-09-21
Jodie Mckenna	Perth, Australia	2020-09-21
✓ Caitlin Lawson	Newman, Australia	2020-09-21
Jennifer Rurehe	Australia	2020-09-21
✓ Claire Smith-ince	Newman, Australia	2020-09-21
Mary Koltasz	Noranda, Australia	2020-09-21

5.2 LYNNE CRAIGIE OAM AWARDED LOCAL GOVERNMENT MEDAL

On behalf of the Council and administration, Deputy President Gerry Parsons congratulated Lynne Craigie on receiving the Local Government Medal at the WA Local Government Association's Annual General meeting on Friday 25 September 2020. The award was presented to Lynne in recognition of her 17 years of dedicated service to the local government sector.

The medal is the highest award in their honours program, only bestowed upon those providing exceptional service to the sector, in addition to demonstrating an extensive personal commitment to their community.

We are thrilled that WALGA has recognised our Shire President, Cr Lynne Craigie OAM, for this award. While most local residents know Lynne for her local leadership and enormous contribution to our community, they may not be aware of her extensive commitment to various government and community organisation at both a state and national level.

Cr Craigie started her career in local government in 2003 with her election as a Shire of East Pilbara councillor. She then became the Shire President in 2005, and has been serving in this role since then.

At a State level, Lynne was elected as the President of WALGA in 2015, serving two full terms, and has also previously served as Deputy President and State Councillor. Lynne was also a board member for the Australia Local Government Association for nine years.

6 APPLICATIONS FOR LEAVE OF ABSENCE

6.1 CR ADRIENNE MORTIMER

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/53

MOVED: Cr Geraldine Parsons SECONDED: Cr Anthony Middleton

THAT Councillor Adrienne Mortimer be granted a leave of absence for the period of 15th November 2020 to 7th December 2020.

CARRIED UNANIMOUSLY

To be actioned by Mrs Kylie Bergmann, Coordinator Governance

7 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING

7.1 CONFIRMATION OF MINUTES

[Minutes September 18 2020 Council](#)

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/54

MOVED: Cr Anthony Middleton

SECONDED: Cr Anita Grace

THAT the minutes of the Ordinary Meeting of Council held on 18 September 2020, be confirmed as a true and correct record of proceedings.

CARRIED UNANIMOUSLY

To be actioned by Mrs Kylie Bergmann, Coordinator Governance

8 MEMBERS REPORT

8.1 ITEMS FOR RECOMMENDATION

8.2 ITEMS FOR INFORMATION

Cr Lynne Craigie OAM

- Nullagine Community BBQ
- PRC Special Meeting
- Meeting with Carolyn Biar PDC
- Sundowner at NVC
- Staff Candidate Lunch
- Dinner with LGIS Staff and CEO
- WALGA AGM
- WALGA Political Forum
- NSHS Board Meeting x2
- PRC Meeting
- Meeting with Mike and Carolyn from PDC
- Breast Cancer Morning Tea
- Meeting with Creative Communities
- Finance Training

- NSHS Presentation Night
- Council Dinner
- Meeting with BHP
- ABC Interviews x3
- Phone conversation with Minister Dawson

Cr Geraldine Parsons

- PDC Meeting
- Political Forum
- Northern Defence Alliance Meeting
- WALGA AGM
- Police Remembrance Ceremony
- NCCI Meeting
- Western Desert Martu Sports Day
- NCCI AGM
- NCCI Business After Hours

Cr Anita Grace

- Western Desert Martu Sports Day
- Police Remembrance Ceremony
- Special Meeting for PRC

Cr Anthony Middleton

- WALGA Financials Training

Cr Holly Pleming

- Visitors Centre Sundowner
- Visitor's Centre Board Meeting
- Day care meeting with the Shire and BHP
- Special Board Meeting for the Visitors Centre

- Meeting with Occupational Therapist regarding Day care
- NCCI Committee meeting
- NCCI AGM
- NCCI Business After Hours
- Pink Ribbon Morning Tea for breast cancer
- WALGA Financials Training

Cr Karen Lockyer

- High School graduation
- WALGA Financials Training

Cr Dean Hatwell

- Regional Roads Meeting

Cr Langtree Coppin OAM

- Nil

Cr Stacey Smith

- CRC Meeting
- EPIS Meeting
- Marble Bar Meet & Greet
- Nullagine Meet & Greet

Cr Adrienne Mortimer

- WALGA Financials Training
- Meeting with Warralong Community

Cr Carol Williams

9 OFFICER'S REPORTS

9.1 CHIEF EXECUTIVE OFFICER

9.1.1 STATUS OF COUNCIL DECISIONS – SEPTEMBER 2020

Attachments:	Appendix 1 – Council Resolutions Register September 2020
Responsible Officer:	Mr Jeremy Edwards Chief Executive Officer
Author:	Ms Kristen Milne Governance Administration Officer
Proposed Meeting Date:	23 October 2020
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

5: Governance

Demonstrated accountability and corporate governance.

G1 Provide efficient, accountable and ethical governance.

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 RECOMMENDATION & COUNCIL RESOLUTION: 202021/55

MOVED: Cr Anthony Middleton

SECONDED: Cr Karen Lockyer

That the “Status of Council Decisions” report for the month of September be received.

CARRIED UNANIMOUSLY

To be actioned by Ms Kristen Milne, Governance Administration Officer

Appendix 1
Council Resolutions Register September 2020

18/09/2020 - Ordinary Council Meeting

Item No	Responsible Officer	Report Title	Accepted Recommendation	Risk Consideration	Council Resolution No.	Actioning Officer	Comments / Action Taken	Residual Risk	Completion Date
CHIEF EXECUTIVE OFFICER									
7.1	Kylie Bergmann	Confirmation of minutes	That the minutes of the Ordinary Meeting of Council held on 24 July 2020, be confirmed as a true and correct record of proceedings	Nil	202021/038	Kylie Bergmann	Noted.	Nil	22/09/2020
9.1.1	Jeremy Edwards	Status of Council Decisions June 2020	That the 'Status of Council Decisions' report for the month of August 2020 be received.	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.	202021/039	Kristen Milne	Noted.	Nil	21/09/2020
9.1.2	Jeremy Edwards	Status of Capital Projects as at 31 August 2020	That Council receive that Capital works Program Status update for the period 1 July 2020 to 31 August 2020.	Reputational - Low.	202021/040	Sian Appleton	Noted	Nil	21/09/2020
9.1.3	Jeremy Edwards	Affixing Common Seal Under Delegated Authority	That Council have been advised that the Common Seal has been affixed under delegated authority to the Contract between the Shire of East Pilbara and Customer First Contracting for the project, Supply and Installation Solar Systems (RFQ 23-2019/20).	Nil	202021/041	Emma Allinson	Noted	Nil	22/09/2020
9.1.4	Jeremy Edwards	Appointment of Deputy Chief Bush Fire Control Officer and Amendment to Delegations Manual	That Council: 1. Amend the 2020-21 Authorisations and Delegations Manual as follows: a. Appoint the Coordinator Ranger & Emergency Services as the Deputy Chief Bush Fire Control Officer b. Appoint the Manager Community Safety as a Fire Control Officer. 2. Advertise the change of appointments, as noted in point 1 above, in a newspaper circulating in the district, in accordance with s.38(2A) of the Bush Fires Act 1954. 3. Issue a certificate of appointment to the bush fire control officers, as noted in point 1 above, in accordance with s.38(2E) of the Bush Fires Act 1954.	Nil	202021/042	Kylie Bergmann	Complete. Authorisations & Delegations Manual updated, officer's issued with Certificate of Appointment and advert placed in the next edition of North West Telegraph on 30/09	Nil	22/09/2020
9.1.5	Jeremy Edwards	Proposed Committee Meeting Dates for 2020/21	That Council adopt the dates, times and places for the following Committee meetings for the next twelve months, as listed below, to be advertised in accordance with the Local Government (Administration) Regulations 1996 s12(1)(a).	Nil	202021/043	Kylie Bergmann	Complete. Advert placed in next edition of North West Telegraph, public notice distributed, calendar and website updated.	Nil	22/09/2020
EM CORPORATE SERVICES									
9.2.1	Lisa Davis	Monthly Financial Statements for the Period July 2020	That the monthly financial statements for the period 1st July 2020 to 31st July 2020 of the 2020/2021 financial year as presented be received.	Legislative - Medium	202021/044	Lisa Davis	Completed	Nil	22/09/2020

9.2.2	Lisa Davis	Creditors for Payment	<p>FUND VOUCHER AMOUNT EFT Payments Credit Cards EFT54752 – EFT54987 TBA \$2,116,715.85 \$11,274.47 Total \$2,127,990.32</p> <p>Cheque Payments Superannuation Bulk Fuel 25008 – 25029 DD13962.1 – DD14010.22 11186629 \$9,730.55 \$103,863.78 \$2,000.68 Total \$115,595.01</p> <p>GRAND TOTAL \$2,243,585.33</p>	Legislative - Medium	202021/045	Teresa Southwell	Completed	nil	25/09/2020
EM CUSTOMER & COMMUNITY SERVICES									
9.3.1	Lisa Clack	Art @ The Heart	<p>That Council:</p> <ol style="list-style-type: none"> Note the final artwork design for the Art @ the Heart II Year 1 mural; and Notes the installation of the mural will commence in October 2020. 	Nil	202021/046	Chloe Townsend	Noted.	Nil	30/10/2020
MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:									
10.1	Lang Coppin	Mosquito Control Program	That debate on the substantive motion be adjourned and brought back to the Ordinary Council Meeting on 23 October 2020.	Nil	202021/047	Ben Lewis			
NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION AT COUNCIL:									
12.1	Jeremy Edwards	New Policy- Citizenship Ceremonies Dress Code	That Council adopt the new policy – Citizenship Ceremonies Dress Code – as presented below, for inclusion in the Policy Manual.	Legislative – Low	202021/048	Kylie Bergmann	Complete. New policy added to the Policy Manual - all staff advised of the change.	Nil	22/09/2020
CONFIDENTIAL MATTERS									
13.1.1	Jeremy Edwards	Covid 19 Delegations to CEO	That Council receive the report on delegated decisions made by the Chief Executive Officer, in relation to the COVID-19 Economic Relief Package, for the period 14th August 2020 – 4th September 2020.	Nil	202021/049	Kylie Bergmann	Noted.	Nil	22/09/2020
EM INFRASTRUCTURE SERVICES:									

13.2.1	Raees Rasool	Cape Keraudren Reverse Osmosis Plant	<p>That Council</p> <p>1. Approve unbudgeted expenditure of \$150,000 (ex GST) within the 2020/21 budget to Design, Construct, Install and Commission a Reverse Osmosis Water Treatment Unit at Cape Keraudren</p> <p>2. Approve the following transfer:</p> <table><tr><td>Account Description</td><td>Amount</td></tr><tr><td>18883020 Cape Keraudren Development Reserve</td><td>-\$150,000</td></tr><tr><td>139203 Cape K – Potable Water</td><td>+\$150,000</td></tr></table> <p>3. Delegate authority to the CEO to award or reject tenders for RFT 03-2020/21 for the Detailed Design, Construction, Installation and commission of Cape Keraudren Reverse Osmosis Water Treatment Unit up to an amount of \$430,000 (ex GST).</p>	Account Description	Amount	18883020 Cape Keraudren Development Reserve	-\$150,000	139203 Cape K – Potable Water	+\$150,000	Nil	202021/050	Daniel Hay-Hendry	Noted. Project & Asset team to action.	Nil	6/10/2020
Account Description	Amount														
18883020 Cape Keraudren Development Reserve	-\$150,000														
139203 Cape K – Potable Water	+\$150,000														
13.3	Jeremy Edwards	CEO Performance Review	That Council approves the Officer’s recommendation as contained in the Confidential Attachment to this report.	Nil	202021/051	Kylie Bergmann	Noted. HR/Shire President advised and requested letter be sent to CEO.	Nil	22/09/2020						

9.1.2 UNBUDGETED EXPENDITURE - FBT POLICY REFORM STRATEGY

Attachments:	Appendix 1 – AMCA Housing Investment Program and FBT Policy Reform Strategy Appendix 2 – Letter from BGG Appendix 3 – Community Assistance Grants and Sponsorship Guidelines
Responsible Officer:	Mr Jeremy Edwards Chief Executive Officer
Author:	Mrs Kylie Bergmann Coordinator Governance
Proposed Meeting Date:	23 October 2020
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	Nil

REPORT PURPOSE

For Council's consideration to approve unbudgeted expenditure for the collaborative approach towards an FBT Policy Reform Strategy.

BACKGROUND

During Corporate Discussion on 18 September 2020, Mr Brendon Grylls of BGG, presented to the Australian Mining Cities Alliance Housing Investment Program and FBT Policy Reform Strategy. A copy of that presentation is attached at **Appendix 1**.

The FBT Policy Reform Strategy is a transformative policy that will initiate a fundamental shift in perceptions about investment into the owner occupier remote area mining community's property market.

The policy reform paper would see a new category of Australian Tax Office defined 'remote areas.' These areas, designated 'remote areas – mining community', would be defined as communities affected by the volatility of mining construction and commodity price cycles and impacted by FIFO workforces. This new category would be eligible for a 100% exemption from Fringe Benefits Tax (an increase on the current 50% exemption) for the purchase costs of a home or the costs of purchasing land and buildings to build a home, the mortgage interest paid on that home, and the costs of electricity, gas and insurance.

The practical application of this policy would enable individuals and families in these mining communities to salary package the full costs of remote area mining community living, thereby reducing their taxable income and increasing their financial capability to make long term investments in remote mining communities.

COMMENTS/OPTIONS/DISCUSSIONS

Mr Brendon Grylls, together with Mr Jordan Ralph, are seeking support from the Shire of East Pilbara to continue the development of this policy and finalise the strategy in consultation with identified stakeholders. With sufficient funding in place, they will launch the policy reform to a national audience and undertake a campaign to lobby state and federal decision makers to support it.

In this regard, BGG is requesting a sponsorship allocation of \$34,000 from the Shire of East Pilbara to fund one third of a \$102,000 six month project to undertake the first phase of the campaign. A letter received from BBG outlining this request is attached at **Appendix 2**.

In accordance with Council's Policy on Community Assistance Grants and Sponsorship (recently adopted at the August Ordinary Council Meeting), organisations may apply for sponsorship in accordance with Council's Policy.

Sponsorship is defined as a commercial arrangement in which a sponsor receives a contribution in money or in kind in return for the Shire receiving commercial leverage, promotion, activation or exposure to achieve defined outcomes aligned with the "Measures of Success" outlined in the Strategic Community Plan.

The Shire expects to receive an agreed reciprocal benefit beyond a modest acknowledgement. The sponsorship will provide tangible and mutual compensation for all parties in the arrangement.

In accordance with the Community Assistance Grants and Sponsorship Guidelines, organisations can apply for a maximum of \$10,000 per year. All requests over \$10,000 must be approved by Council.

Criteria and eligibility requirements for sponsorship are included in the Community Assistance Grants and Sponsorship Guidelines, a copy of which is attached at **Appendix 3**.

STATUTORY IMPLICATIONS/REQUIREMENTS

Local Government Act 1995

Part 6 Financial management

Division 4 General financial provisions

s6.8 Expenditure from municipal fund not included in annual budget

POLICY IMPLICATIONS

Community Assistance Grants and Sponsorship

STRATEGIC COMMUNITY PLAN

5: Governance

Demonstrated accountability and corporate governance.

G1 Provide efficient, accountable and ethical governance.

G1.1 Enhance governance capability to deliver sustainable outcomes, roads and buildings

RISK MANAGEMENT CONSIDERATIONS

Legislative – Low.

FINANCIAL IMPLICATIONS

The additional expenditure for the FBT Policy Reform Strategy will be funded from the Budget review for the 2020/21 financial year.

VOTING REQUIREMENTS

Absolute.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/56

MOVED: Cr Anthony Middleton

SECONDED: Cr Karen Lockyer

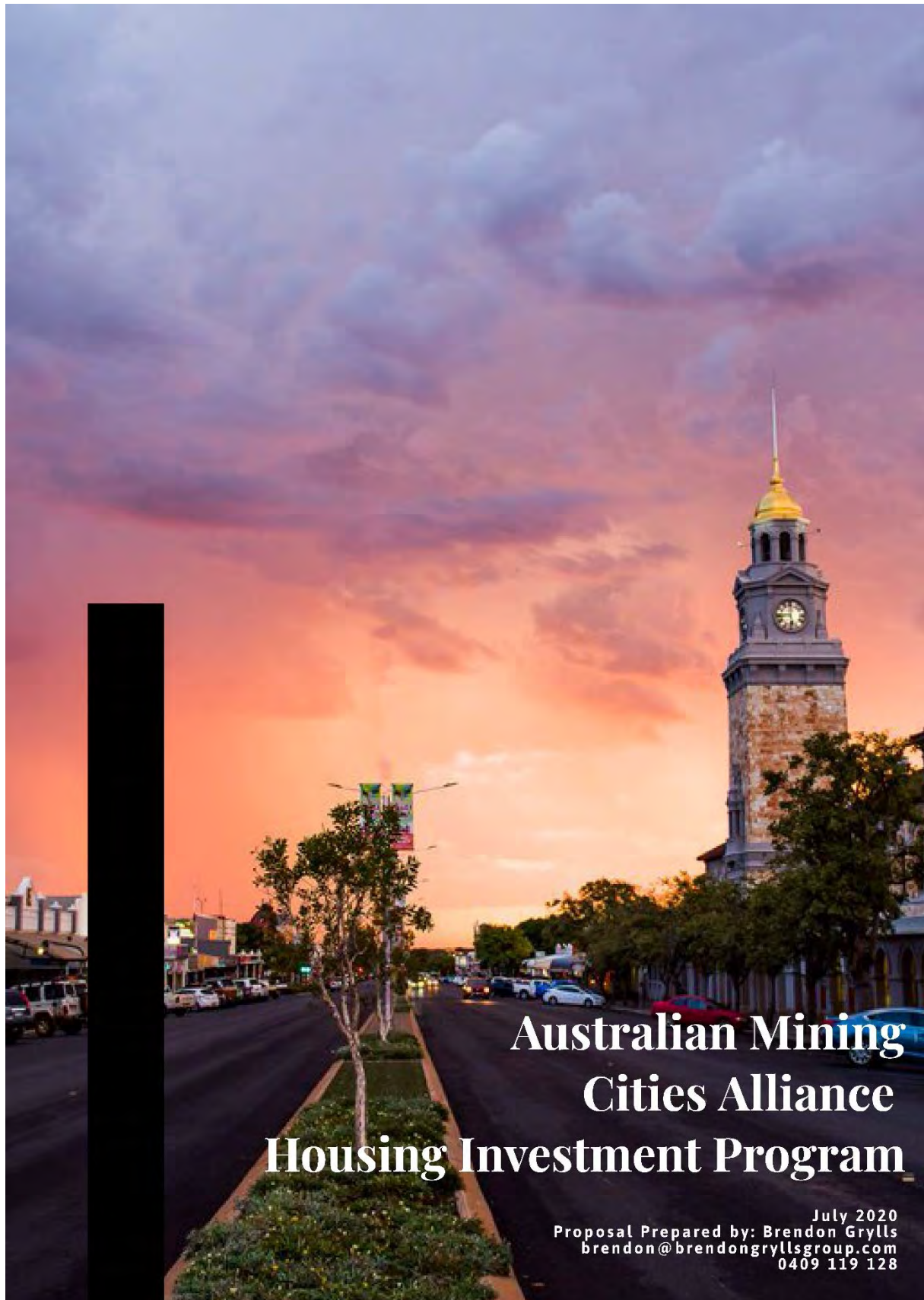
That Council:

1. **Approve unbudgeted expenditure of \$34,000 within the 2020/21 budget for the FBT Policy Reform Strategy.**
2. **Notes the budget changes as listed in point 1 above will be reflected in the 2020/21 budget review.**

CARRIED UNANIMOUSLY

To be actioned by Mrs Kylie Bergmann, Coordinator Governance

Appendix 1
AMCA Housing Investment Program and FBT
Policy Strategy



**AUSTRALIAN MINING CITIES ALLIANCE
HOUSING INVESTMENT PROGRAM**



For years community leaders in regional cities and towns have worked hard to position their communities for the growth opportunities that come from major mining projects in their region. Australia's mining sector growth has been truly amazing, as a sector it dominates the Australian economy, employs thousands, supports millions, exports billions and continues to go from strength to strength, even with the bumps in the road of the commodity price cycle, construction crunches and global pandemics.

Although our mining communities can be truly proud of the heritage, culture and spirit, with communities like Kalgoorlie Boulder and Karratha building to become vibrant business and community hubs driven by the lure of gold for 150 years, iron ore for 60 years and oil and gas for 40 years, on most measures you couldn't say that regional community development and growth has tracked that of the mining sector it supports.

This proposal aims to start to address that, seeking the type of policy support from the Federal Government that is normally reserved for the securing of final investment decisions from our major mining companies. This proposal seeks major project status for the desire to reinvigorate the residential building sector of mining communities, and a willingness to give a FBT holiday to families that make the decision to move their family unit to the regions where mining jobs dominate the economy and their labour delivers the spectacular returns on investment enjoyed by our resources sector, just like royalty holidays are given to miners who commit to grow and expand and the PRRT that doesn't start to tax a oil and gas project until all its investment is recouped.

This proposal asks the simple question, why would the oil and gas sector be the recipient of generous tax treatments that incentivises it's operations, whilst Kalgoorlie battles the vagaries of a FBT system that prioritises the preferential tax treatment of a FIFO workforce over a residential worker

Companies in the gold sector that have prioritised residential workforce's should be congratulated and celebrated because they have done this in an environment that says that you will receive a 100% tax deduction for expenses if you FIFO your workforce, but only a 50% deduction if you support your employees to build their own house in town.

The global pandemic COVID19 has shone a new light on the scale and challenges of managing a FIFO workforce and provides a new opportunity to investigate how policy reform to the FBT act could be transformative for regional communities that seek the same success that our natural resources have endowed on the companies that mine them.

The Australian Mining Cities Alliance is the perfect vehicle to champion this change, and Kalgoorlie the perfect city to base the campaign from, 127 years of mining culture and heritage but now needing a government policy focus on investing in and expanding the city like would be requested by a mining company looking to invest in a new process or mine expansion.

The policy request to be considered by the Federal Government is to create a new category of ATO defined 'remote area' being remote area - mining community. Communities like Kalgoorlie Boulder, Karratha, Port Hedland, Mt Isa, Broken Hill, and Moranbah would all meet the criteria of mining communities affected by commodity price cycles and FIFO workforce incentivisation that has stifled their true potential.

**AUSTRALIAN MINING CITIES ALLIANCE
HOUSING INVESTMENT PROGRAM**



Like a company can pay the cost of a FIFO worker in pre-tax dollars, so to would a resident in these communities be able to pay the interest and principle on their residential mortgage with pre-tax dollars, essentially evening the playing field and in doing so, tipping the balance to encourage an employee to move their family to the mining community to be eligible for the substantial incentive.

From a government perspective this is not a cost to be added to the budget, it's revenue forgone. The Federal Government forgoes revenue when it allows 100% deductibility of the company cost of FIFO, this policy asks the Federal Government to forgo revenue if a family moves to the mining region, convinces a bank to see through the commodity price cycle and secures a loan, and is able to pay the loan off via salary sacrifice of their interest and principle payments.

If the outcome of this policy change led to more mining employees living residentially in the communities where they work, it would be a positive response to the challenges COVID19 identified in the Australian mining sector and especially FIFO workers who were multiple flights away from their workplace and then isolated from their families once safety logistics were implemented.

And finally, a government policy would look to directly encourage the individual to invest in and establish their family in mining communities. The policy would be supported by policy changes to allow mining employees to access the Commonwealth Government's mortgage guarantee scheme, which has been highly successful at helping home buyers in the suburbs of our congested cities by paying their loan mortgage insurance but completely exempts mining community families from accessing its support, by setting income limits that are not consistent with wages in mining communities (\$200k per couple max) and house price limits of \$300k in regional Western Australia.

This is critical as it is mining communities who have suffered price volatility, which has led to funders requiring substantial deposits and if this is not possible, loan mortgage insurance is required which further encourages a employee to FIFO rather than live locally. Finally the policy calls for a specific bank focus on understanding the mining community lending metrics but also to recognise that if you want to be the bank that supports the resource sector, you have to support the residential community that supports the resource sector.

Our policy reform intent is to recast the perspective of risk and reward in mining community financing and presenting to the banks model, that show the effect of improved policy environments enhanced by the above policy initiatives.

Partnering with the Australian Mining Cities Alliance gives this project a national footprint of community leaders with a passion and commitment for their communities with a partnership mandate that makes the call for policy reform much louder than if championed alone, and this project would have families all over Australia looking at mining communities as a place to call home, rather than a place to work so they can pay for their home somewhere else.

This policy is bold and aggressive, detailed and well planned, with great rewards if it can be successfully implemented, much like the business plans of the many successful gold mining companies that call Kalgoorlie home, and it can reach a positive final investment decision from the Federal Government if industry, community and a post COVID19 slice of policy luck is directed our way.

POLICY GAME CHANGER

POLICY GAME CHANGER

Risk Capital will always be attracted to where the government incentivises it, and this submission proposes that whilst the nation as a whole benefits from the mining construction cycles with increased economic activity, job creation, taxes and exports, it is yet to recognise and respond to the negative effects this creates for the local property market in those mining communities and implement policy decisions that seek to address these substantial challenges.

Mining communities need to come together to propose a united policy platform to federal decision makers and BGG would propose the following policy framework.

POLICY PLATFORM 1:

This policy platform will include a new category of ATO defined "remote areas" being "remote area - mining community" for defined communities affected by the volatility of mining construction and commodity price cycles and impacted by FIFO workforce's.

These remote areas - mining communities - will be eligible to claim the following remote area benefits as part of an employer provided salary packaging program.

EXISTING BENEFITS EXPANDED:

Purchase costs of a new home or the costs of purchasing land and the building costs to build a home - 100% of total costs exempt from Fringe Benefits Tax;

- Mortgage interest on an eligible mortgage - 100% of total interest paid exempt from Fringe Benefits Tax;
- Remote area fuel - gas and electricity - 100% of total out of pocket cost exempt from Fringe Benefits Tax;
- Remote area holiday travel ~ 100% of out of pocket costs exempt from Fringe Benefits Tax;

NEW BENEFITS TO BE INCLUDED:

- Childcare costs - 100% of out of pocket costs exempt from Fringe Benefits Tax;
- Housing insurance costs - 100% of out of pocket costs exempt from Fringe Benefits Tax.

POLICY GAME CHANGER

POLICY GAME CHANGER

POLICY PLATFORM 2:

First Home Loan Deposit Scheme

This commonwealth funded scheme allows first homebuyers to purchase a home with a 5% deposit, as the commonwealth guarantees a participating lender up to 15% of the value of the property purchase - essentially providing the lender a 20% deposit.

In regional Western Australian remote mining communities the property price threshold is \$300,000, and income thresholds are \$200,000, which means the benefits of this scheme flow to capital city first home buyers, rather than remote mining community first home buyers.

The scheme should be amended to include a remote area / mining community eligibility criteria that reflects the actual cost of a modest house and land package in those communities and the higher wages that attract families to those communities.

Further, an immediate review should be undertaken to benchmark the first 10,000 applicants to this scheme, to ensure remote area mining communities are not completely exempted from its support.

POLICY PLATFORM 3:

Addressing finance availability in mining communities housing markets by understanding mechanics behind shifting bank appetite for supporting the local housing sector and securing the support of elected policy makers to assist the project engage with key risk decision makers within the banking sector.

Our intent will be to recast the perspective of risk and reward associated with mining led cyclical markets, and presenting to the banks models showing the effect of improved policy environments relating to salary sacrificing Fringe Benefits Tax exemptions and access to the Mortgage Guarantee scheme.

POLICY GAME CHANGER

HOW THE CHANGES TO FBT RULES CAN CHANGE THE GAME FOR INDIVIDUALS CONSIDERING THE FINANCIAL BENEFITS OF LIVING AND WORKING IN KARRATHA AT THE HOUSEHOLD LEVEL.



LEVELING THE FBT FIELD

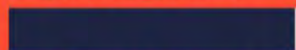
Maxxia

WHY WOULD YOU WORK FIFO AND LIVE IN A CAMP AWAY FROM YOUR FAMILY,
WHEN YOU COULD LIVE, WORK AND PLAY IN KALGOORLIE - WITH YOUR FAMILY
..... AND PAY LESS...

	PERTH (FIFO WORKER)	KALGOORLIE (CURRENT)	KALGOORLIE (FUTURE)
LOCATION OF HOUSE	PERTH	KALGOORLIE	KALGOORLIE
LOCATION OF FAMILY	PERTH	KALGOORLIE	KALGOORLIE
LOCATION OF WORK	FIFO	KALGOORLIE	KALGOORLIE
INCOME	\$ 140,000	\$ 140,000	\$140,000
CURRENT FBT BENEFIT	0 %	50 %	100%
NET INCOME INCREASE	\$ 0	\$ 500	\$ 3,453
ACTUAL COST AV. MTHLY PAYMENTS	\$ 3,810	\$ 3,309	\$ 357
FUNDS DIVERTED FROM TAX INTO MORTGAGE	\$ 0	\$ 103, 296	\$ 350, 015

HOUSE COST IN PERTH 0% FBT EXEMPTION

PAID OVER LIFE OF LOAN



\$1,139,950

HOUSE COST IN KALGOORLIE WITH 100% FBT EXEMPTION

PAID OVER LIFE OF LOAN



\$789,935

31%

- OUT OF POCKET HOUSE COST IN PERTH - BASED ON THE PURCHASE HOUSE AT \$650,000 WITH A MORTGAGE AT 5% OVER 25 YEARS
- PERTH FIFO WORKER, NO BENEFIT
- EXISTING KALGOORLIE WORKER - \$ 140K BUYING \$650K PROPERTY CAN RECEIVE TOTAL IN HAND BENEFIT OVER LIFE OF LOAN OF \$103K
- IF PROPOSAL ACCEPTED - SAME WORKER BUYING A \$650K PROPERTY CAN RECEIVE TOTAL IN HAND BENEFIT OVER LIFE OF LOAN OF \$350K - MEANING 54% OF TOTAL HOUSE REPAYMENT COST HAS COME FROM SALARY OTHERWISE COLLECTED BY ATO

POLICY GAME CHANGER

HOW THE CHANGES TO FBT RULES CAN CHANGE THE GAME FOR INDIVIDUALS CONSIDERING THE FINANCIAL BENEFITS OF LIVING AND WORKING IN KARRATHA AT THE HOUSEHOLD LEVEL.

LEVELING THE FBT FIELD

Maxxia

WHY WOULD YOU WORK FIFO AND LIVE IN A CAMP AWAY FROM YOUR FAMILY, WHEN YOU COULD LIVE, WORK AND PLAY IN KALGOORLIE - WITH YOUR FAMILY AND PAY LESS...

	PERTH (FIFO WORKER)	KALGOORLIE (CURRENT)	KALGOORLIE (FUTURE)
LOCATION OF HOUSE	PERTH	KALGOORLIE	KALGOORLIE
LOCATION OF FAMILY	PERTH	KALGOORLIE	KALGOORLIE
LOCATION OF WORK	FIFO	KALGOORLIE	KALGOORLIE
INCOME	\$ 240,000	\$ 240,000	\$ 240,000
CURRENT FBT BENEFIT	0 %	50 %	100%
MONTHLY NET INCOME INCREASE	\$ 0	\$ 1, 596	\$ 7,065
ACTUAL COST AV. MTHLY PAYMENTS	\$ 3,810	\$ 2,214.40	\$ 3,255 SURPLUS
FUNDS DIVERTED FROM TAX INTO MORTGAGE	\$ 0	\$ 191, 210	\$ 478, 632

HOUSE COST IN PERTH 0% FBT EXEMPTION

PAID OVER LIFE OF LOAN

\$1,139,950

HOUSE COST IN KALGOORLIE WITH 100% FBT EXEMPTION

PAID OVER LIFE OF LOAN

\$661,318

42%

- OUT OF POCKET HOUSE COST IN PERTH -BASED ON THE PURCHASE HOUSE AT \$650,000 WITH A MORTGAGE AT 5% OVER 25 YEARS
- PERTH FIFO WORKER. NO BENEFIT
- EXISTING KALGOORLIE WORKER 240K BUYING 650K PROPERTY CAN RECEIVE TOTAL IN HAND BENEFITS OVER LIFE OF LOAN OF \$191K IF PROPOSAL ACCEPTED
- SAME WORKER BUYING A \$650K PROPERTY CAN RECEIVE TOTAL IN HAND BENEFIT OVER LIFE OF LOAN OF \$478K - MEANING 74% OF TOTAL HOUSE REPAYMENT COSTS HAS COME FROM SALARY OTHERWISE COLLECTED BY ATO



HOW WE PLAN TO IMPLEMENT CHANGE

PROCESS

1. Policy draft approved for presentation to AMCA by City of Kalgoorlie Boulder and project budget agreed;
2. FBT policy project team established;
3. Engage stakeholders National Automotive Leasing and Salary Packaging Association, Maxxia, Chamber of Minerals and Energy, Chamber of Commerce and Industry to refine and agree the policy position and strategy to present a consolidated strategy to the AMCA.
4. AMCA endorses policy and strategy rollout.
5. AMCA then approaches more cities to join the project:
 - City of Kalgoorlie-Boulder
 - Broken Hill
 - Mount Isa
 - Moranbah
 - City of Karratha
 - Town of Port Hedland
 - Shire of East Pilbara
 - Shire of Ashburton
 - Ballarat

AUSTRALIAN MINING CITIES ALLIANCE
HOUSING INVESTMENT PROGRAM

Karratha Example

"A town of cyclones, iron ore and wild property prices"

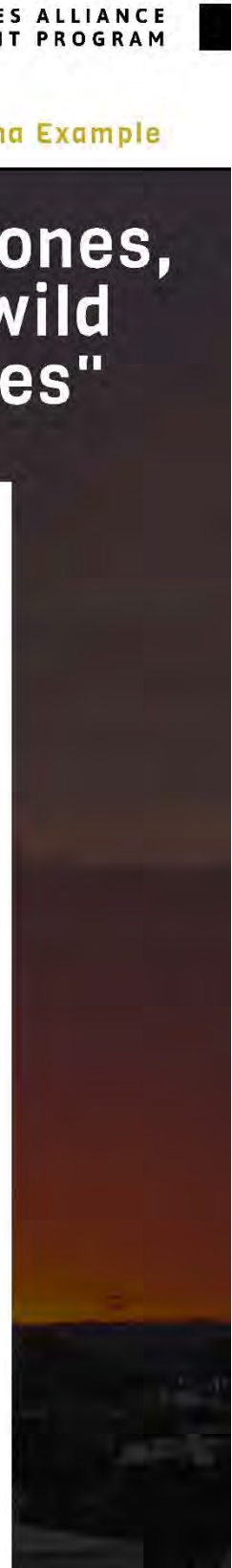
For anyone thinking of applying for a job, moving to, investing or becoming an owner occupier in Karratha, a likely first step would be a google search - in an effort to research the local 'lay of the land'. We all do it, and tapping Karratha housing market into your search engine quickly brings you to the local world of surge, boom, plunge and bust, all terms you would not use in the first sentence of your meeting with the bank manager!

But Karratha's history cannot be unseen nor forgotten. On the front page of my search was a story by respected former 'The West' economics editor Shane Wright, now writing for the Sydney Morning Herald. His piece on published on 15th of March 2019, likely read by every prospective investor into the City of Karratha in the last 6 months, sets out why the finance and investor market is warned off the Karratha property market.

"It lacks beaches, it doesn't have the Opera House and every couple of years a cyclone sweeps through the area. Just a few years ago the median price for a house in the Pilbara City of Karratha in the far north-west of Australia eclipsed that of Sydney. The epicentre of a decade long resources boom, Karratha is what happens when a housing boom really turns to bust."

"In 2001, the median price was \$200,000.00. Seven years later it had reached \$700,000.00, before inching its way to \$820,000.00 in March 2014. Sydneys median that quarter was \$740,000.00. Today, Karratha's median house price is closer to \$340,000.00 while in Sydney it is around the \$1,000,000.00 mark".

Clearly Shane has never been lucky enough to visit the 42 islands of the Dampier Archipelago, where he could have a white sandy beach to himself, and he missed the opening of the spectacular Red Earth Arts Centre which for a regional community is they equivalent to the Opera House!



"A town of cyclones, iron ore and wild property prices"

But he is right about cyclones visiting our coast most years. And he also writes for a newspaper in the city where all our major banks are headquartered, and stories like this are reminders of the consequences of the end of construction cycles in regional mining centres.

The City of Karratha has cited 'limited financial capital availability' and 'limited appetite for risk' as the two key drivers of its decision to consider allocating \$20-35 million dollars of ratepayers funds, in direct investment into new housing stock via this RFP - but quite simply if your family and friends haven't talked you out of an investment in postcode 6714 then your bankers most likely will. The City of Karratha and the Karratha property market needs a game changer, a circuit breaker that re-wires the perception of the local property market and encourages Shane Wright to open a new narrative in the Sydney Morning Herald, a new narrative that can cascade down from government to banks to financial advisors to the family conversation around the BBQ.

The direct investment to stimulate the market is warranted and the City of Karratha should be congratulated for seizing the initiative, but done in isolation of changed investment policy settings for the region it will be a short term 'sugar fix', builders and developers will take the funds to build and develop, but at the end of the project the policy challenges and negative perceptions will not have changed.

This submission from BGG in partnership with local capacity partners Mountway Finance, RFF and Yindjibarndi Aboriginal Corporation, seeks to address this fundamental issue - how can a reader of the Sydney Morning Herald be encouraged to want to look past Karratha's boom / bust cycles, to meet the banks criteria for loan finance and, to want to invest their risk capital in the Pilbara property market, when they know someone who 'lost their shirt' in the last cycle. And for those that call the Pilbara home already, and live in a rented or company house and would like to build or invest in a market they already know well, what will it take to get them to sign a building contract in Karratha.

AUSTRALIAN MINING CITIES ALLIANCE
HOUSING INVESTMENT PROGRAM



STATISTICS

1 SIMPSON STREET, KARRATHA

Bottom of cycle loss 68%

PURCHASE PRICE 2009

\$840,000

SALE PRICE 2016

\$270,000

Loss

\$570,000 ▼



“

Given the degree of risk associated with purchasing property in highly resource dependent regions, the City asserts there is a strong case for FBT tax concessions to help ameliorate the side effects of market failure experienced by highly trader exposed regional economies with a thin industry base.

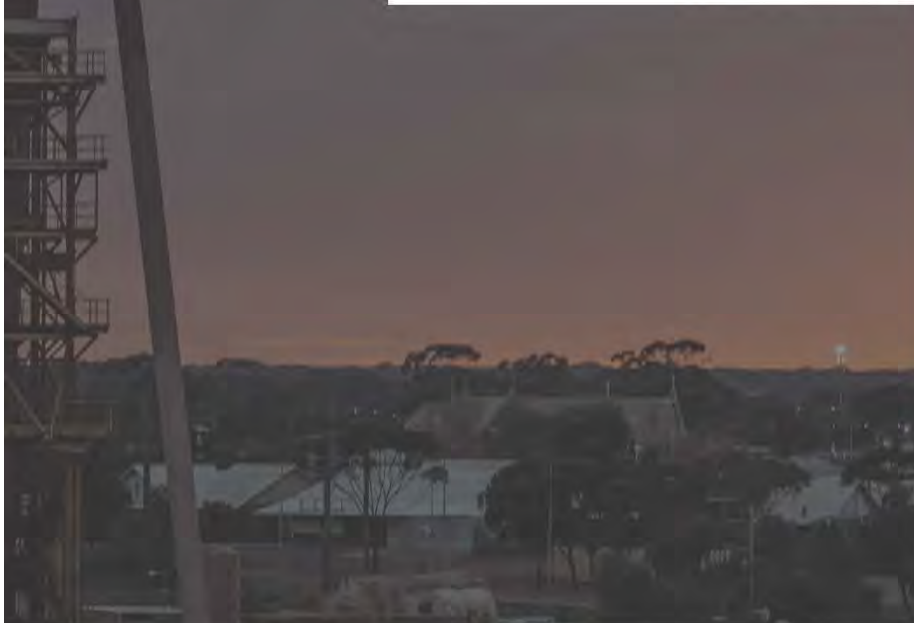
”

- City of Kalgoorlie Boulder:
Remote Area Tax Concessions and Payments



"The property market in regional resource based communities, already prone to wild boom and bust swings, must be supported in a post COVID19 world to enable the resource sector and its suppliers and contractors to respond to extended labor supply chains."

- BRENDON GRYLLS, BGG



WWW.BRENDONGRYLLSGROUP.COM



AUSTRALIAN MINING CITIES ALLIANCE
HOUSING INVESTMENT PROGRAM

CONCLUSION

The project proposal is a game changer for community led development in cities and towns negatively affected by the mining sector led construction and commodity price cycle.

Successfully implemented, it can place the AMCA at the forefront of Northern Australian Development and chart an innovative policy response to the post COVID19 rebuild process.



What is the First Home Loan Deposit Scheme?

The First Home Loan Deposit Scheme is an Australian Government initiative to support eligible first home buyers purchase their first home sooner. The Scheme is administered by the National Housing Finance and Investment Corporation (NHFIC).

Usually first home buyers with less than a 20 per cent deposit need to pay lenders mortgage insurance. Under the Scheme, eligible first home buyers can purchase a modest home with a deposit of as little as 5 per cent (lenders criteria apply). This is because NHFIC guarantees to a participating lender up to 15 percent of the value of the property purchased that is financed by an eligible first home buyer's home loan.

How does the Scheme work?

Eligible first home buyers are able to apply for an eligible loan to purchase an eligible property through a participating lender. The Scheme supports up to 10,000 guaranteed loans per financial year. Eligible borrowers can use the guarantee in conjunction with other government programs like the First Home Super Saver Scheme, HomeBuilder grant or state and territory first home owner grants and stamp duty concessions. The guarantee is not a cash payment or a deposit for your home loan.

What type of property can be bought?

For a property to be eligible it must be a 'residential property' - this term has a particular meaning under the Scheme, and participating lenders can assist if there is any doubt. Eligible residential properties include:

- an existing house, townhouse or apartment
- a house and land package
- land and a separate contract to build a home
- an off-the-plan apartment or townhouse.

Specific dates and requirements apply for the different property types.

Who is eligible for the Scheme?

- Australian citizens who are at least 18 years of age. Permanent residents are not eligible.
- Single applicants with a taxable income of up to \$125,000 per annum for the previous financial year and couples with a taxable income of up to \$200,000 per annum for the previous financial year. For all Scheme applications made from 1 July 2020 to 30 June 2021, the relevant financial year assessed will be 2019-20.
- Couples are only eligible for the Scheme if they are married or in a de-facto relationship with each other. Other persons buying together, including siblings, parent/child or friends, are not eligible for the Scheme.
- The Scheme assists single (individual) applicants and couples (together) who have at least 5 per cent of the value of an eligible property saved as a deposit. If 20 per cent or more is saved, then the home loan will not be covered by the Scheme.
- Loans under the Scheme require scheduled repayments of the principal and interest of the loan for the full period of the agreement (with limited exceptions for interest-only loans, which mainly relate to construction lending).
- Applicants must intend to be owner-occupiers of the purchased property. Investment properties are not supported by the Scheme.
- Applicants must be first home buyers who have not previously owned, or had an interest in, a property in Australia, either separately or jointly with someone else (this includes residential strata and company title properties).

Find out more about the eligibility criteria at:
www.nhfic.gov.au/what-we-do/fhlds/eligibility

What property price thresholds apply?

The Scheme assists in the purchase or construction of a modest home and the value of the residential property must not exceed the relevant price cap for the area in which it is located. The price caps for capital cities, large regional centres and regional areas are:

State/territory	Capital city and regional centres	Rest of state	Other
NSW	\$700,000	\$450,000	
VIC	\$600,000	\$375,000	
QLD	\$475,000	\$400,000	
WA	\$400,000	\$300,000	
SA	\$400,000	\$250,000	
TAS	\$400,000	\$300,000	
ACT	\$500,000	-	
NT	\$375,000	-	
Jervis Bay Territory and Norfolk Island	-	-	\$450,000
Christmas Island and Cocos (Keeling) Islands	-	-	\$300,000

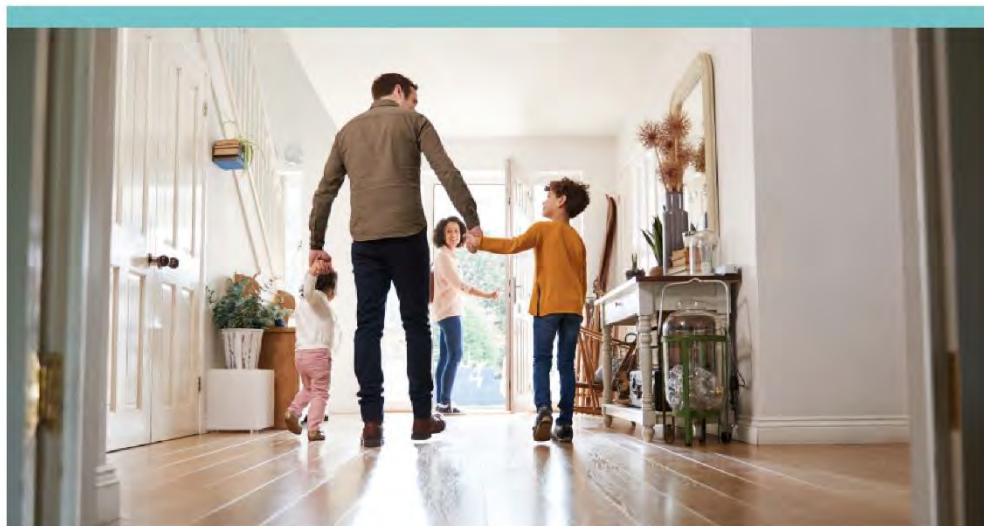
The capital city price thresholds apply to regional centres with a population over 250,000 (Newcastle & Lake Macquarie, Illawarra (Wollongong), Geelong, Gold Coast and Sunshine Coast), recognising that dwellings in regional centres can be significantly more expensive than other regional areas.

Search the property price threshold for a suburb or postcode on NHFIC's website at www.nhfic.gov.au/what-we-do/fhlds/property-price-thresholds/

How to apply

- Eligible first home buyers can apply for the Scheme through a participating lender. The full list of participating lenders is at: www.nhfic.gov.au/what-we-do/fhlds/how-to-apply
- There are no costs or repayments associated with the Scheme guarantee. However, first home buyers are responsible for meeting all costs and repayments for the home loan associated with the guarantee.
- For the 2020-21 financial year, 10,000 Scheme places will be available through participating lenders from 1 July 2020.
- NHFIC will not accept applications directly and does not maintain a waiting list for places under the Scheme.

To find out more about the application process, visit NHFIC's website at www.nhfic.gov.au



First Home Loan Deposit Scheme fact sheet - July 2020 **2**

Appendix 2

Letter from BGG



18 September 2020

Mr Jeremy Edwards
Chief Executive Officer
Shire of East Pilbara
Corner Kalgan & Newman Drives,
Newman WA 6753

Dear Jeremy,

RE: FBT Policy Reform Strategy

Thank you for the opportunity to brief yourself and your Councillors today about the Fringe Benefits Tax (FBT) policy that Jordan Ralph and I have researched and developed.

This is a transformative policy that will initiate a fundamental shift in perceptions about investment into the owner occupier remote area - mining communities property market, addressing in the process the systemic problems created by our current reliance on company provided housing and FIFO workforces. This plan will help smooth the property cycle and develop a more permanent economic base and critical mass for the Shire.

The COVID -19 pandemic has shone a light on the challenges and risks inherent in the FIFO labour supply model. We're seeing in the language being used by resource companies and government in support of residential workforces and this means that the political and industry environment is conducive to policy reform. Now is the time to act.

Notwithstanding the present environment, any policy requires an organised and concerted effort across a broad base of constituents and stakeholders - an organised effort that delivers the same message from grass roots communities, local governments, small business and industry. It requires representation which can bring the matter to bear all the way to the floor of Parliament House in Canberra, where real policy reform can be achieved. With the sponsorship of the Shire of East Pilbara and other stakeholder communities whom are being engaged concurrently, Mr. Ralph and I believe that we can strike upon this unique opportunity to win the support of our federal policy makers and completely change the housing ownership landscape in mining communities for the better.

The policy reform paper we have developed would see a new Category of Australian Tax Office defined 'remote areas'. These areas, designated 'remote areas - mining community', would be defined as communities affected by the volatility of mining construction and commodity price cycles and impacted by FIFO workforces. This new category would be eligible for a 100% exemption from Fringe Benefits Tax (an increase on the current 50% exemption) for the purchase costs of a home or the costs of purchasing land and buildings to build a home, the mortgage interest paid on that home, and the costs of electricity, gas and insurance. The practical application of this policy would enable individuals and families in these mining communities to salary package the full costs of remote area mining community living, thereby reducing their taxable income and increasing their financial capability to make long term investments in remote mining communities.

The policy reform strategy is well defined in the attached document, this letter is to propose a structure for the Shire of East Pilbara to sponsor Mr. Ralph and I to devote time and resources to finalising the strategy in consultation with identified stakeholders and to brief the policy to all affected mining communities across Australia, to win their endorsement of the policy and financial support to fund the campaign. With sufficient funding in place we will launch the policy reform to a national audience and undertake a campaign to lobby state and federal decision makers to support it. Our request to the Shire of East Pilbara is for a sponsorship allocation of \$34,000.00 to fund one third of a \$102,000.00 six month project to undertake the first phase of the campaign.

We will seek complementary sponsorship from the City of Kalgoorlie - Boulder, the City of Karratha and other affected local government stakeholders and the project will not proceed until 3 sponsorship partners are confirmed.

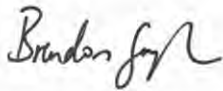
Phase Two of the project would involve building support across the nation for the policy, using the Australian Mining Cities Alliance as a platform, achieving further financial support for the campaign, launching the policy with policy sponsors at a national event and presenting the policy to key political stakeholders. The sponsorship required for the six month Phase 2 project would be a further \$102,000.00 to be funded by additional sponsorship partners.

To reiterate, our strategy is to seek funding from multiple stakeholders from affected mining communities to help build a larger base of support initially, and then in phase two, to deliver the policy platform to Canberra in a concerted and targeted way. We are looking to the Shire of East Pilbara to partner with us via a sponsorship agreement to champion a policy reform that has been 'talked about' forever but never properly researched and actioned.

The ideal time to launch this campaign is whilst the national focus is on the Pilbara resource sector and how the workforce that enables it can be encouraged to live locally - and to this end I would encourage an expedited decision making process from the Shire of East Pilbara if possible. Being familiar with the political process, I am confident in our ability to win national recognition for this important policy reform and we believe the political and industry environment has never been more conducive to this type of incentive to encourage remote mining community growth.

Thank you again for your time today and I look forward to further discussion about how mining communities can work together to achieve positive outcomes!

Yours Sincerely



Brendon Grylls



Jordan Ralph

Appendix 3

Community Assistance Grants and Sponsorship Guidelines



Community Assistance Grants and Sponsorship Guidelines

When administering the Community Assistance Grants and Sponsorship, the following guidelines will apply.

Applications for Grants

Grants are available to organisations involved in arts, culture, sport, recreation and education.

Applicants whose project budgets include their own financial or in-kind contributions and/or contributions from other agencies will be considered favourably, along with those that align with the Shire Strategic Community Plan

Funding Available

	Value	Frequency	Applications open	Who
Fast-Track Grant	<\$1000	Twice per year	All year	Organisations
Fast-Track Grant - Schools	<\$500 cash In-kind assessed per application	Once per year	All year round	Schools
Fast-Track Grant - Country Week	\$100 per applicant Or \$500 per team if more than 5 individuals attending from the same Sporting Association	Once per year	All year round	Individuals
Annual Grant	<\$10,000	Once per year	September	Organisations
Excellence	<\$500	Once per year	All year round	Individuals
Sponsorship	>\$10,000	Upon request	All year round	Organisations

Find more details on each below



Fast-track Grant

Each Fast-track Grant is up to \$1,000.00 and is comprised of either cash and/or in-kind contribution. Fast-track Grants can be applied for at any time in the financial year with recipients being able to receive a fast-track grant a maximum of two times per financial year.

Applicants must submit their funding application at least 14 working days before the planned activity. Fast-track grants are approved by Executive staff under delegation. Applications that do not fit the criteria but can demonstrate merit and benefit may be assessed at the CEO's discretion for up to an amount of \$1,000.

Eligibility

- Either be an incorporated association or an unincorporated association that has established a partnership with an organisation willing to auspice their grant (organisations who auspice a grant, may also apply for their own two grants per year if required).
- Current public liability insurance - certificate of currency – applicants must ensure its proportionate with the event

Who can apply?

1. Not for profit groups or organisations providing a new benefit (agreed to by the Shire) for the East Pilbara community and where there is a demonstrated new community need or social benefit
2. Sporting Associations to assist with:
 - Club development (e.g. Coaching courses, governance training and / or grant writing courses)
 - Hosting or traveling to regional tournaments
 - Building improvements and capital works
 - Equipment or uniforms for team/club use and ownership (not for personal use or for specific players)

Not eligible: perishables, personal equipment, trophies and other consumables.

3. An organisation involved in arts or cultural development; benefiting the East Pilbara community, where there is a community need or benefit
4. Schools located within the East Pilbara are eligible for up to \$500 cash contribution per year and in-kind contributions to be assessed per application
5. Country Week applications are accepted for \$100 per applicant or \$500 per team if more than 5 individuals attending from the same Sporting Association apply. Limited to one grant per year.

Additional Information

If applicants meet one or more of the above criteria, they will also be required to meet the following criteria to be eligible to receive a grant.

- Preference will be given to applications that:



a) benefit or assist a target group or activity identified in Council's [Strategic Community Plan](#)

b) benefit areas where there is an identified and documented community/local need / gap.

- All applications will be formally assessed and prioritised in accordance with the dot point above and the allocated Community Assistance Grant budget.
- All applications will be considered on merit and compliance with the selection criteria outlined above.
- The Shire of East Pilbara's decision on applications shall be final and no appeals will be considered.

Annual Grant

This grant is up to \$10,000.00 and is available once a year. Annual grants are approved by Council and allow ongoing events to apply for multi-year funding.

Request for applicants will be requested to coincide with budget preparations for the financial year.

Eligibility

- Either be an incorporated association or an unincorporated association that has established a partnership with an organisation willing to auspice their grant (organisations who auspice a grant, may also apply for their own grant).
- Current public liability insurance - certificate of currency –and applicants must ensure its proportionate with the event
- Only ongoing event applications are eligible for multi-year funding (maximum three year)

Who can apply?

1. Not for profit groups or organisations providing a benefit (agreed to by the Shire) for the East Pilbara community and where there is a demonstrated community need or social benefit
2. Sporting Associations to assist with:
 - Club development (e.g. Coaching, governance and club related courses or equipment or activities that assist to build or develop the club)
 - Hosting a regional tournament
 - Building improvements and capital works
 - Equipment or uniforms for team/club use (not for personal use or for specific players)
 - *Not eligible: perishables, personal equipment, trophies and other consumables.*
3. An organisation involved in arts or cultural development; benefiting the East Pilbara community, where there is a community need or benefit.

Additional Information

If applicants meet one or more of the above criteria, they will also be required to meet the following criteria to be eligible to receive a grant.



- Preference will be given to applications that:
 - a) benefit or assist a target group or activity identified in Council's [Strategic Community Plan](#)
 - b) benefit areas where there is an identified and documented community/local need.
 - c) Applications whose project budgets include their own financial or in-kind contributions and/or contributions from other agencies will be considered favourably.
- All applications will be considered on merit and compliance with the selection criteria outlined above.
- All applications will be formally assessed and prioritised in accordance with the dot point above and the allocated Community Assistance Grant budget.
- Applicants can apply for one, two or three years of funding on the one application form. If approved for multiple years of funding, each year will only be approved in principle, subject to meeting relevant criteria, including acquitting the grant from the year before and the level of funding provided by Council in the ensuing year.
- The Shire of East Pilbara's decision on applications shall be final and no appeals will be considered.

Excellence Grant

The Excellence Grant can be up to \$500.00 and is for young people aged under 30, to provide the opportunity to develop personally or professionally in the areas of:

- Arts
- Culture
- Sport
- Education
- Social Development or
- Inclusion

Excellence Grants take into account all information provided by the applicants along with the overall demand for support and allocated funds. Applicants may only receive the excellence grant once per year financial year. Decisions on the success of an application is made at Executive level.

Selection criteria for Excellence Grant

- Applicants must be under 30 years of age when the activity is taking place
- Applicants must be able to demonstrate excellence or a proven commitment to their area of endeavour/interest, in the application
- Applicants must present a compelling case towards the activity/ event and provide any supporting evidence that they can bring back information/ skills to the East Pilbara to benefit the community
- Applicants must be residing within the East Pilbara Local Government Area. Proof of residency must accompany the application
- In the case of the sports competitions

Assistance will only be provided for a competition that is being organised by a registered and/or accredited organisation at a representative (state) or elite level (*Note: Country week applications are not eligible under this category*)

- Documentation verifying the selection or invitation of the applicant must be provided by the host organisation
- OR



- Documentation of the applicant to state their proven commitment to their sport of endeavor
- In the case of cultural events: The activity has to be organised by registered and/or accredited organisation.
- In the case of personal development, professional development, social development and inclusion or arts. The program must be a reputable and recognised program with accredited trainers or program operators and meet an identified gap in the community. The following areas are eligible;
 - training fees
 - equipment
 - travel and accommodation fees
 - expenses for volunteer or career development
 - Not eligible: reimbursements, consumables (food and drink), utilities.

Applications for Sponsorship

Sponsorships

The Shire of East Pilbara may provide sponsorship to events and activities that create opportunity for commercial leverage, promotion, activation or exposure to achieve defined outcomes from the Shire's Strategic Community Plan; promoting the region and assist to build a vibrant community.

Sponsorship applications are available for requests over \$10,000 and must be approved by Council. Applications must be submitted four months before the event.

Criteria for Sponsorships

The applications must be able to demonstrate it meets one, or more of the Shire's key priority areas in the [Strategic Community Plan](#)

Projects must be able to demonstrate:

- Benefit to the local community
- Provide brand exposure and positive public recognition benefits to the Shire of East Pilbara
- Positively increase awareness and raise the profile of the Shire of East Pilbara.
- Meet an identified need for the Shire of East Pilbara
- Not duplicate an activity already available in the local area
- Make every effort to not run on the same date as another event in the Shire of East Pilbara
- The Shire of East Pilbara expects to receive an agreed reciprocal benefit beyond a modest acknowledgement. The sponsorship will provide tangible and mutual compensation for all parties in the arrangement.

Eligibility requirements:

- be an Australian legal entity with an Australian Business Number (ABN)
- submit an application through the Shire's approved method
- have all appropriate insurances and licences –and applicants must ensure its sufficient for the event
- be applying for a project or initiative which either occurs within the Shire of East Pilbara or an initiative which demonstrates that it directly supports the Shire of East Pilbara's goals as identified in its Strategic Community Plan.



- Must present a marketing / promotional plan with the application, outlining how the Shire will be recognised for its sponsorship. Value of the recognition must be deemed to benefit beyond a modest acknowledgement.
- Organisations can only receive either one grant or one sponsorship per financial year, not both.

Criteria for ineligible grants and sponsorships

- Government Agencies (excluding Schools based within the Shire of East Pilbara)
- Organisations with current outstanding acquittals with the Shire of East Pilbara
- Organisations can only receive either the annual grant or one sponsorship per financial year, not both.
- Projects that do not meet the application criteria
- For grants: Community initiatives or events that generate financial profits for commercial companies and/or individuals (except in exceptional circumstances)
- For an initiative that duplicates existing available services to an identical target group within the same geographic location
- For funding on-going operational or administration expenses. Examples of on-going operational or administration expenses include (but not limited to) insurance, utilities, communications, wages and rent.
- Reoccurring programs that have been funded by the Shire in the previous 12 months, that have not demonstrated an effort to develop the program, make changes and seek alternative funds (excluding multi-year approved funding for the annual grant)
- Retrospective activities that have already occurred, or due to occur within two months' of the application's lodgment
- Applicants who are in a position to self-fund their project
- Activities that are the primary responsibility of other funding agencies or government departments
- An applicant that has failed to provide satisfactory acquittal reporting for any previous Shire of East Pilbara funding
- Businesses that has an adverse effect on public health, safety, the environment or heritage
- An applicant that conducts themselves in a way considered to be injurious or prejudicial to the character or interests of the Shire of East Pilbara

Terms and conditions

To be successful, applicants must meet the following terms and conditions:

- Have no outstanding debts (greater than 60 days) with the Shire of East Pilbara
- Have no outstanding acquittals from previous Shire grants /sponsorships
- Funds must be used for the purpose for which they were approved. Unspent funds are to be returned to the Shire at the conclusion of the activity / program
- Funds must be utilised solely for the provision of benefits to residents within the Shire of East Pilbara



- Shire of East Pilbara must be acknowledged during the course of the event and in any publications or publicity that arise as a result of the event/activities/ programs as agreed through the grant / sponsorship endorsement process.
- Any unspent allocated funds are to be returned to the Shire within 28 days of the completion of the event/project
- All grant and sponsorship thresholds are ex GST

Assessment of Grants and Sponsorships

Applications will be assessed in a timely manner and referred to the relevant decision maker for assessment. Applicants will be informed of the outcome of their grant sponsorship application.

Budgeting

Budget limitation may see some applications, despite having merit and meeting the criteria, being unsuccessful. Some applications may not be able to receive the full amount requested due to budget restrictions.

Any organisation with a line item listed in the budget do not have to go through the formal application process, but will be required to write a letter to the Shire requesting the monies and what they will be used for. They will be required to complete a full acquittal process.

Funding Agreement

Successful applicants will be required to sign the appropriate Funding Agreement and formally acquit within 28 days of the completion of their project/activity.

East Pilbara Healthy Communities

Applicants will be highly valued if organisers demonstrate efforts to promote public health of the community by presenting programs / initiatives which

- encourage smoke free
- encourage alcohol free events

9.1.3 LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING MINUTES

Attachments:	Appendix 1 - Marble Bar LEMC Minutes August 2020 Appendix 2 - Newman LEMC Minutes August 2020 Appendix 3 - Nullagine LEMC Minutes August 2020
Responsible Officer:	Mr Jeremy Edwards Chief Executive Officer
Author:	Mrs Kylie Bergmann Coordinator Governance
Proposed Meeting Date:	23 October 2020
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	Nil

REPORT PURPOSE

That Council receive the Minutes from the Local Emergency Management Committee (LEMC) Meetings held in Marble Bar, Nullagine and Newman on 19, 20 and 21 August 2020.

BACKGROUND

At its meeting on 25th October 2019, Council resolved to establish Local Emergency Management Committees in Newman, Nullagine and Marble, with the purpose to advise and assist Council in the development, review and testing of the Shire of East Pilbara local emergency management arrangements.

COMMENTS/OPTIONS/DISCUSSIONS

A LEMC meeting was held in each of the three towns at Marble Bar, Nullagine and Newman on 19, 20 and 21 August 2020, respectively.

A copy of the Minutes are attached at ***appendices 1 – 3***.

STATUTORY IMPLICATIONS/REQUIREMENTS

Local Government Act 1995

Part 5 – Administration

Division 2 – Council meetings, committees and their meetings and electors' meeting

Subdivision 2 – Committees and their meetings

POLICY IMPLICATIONS

Nil

STRATEGIC COMMUNITY PLAN

5: Governance

Demonstrated accountability and corporate governance.

G1 Provide efficient, accountable and ethical governance.

RISK MANAGEMENT CONSIDERATIONS

Nil.

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/57

MOVED: Cr Geraldine Parsons

SECONDED: Cr Anthony Middleton

That Council receive the Minutes from the Local Emergency Management Committee (LEMC) Meetings held in Marble Bar, Nullagine and Newman on 19, 20 and 21 August 2020, as attached at appendices 1 – 3.

CARRIED UNANIMOUSLY

To be actioned by Mrs Kylie Bergmann, Coordinator Governance

Appendix 1
Marble Bar LEMC Minutes August 2020



SHIRE OF EAST PILBARA – MARBLE BAR LEMC
MARBLE BAR COUNCIL CHAMBERS
WEDNESDAY, 19TH AUGUST 2020
MEETING OPENED: 13.04PM

Attendees:

Shire of East Pilbara – Deputy Chair	Lang Coppin
Shire of East Pilbara	Brent Stein
Shire of East Pilbara	Leigh Mulholland
Shire of East Pilbara	Lisa George
Shire of East Pilbara	Dave Olney
Ashburton Aboriginal Corporation	Avanai Pekopo
Marble Bar Nursing Post	Adrienne Mortimer
DFES	Paul Maddern
Marble Bar CRC/Marble Bar VFES	Amy Pfitzner
Marble Bar Primary School	Shane Wilson
Department of Communities	Pauline Howrie
WAPOL-Marble Bar	Nick Hamer

Apologies:

Shire of East Pilbara – Chair	Dean Hatwell
DFES	Helen Kent

Confirmation of previous minutes: Wednesday, 27th May 2020

Previous Minutes Moved: Amy Pfitzner **Seconded:** Nick Hamer

Deputy Chair Lang Coppin advised that Brent Stein could chair the meeting.

1. CORRESPONDENCE

IN

Nil

OUT

- LEMC Invitation
- Previous Minutes
- LEMC Contact List

2. BUSINESS FROM PREVIOUS MINUTES

- 2.1 Contact List – ongoing
Any changes please advise – resadmin@eastpilbara.wa.gov.au

3. COVID-19

Brent briefed the committee on the current status relating to the Shire of East Pilbara and COVID-19. Lisa Clack is still the Shire representative for COVID-19 and any enquiries are to be directed to Lisa.

Recovery is currently being managed at a state level. Shire of East Pilbara Local Recovery Plan is currently being amended by original consultant to include relevant COVID-19 protocols.

The Shire of East Pilbara sits on the Pilbara Operational Area Support Group (OASG), as well as two incident support groups (ISG). Marble Bar and Nullagine are within the East ISG and Newman is within the Inland ISG. Meetings are now being held monthly.

The Shire of East Pilbara has provided business support through grant funding and financial initiatives for local businesses within the region as part of its economic relief and stimulus package, for more information visit www.eastpilbara.com.au

WA Police - Pilbara Incident Management Team for COVID-19 has also reconvened.

Shire of East Pilbara will reconvene community visits. Written permission to be sought from relevant Community Contacts.

- 3.1 AAC – Ashburton has just started back. Relevant COVID-19 training to be carried out. Workers have been advised that return to work is voluntary.
- 3.2 Marble Bar Nursing Post – COVID-19 Checks are being carried out at the clinic. Procedures have also been implemented.
- 3.3 Marble Bar School – State government continues to fund extra cleaning at the school.
- 3.4 Marble Bar CRC – Back to business as usual. Safety plans are created for all events. Financial assistance has been provided where possible.
- 3.5 DFES/Marble Bar VFES – Back to business as usual. Training has been reconvened.
- 3.6 Department of Communities – Attending remote communities to work on pandemic plan and education. Contact will be made with relevant stakeholders.

4. AGENCY REPORTS

- 4.1 David Olney – Fire hazard inspections are currently being carried out in Marble Bar. Cape Keraudren is also being prepared for upcoming Fire and Cyclone seasons.
- 4.2 Avanai Pekopo – Warralong firebreaks have recently been cleared. Goodabinya firebreaks are still to be actioned.
- 4.3 Adrienne Mortimer – The Nursing Post have now moved into their new building. The generator has been installed. A new ambulance has also been provided.
- 4.4 Lang Coppin – Lang showed his appreciation to the VFES and other brigades for the recent mitigation/hazard reduction burning carried out in Marble Bar and would like to see it every year.

Lang asked if Macca/Atlas mine sites would provide back up to the Marble Bar Nursing Post (if required). Adrienne confirmed that they would.

- 4.5 Shane Wilson – Shane was advised by the Department of Education that changes are required in the bush fire plan for the school as it is a high risk zone. The muster point must now be in the art room.

Paul Maddern advised Shane that the smoke alarms are not compulsory at Marble Bar School. Trees identified previously on school property need to be pruned. Fire hazard near shed needs to be removed.

- 4.6 Lisa George – Marble Bar CRC and Shire of East Pilbara have teamed up to provide training courses to be held in September 2020 for: First Aid (Mental Health and Remote) and Four Wheel Drive Training. Goodabinya and Warralong residents have been encouraged to attend.

Local Recovery Meeting for TC Damien and TC Blake is being held with relevant Shire stakeholders at the conclusion of this meeting.

- 4.7 Leigh Mulholland – Full quota of Shire Rangers. Community visits will recommence for the purposes of animal control and tick treatments.

Fire hazard reduction Fire permits – lack of permit requests by pastoralists and mine sites. Burns around Marble Bar and Nullagine went well.

- 4.8 Amy Pfitzner – VFES – Newman VFRS, Port Hedland VFRS and Airport Fire Brigade were great assistance with the hazard reduction burns. Road crash training to take place. Currently 12 members in the brigade.

Cyclone/Flood – Marble Bar VFES will work under Port Hedland SES now.

Discussions currently being held with surrounding minesites for an M.O.U for emergency management assistance.

Marble Bar CRC – Working on an M.O.U with Atlas Iron in relation to Community Engagement. Marble Bar CRC is no longer managing Nullagine CRC.

- 4.9 Paul Maddern – El Nino/La Nina alert has been issued for the Pilbara Region by the Bureau of Meteorology. Increased probability of Cyclones/Flooding this season. B.O.M are currently working on the Cyclone Alert Systems.

Bush Fire working group being formed in the Pilbara. 4 zones have been created: Exmouth, Central, East and Desert.

Fire Permits: DFES and Shire are currently investigating how we can effectively educate and communicate with Pastoralists in relation to obtaining permits to burn. 40km of burning was carried out near Warralong.

Community visits for 2021 will be discussed at the November 2020 LEMC Meetings.

- 4.10 Nick Hamer – Currently short 2 members. Other than that, no other comments.
- 4.11 Pauline Howrie – Re-stocking evacuation kits (including COVID-19 PPE) before cyclone season.

Lang asked Pauline why toilet paper would not be released from the evacuation centre when there was a shortage in April/May 2020. Pauline advised Lang that due to the fact it was still cyclone season at that time, and a potential cyclone was possibly eventuating, the toilet paper could not be released. Brent advised Lang that all towns within the Pilbara had issues with Toilet Paper stock (hence issues with Waste Water Treatment Plant in Newman). Lang asked Pauline if there would be an increase in toilet paper stock in the evacuation centre to which Pauline advised there would be.

Leigh asked the Department of Communities to push for fire hazard reductions under dwellings in Punmu. Pauline advised that is there is the opportunity, she will pursue the matter. Right now, COVID-19 is the number 1 priority.

- 4.12 Brent Stein – Brent spoke about the 3.4 magnitude earthquake at Roy hill on the 7th August 2020. All stakeholders to be vigilant as earthquakes in the Pilbara and Kimberley have been occurring more often.

Brent advised the committee that this would be his last meeting as the executive officer. Leigh Mulholland will now be the Shire contact for all Emergency Management related matters. Brent thanked all stakeholders and advised that he is still a member of the committee and will attend meetings when possible.

Meeting Closed at: 1411hrs

Next Meeting Date: Wednesday, 25th November 2020

**Appendix 2
Newman LEMC Minutes August 2020**



SHIRE OF EAST PILBARA – NEWMAN LEMC
NEWMAN COUNCIL CHAMBERS
FRIDAY, 21ST AUGUST 2020
MEETING OPENED: 1104HRS

Attendees:

Shire of East Pilbara
Shire of East Pilbara
DFES
Newman VFRS
Newman VFRS
Newman VFRS
Newman SES
Newman Police
Dept. Communities
WACHS-Inland

Brent Stein
Leigh Mulholland
Peter Cameron
Raymond Bonner AFMS
Amanda Williamson
Troy Hunt
Connie Reed
Jon Munday
Pauline Howrie
Lisa Smith

Dialled in

FMG
Shire of East Pilbara
Air Services Australia
Air Services Australia
St John Ambulance – Community Paramedic

Joshua Levett
George Christianson
Darran Shannon
Jay Johnson
Sandy Bent

Apologies:

DFES
DFES
Shire of East Pilbara – Deputy Chair
Shire of East Pilbara – President
KJ
PAMS
Rio Tinto

Helen Kent
Paul Maddern
Gerry Parsons
Lynne Craigie
Tristan Cole
Robby Chibawe
Terry Mellor

1. CONFIRMATION OF PREVIOUS MINUTES

Confirmation of previous minutes : Friday, 29th May 2020

Previous Minutes Moved: George Christianson

Seconded: Pauline Howrie

2. CORRESPONDENCE

IN

➤ Nil

OUT

- LEMC Invitation
- Previous Minutes
- Contact List

3. BUSINESS FROM PREVIOUS MINUTES

- 3.1 Contact List – ongoing
Any changes please advise – resadmin@eastpilbara.wa.gov.au

4. COVID-19

Brent briefed the committee on the current status relating to the Shire of East Pilbara and COVID-19. Lisa Clack is still the Shire representative for COVID-19 and any enquiries are to be directed to Lisa.

Recovery is currently being managed at a state level. Shire of East Pilbara Local Recovery Plan is currently being amended by original consultant to include relevant COVID-19 protocols.

The Shire of East Pilbara sits on the Pilbara Operational Area Support Group (OASG), as well as two incident support groups (ISG). Marble Bar and Nullagine are within the East ISG and Newman is within the Inland ISG. Meetings are now being held monthly.

The Shire of East Pilbara has provided business support through grant funding and financial initiatives for local businesses within the region as part of its economic relief and stimulus package, for more information visit www.eastpilbara.com.au

WA Police - Pilbara Incident Management Team for COVID-19 has also reconvened. Procedures relating to quarantine rules for workers entering state are being reviewed for clarity.

Shire of East Pilbara will reconvene community visits. Written permission to be sought from relevant Community Contacts.

- 4.1 WACHS – Process in Newman Hospital for tests have been reviewed and updated. Roadshow will be attending western desert communities.

Connie Reed – Asked about timing on "Point of care" testing. Lisa Smith advised that those particular tests are limited.

Jon Munday – Advised Lisa Smith that Sonic Health had also completed some testing in Newman.

- 4.2 DFES/SES/VFRS – Business as usual. Training has been reinstated and set protocols have been put into place. Increase hygiene rules in stations have also been implemented.

- 4.3 Department of Communities - Attending remote communities to work on pandemic plan and education. Contact will be made with relevant stakeholders. Due to COVID-19, more evacuation facility and quarantine facilities are being explored. Laurie asked if PPE stock was sufficient. Pauline advised that it is waiting in Perth to be distributed. Extra welfare packs will be left at Evacuation Centre (should there be a 2nd wave).

- 4.4 Newman Airport – Airport back to regular operation. Staging for passengers ceased in July. New procedures/protocols have been implemented. 47 scheduled flights for this week.
- 4.5 St John Ambulance – Business as usual. IMT has been resurrected. PPE is being stockpiled.
- 4.6 ARFF – COVID-19 Plan in place. Staffing arrangements have been challenging due to border closure.
- 4.7 FMG – Selected staff completed “Detect Study – COVID-19 Testing” training with Curtin University. COVID-19 management plan is being continually updated. Non-essential travel to site has been relaxed. FMG has reverted to their original FIFO roster.

5. AERODROME EMERGENCY EXERCISE

George Christianson – The Shire of East Pilbara full scale airport emergency exercise will be held on Saturday 29 August 2020 commencing at 0800.

We are required to hold this exercise every two years in accordance with the Civil Aviation Safety Regulations 1998.

Exercise preparation will take place at the airport from 0800 to 1000 and the exercise from 1000 to approximately 1200. A sausage sizzle lunch will be provided for all participants after the exercise from 1200 to 1300 followed by the exercise debrief for emergency respondents from 1300 to 1400.

The exercise is called “Flame Out”. The exercise instruction document can be obtained on request from George. The Aerodrome Emergency Plan AEP (Part 2 Section 2 of the Aerodrome Manual) can also be obtained on request from George.

6. AGENCY REPORTS

- 6.1 Lisa Smith – Nothing further to add.
- 6.2 Jon Munday – Newman Police will be participating in Land Search and Rescue training in October/November 2020.
- 6.3 Raymond Bonner AFSM/Amanda Williamson/Troy Hunt – New shed has been added to station as well as a new 3.4 appliance. Minister and Commissioner will visit on 26th August 2020. Selected Newman VFRS staff assisted with Hazard Reduction Burns in Marble Bar and Nullagine during July 2020. Newman VFRS Training has re-commenced.
- 6.4 Peter Cameron – El Nino/La Nina alert has been issued for the Pilbara Region by the Bureau of Meteorology. Increased probability of Cyclones/Flooding this season. B.O.M are currently working on the Cyclone Alert Systems. Bush Fire working group being formed in the Pilbara. 4 zones have been created: Exmouth, Central, East and Desert.

Peter advised that during a cyclone, an ISG will be formed who report to the divisional commander. The ISG take control of the incident and will draw relevant members from Local Emergency Management committees (when and if required)

- 6.5 Connie Reed – Newman SES Western Desert Trip will go ahead at the end of August 2020.
Newman SES Training will re-commence.
- 6.6 Leigh Mulholland – Full quota of Shire Rangers. Community visits will recommence for the purposes of animal control and tick treatments.
Fire hazard reduction Fire permits – lack of permit requests by pastoralists and mine sites. Burns around Marble Bar and Nullagine went well.
Fire Permits: DFES and Shire are currently investigating how we can effectively educate and communicate with Pastoralists in relation to obtaining permits to burn.
- 6.7 Pauline Howrie – Re-stocking evacuation kits (including COVID-19 PPE) before cyclone season. Pauline asked Peter Cameron for clarity relating to activating evacuation centres. Peter Cameron advised that the ISG will activate on yellow alert and advise relevant stakeholders accordingly.
- 6.8 Darran Shannon/Jay Johnson – Had to leave. Nothing further to add.
- 6.9 George Christianson – Nothing further to add.
- 6.10 Sandy Bent – Nothing further to add.
- 6.11 Josh Levett – Asked for further information about Bushfire Working Group. Leigh Mulholland and Paul Maddern to follow up.
Advised of recent mitigation burns at Cloudbreak/Christmas Creek. Wet season preparations are also being carried out.
- 6.12 Brent Stein – Brent spoke about the 3.4 magnitude earthquake at Roy hill on the 7th August 2020. All stakeholders to be vigilant as earthquakes in the Pilbara and Kimberley have been occurring more often. Brent asked Josh Levett if there were any issues identified at Cloudbreak/Christmas Creek as a result. Josh advised that no damage had been identified.
Brent advised the committee that this would be his last meeting as the executive officer. Leigh Mulholland will now be the Shire contact for all Emergency Management related matters. Brent thanked all stakeholders and advised that he is still a member of the committee and will attend meetings when possible.

Meeting Closed: 1221 hrs

Next Meeting Date: Friday, 27th November 2020 (including BFAC)

**Appendix 3
Nullagine LEMC Minutes August 2020**



SHIRE OF EAST PILBARA – NULLAGINE LEMC
GALLOP HALL NULLAGINE
THURSDAY, 20TH AUGUST 2020
MEETING OPENED: 1041 HRS

Attendees:

Shire of East Pilbara
Shire of East Pilbara
WAPOL – Nullagine
WAPOL – Nullagine
Department of Communities

Brent Stein
Leigh Mulholland
Laurie Casarsa
Yusman Yahya
Pauline Howrie

Apologies:

Shire of East Pilbara – Chair
Shire of East Pilbara – Deputy Chair
DFES
DFES

Stacey Smith
Lang Coppin
Helen Kent
Paul Maddern

Confirmation of Previous Minutes : Thursday 28th May 2020

Previous Minutes Moved: Laurie Casarsa Seconded : Pauline Howrie

1. CORRESPONDENCE

IN

Nil

OUT

- LEMC Invitation
- Previous Minutes
- Contact List

2. BUSINESS FROM PREVIOUS MINUTES

- 2.1** Contact List – ongoing
Any changes please advise – resadmin@eastpilbara.wa.gov.au

3. COVID-19

Brent briefed the committee on the current status relating to the Shire of East Pilbara and COVID-19. Lisa Clack is still the Shire representative for COVID-19 and any enquiries are to be directed to Lisa.

Recovery is currently being managed at a state level. Shire of East Pilbara Local Recovery Plan is currently being amended by original consultant to include relevant COVID-19 protocols.

The Shire of East Pilbara sits on the Pilbara Operational Area Support Group (OASG), as well as two incident support groups (ISG). Marble Bar and Nullagine are within the East ISG and Newman is within the Inland ISG. Meetings are now being held monthly.

The Shire of East Pilbara has provided business support through grant funding and financial initiatives for local businesses within the region as part of its economic relief and stimulus package, for more information visit www.eastpilbara.com.au

WA Police - Pilbara Incident Management Team for COVID-19 has also reconvened.

Shire of East Pilbara will reconvene community visits. Written permission to be sought from relevant Community Contacts.

- 3.1 Department of Communities - Attending remote communities to work on pandemic plan and education. Contact will be made with relevant stakeholders. Due to COVID-19, more evacuation facility and quarantine facilities are being explored. Laurie asked if PPE stock was sufficient. Pauline advised that it is waiting in Perth to be distributed. Extra welfare packs will be left at Evacuation Centre (should there be a 2nd wave).

4. AGENCY REPORTS

- 4.1 Laurie Casarsa – This will be Laurie's final meeting as he has been transferred to Perth Metropolitan Area. The committee thanked Laurie for his efforts over the last 3 years.
- 4.2 Yusman Yahya – Mentioned he is still waiting for sign up to the Nullagine Bushfire Brigade to be finalised. Brent advised that he would follow up with Paul Maddern.
- 4.3 Leigh Mulholland – Full quota of Shire Rangers. Community visits will recommence for the purposes of animal control and tick treatments.
- Fire hazard reduction Fire permits – lack of permit requests by pastoralists and mine sites. Burns around Marble Bar and Nullagine went well.
- Fire Permits: DFES and Shire are currently investigating how we can effectively educate and communicate with Pastoralists in relation to obtaining permits to burn.
- 4.4 Pauline Howrie – Re-stocking evacuation kits (including COVID-19 PPE) before cyclone season.

- 4.5 Brent Stein – Brent spoke about the 3.4 magnitude earthquake at Roy hill on the 7th August 2020. All stakeholders to be vigilant as earthquakes in the Pilbara and Kimberley have been occurring more often.

El Nino/La Nina alert has been issued for the Pilbara Region by the Bureau of Meteorology. Increased probability of Cyclones/Flooding this season. B.O.M are currently working on the Cyclone Alert Systems.

Bush Fire working group being formed in the Pilbara. 4 zones have been created: Exmouth, Central, East and Desert.

Brent advised the committee that this would be his last meeting as the executive officer. Leigh Mulholland will now be the Shire contact for all Emergency Management related matters. Brent thanked all stakeholders and advised that he is still a member of the committee and will attend meetings when possible.

Leigh mentioned that he will be looking into the possibility of combining Marble Bar and Nullagine LEMC's. More internal and external consultation to be carried out by Leigh.

Meeting Closed at: 1145 hrs

Next Meeting Date: Thursday, 26th November 2020

9.1.4 NORTH WEST DEFENCE ALLIANCE - APPOINTMENT OF REPRESENTATIVE

Attachments:	Appendix 1 – Terms of Reference
Responsible Officer:	Mr Jeremy Edwards Chief Executive Officer
Author:	Mr Jeremy Edwards Chief Executive Officer
Proposed Meeting Date:	23 October 2020
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	Nil

REPORT PURPOSE

To appoint a Council representative to an external committee that has recently been established titled the 'North West Defence Alliance'.

BACKGROUND

The North West Defence Alliance (NWDA) is a recent group of Local Governments with coastlines on the Indian Ocean. These Local Governments have been meeting informally, usually at the WALGA Annual General Meeting over the past few years.

The purpose of the NWDA is to raise a profile and to increase lobbying the Federal Government to enhance its investment in defence-related infrastructure and personnel in the northern half of Western Australia.

The terms of reference for the NWDA are attached as **Appendix 1**.

COMMENTS/OPTIONS/DISCUSSIONS

At the WALGA Annual General Meeting on 25th September 2020, six representatives from the Local Governments of Derby, Broome, East Pilbara and Karratha, met to discuss the North West Defence Alliance proposal. The Shire's Deputy President Cr Gerry Parsons and Chief Executive Officer Jeremy Edwards attended on behalf of the Shire.

The North West Defence Alliance was first discussed by a group of representatives at a previous WALGA AGM and more recently at the Developing Northern Australian Conference in Karratha (2019), post these forums some Councils have met informally to discuss this matter.

The intent is to lobby together as a group to promote a case for enhanced Defence Investment – both personnel and infrastructure. By working together we would not be

competing among ourselves for investment, but allowing the defence organisation(s) to make any decisions they consider necessary on this subject.

The attached Terms of Reference (**Appendix 1 refers**) were tabled at the meeting on 25th September 2020, the terms of reference were accepted by all in attendance and the following key principles were agreed upon:

- The “corporate identity” – logo and letterhead as circulated were acceptable for now (this can be improved when the opportunity arises);
- The name “North West Defence Alliance” was appropriate;
- There is no formal structure, no fees and each Local Government will pay their own costs such as airfares and accommodation for meetings;
- The objective of the group is to lobby for enhanced Defence investment in the North West and this may involve:
 - Letters to politicians and relevant decision makers or influencers;
 - Visits to Canberra to meet and lobby relevant Ministers and personnel; and
 - Advertising in media where thought useful.
- It is important we act together as one body and not compete between ourselves for Defence spending.

The Terms of Reference were agreed with the following modifications, please note that **appendix 1** has these modifications included:

- Any councillor, not just the Mayor or Shire President, could be a member;
- CEOs and senior council staff could attend meetings if they wish;
- If a vote is required, each council has one vote;
- Any agreed expenses, such as an advertisement in WA Defence magazine, would be paid for equally by the member councils; and
- Zoom or equivalent digital video conferencing may be used for meetings as it is still challenging for us to meet physically.

It was also agreed that the coordination for the first year will be undertaken by Mayor Peter Long from the City of Karratha.

Next Steps

It was requested that all Local Governments consider the Terms of Reference as attached.

Following this an introductory letter to the Defence Minister and other relevant Ministers would be the best first step to explain who we are, why we are important to the defence of Australia and why we are seeking more investment.

Many Local Government travel to Canberra each year to undertake lobbying for specific projects, it would appear appropriate to consider this once the borders are open (hopefully in 2021). It is suggested that a few Local Governments travel together to Canberra when the time is appropriate.

STATUTORY IMPLICATIONS/REQUIREMENTS

Local Government Act 1995

Part 5 Administration

Division 2 Council meetings, committees and their meetings and electors' meetings

Subdivision 2 Committees and their meetings

POLICY IMPLICATIONS

Nil.

STRATEGIC COMMUNITY PLAN

5: Governance

Demonstrated accountability and corporate governance.

G1 Provide efficient, accountable and ethical governance.

RISK MANAGEMENT CONSIDERATIONS

To maintain ethical, accountable and transparent decision-making.

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/58

MOVED: Cr Geraldine Parsons

SECONDED: Cr Anthony Middleton

That Council appoint the following Councillors as representatives on the North West Defence Alliance, for a one year term ending at the 2021 local government election:

Member	Deputy
Cr Anthony Middleton	Cr Lang Coppin OAM

CARRIED UNANIMOUSLY

To be actioned by Mrs Kylie Bergmann, Coordinator Governance

Appendix 1

Terms of Reference



North West Defence Alliance

Terms of Reference

This Terms of Reference is the single defining document of the North West Defence Alliance and is current from 30 September 2020.

Preamble

There is concern at the susceptibility of north-west Australia to attack or even invasion by a foreign aggressor, due to the enormous mineral wealth of the region and the hundreds of billions of dollars of heavy industry processing, transport and export infrastructure located along the coast, inland and on islands of the NW Shelf.

The Pilbara Regiment is an observational force only, with less than 50 personnel across the region. While the nation has air force bases at Exmouth (Learmonth) and Derby (Curtin), these are unmanned and a sudden attack could readily disable them.

In fact, a surprise attack by a foreign aggressor could result in tens of billions of dollars of infrastructure being destroyed in a very short time and before any defensive force could arrive.

For this reason it is believed that a more proactive defence posture is required and that increased numbers of personnel and defence infrastructure is necessary along the north-west coast.

The North West Local Governments

There are eight local governments with coastlines on the Indian Ocean between the Shires of Exmouth in the south and Wyndham/East Kimberley in the north.

These local governments are in agreement that an informal alliance would assist in lobbying the Federal Government to increase its investment in defence-related infrastructure and personnel in the northern half of Western Australia.

It is proposed to call this informal group, the North West Defence Alliance.

Objectives

- To promote the case for increased defence infrastructure and personnel expenditure across local governments in the North West
- To act as a point of liaison for the Department of Defence and associated authorities
- To communicate key defence priorities to all levels of government, relevant stakeholders and to the public

North West Defence Alliance – Terms of Reference

- To maintain effective communication and collaboration between the Alliance members and to promote one another's strategic objectives.

Governance Structure

- The unincorporated body shall be called the North West Defence Alliance (NWDA or the Alliance)
- The Alliance is an unincorporated voluntary grouping of the interested local governments in the North West of WA and may or may not include all eight councils
- The relevant local governments include:
 - Wyndham/East Kimberley
 - Derby/West Kimberley
 - Broome
 - East Pilbara
 - Port Hedland
 - Karratha
 - Ashburton
 - Exmouth
- The Alliance will be governed by a voluntary Committee which shall nominally include one councillor from each local government, generally but not necessarily the Mayor or Shire President
- Individual local governments may co-opt other councillors, their CEO or senior staff as necessary to attend Committee Meetings, but if a vote is required, each local government will have only one vote
- The Alliance will have a Co-ordinator whose tasks shall include:
 - Arranging Committee meetings when requested by a member
 - Taking minutes and distributing them to all members when necessary
 - Taking a lead role in initiating and managing lobbying activities, inter- or intra-state trips, advertisements etc
 - Writing and sending off letters on behalf of the Alliance
 - Talking to the press and delivering media statements on behalf of and only with the approval of the Committee
- The Co-ordinator shall be voted in by a majority of Committee members for a term of one year beginning 30 September.

Meetings

- Meetings shall be held to discuss upcoming lobbying activities, correspondence, advertising, new government defence initiatives, funding options or any other topic relevant to the Alliance Objectives
- There is no predefined meeting schedule
- Meetings shall occur when requested by a Committee member
- Meetings may be face to face or through the use of electronic media such as Zoom
- A quorum is not necessary unless a decision is to be made affecting all members, in which case that shall be a majority of the current NWDA councils
- Secretarial support will be provided by the local government organisation of the Co-ordinator and shall include making arrangements for meetings, and taking and distributing minutes where necessary.

North West Defence Alliance – Terms of Reference

Communications and Correspondence

- The Alliance will report through its Committee to the CEO and Council of each member local government after any meeting where a significant decision is made
- Press releases and other public documents shall only be made by the Co-ordinator and only with the approval of member councils
- Member council Mayors/Shire Presidents may nevertheless provide informal updates on Alliance activities
- If a document distributed to members is not approved or otherwise by a council within one week of issue, it will be assumed that council approves the document
- Members must keep abreast of pertinent issues within their own local government area and provide information to the other Alliance members where relevant
- Members are responsible for updating other councils of any key issues on the Alliance agenda, including arising topical issues/incidents, activities, risks, and opportunities, when appropriate

Finances

- The Alliance will take no membership fees from its constituent local governments
- Individual councils must meet all the costs of their representatives to the Alliance, including travel, accommodation, stationery, telecommunications etc
- It is recognised that, as an unincorporated body, the Alliance does not qualify to be the recipient of Government grants to support Alliance initiatives
- Where grants are sought by a member council to facilitate an Alliance initiative, appropriate close liaison will be maintained with the other members. However, the responsibility for the management of that grant must rest with the council that is the accountable grant recipient
- Joint expenses such as advertising shall be equally distributed amongst the current NWDA members
- Joint costs will be paid by the Coordinator's council and relevant proportions invoiced back to NWDA member councils.

9.1.5 STATUS OF CAPITAL PROJECTS AS AT 30 SEPTEMBER 2020

Attachments:	Appendix 1 – Status of Capital Projects September 2020
Responsible Officer:	Mr Jeremy Edwards Chief Executive Officer
Author:	Ms Sian Appleton Manager Governance
Proposed Meeting Date:	23 October 2020
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	Nil

REPORT PURPOSE

To provide Council with the year to date position of the capital works program as set out in the 2020/21 budget, for the period ending 30 September 2020.

BACKGROUND

The attached report details the status of all capital works projects as set out in the 2020/21 budget, accepted by Council at the 24 July 2020 Ordinary Council Meeting, for the period 1 July 2020 to the 30 September 2020. (*Appendix 1 refers*).

COMMENTS/OPTIONS/DISCUSSIONS

The report includes a summary of the status of projects Shire wide and also includes comments from officers regarding progress. Seventy-three capital projects are reported on.

Reportable variations in accordance with accounting requirements are as follows:

- 70% of projects are on target.
- 4% of projects are currently slightly behind target levels and are being monitored.
- 22% of projects are currently at risk of falling behind and are being monitored.
- 4% of projects have been deferred and have not been reported on.

In monetary terms the total budget for capital projects in the approved budget is \$23,927,600. Of this amount actual expenditure to the 30 September 2020 is \$1,601,408, with funds committed being approximately \$2,717,192. Total spent/committed funds to the 30 September 2020 is approximately \$4,318,600.

STATUTORY IMPLICATIONS/REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC COMMUNITY PLAN

5: Governance

Demonstrated accountability and corporate governance.

G1 Provide efficient, accountable and ethical governance.

G1.1 Enhance governance capability to deliver sustainable outcomes, roads and buildings

RISK MANAGEMENT CONSIDERATIONS

Reputational – Low.

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

VOTING REQUIREMENTS

Simple.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/59

MOVED: Cr Anthony Middleton

SECONDED: Cr Holly Fleming

That Council receive that Capital works Program Status update for the period 1 July 2020 to 30 September 2020.

CARRIED UNANIMOUSLY

To be actioned by Ms Sian Appleton, Manager Governance

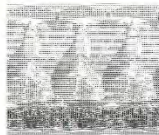
Appendix 1

Status of Capital Projects September 2020



Action and Task Progress Report

Shire of East Pilbara



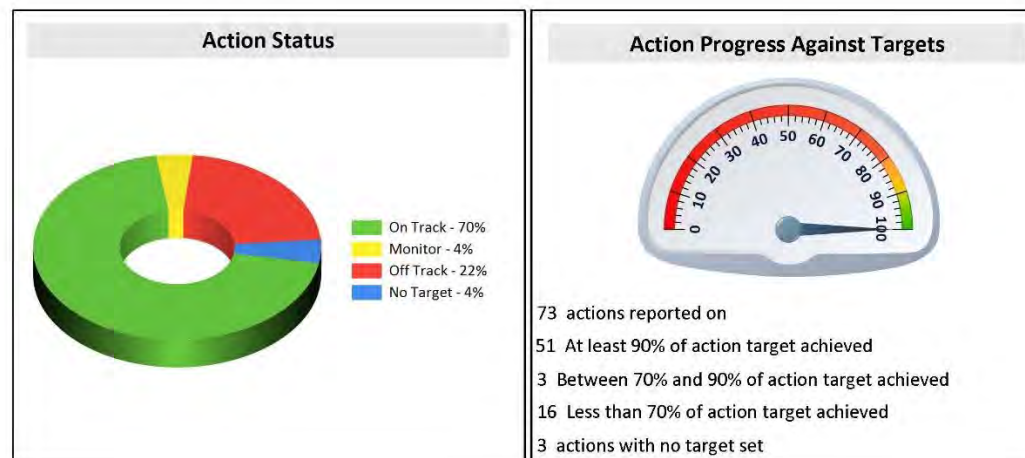
2020-2021

Print Date: 08-Oct-2020

www.cammsgroup.com



OVERVIEW



ACTION PLANS



GREEN

At least 90% of action target achieved



AMBER

Between 70% and 90% of action target achieved



RED

Less than 70% of action target achieved



No target set

* Dates have been revised from the Original dates

BUDGET PERFORMANCE



GREEN

On Track



AMBER

Monitor



RED

Off Track



Not Available

Commercial Services

Airport Services

6.1 Airport Asset Management

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.2.3 CP49033- 20/21 Marble Bar Public Art	Ben Lewis - Executive Manager - Commercial Services	Deferred	01-Jul-2020	30-Jun-2021	1.00%	0.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
6.1 Airport Asset Management	Capital	50,000.00		0.00	0.00	0.00	 GREEN
ACTION PROGRESS COMMENTS: 12/08/20 - The proposed location will be the entry statement into the Marble Bar airport and will be located on the new entry road which will be constructed in the 2021/22 year. Installation of the art will form part of the entry road and carpark works 1/9/20 - Works deferred until next financial year when the airport upgrade is in progress Last Updated: 01-Sep-2020							

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ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.128 CP129401 - 20/21 Services - Access Roads, Car Parks	Ben Lewis - Executive Manager- Commercial Services	Not Started	26-Jul-2020	30-Jun-2021	0.00%	0.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
6.1 Airport Asset Management	Capital	200,000.00		24,000.00	0.00	24,000.00	<div><div></div></div> GREEN
ACTION PROGRESS COMMENTS: 12/08/20 - Works will be undertaken in conjunction with road works in Newman 01/09/20 - Works will be identified once the airport master plan is endorsed by council Last Updated: 01-Sep-2020							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.129 CP129402 - 20/21 Services - Water Including RO	Ben Lewis - Executive Manager- Commercial Services	In Progress	26-Jul-2020	30-Jun-2021	5.00%	0.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
6.1 Airport Asset Management	Capital	250,000.00		30,000.00	2,792.00	27,209.00	<div><div></div></div> GREEN
ACTION PROGRESS COMMENTS: 12/08/20 - The draft scope of works for the design phase has commenced. 01/09/20 - Scope of works still in progress Last Updated: 01-Sep-2020							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.130 CP129404 - 20/21 Services - Waste	Ben Lewis - Executive Manager- Commercial Services	In Progress	26-Jul-2020	30-Jun-2021	5.00%	0.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE



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6.1 Airport Asset Management	Capital	500,000.00	60,000.00	0.00	60,000.00		
ACTION PROGRESS COMMENTS: 12/08/20 - The draft scope of works for the design phase has commenced. 01/09/20 - scope of works still in progress Last Updated: 01-Sep-2020							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.131 CP129419 - 20/21 Safety & Security - Lighting	Ben Lewis - Executive Manager- Commercial Services	In Progress	26-Jul-2020	30-Jun-2021	5.00%	0.00%	
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
6.1 Airport Asset Management	Capital	2,000,000.00		240,000.00	0.00	240,000.00	
ACTION PROGRESS COMMENTS: 12/08/20 - Planning and scoping has commenced for draft RFT 01/09/20 - scope of works still in progress Last Updated: 01-Sep-2020							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.132 CP129426 - 20/21 ASCE Plant and Equipment (Scanner)	Ben Lewis - Executive Manager- Commercial Services	In Progress	26-Jul-2020	30-Jun-2021	50.00%	0.00%	
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
6.1 Airport Asset Management	Capital	250,000.00		250,000.00	0.00	250,000.00	
ACTION PROGRESS COMMENTS: 12/08/20 - Body scanner is onsite and waiting for installation. Checked baggage screening is on back order delayed due to Covid 01/09/20 - Body scanner scheduled for installation in late October. Checked baggage scheduled for November 2020 Last Updated: 01-Sep-2020							

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ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.133 CP129427 - 20/21 Plant & Equipment - Machinery	Ben Lewis - Executive Manager - Commercial Services	In Progress	26-Jul-2020	30-Jun-2021	30.00%	0.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
6.1 Airport Asset Management	Capital	150,000.00		18,000.00	0.00	18,000.00	 GREEN

ACTION PROGRESS COMMENTS:

12/08/20 - Equipment is on order and has been delayed due to Covid anticipated delivery October / November

01/09/20 - Still anticipating delivery October / November

Last Updated: 01-Sep-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.134 CP129431 - 20/21 Public Structures	Ben Lewis - Executive Manager - Commercial Services	Not Started	26-Jul-2020	30-Jun-2021	0.00%	0.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
6.1 Airport Asset Management	Capital	400,000.00		48,000.00	0.00	48,000.00	 GREEN

ACTION PROGRESS COMMENTS:

01/09/20 - Capital upgrade of air-conditioning plant for the terminal will be undertaken in consultation with the terminal expansion as part of the master plan

Last Updated: 01-Sep-2020

Corporate Services



Information Systems

23.1 Information Communication and Technology

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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Action and Task Progress Report

5.1.1.165 CP49001 - 20/21 Computer Equipment	Lisa Davis - Manager Corporate Services	In Progress	24-Jul-2020	30-Jun-2021	40.00%	20.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
23.1 Information Communication and Technology	Capital	80,000.00		30,000.00	27,535.00	2,465.00	 GREEN
ACTION PROGRESS COMMENTS: 31/07/2020 - Quotes for new server received and purchase order issued. 30/09/2020 - New server installed. Server job complete. Other capital purchases will occur as per AMP. Last Updated: 08-Oct-2020							

Customer and Community Services

Community Safety

12.3 Surveillance and Security

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.1.21 CP59022 - 20/21 CCTV and Lighting Upgrades	Brent Stein - Manager Community Safety	In Progress	26-Jul-2020	30-Jun-2021	25.00%	12.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
12.3 Surveillance and Security	Capital	500,000.00		60,000.00	0.00	60,000.00	<div><div></div></div> GREEN
ACTION PROGRESS COMMENTS: Initial data collected and project planning underway - 21/08/2020 Scope of works created for consultant to be hired and utilised to assist with formal Infrastructure/IT Scope and RFQ - 06/10/2020 Last Updated: 06-Oct-2020							

Recreation and Events

15.4 Aquatic Centres

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Action and Task Progress Report

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.8 CP119067 - 20/21 Newman Aquatic Centre - P&E	Melissa Warren - Coordinator Aquatic Centre	In Progress	26-Jul-2020	30-Jun-2021	25.00%	12.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
15.4 Aquatic Centres	Capital	30,000.00		3,600.00	15,740.00	-12,140.00	<div><div></div></div> GREEN
ACTION PROGRESS COMMENTS: In progress Two new 50m re-circulation pumps being installed 07/09/2020 Last Updated: 02-Sep-2020							

Executive Services

Procurement and Contracts

9.1 Procurement

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.1.19 CP59010 - 20/21 Ranger Vehicle - 2WD (51112)	Oliver Schaefer - Manager Technical Services- Rural	In Progress	26-Jul-2020	30-Jun-2021	50.00%	4.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
9.1 Procurement	Capital	65,000.00		0.00	0.00	0.00	<div><div></div></div> GREEN
ACTION PROGRESS COMMENTS: 05/08/2020 - Specification under development 02/09/2020 - Purchase Order Issued 08/10/2020 - Build in progress and waiting on delivery into AU Last Updated: 08-Oct-2020							

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ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.1.22 CP119029 - 20/21 CRS Vehicle - 2WD (111675)	Oliver Schaefer- Manager Technical Services- Rural	In Progress	26-Jul-2020	30-Jun-2021	50.00%	0.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
9.1 Procurement	Capital	55,000.00		0.00	0.00	0.00	<div><div></div></div> GREEN
ACTION PROGRESS COMMENTS: 05/08/2020 - Specification under development 02/09/2020 - Purchase Order Issued 08/10/2020 - Build in progress and waiting on delivery into AU Last Updated: 08-Oct-2020							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.15 CP129079 - 20/21 P&G Vehicle - 4WD (2812)	Oliver Schaefer- Manager Technical Services- Rural	In Progress	26-Jul-2020	30-Jun-2021	50.00%	0.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
9.1 Procurement	Capital	55,000.00		0.00	0.00	0.00	<div><div></div></div> GREEN
ACTION PROGRESS COMMENTS: 05/08/2020 - Specification under development 02/09/2020 - Purchase Order Issued 08/10/2020 - Build in progress and waiting on delivery into AU Last Updated: 08-Oct-2020							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.17 CP129096 - 20/21 P&G Vehicle Newman - 2WD (2807)	Oliver Schaefer- Manager Technical Services- Rural	In Progress	26-Jul-2020	30-Jun-2021	90.00%	0.00%	<div><div></div></div> GREEN

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Action and Task Progress Report

SERVICE PROFILE	BUDGET TYPE	BUDGET	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE	
9.1 Procurement	Capital	38,000.00	0.00	0.00	0.00	 GREEN	
ACTION PROGRESS COMMENTS: 05/08/2020 - Specification under development 02/09/2020 - Purchase Order Issued 08/10/2020 - Vehicle ready for delivery and awaiting transport to Newman Last Updated: 08-Oct-2020							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.18 CP129097 - 20/21 P&G Vehicle Newman - 2WD (2810)	Oliver Schaefer - Manager Technical Services - Rural	In Progress	26-Jul-2020	30-Jun-2021	90.00%	0.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE	
9.1 Procurement	Capital	38,000.00	0.00	0.00	0.00	 GREEN	
ACTION PROGRESS COMMENTS: 05/08/2020 - Specification under development 02/09/2020 - Purchase Order Issued 08/10/2020 - Vehicle ready for delivery and awaiting transport to Newman Last Updated: 08-Oct-2020							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.123 CP129098 - 20/21 Canter Tipper with Kevrek (2704)	Oliver Schaefer - Manager Technical Services - Rural	In Progress	26-Jul-2020	30-Jun-2021	30.00%	0.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE	
9.1 Procurement	Capital	98,000.00	0.00	0.00	0.00	 GREEN	

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Action and Task Progress Report

ACTION PROGRESS COMMENTS:

05/08/2020 - Specification development in progress
02/09/2020 - Procurement Process Commenced - RFQ issued and awaiting response from suppliers
07/10/2020 - RFQ submissions under assessment
Last Updated: 07-Oct-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.125 CP129723 - 20/21 Canter Tipper with Kevrek (2727)	Oliver Schaefer- Manager Technical Services- Rural	In Progress	26-Jul-2020	30-Jun-2021	30.00%	0.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
9.1 Procurement	Capital	98,000.00		0.00	0.00	0.00	<div><div></div></div> GREEN

ACTION PROGRESS COMMENTS:

05/08/2020 - Specification development in progress
02/09/2020 - Procurement Process Commenced - RFQ issued and awaiting response from suppliers
07/10/2020 - RFQ submissions under assessment
Last Updated: 07-Oct-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.126 CP129732 - 20/21 Side shift Backhoe (2751)	Oliver Schaefer- Manager Technical Services- Rural	In Progress	26-Jul-2020	30-Jun-2021	80.00%	0.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
9.1 Procurement	Capital	190,000.00		0.00	0.00	0.00	<div><div></div></div> GREEN

ACTION PROGRESS COMMENTS:

05/08/2020 - Specification development in progress
02/09/2020 - Procurement Process Commenced - RFQ issued and awaiting response from suppliers
07/10/2020 - Purchase Order Issued to Westrac for a Caterpillar 444 Backhoe - delivery 3-4 weeks
Last Updated: 07-Oct-2020

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Action and Task Progress Report


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.127 CP129745 - 20/21 Fuso Canter815 Tipper (2825)	Oliver Schaefer- Manager Technical Services - Rural	In Progress	26-Jul-2020	30-Jun-2021	30.00%	0.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
9.1 Procurement	Capital	98,000.00		0.00	0.00	0.00	<div><div></div></div> GREEN
ACTION PROGRESS COMMENTS: 05/08/2020 - Specification development in progress 02/09/2020 - Procurement Process Commenced - RFQ issued and awaiting response from suppliers 07/10/2020 - RFQ submissions under assessment Last Updated: 07-Oct-2020							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.8 CP109040 - 20/21 GEWS Vehicle - 2WD (101401)	Oliver Schaefer- Manager Technical Services - Rural	In Progress	26-Jul-2020	30-Jun-2021	30.00%	0.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
9.1 Procurement	Capital	55,000.00		0.00	0.00	0.00	<div><div></div></div> GREEN
ACTION PROGRESS COMMENTS: 05/08/2020 - Specification development in progress 02/09/2020 - Purchase Order Issued 07/10/2020 - Vehicle in build process and awaiting delivery into AU Last Updated: 08-Oct-2020							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.1.169 CP49080 - 20/21 CBS Vehicle - 4WD (41229)	Oliver Schaefer- Manager Technical Services - Rural	In Progress	26-Jul-2020	30-Jun-2021	30.00%	0.00%	<div><div></div></div> GREEN

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SERVICE PROFILE	BUDGET TYPE	BUDGET	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
9.1 Procurement	Capital	55,000.00	0.00	0.00	0.00	 GREEN
ACTION PROGRESS COMMENTS: 05/08/2020 - Specification development in progress 02/09/2020 - Purchase Order Issued 07/10/2020 - Vehicle in build process and awaiting delivery into AU Last Updated: 08-Oct-2020						

Infrastructure Services


Infrastructure Services

19.1 Open Space - Newman



ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.13 CP119704 - 20/21 Minor Equipment - Parks and Gardens Newman	Oliver Schaefer - Manager Technical Services - Rural	Ongoing	26-Jul-2020	30-Jun-2021	-	12.00%	
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.1 Open Space - Newman	Capital	50,000.00		6,000.00	0.00	6,000.00	 GREEN
ACTION PROGRESS COMMENTS: 05/08/2020 - Purchases as required - ongoing 02/09/2020 - No change 08/10/2020 - No change Last Updated: 08-Oct-2020							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.121 CP129619 - 20/21 Streetscape Projects / Landscaping	Conrad Short - Works Supervisor - Parks & Gardens	In Progress	26-Jul-2020	30-Jun-2021	12.00%	12.00%	 GREEN

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SERVICE PROFILE	BUDGET TYPE	BUDGET	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.1 Open Space - Newman	Capital	100,000.00	12,000.00	402.00	11,598.00	 GREEN
ACTION PROGRESS COMMENTS: 10/08/2020 - Scoping projects to commence during August. 01/09/2020 - Worked out water flow rate and designing Irrigation plan for Installation this month. 07/10/2020 - No further update. Project Manager currently on leave. Last Updated: 07-Oct-2020						

19.2 Transport - Newman


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.124 CP129722 - 20/21 Minor Equipment Newman	Oliver Schaer- Manager Technical Services- Rural	Ongoing	26-Jul-2020	30-Jun-2021	-	12.00%	
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.2 Transport - Newman	Capital	30,000.00		3,600.00	0.00	3,600.00	 GREEN
ACTION PROGRESS COMMENTS: 05/08/2020 - As required and coordinated by Works Supervisors Newman 02/09/2020 - No change 07/10/2020 - No change Last Updated: 07-Oct-2020							

19.3 Open Space - Rural

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.16 CP129084 - 20/21 Minor Equipment - Rural	Oliver Schaer - Manager Technical Services- Rural	Ongoing	26-Jul-2020	30-Jun-2021	-	12.00%	
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE

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19.3 Open Space - Rural	Capital	73,000.00	8,760.00	0.00	8,760.00	 GREEN
ACTION PROGRESS COMMENTS: 05/08/2020 - Purchases as required - ongoing 02/09/2020 - No change 08/10/2020 - No change Last Updated: 08-Oct-2020						


19.4 Transport - Rural

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.103 CP129545 - 20/21 Marble Bar / Woodstock	Oliver Schaer - Manager Technical Services - Rural	Not Started	26-Jul-2020	30-Jun-2021	0.00%	12.00%	 RED

SERVICE PROFILE	BUDGET TYPE	BUDGET	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.4 Transport - Rural	Capital	281,600.00	33,792.00	52,105.00	-18,313.00	 GREEN

ACTION PROGRESS COMMENTS:
 05/08/2020 - Due to commence Aug/Sep - Council Crew
 02/09/2020 - No change
 08/10/2020 - Minor sheeting works and floodway repairs due to commence 3rd week of October
 Last Updated: 08-Oct-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.104 CP129546 - 20/21 Jigalong Road	Oliver Schaer - Manager Technical Services - Rural	In Progress	26-Jul-2020	30-Jun-2021	15.00%	12.00%	 GREEN

SERVICE PROFILE	BUDGET TYPE	BUDGET	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.4 Transport - Rural	Capital	530,000.00	63,000.00	22,455.00	40,545.00	 GREEN

ACTION PROGRESS COMMENTS:
 05/08/2020 - Sign Maintenance component completed - East Pilbara Earthmoving. Minor road formation and gravel sheeting works commencement not yet determined as this would

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depend on progress with other projects and weather events over the wet season

02/09/2020 - No change

08/10/2020 - No change

Last Updated: 08-Oct-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.105 CP129547 - 20/21 Warragine Road	Oliver Schaer - Manager Technical Services - Rural	Not Started	26-Jul-2020	30-Jun-2021	0.00%	12.00%	 RED
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.4 Transport - Rural	Capital	600,000.00		72,000.00	0.00	72,000.00	 GREEN



ACTION PROGRESS COMMENTS:

05/08/2020 - Due to commence towards the end of 2020 once ore carting has been completed and remaining stockpiles have been removed from the Spinifex Ridge Site.

02/09/2020 - No change

08/10/2020 - Carting by Mining Company to remove existing stockpiles from Spinifex Ridge has been completed. Road Works due to commence late November at this stage when Youngs Earthmoving have completed the desert road works.

Last Updated: 08-Oct-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.106 CP129548 - 20/21 Muccan Shay Gap Road	Oliver Schaer - Manager Technical Services - Rural	Not Started	26-Jul-2020	30-Jun-2021	0.00%	0.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.4 Transport - Rural	Capital	300,000.00		36,000.00	0.00	36,000.00	 GREEN

ACTION PROGRESS COMMENTS:

05/08/2020 - Due to commence towards the end of 2020 in conjunction with the Warrawagine Rd project.

02/09/2020 - No change

08/10/2020 - No change

Last Updated: 08-Oct-2020

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ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.107 CP129549 - 20/21 Goldsworthy Road	Oliver Schaefer- Manager Technical Services- Rural	Not Started	26-Jul-2020	30-Jun-2021	0.00%	0.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.4 Transport - Rural	Capital	77,200.00		9,300.00	0.00	9,300.00	<div><div></div></div> GREEN
ACTION PROGRESS COMMENTS: 05/08/2020 - Due to commence early 2021 following completion of the Warrawagine Rd and Muccan Shay Gap Rd projects. 02/09/2020 - No change 08/10/2020 - No change Last Updated: 08-Oct-2020							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.108 CP159551 - 20/21 Woodie Woodie Road	Oliver Schaefer- Manager Technical Services- Rural	Not Started	26-Jul-2020	30-Jun-2021	0.00%	0.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.4 Transport - Rural	Capital	300,000.00		36,000.00	2,914.00	33,086.00	<div><div></div></div> GREEN
ACTION PROGRESS COMMENTS: 05/08/2020 - Due to commence following Desert Road Works completion estimated October/November 2020 02/09/2020 - No change 08/10/2020 - No change Last Updated: 08-Oct-2020							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.109 CP129555 - 20/21 Hillside-Marble Bar Road	Oliver Schaefer- Manager Technical Services- Rural	Not Started	26-Jul-2020	30-Jun-2021	0.00%	0.00%	<div><div></div></div> GREEN

Shire of East Pilbara

Action and Task Progress Report

SERVICE PROFILE	BUDGET TYPE	BUDGET	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE	
19.4 Transport - Rural	Capital	659,700.00	79,200.00	0.00	79,200.00	<div><div></div></div> GREEN	
ACTION PROGRESS COMMENTS: 05/08/2020 - Currently waiting on confirmation from Atlas as to them sealing the section between Marble Bar and the new bypass road. Commencement and location of works will depend on Atlas's agreed works scope. Commencement most likely in March/April 2021. 02/09/2020 - No change 08/10/2020 - No change Last Updated: 08-Oct-2020							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.110 CP129557 - 20/21 Skull Springs Road	Oliver Schaefer - Manager Technical Services - Rural	Not Started	26-Jul-2020	30-Jun-2021	0.00%	0.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE	
19.4 Transport - Rural	Capital	500,000.00	60,000.00	0.00	60,000.00	<div><div></div></div> GREEN	
ACTION PROGRESS COMMENTS: 05/08/2020 - At this stage due to commence May/June 2021 but will be determined by the progress of other projects and the wet season 02/09/2020 - No change 08/10/2020 - No change Last Updated: 08-Oct-2020							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.111 CP129559 - 20/21 Goldsworthy Shay Gap Road	Oliver Schaefer - Manager Technical Services - Rural	Not Started	26-Jul-2020	30-Jun-2021	0.00%	0.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE	
19.4 Transport - Rural	Capital	439,600.00	52,800.00	0.00	52,800.00	<div><div></div></div> GREEN	



Shire of East Pilbara

Action and Task Progress Report

ACTION PROGRESS COMMENTS:

05/08/2020 - Not funded in 20/21

Last Updated: 02-Sep-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.112 CP129537 - 20/21 Kiwikurra Road	Oliver Schaer - Manager Technical Services - Rural	Completed	26-Jul-2020	30-Jun-2021	100.00%	12.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.4 Transport - Rural	Capital	690,600.00		470,000.00	469,742.00	258.00	 GREEN

ACTION PROGRESS COMMENTS:

05/08/2020 - Completed

Last Updated: 05-Aug-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.113 CP129538 - 20/21 Punmu Road	Oliver Schaer - Manager Technical Services - Rural	Not Started	26-Jul-2020	30-Jun-2021	0.00%	0.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.4 Transport - Rural	Capital	180,000.00		21,600.00	0.00	21,600.00	 GREEN

ACTION PROGRESS COMMENTS:

05/08/2020 - Due to commence September/October

02/09/2020 - No change







08/10/2020 - Due to commence within the last week of October

Last Updated: 08-Oct-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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Shire of East Pilbara

Action and Task Progress Report

3.1.3.114 CP129539 - 20/21 Talawana Track	Oliver Schaer- Manager Technical Services- Rural	Not Started	26-Jul-2020	30-Jun-2021	0.00%	0.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.4 Transport - Rural	Capital	180,000.00		21,600.00	0.00	21,600.00	 GREEN
ACTION PROGRESS COMMENTS: 05/08/2020 - Minor road formation and gravel sheeting works commencement not yet determined as this would depend on progress with other projects and weather events over the wet season as well as tying in with the Jigalong Rd project 02/09/2020 - No change 08/10/2020 - No change Last Updated: 08-Oct-2020							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.115 CP129540 - 20/21 Jupiter Well Access Road	Oliver Schaer- Manager Technical Services- Rural	Comple ed	26-Jul-2020	30-Jun-2021	100.00%	12.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.4 Transport - Rural	Capital	75,000.00		0.00	0.00	0.00	 GREEN
ACTION PROGRESS COMMENTS: 05/08/2020 - Completed Last Updated: 05-Aug-2020							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.116 CP129542 - 20/21 Kunnawarntji Access Road	Oliver Schaer- Manager Technical Services- Rural	In Progress	26-Jul-2020	30-Jun-2021	90.00%	12.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.4 Transport - Rural	Capital	720,000.00		350,000.00	335,660.00	14,340.00	 GREEN

Shire of East Pilbara



Action and Task Progress Report

ACTION PROGRESS COMMENTS:

02/09/2020 - Due to commence mid September 2020 following completion of the Desert Road project

08/10/2020 - Due for completion within the next 2 weeks

Last Updated: 08-Oct-2020


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
S.1.3.117 CP129543 - 20/21 Desert Road	Oliver Schaer - Manager Technical Services - Rural	Completed	26-Jul-2020	30-Jun-2021	100.00%	12.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.4 Transport - Rural	Capital	548,000.00		548,000.00	530,740.00	17,260.00	 GREEN

ACTION PROGRESS COMMENTS:

02/09/2020 - Project on target and close to completion within the next couple of weeks

08/10/2020 - Completed

Last Updated: 08-Oct-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
S.1.3.118 CP129530 - 20/21 Newman Town Streets - Reseals	Michael Zion - Coordinator Asset Management	In Progress	26-Jul-2020	27-Nov-2020	20.00%	50.00%	 RED
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.4 Transport - Rural	Capital	561,000.00		67,320.00	0.00	67,320.00	 GREEN

ACTION PROGRESS COMMENTS:

03/07/20 - Tender award letter sent to contractor, works program being confirmed from site inspections.

01/08/20 - Contract document being prepared, updated Gantt chart requested based on confirmed program.

27/08/20 - Project startup meeting, Contractor signed Contract Documents.

01/09/20 - Contractor scheduled to commence work on site 19 October.



15/09/20 - no change to project status, awaiting TMP, OSH, insurance information from contractor.

06/10/20 - Works due to commence on the 19th of October.



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Action and Task Progress Report

Last Updated: 06-Oct-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.119 CP129562 - 20/21 Local Road & Infrastructure Projects	Jeremy Edwards - Chief Executive Officer	Not Started	26-Jul-2020	30-Jun-2021	0.00%	12.00%	 RED
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.4 Transport - Rural	Capital	1,196,500.00		143,600.00	0.00	143,600.00	 GREEN

Last Updated: 26-Jul-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.120 CP129601 - 20/21 Nullagine Entry Statements	Helen Likiliki - Coordinator Technical & Development Services	In Progress	26-Jul-2020	30-Jun-2021	50.00%	12.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
19.4 Transport - Rural	Capital	30,000.00		3,600.00	0.00	3,600.00	 GREEN

ACTION PROGRESS COMMENTS:

07/08/2020 – Signs have been delivered and are stored in Newman. The RFQ for installation has been awarded. MRWA have approved and we are awaiting secondary approval from the DPLH. Installation to commence thereafter.

01/09/2020 – No further updates to report. Weekly contact is being made to the DPLH as approval has not been received. Continuing to follow up.

06/10/2020 - The Manager Land Use and Strategy is currently looking into the process and assisting with obtaining approval. Building applications are in progress and once approval has been received installation will occur.



Last Updated: 07-Oct-2020



Project and Asset Management

11.1 Project Management

Shire of East Pilbara

Action and Task Progress Report






ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.2.5 CP119729 - 20/21 Coaches Benches and Boxes	Michael Zion - Coordinator Asset Management	In Progress	26-Jul-2020	18-Dec-2020	7.00%	20.00%	 RED
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
11.1 Project Management	Capital	50,000.00		6,000.00	0.00	6,000.00	 GREEN
ACTION PROGRESS COMMENTS: 01/08/20 - Quotes received for supply of shelters and options being reviewed. It is anticipated that shelters will be ordered mid October and installed by 18 December. 01/09/20 - no change to project status, awaiting feedback from stakeholders. 15/09/20 - no change to project status, advised that feedback from stakeholders will be provided in next week or so. 06/10/20 - Feedback has been received from stakeholders. Project Manager currently on leave, will issue work to contractor on return. Last Updated: 07-Oct-2020							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.9 CP119063 - 20/21 Playground Equipment - Rural	Michael Zion - Coordinator Asset Management	In Progress	26-Jul-2020	26-Mar-2021	15.00%	10.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
11.1 Project Management	Capital	250,000.00		30,000.00	0.00	30,000.00	 GREEN
ACTION PROGRESS COMMENTS: 01/08/20 - RFQ's being prepared for supply of Playground and Shelter 01/09/20 - RAC funding applied for, RFQ documents being drafted 14/09/20 - Lotterywest funding applied for, RFQ documents completed and will be advertised soon. 06/10/20 - RFQ's have been released for quotes. Last Updated: 07-Oct-2020							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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Shire of East Pilbara

Action and Task Progress Report

3.1.1.10 CP119740 - 20/21 Gallop Park Dump Point	Allan Giles - Coordinator Building Services	In Progress	26-Jul-2020	30-Jun-2021	10.00%	12.00%	 AMBER
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
11.1 Project Management	Capital	15,000.00		1,800.00	0.00	1,800.00	 GREEN
ACTION PROGRESS COMMENTS: 06/08/20 - Waiting on new Coordinator of Building Services to start in role mid August. 02/09/20 - Scoping of works underway. 06/10/20 - Site visit completed. Awaiting quotes from contractors. Last Updated: 07-Oct-2020							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.11 CP119742 - 20/21 Nith Newman Reserve - Water Supply Connection	Daniel Hay-Henry - Graduate Engineer Projects & Assets	In Progress	26-Jul-2020	30-Jun-2021	17.00%	12.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
11.1 Project Management	Capital	50,000.00		6,000.00	0.00	6,000.00	 GREEN
ACTION PROGRESS COMMENTS: 04/08/2020 - Contacted contractor to assist in scoping. Site visit to be conducted. 01/09/2020 - Site visit has been conducted and quotes have been received. Alternative routes/connections are being investigated before installation commences. 07/10/2020 - Market testing completed, final scope of works has been confirmed. RFQ prepared and ready to be advertised. Last Updated: 07-Oct-2020							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.12 CP119746 - 20/21 Water Tank Scheme Connection	Daniel Hay-Henry - Graduate Engineer Projects & Assets	In Progress	26-Jul-2020	30-Jun-2021	30.00%	12.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE

Shire of East Pilbara



Action and Task Progress Report

11.1 Project Management	Capital	60,000.00	7,200.00	11,406.00	-4,206.00		
ACTION PROGRESS COMMENTS: 04/08/2020 - Received quote to upgrade water meter and flow rates. Contacted contractor to assist in scoping the additional connections to storage tanks. 01/09/2020 - Scoping of additional connections to East Newman and Capricorn Oval storage tanks has been completed. Water Corporation to upgrade water meter at East Newman. Contractor to install connection from water meters to storage tanks. 05/10/2020 - East Newman redundancy connection has been commissioned. Installation and commissioning of the redundancy connection to Capricorn Oval storage tank to be completed by 9th October. Last Updated: 05-Oct-2020							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.13 CP139203 - 20/21 Cape K Potable Water	Daniel Hay-Henry - Graduate Engineer Projects & Assets	In Progress	26-Jul-2020	30-Jun-2021	20.00%	12.00%	
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
11.1 Project Management	Capital	280,000.00		33,600.00	768.00	32,832.00	
ACTION PROGRESS COMMENTS: 04/08/2020 - RFQ to be advertised this week. Sourcing quotes for required site preparation works. 01/09/2020 - RFQ closed and submissions are being evaluated. 05/10/2020 - All submissions for the previous RFQ exceeded the RFQ limit. Scope of works re-advertised via RFT. RFT closed and submissions are currently being evaluated. Last Updated: 07-Oct-2020							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.14 CP139220 - 20/21 Newman Caravan Park	Philip Charley - Senior Projects Manager	In Progress	26-Jul-2020	30-Jun-2021	8.00%	12.00%	
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
11.1 Project Management	Capital	500,000.00		60,000.00	17,044.00	42,956.00	
ACTION PROGRESS COMMENTS:							

Shire of East Pilbara



Action and Task Progress Report

15/08/20 - Feature Survey Completed. Stage 1 Design Drawing Completed. Stage 1 drawings submitted to council for review.
02/09/20 - Development Application Submission for Stage 1 underway. Scope of works for Stage 1 works underway.
01/10/20 - BHP have completed a statutory declaration handing back the site to Department of Lands and Heritage (DPL&H). DPL&H has advised the Shire will be granted a management order over the site in 4 weeks, which will then allow the Development Application for Stage to be lodged.
Last Updated: 07-Oct-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.14 CP119722 - 20/21 Newman Chlorination, Recirculation & Tank	Daniel Hay-Henry - Graduate Engineer Projects & Assets	In Progress	26-Jul-2020	30-Jun-2021	22.00%	12.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
11.1 Project Management	Capital	260,000.00		31,200.00	2,902.00	28,298.00	 GREEN

ACTION PROGRESS COMMENTS:

04/08/2020 - RFT has been awarded and contract signed. Working with contractor to finalise design ready for manufacture.
01/09/2020 - Draft design drawings have been reviewed and feedback provided to Contractor. Awaiting final design drawings.
05/10/2020 - Updated draft design drawings have been submitted, reviewed and returned to the Contractor to update further, as not adequate.
Last Updated: 07-Oct-2020



ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.10 CP109002 - 20/21 Sewerage Plant Capital Improvements	Philip Charley - Senior Projects Manager	In Progress	26-Jul-2020	30-Jun-2021	15.00%	12.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
11.1 Project Management	Capital	6,259,400.00		751,128.00	16,184.00	734,944.00	 GREEN

ACTION PROGRESS COMMENTS:

22/07/20 - A Request For Tender (RFT) for Consultancy and preliminary design has been completed and advertised on 22/07/20.
19/08/20 - Tender submissions received. Tender evaluation underway.
02/09/20 - Contract awarded and issued to contractor. Contract negotiations underway.
01/10/20 - Contract negotiation completed and contract signed. Kick off meeting held on 24/09/20. Contractor Investigation works underway.

Last Updated: 07-Oct-2020

24.1 Built Infrastructure - Newman

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.2.4 CP119021 - 20/21 EPAC Building Works	Allan Giles - Coordinator Building Services	In Progress	01-Jul-2019	30-Sep-2022	2.00%	0.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
24.1 Built Infrastructure - Newman	Capital	15,000.00		0.00	0.00	0.00	 GREEN



ACTION PROGRESS COMMENTS:

06/08/20 - Waiting on new Coordinator of Building Services to start in role mid August.

02/09/20 - Scoping of works underway

06/10/20 - Issues have been investigated. Exploring options.

Last Updated: 07-Oct-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.1.23 CP119611 - 20/21 Rec Centre Bin Compound	Allan Giles - Coordinator Building Services	In Progress	26-Jul-2020	30-Jun-2021	2.00%	12.00%	 RED
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
24.1 Built Infrastructure - Newman	Capital	35,000.00		4,200.00	0.00	4,200.00	 GREEN

ACTION PROGRESS COMMENTS:

06/08/20 - Waiting on new Coordinator of Building Services to start in role mid August.

02/09/20 - Scoping of works underway

06/10/20 - Exploring options & liaising with relevant stakeholders to develop mode of delivery.

Last Updated: 07-Oct-2020

Shire of East Pilbara

Action and Task Progress Report

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.2.6 CP139130 - 20/21 Newman Visitors Centre	Allan Giles - Coordinator Building Services	In Progress	26-Jul-2020	30-Jun-2021	3.00%	12.00%	<div><div></div></div> RED
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
24.1 Built Infrastructure - Newman	Capital	70,000.00		8,400.00	0.00	8,400.00	<div><div></div></div> GREEN
ACTION PROGRESS COMMENTS: 06/08/20 - Waiting on new Coordinator of Building Services to start in role mid August. 02/09/20 - Scoping of works underway 06/10/20 - Further site investigations required. Tender writing started. Last Updated: 07-Oct-2020							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.9 CP119310 - 20/21 Newman Community Library - L&B	Allan Giles - Coordinator Building Services	In Progress	26-Jul-2020	30-Jun-2021	5.00%	12.00%	<div><div></div></div> RED
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
24.1 Built Infrastructure - Newman	Capital	15,000.00		1,800.00	0.00	1,800.00	<div><div></div></div> GREEN
ACTION PROGRESS COMMENTS: 06/08/20 - Waiting on new Coordinator of Building Services to start in role mid August. 02/09/20 - Scoping of works underway 06/10/20 - Site investigation completed. Stakeholders feedback received. Writing of scope of works underway. Last Updated: 07-Oct-2020							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.6 CP89026 - 20/21 Newman Youth Centre	Allan Giles - Coordinator Building Services	In Progress	26-Jul-2020	30-Jun-2021	3.00%	12.00%	<div><div></div></div> RED

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SERVICE PROFILE	BUDGET TYPE	BUDGET	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE	
24.1 Built Infrastructure - Newman	Capital	50,000.00	6,000.00	0.00	6,000.00	<div><div></div></div> GREEN	
ACTION PROGRESS COMMENTS: 06/08/20 - Waiting on new Coordinator of Building Services to start in role mid August. 02/09/20 - Scoping of works underway. 06/10/20 - Further site investigations required. Tender writing started. Last Updated: 07-Oct-2020							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.7 CP119041 - 20/21 Newman Aquatic Centre Infrastructure	Allan Giles - Coordinator Building Services	In Progress	26-Jul-2020	30-Jun-2021	3.00%	12.00%	<div><div></div></div> RED
SERVICE PROFILE	BUDGET TYPE	BUDGET	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE	
24.1 Built Infrastructure - Newman	Capital	50,000.00	6,000.00	0.00	6,000.00	<div><div></div></div> GREEN	
ACTION PROGRESS COMMENTS: 06/08/20 - Waiting on new Coordinator of Building Services to start in role mid August. 02/09/20 - Scoping of works underway. 06/10/2020 - Preliminary investigation completed. Further site investigation required. Last Updated: 07-Oct-2020							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.102 CP119732 - 20/21 Newman Junior Sports Doors & Security	Allan Giles - Coordinator Building Services	Completed	26-Jul-2020	30-Jun-2021	100.00%	12.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE	
24.1 Built Infrastructure - Newman	Capital	25,000.00	1,000.00	0.00	1,000.00	<div><div></div></div> GREEN	
ACTION PROGRESS COMMENTS:							

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06/08/20 - Waiting on new Coordinator of Building Services to start in role mid August.
02/09/20 - Scoping of works underway.
07/10/20 - Works fully completed



Last Updated: 07-Oct-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.122 CP129595 - 20/21 Newman Depot Building Works	Allan Giles- Coordinator Building Services	In Progress	26-Jul-2020	30-Jun-2021	3.00%	12.00%	<div><div></div></div> RED
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
24.1 Built Infrastructure - Newman	Capital	50,000.00		6,000.00	1,751.00	4,249.00	<div><div></div></div> GREEN

ACTION PROGRESS COMMENTS:

06/08/20 - Waiting on new Coordinator of Building Services to start in role mid August.
02/09/20 - Scoping of works underway.
06/10/20 - Site investigations completed. Tender writing underway.

Last Updated: 07-Oct-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.9 CP109042 - 20/21 CDS Admin Office and Toilets	Daniel Hay-Henry - Graduate Engineer Projects & Assets	In Progress	26-Jul-2020	30-Jun-2021	25.00%	12.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
24.1 Built Infrastructure - Newman	Capital	122,000.00		14,640.00	8,278.00	6,362.00	 GREEN



ACTION PROGRESS COMMENTS:



12/08/2020 - RFQ advertised, closing on the 2nd of September.
31/08/2020 - Award of work by Friday 4th September. With the works set to commence on the 7th of September.
07/10/2020 - Project has been handed over to the new project manager. No responses to the formal RFQ, negotiations have started with contractors that have shown interest. The Scope of Works is being reviewed to assure value for money.

Shire of East Pilbara

Action and Task Progress Report

Last Updated: 07-Oct-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.11 CP109051 - 20/21 Header Tank Roof	Philip Charley - Senior Projects Manager	In Progress	26-Jul-2020	30-Jun-2021	10.00%	12.00%	 AMBER
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
24.1 Built Infrastructure - Newman	Capital	30,000.00		6,000.00	0.00	6,000.00	 GREEN
ACTION PROGRESS COMMENTS: 06/07/20 - Review of minor investigative reports completed. 03/08/20 - Review and options report prepared. 02/09/20 - Preparation of Consultant design brief underway, which will allow Contractor to be engaged to draft new tank roof drawings. Drawings will limit scope, simplify quote comparison and reduce cost and project duration by allowing off site fabrication of the roof and access components. 01/10/20 - Negotiations underway with contractor to provide quote for roof design and drawings of structure showing needed repairs. Last Updated: 07-Oct-2020							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.1.166 CP49003 - 20/21 Furniture & Equipment	Marisa Wolfenden - Coordinator Property Services	In Progress	26-Jul-2020	30-Jun-2021	5.00%	12.00%	 RED
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
24.1 Built Infrastructure - Newman	Capital	25,000.00		3,000.00	0.00	3,000.00	 GREEN
ACTION PROGRESS COMMENTS: 07/08/20 - Orders as required 02/09/20 - Orders as required 06/10/20 - Orders as required Last Updated: 06-Oct-2020							

Shire of East Pilbara

Action and Task Progress Report


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.1.167 CP49016 - 20/21 Newman Admin Building	Allan Giles - Coordinator Building Services	In Progress	24-Jul-2020	30-Jun-2021	3.00%	12.00%	<div><div></div></div> RED
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
24.1 Built Infrastructure - Newman	Capital	55,000.00		6,600.00	0.00	6,600.00	<div><div></div></div> GREEN
ACTION PROGRESS COMMENTS: 06/08/20 - Waiting on new Coordinator of Building Services to start in role mid August. 02/09/20 - Scoping of works underway 06/10/20 - Developing scope of works. Last Updated: 07-Oct-2020							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.3.8 CP99020 - 20/21 Staff Housing	Marisa Wolfenden - Coordinator Property Services	In Progress	26-Jul-2020	30-Jun-2021	5.00%	12.00%	<div><div></div></div> RED
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
24.1 Built Infrastructure - Newman	Capital	1,190,700.00		142,884.00	46,843.00	96,041.00	<div><div></div></div> GREEN
ACTION PROGRESS COMMENTS: 07/08/20 - Commencing the Scope of Works for tender 02/09/20 - Tender writing underway 06/10/20 - Tender writing underway Last Updated: 07-Oct-2020							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.3.9 CP99022 - 20/21 Staff Housing - Airport	Marisa Wolfenden - Coordinator Property Services	In Progress	26-Jul-2020	30-Jun-2021	5.00%	12.00%	<div><div></div></div> RED

Shire of East Pilbara

Action and Task Progress Report

SERVICE PROFILE	BUDGET TYPE	BUDGET	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
24.1 Built Infrastructure - Newman	Capital	79,000.00	9,480.00	0.00	9,480.00	 GREEN
ACTION PROGRESS COMMENTS: 07/08/20 - Commencing the Scope of Works for tender 02/09/20 - Tender currently being scoped 06/10/20 - Tender currently being scoped Last Updated: 06-Oct-2020						

24.2 Built Infrastructure - Rural

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.1.20 CP59012 - 20/21 BFB Shed Upgrade	Michael Zion - Coordinator Asset Management	In Progress	26-Jul-2020	30-Oct-2020	95.00%	50.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
24.2 Built Infrastructure - Rural	Capital	54,300.00		6,500.00	0.00	6,500.00	<div><div></div></div> GREEN
ACTION PROGRESS COMMENTS: 01/08/20 - RFQ awarded. Gantt chart received from Contractor which shows completion by early October. 01/09/20 - Contractor arrived on site today and has commenced work with scheduled completion on 30 September. 18/09/20 - Contractor has completed internal structure, fixtures, tiling with plumbing and electrical work to be completed by 28/09/20 06/10/20 - Construction works completed. Some defects still outstanding before practical completion is issued. Last Updated: 06-Oct-2020							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.2.4 CP89023 - 20/21 CRC Marble Bar	Allan Giles - Coordinator Building Services	In Progress	26-Jul-2020	30-Jun-2021	1.00%	0.00%	<div><div></div></div> GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE

Shire of East Pilbara

Action and Task Progress Report

24.2 Built Infrastructure - Rural	Capital	10,000.00	1,200.00	0.00	1,200.00	
ACTION PROGRESS COMMENTS: 06/08/20 - Waiting on new Coordinator of Building Services to start in role mid August. 02/09/20 - Scoping of works underway. 10/06/20 - Feedback has been received from relevant stakeholders and site investigations completed. Writing of scope of works underway. Last Updated: 07-Oct-2020						
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	ON TARGET %
5.1.1.168 CP49026 - 20/21 M/Bar Admin Building	Allan Giles - Coordinator Building Services	In Progress	26-Jul-2020	30-Jun-2021	9.00%	12.00%
SERVICE PROFILE	BUDGET TYPE	BUDGET	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
24.2 Built Infrastructure - Rural	Capital	80,000.00	9,600.00	36,145.00	-26,545.00	
ACTION PROGRESS COMMENTS: 06/08/20 - Waiting on new Coordinator of Building Services to start in role mid August. 02/09/20 - Scoping of works underway. 06/10/20 - External painting works completed. Awaiting quotes from contractors for internal works. Last Updated: 07-Oct-2020						

Waste Management

21.1 Landfill Management

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.6 CP109037 - 20/21 Newman Landfill Fencing	Daniel Hay-Henry - Graduate Engineer Projects & Assets	In Progress	26-Jul-2020	30-Jun-2021	20.00%	12.00%	<div><div></div><div>GREEN</div></div>
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
21.1 Landfill Management	Capital	650,000.00		78,000.00	0.00	78,000.00	<div><div></div><div>GREEN</div></div>

Shire of East Pilbara

Action and Task Progress Report



ACTION PROGRESS COMMENTS:

12/08/2020 - Investigated and tender scope commencing on the 19th of August.

31/08/2020 - Tender scoping and review.

07/10/2020 - The project has been handed over to the new project manager. Tender being developed and reviewed.

Last Updated: 07-Oct-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.7 CP109038 - 20/21 Newman Landfill Signage	Daniel Hay-Henry - Graduate Engineer Projects & Assets	In Progress	26-Jul-2020	30-Jun-2021	25.00%	12.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
21.1 Landfill Management	Capital	20,000.00		2,400.00	0.00	2,400.00	 GREEN



ACTION PROGRESS COMMENTS:

12/08/2020 - Investigated and project hand over completed.

31/08/2020 - Quotation scoping, review. Obtained one quote, obtaining another two quotes (as per Council's purchasing policy) week ending Friday 12th Sept 2020.

07/10/2020 - A Contractor have been engaged to complete a review of the landfill site for traffic signage, quotes will then be obtained for the required signage based from Contractor's findings.

Last Updated: 07-Oct-2020

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.12 CP109039 - 20/21 Newman Landfill Bore	Daniel Hay-Henry - Graduate Engineer Projects & Assets	In Progress	26-Jul-2020	30-Jun-2021	25.00%	12.00%	 GREEN
SERVICE PROFILE	BUDGET TYPE	BUDGET		YTD BUDGET	YTD ACTUAL	YTD VARIANCE	BUDGET PERFORMANCE
21.1 Landfill Management	Capital	200,000.00		24,000.00	0.00	24,000.00	 GREEN

ACTION PROGRESS COMMENTS:

12/08/2020 - Project handover complete but scoping work yet to commence. all required licenses (Bore construction and groundwater extraction) have been approved and received as well as a location for the bore identified by DWER.

31/08/2020 - Quotation scoping and review in progress. Planned to advertise for the week ending Friday 12th Sept 2020.

Shire of East Pilbara

Action and Task Progress Report

07/10/2020 - The project has been handed over to the new project manager. Tender being developed and reviewed. Is is expected that the Request for Quotation will be advertised by the end of the month.

Last Updated: 07-Oct-2020

08-Oct-2020

CAMMS

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9.2 EM CORPORATE SERVICES

9.2.1 MONTHLY FINANCIAL STATEMENTS FOR PERIOD ENDING AUGUST 2020

Attachments:	Appendix 1 – Monthly Financials
Responsible Officer:	Mrs Lisa Davis Acting Executive Manager Corporate Services
Author:	Mrs Lisa Davis Acting Executive Manager Corporate Services
Proposed Meeting Date:	23 October 2020
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 28-page report details the financial activities of the Council for the period 1 July 2020 to 31 August 2020 of the 2020/2021 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 whichever is greater.
4. A detailed Capital Projects schedule detailing all expenditure

COMMENTS/OPTIONS/DISCUSSIONS

The Executive Manager Corporate Services will provide an overview and explanation as required of how to interpret the financial statement at the meeting.

Reportable variations in accordance with the materiality threshold as per Council resolution.

STATUTORY IMPLICATIONS/REQUIREMENTS

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

“The financial report is to –

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

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

POLICY IMPLICATIONS

3.1 ACCOUNTING POLICIES

STRATEGIC COMMUNITY PLAN

Nil.

5: Governance

Demonstrated accountability and corporate governance.

G1 Provide efficient, accountable and ethical governance.

G1.1 Enhance governance capability to deliver sustainable outcomes, roads and buildings

RISK MANAGEMENT CONSIDERATIONS

5: Governance

Demonstrated accountability and corporate governance.

G1 Provide efficient, accountable and ethical governance.

G1.1 Enhance governance capability to deliver sustainable outcomes, roads and buildings

FINANCIAL IMPLICATIONS

This report discloses financial activities for the period under review.

VOTING REQUIREMENTS

Simple.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/60

MOVED: Cr Anthony Middleton

SECONDED: Cr Geraldine Parsons

That the monthly financial statements for the period 1st July 2020 to 31st August 2020 of the 2020/2021 financial year as presented be received.

CARRIED UNANIMOUSLY

To be actioned by Mrs Lisa Davis, Acting Executive Manager Corporate Services

Appendix 1 Monthly Financials

Shire Of East Pilbara

Monthly Financial Statements

(Containing the Statement of Financial Activity)

For The Period Ending 31st August 2020

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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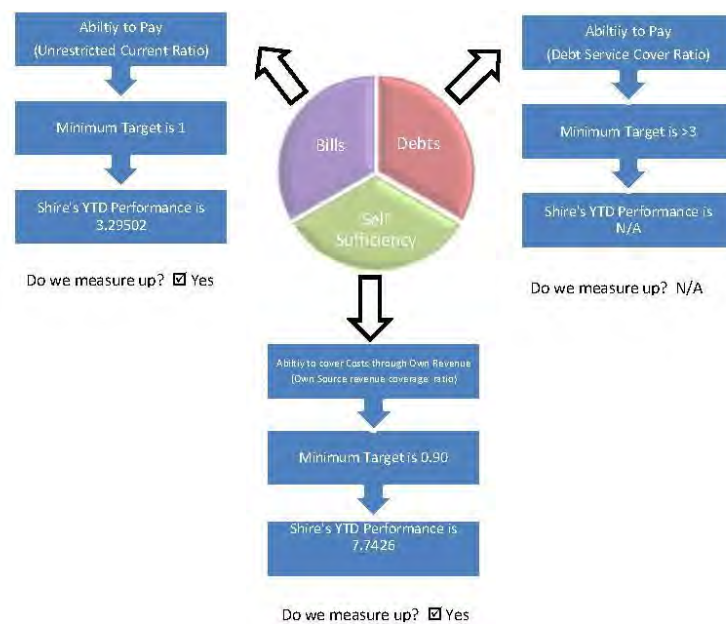
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MONTHLY FINANCIAL HEALTH CHECKS

For The Period Ending 31st August 2020

Highlighting how the Shire of East Pilbara is tracking against
financial ratios



How are we tracking against our budget targets?

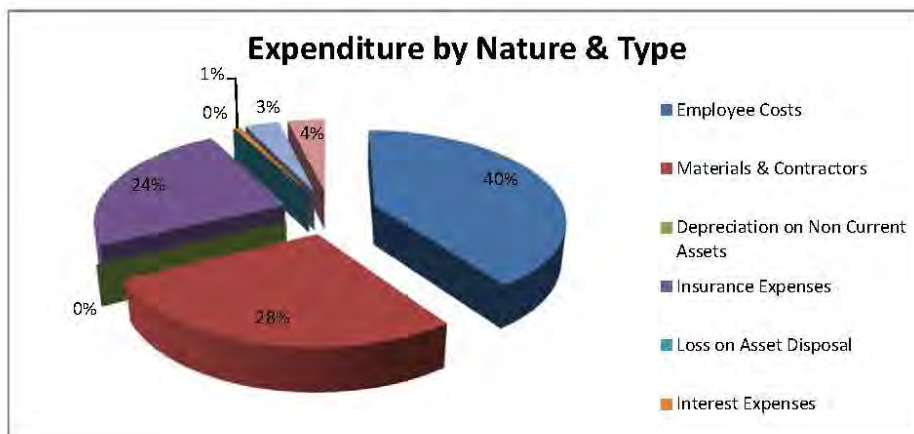
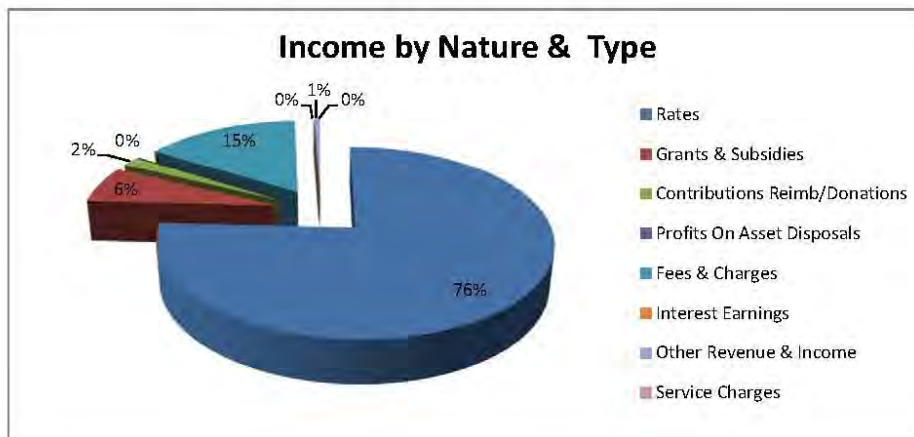
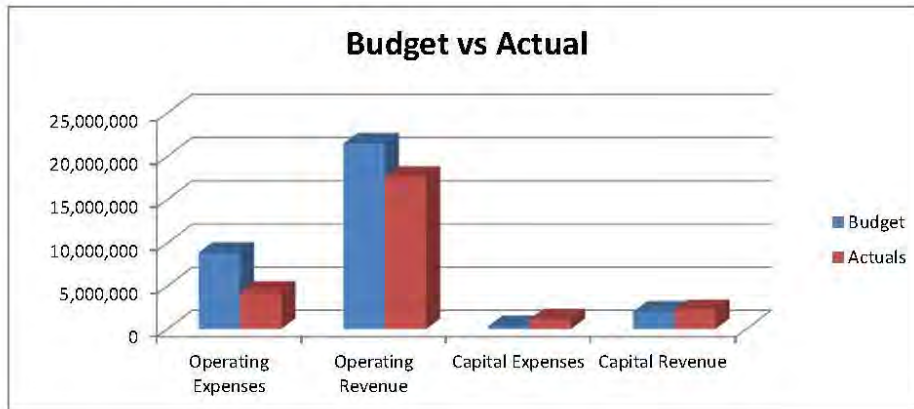


Adjusted operating surplus and self sufficient ratios are high due to rates being fully funded at the beginning of the financial year. However as the year progresses, operating expenditure will continue to draw on this revenue source reducing to target by 30 June 2020

It should be noted that the increase in depreciation (following the revaluation of assets at fair value over the last four years) has significantly increased the annual depreciation and puts pressure on the operating surplus result.



**Shire Of East Pilbara
Financial Graphs
For The Period Ending 31st August 2020**



SHIRE OF EAST PILBARA ORDINARY COUNCIL MEETING MINUTES

23 OCTOBER 2020

Shire Of East Pilbara Operating Revenue and Expenses For The Period Ending 31st August 2020												
Function, Sub-Function and Department Name	Budget Annual Revenue	Budget YTD Revenue	Actual YTD Revenue	Monthly Budget vs Actual \$ Variance	Monthly Budget vs Actual % Variance	Notes	Budget Annual Expenditure	Budget YTD Expenditure	Actual YTD Expenditure	Monthly Budget vs Actual \$ Variance	Monthly Budget vs Actual % Variance	Notes
General Purpose Funding												
Rates	14,062,600	13,822,108	13,885,380.29	(63,272.29)	(0.46)		385,400	64,485	15,421.88			
Other General Purpose Funding	2,059,200	308,334	296,638.72	11,695.58	3.79		-	-	-			
Total General Purpose Funding	16,121,800	14,130,442	14,182,018.71				385,400	64,485	15,421.88	49,063.12	76.08	
Governance												
Members of Council	100	-	-	-	-		856,400	105,282	49,960.00			
Other Governance	108,700	13,518	936.28				1,009,500	447,446	985,525.25			
Corporate Governance	-	-	-	-	-		328,420	54,724	49,656.80			
Customer Service	-	-	-	-	-		439,700	73,284	32,152.50			
Marketing, Media and Publication	-	-	-	-	-		146,300	24,282	7,780.20			
Stakeholder Management	-	-	-	-	-		157,800	26,300	9,426.64			
Financial Services	-	-	-	-	-		906,300	141,084	92,222.03			
Records Management	-	-	-	-	-		169,400	28,232	32,878.93			
Human Resources	-	-	-	-	-		1,017,600	98,768	101,288.96			
Occupational Health and Safety	-	-	-	-	-		148,700	24,784	21,445.83			
Information and Technology	-	-	-	-	-		807,300	134,530	205,540.39			
IPM, Strategic and Business Planning	-	-	-	-	-		1,214,800	223,000	55,981.23			
Procurement and Contract Management	-	-	-	-	-		337,000	51,318	34,648.36			
Asset Management	-	-	-	-	-		333,300	83,748	36,931.10			
Fixed Assets	8,000	-	-	-	-		502,500	83,748	-			
Allocations To Other Functions	-	-	-	-	-		(7,647,700)	(1,276,618)	-			
Total Governance	116,800	13,518	336.03	15,181.97	97.51		700,200	326,692	1,114,856.22	(788,164.22)	(241.26)	
Law, Order & Public Safety												
Fixed Assets	2,700	-	-	-	-		178,200	29,700	-			
Waste Services	26,000	4,168	6,602.53				571,700	95,146	52,693.13			
Emergency Management	147,100	-	-	-	-		295,000	52,066	176,268.85			
Security and Surveillance	500,200	500,000	-	-	-		216,500	36,064	23,189.36			
Total Law, Order & Public Safety	675,800	504,168	6,602.53	497,585.47	98.69		1,262,300	212,996	253,151.14	(40,155.14)	(18.85)	
Health												
Fixed Assets	-	-	-	-	-		13,400	2,234	-			
Health Inspection and Administration	68,800	35,845	5,836.39				443,800	76,702	24,996.36			
Preventative Services	18,000	-	-	-	-		83,000	10,500	8,506.46			
Total Health	86,800	35,845	5,836.39	30,008.61	83.72		540,200	89,436	33,506.82	56,129.18	62.76	
Education & Welfare												
Fixed Assets	-	-	-	-	-		436,200	68,000	-			
Place Based Services (Newman)	5,000	834	-	-	-		592,700	61,282	85,991.82			
Youth & Family Services	5,000	916	-	-	-		841,300	157,594	95,603.49			
Place Based Services (Rural)	-	-	-	-	-		576,000	98,580	72,319.44			
Total Education & Welfare	10,500	1,750	-	1,750.00	na		2,518,300	385,796	173,944.75	211,851.25	54.91	
Housing												
Fixed Assets	-	-	-	-	-		452,200	75,366	-			
Staff Housing - Newman	179,600	29,934	25,908.56				179,600	(91,033)	165,989.97			
Staff Housing - Marble Bar	35,600	5,894	5,063.20				35,600	(6,666)	21,438.91			
Martini Hill Housing	14,000	2,418	1,940.00				14,000	(4,240)	9,519.40			
Built Infrastructure	72,500	12,084	15,827.32				100,000	-	10,163.26			
Total Housing	303,100	50,270	48,740.88	1,529.12	3.06		781,300	(26,605)	201,213.54	(227,817.54)	836.30	

Function, Sub-Function and Department Name	Budget Annual Revenue	Budget YTD Revenue	Actual YTD Revenue	Monthly Budget vs Actual \$ Variance	Monthly Budget vs Actual % Variance	Notes	Budget Annual Expenditure	Budget YTD Expenditure	Actual YTD Expenditure	Monthly Budget vs Actual \$ Variance	Monthly Budget vs Actual % Variance	Notes
Community Amenities												
Fixed Assets	2,000	-	-	-	-		633,400	105,566	-			
Waste Collection & Recycling	671,900	617,759	604,165.44				878,200	144,168	30,646.97			
Landfill Management	4,125,500	688,082	241,336.54				2,600,700	447,702	159,260.59			
Waste Water Management	2,783,200	2,378,700	882,706.11				1,181,000	190,094	155,262.57			
Energy & Biodiversity	-	-	-	-	-		-	650	3,093.03			
Town Planning & Regional Develop't	101,300	16,832	1,759.00				203,100	235,196	22,452.06			
Land Survey	-	-	-	-	-		184,200	30,698	26,546.79			
Built Infrastructure - Newman	-	-	-	-	-		108,000	20,064	4,646.24			
Built Infrastructure (other communities)	8,500	1,084	483.64				134,200	11,207	5,717.82			
Total Community Amenities	7,193,100	3,702,457	1,730,430.73	1,972,226.27	83.26		5,822,800	1,199,665	408,366.27	791,298.93	65.96	
Recreation & Culture												
Fixed Assets	2,700	-	-	-	-		2,091,200	378,534	-			
Built Infrastructure - Newman	-	-	-	-	-		518,000	60,766	133,450.43			
Built Infrastructure - Rural	101,400	16,898	1,406.97				244,400	31,898	28,699.51			
Aquatic Centres	172,400	8,668	1,727.53				1,961,600	833,842	69,322.45			
TV & Radio Re Broadcasting	-	-	-	-	-		30,400	6,652	3,688.40			
Recreation Centre - Newman	754,700	42,448	56,036.76				1,208,600	31,817	145,817.18			
Libraries	7,000	1,166	897.28				517,600	80,016	44,742.91			
Club Development	5,000	834	-	-	-		131,100	22,830	19,641.16			
Open Space Assets - Newman	83,100	13,850	11,981.84				3,291,700	559,278	306,806.42			
Other Culture	300	50	22.73				300	50	-			
Marine Culture	1,286,700	246,118	131,305.63				1,211,700	201,684	167,238.58			
Culture & the Arts	-	-	-	-	-		208,300	18,582	23,674.98			
Events	273,300	212,584	-	-	-		897,800	90,169	40,937.07			
Other Operating expenses for R&E Reallocation	-	-	-	-	-		-	1,964	2,009.38			
Total Recreation & Culture	2,183,600	542,616	203,373.71	339,242.29	62.52		12,903,300	2,108,617	960,767.42	1,142,849.58	54.33	
Transport												
Fixed Assets	18,200	-	-	-	-		7,862,200	1,304,452	-			
Ss/Rds/Bridges/Depots - Construction	6,614,300	450	497,507.75				-	-	-			
Ss/Rds/Bridges/Depots - Maintenance	960,300	-	212,766.75				3,692,200	661,912	579,996.55			
Road Plant Purchases	73,700	3,866	-	-	-		-	-	-			
Aerodromes	14,455,700	2,764,526	945,603.44				10,833,300	2,032,048	675,266.22			
Total Transport	22,071,800	2,768,842	1,858,862.94	909,878.73	32.86		22,987,700	3,988,412	1,255,262.77	2,733,149.23	68.33	
Economic Services												
Fixed Assets	-	-	-	-	-		632,300	105,384	-			
Tourism and Area Promotion	155,400	25,900	79,189.35				546,100	77,662	82,219.53			
Building Control	163,200	22,200	28,830.35				238,500	41,054	21,192.88			
Rural Services	133,500	22,210	11,042.94				173,100	28,810	21,039.20			
Economic Development	1,395,300	13,000	-	-	-		798,900	36,484	11,529.92			
Newman House	16,200	27,368	24,781.55				157,700	26,286	30,799.50			
Total Economic Services	2,151,300	1,672,718	137,843.29	1,534,874.71	91.76		2,546,600	315,740	166,773.05	148,966.95	47.18	
Other Property & Services												
Fixed Assets	-	-	-	-	-		45,800	7,624	-			
Private Works	5,000	834	363.64				5,000	172	240.00			
Public Works Overheads	3,200	866	890.00				5,200	29,882	(29,481.33)			
Plant Operation Costs	-	-	-	-	-		-	47,343	8,249.14			
Salaries and Wages	10,000	1,666	8,548.52				10,000	1,666	312.18			
Project Management	-	-	-	-	-		1,142,700	65,450	26,939.35			
Unclassified	190,300	31,666	96,005.51				190,000	80,998	30,886.75			
Total Other Property & Services	210,200	35,892	105,717.67	(70,885.67)	(201.77)		1,386,700	202,145	(28,873.73)	431,018.73	213.22	
Total Revenue & Expenditure As Per Operating Statement	51,314,200	23,457,658	18,279,862.88				51,347,400	8,862,379	4,354,188.93			

SHIRE OF EAST PILBARA
Statement of Financial Activity By Nature and Type
For The Period Ending 31st August 2020

Description	2020/2021 Budget	2020/2021 YTD Budget	2020/2021 YTD Actual	Monthly Budget vs Actual \$ Variance	Monthly Bud vs Actual % Variance
OPERATING REVENUE					
Rates	13,619,600	13,619,600	13,857,820.41	238,220.41	(1.75)
Grants And Subsidies	8,772,400	1,462,067	1,192,624.89	(269,441.78)	18.43
Contributions, Reimbursements and Donations	2,566,000	427,667	315,108.21	(112,558.46)	26.32
Gain On Asset Disposals	128,600	21,433	0.00	(21,433.33)	na
Fees and Charges	17,530,200	2,921,700	2,806,838.10	(114,861.90)	3.93
Interest	1,113,500	185,583	3,846.17	(181,737.16)	97.93
Other Revenue/Income	934,000	155,667	103,625.10	(52,041.57)	33.43
Service Charges	0	0	0.00	-	na
<i>Total Operating Revenue</i>	\$44,664,300	\$18,793,717	18,279,862.88	(\$13,853.79)	2.73
Less: OPERATING EXPENDITURE					
Employee Costs	13,963,850	2,327,308	1,749,864.50	(577,443.83)	24.81
Materials And Contracts	14,756,800	2,459,467	1,202,562.00	(1,256,904.67)	51.10
Depreciation On Non Current Assets	16,848,900	2,808,150	0.00	(2,808,150.00)	na
Insurance Expenses	986,400	986,400	1,058,493.77	72,093.77	(7.31)
Loss On Asset Disposal	31,100	5,183	0.00	(5,183.33)	na
Interest Expenses	386,000	64,333	30,167.48	(34,165.85)	53.11
Utilities (Gas, Electricity, Water Etc)	2,299,800	383,300	149,512.62	(233,787.38)	60.99
Other Expenditure	682,250	113,708	163,588.56	49,880.23	(43.87)
<i>Sub Total</i>	\$49,955,100	\$9,147,850	4,354,188.93	(4,793,661.07)	52.40
Less: Applicable To Capital Expenditure	0	0	0.00	-	na
<i>Total Operating Expenditure</i>	\$49,955,100	\$9,147,850	4,354,188.93	(4,793,661.07)	52.40
NET PROFIT/(LOSS) RESULT	(\$5,290,800)	\$9,645,867	13,925,673.95	4,279,807.28	na
Other Comprehensive Income	\$0		0.00		
TOTAL COMPREHENSIVE INCOME	(\$5,290,800)	\$9,645,867	13,925,673.95	4,279,807.28	na

Rate Setting Statement
Operating Revenue and Expenses
For The Period Ending 31st August 2020

OPERATING REVENUE	Budget	YTD Budget	YTD Actual
General Purpose Funding	16,112,600	14,130,442	14,182,018.71
Governance	116,800	13,518	336.03
Law, Order & Public Safety	98,500	4,168	6,602.53
Health	86,800	35,845	5,836.39
Education & Welfare	10,500	1,750	-
Housing	301,600	50,270	48,740.88
Community Amenities	5,893,100	2,202,457	1,730,430.73
Recreation and Culture	2,183,600	542,616	203,373.71
Transport	15,459,800	2,768,842	1,161,460.19
Economic Services	1,651,300	1,672,718	137,843.29
Other Property & Services	210,200	35,032	105,717.67
Total Operating Revenue	42,124,800	21,457,658	17,582,360.13
Less: OPERATING EXPENSES			
General Purpose Funding	385,400	64,485	15,421.88
Governance	700,200	326,692	1,114,856.22
Law, Order & Public Safety	1,262,300	212,996	253,151.14
Health	540,200	89,436	33,306.82
Education & Welfare	2,518,900	385,796	173,944.75
Housing	781,300	(26,605)	201,212.54
Community Amenities	5,922,800	1,199,665	408,366.07
Recreation and Culture	12,903,300	2,103,617	960,767.42
Transport	22,387,700	3,988,412	1,255,262.77
Economic Services	2,546,600	315,740	166,773.05
Other Property & Services	1,398,700	202,145	(228,873.73)
Total Operating Expenditure	51,347,400	8,862,379	4,354,188.93
Add:			
Capital Grants and Contributions	9,189,400	2,000,000	697,502.75
Sale of Assets	233,000	-	-
<i>Non - cash amounts excluded from operating activities</i>	14,793,235	2,465,539.17	(17,606.00)
	24,215,635	4,465,539	679,896.75
Less: CAPITAL WORKS PROGRAMME			
Governance	345,000	68,334	3,370.00
Law, Order & Public Safety	619,300	1,872	-
Health	-	-	-
Education & Welfare	60,000	-	-
Housing	1,269,700	-	66,627.89
Community Amenities	7,336,400	20,334	19,996.63
Recreation and Culture	960,000	85,834	13,233.92
Transport	12,487,200	142,700	987,449.21
Economic Services	850,000	-	17,762.11
	23,927,600	319,074	1,108,439.76
Less: OTHER			
Repayments of Debentures	1,209,500	64,599	64,599.28
<i>Less Contributions to Loan Principal</i>	-	-	-
Transfers to Reserves	2,890,800	28,801	-
	4,100,300	93,400	64,599.28
Add: FUNDING SOURCES			
Reserves Utilised	3,183,600	265,300	-
Proceeds from New Debentures	4,700,000	-	-
Estimated Surplus/(Deficit) July 1 b/fwd	5,227,957	4,245,000	3,487,266.93
	13,111,557	4,510,300	3,487,266.93
Estimated Surplus/(Deficit) June 30 c/fwd	76,692	21,158,644	16,222,295.84

CASHFLOW
For The Period Ending 31st August 2020

Municipal Fund

Cashflows From Operating Activities

Receipts from Operations	5,502,557.97
Less: Payments for Operations	-3,332,816.32
Net Cash Provided by Operating Activities	2,169,741.65

Cashflow from Investing Activities

Interest received	3,846.17
Payment for Property, Plant & Equipment	-1,108,439.76
Less: Proceeds - Sale of Assets	0.00
Net Cash Used by Investing Activities	-1,104,593.59

Cashflows from Financing Activities

Interest Paid	-30,167.48
Repayment of Borrowings	-64,599.28
Proceeds from Borrowings	0.00
Net Cash Used by Financing Activities	-94,766.76

Net Increase in Cash Held **\$970,381.30**

Municipal Fund Cash at Beginning of Year - 01/07/19 59,681,931.44

Municipal Fund Cash at End of Period - 30/06/2019 60,652,312.74

Net Increase in Cash Held **\$970,381.30**

Total Cash Balances

Municipal Fund		
- Cash At Bank	7,930,543.58	
- Cash Floats	12,933.23	
- Cash Invested	<u>1,378,816.15</u>	9,322,292.96
Reserve Fund - Cash Invested		51,330,019.78
Total Cash Held		\$60,652,312.74

Shire Of East Pilbara
Acquisition & Construction of Assets
For The Period Ending 31st August 2020

A/c No	Function/Sub Function	Budget	Monthly Budget	Actuals to Date	Monthly Bud vs Actual % Variance	2020/2021 Funds Committed	2020/2021 Total Funds Spent YTD	Note
Governance								
Other Governance								
49001	Computer Equipment	80,000	0	-		330.00	330.00	
49003	Furniture and Equipment - Newman	25,000	0	-		-	-	
49016	Nwm Admin Building	55,000	55,000	-		-	-	
49026	M/Bar Admin Building	80,000	13,334	3,370.00		28,990.00	32,360.00	
49030	CBS Vehicle - 4WD (41229)	55,000	0	-		54,050.09	54,050.09	
49033	Marble Bar Public Art	50,000	0	-		-	-	
49039	Nmw Admin Bldg Security Upgrade	0	0	-		-	-	
Total Governance		\$345,000	\$68,334	3,370.00	95.07	\$83,370.09	\$86,740.09	
Law, Order & Public Safety								
Fire Prevention/Emergency Services								
59010	Ranger Vehicle - 4WD (51112)	65,000	0	-		68,009.25	68,009.25	
59012	Nullagine BFB - Ablution Block	54,300	1,872	-		52,500.00	52,500.00	
		\$119,300	\$1,872	-		\$120,509.25	\$120,509.25	
Other Law, Order and Public Safety								
59022	** BHP - CCTV	500,000	0	-		-	-	
		\$500,000	\$0	-		\$0.00	\$0.00	
Total Law, Order, P/Safety		\$619,300	\$1,872	-	na	\$120,509.25	\$120,509.25	
Health								
79001	MHRS Vehicle - 4WD (71090)	0	0	-		-	-	
Total Health		\$0	\$0	-	na	\$0.00	\$0.00	

Shire Of East Pilbara
Acquisition & Construction of Assets
For The Period Ending 31st August 2020

A/c No	Function/Sub Function	Budget	Monthly Budget	Actuals to Date	Monthly Bud vs Actual % Variance	2020/2021 Funds Committed	2020/2021 Total Funds Spent YTD	Note
Education and Welfare								
Community Services								
89023	CRC Marble Bar	10,000	0	-		-	-	
89026	Newman Youth Centre	50,000	0	-		-	-	
Total Education and Welfare		\$60,000	\$0	-	na	\$0.00	\$0.00	
Housing								
Staff Housing								
99020	Staff Housing Capital - ALL	1,190,700	0	43,527.89		96,054.20	139,582.09	
99019	Staff Housing Capital - M/Bar and Null	0	0	23,100.00		604,232.95	627,332.95	
99028	Staff Housing Capital - Airport	79,000	0	-		-	-	
Total Housing		\$1,269,700	\$0	66,627.89	na	\$700,287.15	\$766,915.04	
Community Amenities								
Sewerage								
109002	Sewerage Plant Capital Improv'ts	6,259,400	0	16,184.00		366,656.37	382,840.37	
109009	Chlorination System	0	0	-		-	-	
109051	Header Tank Roof	30,000	0	-		-	-	
		\$6,289,400	\$0	16,184.00		\$366,656.37	\$382,840.37	
Sanitation Other								
109037	Newman Landfill Fencing	650,000	0	-		-	-	
109038	Newman Landfill Signage	20,000	0	-		-	-	
109039	Newman Landfill Bore	200,000	0	-		-	-	
109040	GEWS Vehicle - 2WD (101401)	55,000	0	-		54,050.09	54,050.09	
109042	CDS Admin Office & Toilets	122,000	20,334	3,467.63		1,773.43	5,241.06	
		\$1,047,000	\$20,334	3,467.63		\$55,823.52	\$59,291.15	

Shire Of East Pilbara
Acquisition & Construction of Assets
For The Period Ending 31st August 2020

A/c No	Function/Sub Function	Budget	Monthly Budget	Actuals to Date	Monthly Bud vs Actual % Variance	2020/2021 Funds Committed	2020/2021 Total Funds Spent YTD	Note
Other Community Amenities								
109022	Public Toilets	0	0	345.00		-	345.00	
109033	Nullagine Public Toilets	0	0	-		14,230.00	14,230.00	
		0	0	345.00		\$14,230.00	\$14,575.00	
Total Community Amenities		\$7,336,400	\$20,334	19,996.63	1.66	\$436,709.89	\$456,706.52	
Recreation And Culture								
119012	Marble Bar Civic Centre	0	0	-		38,590.00	38,590.00	
119021	EPAC Building Works	15,000	2,500	-		-	-	
	Public Halls & Civic Centre	\$15,000	\$2,500	-		\$38,590.00	\$38,590.00	
119067	Newman Aquatic Centre - P&E	30,000	0	-		-	-	
119041	Newman Aquatic Centre - INFR	50,000	25,000	-		-	-	
	Swimming Areas / Beaches	\$80,000	\$25,000	-		\$0.00	\$0.00	
119310	Newman Community Library - L&B	15,000	0	-		-	-	
	Libraries	\$15,000	\$0	-		\$0	\$0	
119029	CRS Vehicle - Wagon (111675)	55,000	0	-		56,069.97	56,069.97	
119611	Rec Centre Bin Compound	35,000	5,834	-		-	-	
	Recreation Centre	\$90,000	\$5,834	-		\$56,069.97	\$56,069.97	
119063	Playground Equipment - Rural	250,000	0	-		-	-	
119704	Minor Equipment - Parks & Gardens	50,000	0	-		-	-	
119722	Oval Reticulation Automation	260,000	0	1,827.50		235,582.66	237,410.16	

Shire Of East Pilbara
Acquisition & Construction of Assets
For The Period Ending 31st August 2020

A/c No	Function/Sub Function	Budget	Monthly Budget	Actuals to Date	Monthly Bud vs Actual % Variance	2020/2021 Funds Committed	2020/2021 Total Funds Spent YTD	Note
119729	Capricorn Oval Benches	50,000	50,000	-		-	-	
119732	Newman - Junior Sports Doors & Security	25,000	0	-		-	-	
119740	Gallop Park Dump Point	15,000	2,500	-		12,936.36	12,936.36	
119742	North Newman Reserve - Water Supply Con.	50,000	0	-		-	-	
119746	Water Tank Scheme Connection	60,000	0	11,406.42		21,127.00	32,533.42	
	Ovals, Parks and Other Reserves	\$760,000	\$52,500	13,233.92		\$269,646.02	\$282,879.94	
Total Recreation And Culture		\$960,000	\$85,834	13,233.92	84.58	\$364,306	\$377,540	
Transport								
129545	Marble Bar / Woodie Woodie Road	281,600	0	50,705.51		2,437.76	53,143.27	
129546	Jigalong Road	530,000	0	22,454.95		-	22,454.95	
129547	Warrawagine Road	600,000	0	-		-	-	
129548	Muccan Shay Gap Road	300,000	0	-		7,143.44	7,143.44	
129549	Goldworthy Road	77,200	0	-		-	-	
129551	Woodie Woodie Road	300,000	0	2,913.96		-	2,913.96	
129555	Hillside Marble Bar Road	659,700	0	-		-	-	
129557	Skull Springs Road	500,000	0	-		-	-	
129559	Goldsworth Shay Gap Road	439,600	0	-		-	-	
	Road Construction	\$3,688,100	\$0	76,074.42		\$9,581.20	\$85,655.62	

Shire Of East Pilbara
Acquisition & Construction of Assets
For The Period Ending 31st August 2020

A/c No	Function/Sub Function	Budget	Monthly Budget	Actuals to Date	Monthly Bud vs Actual % Variance	2020/2021 Funds Committed	2020/2021 Total Funds Spent YTD	Note
129537	Kiwirrkurra Access Road	690,600	0	469,741.90		-	469,741.90	
129538	Punmu Access Road	180,000	0	-		165,000.00	165,000.00	
129539	Talawana Track	180,000	0	-		-	-	
129540	Jupiter Well Access Road	75,000	0	-		-	-	
129542	Kunnawarriti Access	720,000	0	-		170,385.00	170,385.00	
129543	Desert Road	548,000	0	439,760.00		-	439,760.00	
Aboriginal Access Roads		\$2,393,600	\$0	909,501.90		\$335,385.00	\$1,244,886.90	
129530	Newman Town Streets - Reseals	561,000	0	-		584,897.61	584,897.61	
129562	Local Road & Infrastructure Projects	1,196,500	0	-		-	-	
129601	Nullagine Entry Statement	30,000	1,034	-		23,438.00	23,438.00	
129595	Newman Depot - Land & Building	50,000	0	1,751.69		990.74	2,742.43	
129619	Streetscape Projects/ Landscaping - Various	100,000	16,666	121.20		1,925.79	2,046.99	
Other Construction		\$1,937,500	\$17,700	1,872.89		\$611,252.14	\$613,125.03	
129079	WS P&G Vehicle - 4WD (2812)	55,000	0	-		57,269.97	57,269.97	
129084	Minor Equipment - Rural	73,000	0	-		-	-	
129096	Parks & Gardens Vehicle - 2WD (2807)	38,000	0	-		29,188.09	29,188.09	
129097	Parks & Gardens Vehicle - 2WD (2810)	38,000	0	-		29,188.09	29,188.09	
129098	Canter Tipper with Kevrek (2704)	98,000	0	-		-	-	
129722	Minor Equipment - Newman	30,000	0	-		-	-	
129723	Canter Tipper with Kevrek (2727)	98,000	0	-		-	-	
129732	Sideshift Backhoe (2751)	190,000	0	-		189,980.00	189,980.00	

Shire Of East Pilbara
Acquisition & Construction of Assets
For The Period Ending 31st August 2020

A/c No	Function/Sub Function	Budget	Monthly Budget	Actuals to Date	Monthly Bud vs Actual % Variance	2020/2021 Funds Committed	2020/2021 Total Funds Spent YTD	Note
129745	Fuso Canter 815 Tipper (2825)	98,000	0	-		-	-	
Road Plant Purchases		\$718,000	\$0	-		\$305,626.15	\$305,626.15	
129401	Services - Access Roads, Car Parks	200,000	0	-		-	-	
129402	Services - Water Inc Ro	250,000	125,000	-		28,137.34	28,137.34	
129404	Services - Waste	500,000	0	-		-	-	
129419	Safety & Security - Lighting	2,000,000	0	-		-	-	
129426	ASCE Plant & Equipment	250,000	0	-		168,337.00	168,337.00	
129427	Plant & Equipment - Machinery	150,000	0	-		44,070.91	44,070.91	
129431	Public Structures	400,000	0	-		-	-	
Landside Expenses		\$3,750,000	\$125,000	-		\$240,545.25	\$240,545.25	
Total Airport		\$3,750,000	\$125,000	-		\$240,545.25	\$240,545.25	
Total Transport		\$12,487,200	\$142,700	987,449.21	-591.98	\$1,502,389.74	\$2,489,838.95	

Shire Of East Pilbara
Acquisition & Construction of Assets
For The Period Ending 31st August 2020

A/c No	Function/Sub Function	Budget	Monthly Budget	Actuals to Date	Monthly Bud vs Actual % Variance	2020/2021 Funds Committed	2020/2021 Total Funds Spent YTD	Note
Economic Services								
139818	RPT Troop Carrier (131166)	0	0	-		-	-	
	Rural Services	\$0	\$0	-		\$0.00	\$0.00	
139130	Newman Visitors Centre	70,000	0	-		-	-	
139203	Cape K - Caretakers Residence Potable Water	280,000	0	767.61		32,018.91	32,786.52	
139220	Newman Caravan Park	500,000	0	16,994.50		6,564.00	23,558.50	
	Tourism & Area Promotion	\$850,000	\$0	17,762.11		\$38,582.91	\$56,345.02	
	Total Economic Services	\$850,000	\$0	17,762.11	na	\$38,582.91	\$56,345.02	
Other Works & Services								
149014	Toyota Prado	0	0	-		-	-	
	Total Other Works & Services	\$0	\$0	-	na	\$0.00	\$0.00	
	Totals of All Assets	\$23,927,600	\$319,074	1,108,439.76	-247.39	\$3,246,155.02	\$4,354,594.78	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For The Period Ending 31st August 2020

OPERATING ACTIVITIES
NOTE 1
ADJUSTED NET CURRENT ASSETS

Adjusted Net Current Assets	Budget 2020/2021 \$	YTD Actuals 2020/2021 \$
Current Assets		
Cash		
Municipal Fund Cash At Bank	153,600	7,930,543.58
Municipal Fund Cash On Hand	18,000	12,933.23
Municipal Fund Cash Invested	969,600	1,378,816.15
Reserve Funds	37,482,900	51,330,019.78
Total Cash	\$38,624,100	\$60,652,312.74
Stock on Hand		
Fuels	50,000	22,981.34
History Books	15,000	12,139.86
Martumili Baskets	15,000	15,991.20
Total Stock	\$80,000	\$51,112.40
Debtors		
Rates	210,000	12,699,078.03
Sundry Debtors	40,000	4,828,068.30
ATO	0	-103,308.89
Aust Securities Commission	200	0.00
Total Debtors	\$250,200	\$17,423,837.44
Total Current Assets	\$38,954,300	\$78,127,262.58
Current Liabilities		
Creditors & Provisions		
Sundry Creditors	(\$500,000)	(\$1,683,629.06)
Accruals - Employee Entitlements	(\$773,100)	(\$1,326,799.23)
Accruals - Other	\$0	(\$6,398,409.35)
Trust Accounts	\$0	(\$1,238,653.66)
Tax Liability	\$0	\$0.74
ESL Levy	\$15,000	\$72,543.60
Other Liabilities	\$0	\$0.00
Total Current Liabilities	(\$1,258,100)	(\$10,574,946.96)
Total Net Current Assets	\$37,696,200	\$67,552,315.62
Less Restricted Cash - Reserves	\$37,482,900	\$51,330,019.78
Net Current Assets less Restricted Cash	\$213,300	\$16,222,295.84

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For The Period Ending 31st August 2020

NOTE 2
EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2020/21 year is \$10,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
VARIANCE BY FUNCTION & ACTIVITY	\$	%			
Revenue from operating activities					
Governance	13,181.97	97.51	▼	Timing	Timing Only - Budget Adoption in July
General Purpose Funding - Rates	NA	NA			
General Purpose Funding - Other	NA	NA			
Law, Order & Public Safety	497,565.47	98.69	▲	Timing	Timing Only - Budget Adoption in July
Health	30,008.61	83.72	▼	Timing	Timing Only - Budget Adoption in July
Education and Welfare	NA	NA			
Housing	NA	NA			
Community Amenities	1,972,026.27	53.26	▼	Timing	Timing Only - Budget Adoption in July
Recreation and Culture	339,242.29	62.52	▼	Timing	Timing Only - Budget Adoption in July
Transport	909,878.73	32.86	▼	Timing	Timing Only - Budget Adoption in July
Economic Services	1,534,874.71	91.76	▼	Timing	Timing Only - Budget Adoption in July
Other Property and Services	(70,685.67)	(201.77)	▲	Timing	Timing Only - Budget Adoption in July
Expenditure from operating activities					
Governance	(788,164.22)	(241.26)	▼	Timing	Administration Allocation not completed
General Purpose Funding	49,063.12	76.08	▲	Timing	Timing Only - Budget Adoption in July
Law, Order and Public Safety	NA	NA			
Health	56,129.18	62.76	▲	Timing	Timing Only - Budget Adoption in July
Education and Welfare	211,851.25	54.91	▲	Timing	Timing Only - Budget Adoption in July
Housing	(227,817.54)	856.30	▲	Timing	Timing Only - Budget Adoption in July
Community Amenities	791,298.93	65.96	▲	Timing	Timing Only - Budget Adoption in July
Recreation and Culture	1,142,849.58	54.33	▲	Timing	Timing Only - Budget Adoption in July
Transport	2,733,149.23	68.53	▲	Timing	Timing Only - Budget Adoption in July
Economic Services	148,966.95	47.18	▲	Timing	Timing Only - Budget Adoption in July
Other Property and Services	431,018.73	213.22	▲	Timing	Timing Only - Budget Adoption in July
VARIANCE BY NATURE & TYPE					
Operating Revenue					
Rates	NA	NA			
Grants And Subsidies	(269,441.78)	18.43	▼	Timing	Timing Only - Budget Adoption in July
Contributions, Reimb. & Donations	(112,558.46)	26.32	▼	Timing	Timing Only - Budget Adoption in July
Gain On Asset Disposals	NA	NA			
Fees and Charges	NA	NA			
Interest	(181,737.16)	97.93	▼	Timing	Timing Only - Budget Adoption in July
Other Revenue/Income	(52,041.57)	33.43	▼	Timing	Timing Only - Budget Adoption in July
Service Charges					
Operating Expenditure					
Employee Costs	(577,443.83)	24.81	▲	Timing	Timing Only - Budget Adoption in July
Materials And Contracts	(1,256,904.67)	51.10	▲	Timing	Timing Only - Budget Adoption in July
Depreciation On Non Current Assets	NA	NA			
Insurance Expenses	NA	NA			
Loss On Asset Disposal	NA	NA			
Interest Expenses	(34,165.85)	53.11	▲	Timing	Timing Only - Budget Adoption in July
Utilities (Gas, Electricity, Water Etc)	(233,787.38)	60.99	▲	Timing	Timing Only - Budget Adoption in July
Other Expenditure	49,880.23	(43.87)	▼	Timing	Timing Only - Budget Adoption in July

10320130 - Interim/Prorata Rates - UV Mun (18/19)

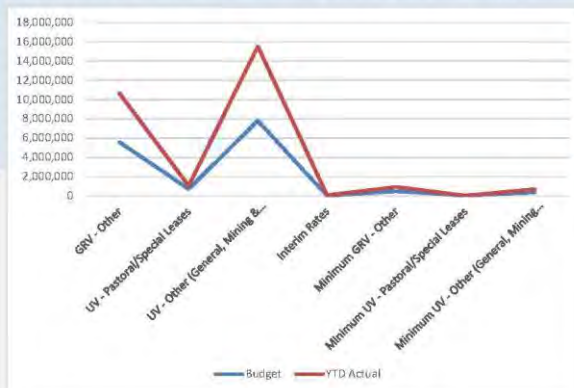
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For The Period Ending 31st August 2020

OPERATING ACTIVITIES
NOTE 3
RATE REVENUE

General Rate Revenue	RATE TYPE	Rate in \$	Number of Properties	Rateable Value	Rate Revenue \$	Budget			YTD Actual			
						Interim Rate \$	Back Rate \$	Total Revenue \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$
	Differential General Rate											
	GRV - Other	7.3662	2038	75,644,134	5,572,139			5,572,139	5,052,663	-295	1,040	5,053,408
	UV - Pastoral/Special Leases	8.5900	46	8,282,212	711,442			711,442	320,356			320,356
	UV - Other (General, Mining & Petroleum)	17.1800	1141	44,215,816	7,596,277	190,000		7,786,277	7,673,071	13,013	29,881	7,715,965
								0				0
	Minimums	Minimum \$										
	GRV - Other	\$ 650	690	2,223,748	457,470			457,470	457,470			457,470
	UV - Pastoral/Special Leases	\$ 230	21	8,107	4,830			4,830	4,830			4,830
	UV - Other (General, Mining & Petroleum)	\$ 430	795	872,276	341,850	0		341,850	337,120			337,120
								0				0
	Sub-Totals		4,731	131,246,293	14,684,008	190,000	0	14,874,008	13,845,510	12,718	30,921	13,889,149
	Discount							0				0
	Concession							(910,408)				(910,408)
	Amount from General Rates							13,963,600				13,889,149
	Ex-Gratia Rates							0				0
	Total General Rates							13,963,600				13,889,149

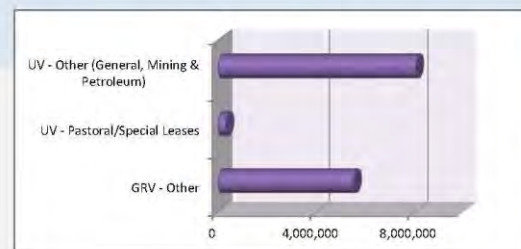
SIGNIFICANT ACCOUNTING POLICIES

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over



KEY INFORMATION

General Rates		
Budget	YTD Actual	%
\$13.96 M	\$13.89 M	99%



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For The Period Ending 31st August 2020

OPERATING ACTIVITIES
NOTE 4
RECEIVABLES

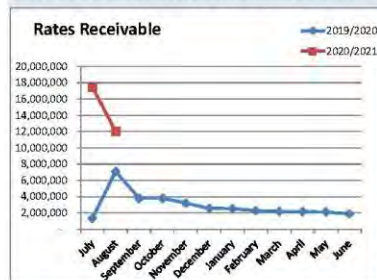
Rates Receivable	1 July 2019	31 Aug 20
	\$	\$
Opening Arrears Previous Years	1,349,994	1,893,659
Levied this year	16,670,389	17,546,238
Less Collections to date	(16,126,724)	(7,387,998)
Equals Current Outstanding	1,893,659	12,051,898
Net Rates Collectable	1,893,659	12,051,898
% Collected	96.74%	42.11%

KEY INFORMATION

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

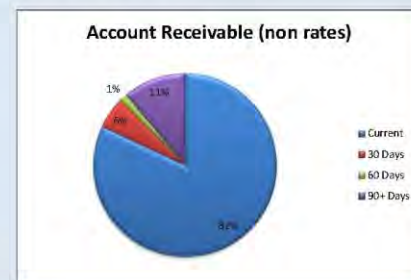
SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Collected	Rates Due
42%	\$12,051,898

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	4,522,477	310,098	75,771	613,621	5,521,967
Percentage	82%	6%	1%	11%	
Balance per Trial Balance					
Sundry debtors					5,521,967
Total Receivables General Outstanding					5,521,967
Amounts shown above include GST (where applicable)					



Debtors Due
\$5,521,967
Over 30 Days
18%
Over 90 Days
11%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For The Period Ending 31st August 2020

OPERATING ACTIVITIES
NOTE 5
DISPOSAL OF ASSETS

Asset Ref.	Asset Description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Program 4 Governance									
41229B	Toyota Hilux 4x4	9,000	17,000	8,000					
Program 5 Law, Order & Public Safety									
P51112E	Toyota Hilux	22,300	25,000	2,700					
Program 10 Community Amenities									
121212A	GEWS Vehicle	13,000	15,000	2,000					
Program 11 Culture and Recreation									
111576D	CRS Vehicle	22,300	25,000	2,700					
Program 12 Transport									
2704C	Fuso Canter	32,300	27,000		(5,300)				
2727C	Fuso Canter	38,000	27,000		(11,000)				
2751A	Backhoe	9,200	25,000	15,800					
2807E	Holden Colorado	14,200	9,000		(5,200)				
2810E	Holden Colorado	14,200	9,000		(5,200)				
2812C	Toyota Hilux	24,600	27,000	2,400					
2825A	Toyota 79 Series	35,800	27,000		(8,800)				
Program 13 Economic Services									
Program 14 Other Works and Services									
		234,900	233,000	25,600	(35,500)	0	0	0	0

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$233,000	\$0	0%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For The Period Ending 31st August 2020

FINANCING ACTIVITIES
NOTE 6
BORROWINGS

Information on Borrowings Particulars	Opening Bal 2020/2021 \$	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Housing									
Staff Housing	193,958			0	93,900	193,958	100,058	-	11,100
								-	1,200
Staff Housing	929,661			64,599	131,300	865,062	798,361	30,167	58,200
									7,200
Community Amenities									
Sewerage Plant	1,354,944			0	125,200	1,354,944	1,229,744	-	59,500
								-	10,000
Sewerage Plant	823,455			0	92,400	823,455	731,055	-	24,400
								-	6,400
Sewerage Plant	0	0	4,700,000	0	271,600	0	4,428,400	-	92,700
								-	17,900
Transport									
Newman Airport Precinct	495,142			0	495,100	495,142	42	-	13,300
							0	-	8,700
Self supporting loans									
	3,797,160	0	4,700,000	64,599	1,209,500	3,732,561	7,287,660	30,167	310,600
							0		
	0	0	0	0	0	0	0	0	0
Total	3,797,160	0	4,700,000	64,599	1,209,500	3,732,561	7,287,660	30,167	310,600

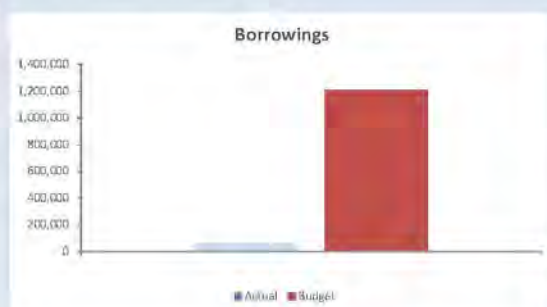
All debenture repayments were financed by general purpose revenue.

SIGNIFICANT ACCOUNTING POLICIES

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



note:
Interest
Accrual -
As per
Auditors
Request

Interest Earned

\$3,846

Reserves Bal

\$51.33 M

Principal Repayments

\$64,599

Interest Expense

\$30,167

Loans Due

\$3.73 M

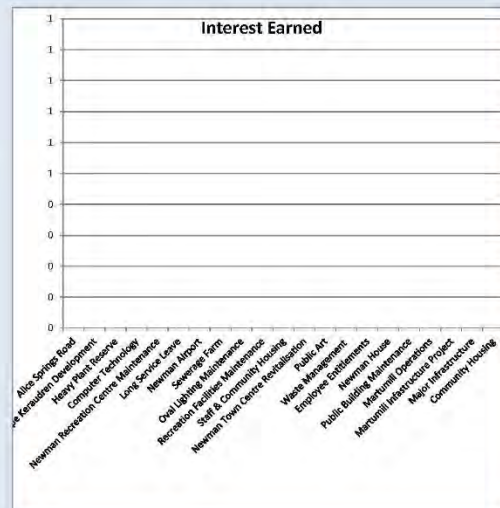
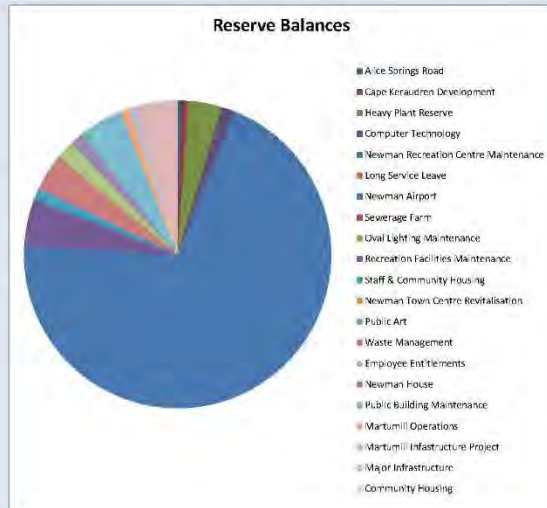
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For The Period Ending 31st August 2020

CASH AND INVESTMENTS
NOTE 7

Cash Backed Reserve

Reserve Name	Opening Balance - 01.07.2020	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Alice Springs Road	215,871	5,300	0	0	0	0	0	221,171	215,871
Cape Keraudren Development	363,798	8,900	0	0	0	(180,000)	0	192,698	363,798
Heavy Plant Reserve	1,837,817	60,800	0	0	0	(850,000)	0	1,048,617	1,837,817
Computer Technology	668,455	13,400	0	0	0	(100,000)	0	581,855	668,455
Newman Recreation Centre Maintenance	0	0	0	0	0	(127,535)	0	(127,535)	0
Long Service Leave	0	0	0	0	0	(464,411)	0	(464,411)	0
Newman Airport	35,879,532	674,900	0	2,080,100	0	(435,700)	0	38,198,832	35,879,532
Sewerage Farm	0	0	0	0	0	(115,770)	0	(115,770)	0
Oval Lighting Maintenance	0	0	0	0	0	(13,201)	0	(13,201)	0
Recreation Facilities Maintenance	2,537,321	58,000	0	342,178	0	(2,011,442)	0	926,057	2,537,321
Staff & Community Housing	557,666	29,300	0	1,180,964	0	(1,156,681)	0	611,249	557,666
Newman Town Centre Revitalisation	0	0	0	0	0	(337,000)	0	(337,000)	0
Public Art	124,801	2,400	0	0	0	0	0	127,201	124,801
Waste Management	1,959,403	31,700	0	2,791,176	0	(663,964)	0	4,118,315	1,959,403
Employee Entitlements	968,504	23,800	0	959,185	0	(494,774)	0	1,456,715	968,504
Newman House	730,710	16,700	0	0	0	0	0	747,410	730,710
Public Building Maintenance	2,390,433	63,300	0	0	0	(200,000)	0	2,253,733	2,390,433
Martumili Operations	441,756	13,500	0	0	0	(267,000)	0	188,256	441,756
Martumili Infrastructure Project	309,934	3,900	0	50,000	0	0	0	363,834	309,934
Major Infrastructure	2,344,018	0	0	0	0	0	0	2,344,018	2,344,018
Community Housing	0	0	0	0	0	(24,283)	0	(24,283)	0
	51,330,020	1,005,900	0	7,403,603	0	(7,441,760)	0	52,297,762	51,330,020

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For The Period Ending 31st August 2020

GRANTS & CONTRIBUTIONS

NOTE 8

Non Operating Grants & Contributions For The Development Of Assets

Grant Source	Purpose	2020/2021	2020/2021	2020/2021	Variance
		Estimated Actual	Budget	Actual	
		\$	\$	\$	(Under)/Over
State Grants					
FESA	NBFB Shed Grant	0.00	77,300.00	0.00	na
WA Grants Commission	Aboriginal Access Roads	0.00	666,700.00	172,502.75	na
Main Roads WA	Aboriginal Access Roads	0.00	333,300.00	0.00	na
Main Roads WA	Regional Road Group	0.00	1,043,400.00	0.00	na
WA Grants Commission	Untied Road Grants	0.00	621,200.00	0.00	na
Main Roads WA	Direct Grants	0.00	441,300.00	0.00	na
State Government	Discovery Drive Sign Project	0.00	0.00	0.00	na
		\$ -	\$ 3,183,200.00	\$ 172,502.75	na
Federal Grants					
Federal Dep't Of Transport	Roads To Recovery	0.00	1,159,700.00	0.00	na
Federal Dep't Of Transport	Roads to Recovery - Additional	0.00	850,000.00	475,000.00	na
Federal Dep't Of Transport	Local Roads & Community Infrast.	0.00	1,196,500.00	0.00	na
		\$ -	\$ 3,206,200.00	\$ 475,000.00	na
Contributions					
BHP	Collective Impact - Community Safety	500,000.00	500,000.00	0.00	100.00
BHP	Sewerage Plant Upgrade Funding	1,500,000.00	1,500,000.00	0.00	100.00
Private Mine Contributions	Woodie Woodie Road	0.00	200,000.00	50,000.00	na
BHP	Landscaping Project	0.00	100,000.00	0.00	na
BHP	Newman Caravan Park Grant	0.00	500,000.00	0.00	na
		\$ 2,000,000.00	\$ 2,800,000.00	\$ 50,000.00	97.50
Non-Operating grants, subsidies and contributions Total		\$ 2,000,000.00	\$ 9,189,400.00	\$ 697,502.75	65.12

Grants & Contributions Toward Operating Expenditure

Grant Source	Purpose	2020/2021	2020/2021	2020/2021	Variance
		Estimated Actual	Budget	Actual	
		\$	\$	\$	(Under)/Over
State Grants					
WA Grants Commission	General Purpose Grants	-300,000.00	2,000,000.00	292,792.25	197.60
CRSFF	Recreation Plan	0.00	25,000.00	0.00	na
FESA	FESA Grant - SES	0.00	4,000.00	0.00	na
FESA	FESA Grant - Nullagine VBFB	0.00	20,000.00	0.00	na
Dept of Health	Mosquito Control	0.00	18,000.00	0.00	na
State Grants	Youth	500.00	3,000.00	0.00	100.00
DSR	Club Development	834.00	5,000.00	0.00	100.00
Art Enterprise Activities (NACIS)	Martumilli Arts Project	145,000.00	290,000.00	36,363.64	74.92
Dept Environmen. & Heritage	Martumilli Arts Project	35,000.00	70,000.00	0.00	100.00
Tourism WA	Fusion Festival	15,000.00	15,000.00	0.00	na
State Grants	Events	0.00	34,800.00	0.00	na
Lotterywest	Fusion Festival	3,334.00	20,000.00	0.00	100.00
WA Grants Commission	Untied Road Grants	0.00	900,000.00	205,988.75	na
PDC	Regional Economic Dev (RED) Grant	35,000.00	35,000.00	0.00	100.00
State Dep't of Transport	RPT Bus Service Subsidy	19,916.00	119,500.00	9,977.50	49.90
		\$ (45,416.00)	\$ 3,559,300.00	\$ 545,122.14	49.90
Contributions					
Water Corporation	Newman Sewerage Farm	143,500.00	143,500.00	142,778.21	0.50
BHP	Newman Retreated Water Plan	0.00	100,000.00	0.00	na
BHP	Events Partnership - Newman	193,000.00	193,000.00	0.00	100.00
BHP	Martumilli - Community Support	0.00	530,000.00	0.00	na
BHP	Regional Service Hub Planning	0.00	500,000.00	0.00	na
BHP	Newman Caravan Park Planning	0.00	500,000.00	0.00	na
		\$ 336,500.00	\$ 1,966,500.00	\$ 142,778.21	57.57
Operating grants, subsidies and contributions Total		\$ 291,084.00	\$ 5,525,800.00	\$ 687,900.35	49.90

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For The Period Ending 31st August 2020

NOTE 9
TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 01 Jul 2018	Amount Received	Amount Paid	Closing Balance 31 Aug 2020
	\$	\$	\$	\$
Public Open Space	231,500	0	0	231,500
Cash in Lieu of Parking	526,724	0	0	526,724
	758,224	0	0	758,224



NOTE 10
BUDGET AMENDMENTS

[illegible]

KEY INFORMATION

9.2.2 CREDITORS FOR PAYMENT

File No: FIN-10-2

Attachments: Appendix 1 - Cheque Payments
Appendix 2 - Direct Payments
Appendix 3 - EFT Payments
Appendix 4 - Manual Cheque Payments
Appendix 5 - MasterCard

Responsible Officer: Mrs Lisa Davis
Acting Executive Manager Corporate Services

Author: Ms Teresa Southwell
Expenditure Finance Officer

Proposed Meeting Date: 23 October 2020

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 18th September 2020.

COMMENTS/OPTIONS/DISCUSSIONS

FUND	VOUCHER	AMOUNT
EFT Payments	EFT54988 – EFT55428	\$3,581,690.50
Credit Cards	TBA	\$10,892.60
	Total	\$3,592,583.10
Cheque Payments	25030 – 25048	\$22,049.50
Manual Cheques	327 – 335	\$1,800.00
Superannuation	DD14051.1 – DD14092.23	\$114,167.82
Fuel	5005210035	\$53,446.73
	Total	\$191,464.05
	GRAND TOTAL	\$3,784,047.15

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

25038; EFT55024; EFT55110; EFT55111; EFT55423

STATUTORY IMPLICATIONS/REQUIREMENTS

Local Government (Financial Management) Regulations 1996

Part 2 – General financial management

Reg 11

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

Local Government (Financial Management) Regulations 1996

Part 2 – General financial management

Reg 12

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

POLICY IMPLICATIONS

Nil

STRATEGIC COMMUNITY PLAN

Nil

RISK MANAGEMENT CONSIDERATIONS

Medium - Legislative

FINANCIAL IMPLICATIONS

Total expenses of **\$3,784,047.15**

VOTING REQUIREMENTS

Simple.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/61

MOVED: Cr Anthony Middleton

SECONDED: Cr Holly Fleming

FUND	VOUCHER	AMOUNT
EFT Payments	EFT54988 – EFT55428	\$3,581,690.50
Credit Cards	TBA	\$10,892.60
	Total	\$3,592,583.10
Cheque Payments	25030 – 25048	\$22,049.50
Manual Cheques	327 – 335	\$1,800.00
Superannuation	DD14051.1 – DD14092.23	\$114,167.82
Fuel	5005210035	\$53,446.73
	Total	\$191,464.05
GRAND TOTAL		<u>\$3,784,047.15</u>

CARRIED UNANIMOUSLY

To be actioned by, Mrs Lisa Davis, Acting Executive Manager Corporate Services

Appendix 1 Cheque Payments

SHIRE OF EAST PILBARA

Cheque Payments

Chq/EFT	Date	Name	Description	Amount
25030	03/09/2020	SOEP - LOTTO SYNDICATE 1	Staff Syndicate 1	-300.30
25031	03/09/2020	SOEP - LOTTO SYNDICATE 2	Staff Syndicate 2	-387.20
25032	03/09/2020	SOEP - LOTTO SYNDICATE 3	Staff Syndicate 3	-240.20
25033	03/09/2020	SOEP - NEWMAN PETTY CASH	Petty Cash Re-coup	-202.90
25034	10/09/2020	DEPARTMENT OF TRANSPORT	Shire Plate Application	-200.00
25035	10/09/2020	SOEP - LOTTO SYNDICATE 1	Lotto Syndicate 1	-300.30
25036	10/09/2020	SOEP - REC CENTRE PETTY CASH	Petty Cash Re-coup	-280.00
25037	10/09/2020	SoEP - Youth Centre Petty Cash	Petty Cash Re-coup	-192.80
25039	17/09/2020	Catherine Louise Mawson	Rate refund	-258.76
25040	24/09/2020	2MVI Pty Ltd	Rates refund	-31.60
25041	24/09/2020	Gondwana Resources Ltd	Rates refund	-3471.11
25042	24/09/2020	Mark Gareth Creasy	Rates refund	-113.15
25043	24/09/2020	Newmont Goldcorp Exploration Pty Ltd	Rates refund	-3799.83
25044	24/09/2020	SOEP - LOTTO SYNDICATE 1	Lotto Syndicate	-300.30
25045	24/09/2020	SoEP - Container Deposit Scheme - Float	Initial Float for Container Deposit Scheme	-400.00
25046	25/09/2020	NATALIE PAM COLMER	Rate refund	-3671.05
25047	01/10/2020	DEPARTMENT OF TRANSPORT	Shire Plates Application	-400.00
25048	01/10/2020	NGURRA KUJUNKA INC	COVID 19 Community Grants	-7500.00
TOTAL				-\$22,049.50

Appendix 2

Direct Payments

SHIRE OF EAST PILBARA

Direct Debit Payments

Chq/EFT	Date	Name	Description	Amount
			Fuel Payments Total	0.00
DD14051.1	06/09/2020	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll deductions	-36010.76
DD14051.2	06/09/2020	SUNSUPER	Payroll deductions	-563.16
DD14051.3	06/09/2020	EDWARDS J E AND A J SUPERANNUATION FUND	Payroll deductions	-2105.88
DD14051.4	06/09/2020	LUCRF SUPER	Superannuation contributions	-256.16
DD14051.5	06/09/2020	REST SUPERANNUATION	Payroll deductions	-1339.19
DD14051.6	06/09/2020	UNISUPER	Payroll deductions	-570.06
DD14051.7	06/09/2020	Care Super	Superannuation contributions	-316.56
DD14051.8	06/09/2020	The Trustee for PRIME SUPER	Superannuation contributions	-64.33
DD14051.9	06/09/2020	ESSENTIAL SUPER	Superannuation contributions	-274.36
DD14067.1	06/09/2020	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Superannuation contributions	-281.21
DD14092.1	20/09/2020	LGIA Super	Superannuation contributions	-257.91
DD14092.2	20/09/2020	BT SUPER FOR LIFE	Superannuation contributions	-669.22
DD14092.3	20/09/2020	SUNSUPER	Payroll deductions	-563.16
DD14092.4	20/09/2020	EDWARDS J E AND A J SUPERANNUATION FUND	Payroll deductions	-2105.88
DD14092.5	20/09/2020	LUCRF SUPER	Superannuation contributions	-256.16
DD14092.6	20/09/2020	REST SUPERANNUATION	Payroll deductions	-1325.60
DD14092.7	20/09/2020	UNISUPER	Payroll deductions	-570.06
DD14092.8	20/09/2020	Care Super	Superannuation contributions	-316.56
DD14092.9	20/09/2020	The Trustee for PRIME SUPER	Superannuation contributions	-57.90
DD14124.1	20/09/2020	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Superannuation contributions	-392.55
DD14124.2	30/09/2020	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll deductions	-141.36
DD14051.10	06/09/2020	MLC MASTERKEY SUPER FUNDAMENTALS	Superannuation contributions	-44.25
DD14051.11	06/09/2020	IOOF Investments Services Ltd	Superannuation contributions	-250.68
DD14051.12	06/09/2020	NORTH PERSONAL SUPER FUND	Superannuation contributions	-71.31
DD14051.13	06/09/2020	HESTA SUPER FUND	Payroll deductions	-773.01
DD14051.14	06/09/2020	ING Superannuation Fund	Superannuation contributions	-457.68

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DD14051.15	06/09/2020	ING DIRECT	Payroll deductions	-432.18
DD14051.16	06/09/2020	ANZ SMART CHOICE SUPER	Superannuation contributions	-293.73
DD14051.17	06/09/2020	CHRISTEX SUPERANNUATION FUND	Superannuation contributions	-933.19
DD14051.18	06/09/2020	Hostplus	Superannuation contributions	-3786.48
DD14051.19	06/09/2020	AUSTRALIAN SUPER	Superannuation contributions	-1594.31
DD14051.20	06/09/2020	COLONIAL FIRST STATE	Superannuation contributions	-282.37
DD14051.21	06/09/2020	AMP	Superannuation contributions	-689.45
DD14051.22	06/09/2020	BT SUPER FOR LIFE	Superannuation contributions	-683.99
DD14092.10	20/09/2020	ESSENTIAL SUPER	Superannuation contributions	-274.36
DD14092.11	20/09/2020	MLC MASTERKEY SUPER FUNDAMENTALS	Superannuation contributions	-29.50
DD14092.12	20/09/2020	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll deductions	-37224.18
DD14092.13	20/09/2020	IOOF Investments Services Ltd	Superannuation contributions	-250.68
DD14092.14	20/09/2020	HESTA SUPER FUND	Payroll deductions	-1281.01
DD14092.15	20/09/2020	ING Superannuation Fund	Superannuation contributions	-457.68
DD14092.16	20/09/2020	ING DIRECT	Payroll deductions	-432.18
DD14092.17	20/09/2020	NORTH PERSONAL SUPER FUND	Superannuation contributions	-63.93
DD14092.18	20/09/2020	CHRISTEX SUPERANNUATION FUND	Superannuation contributions	-7172.68
DD14092.19	20/09/2020	ANZ SMART CHOICE SUPER	Superannuation contributions	-1932.73
DD14092.20	20/09/2020	Hostplus	Superannuation contributions	-3412.24
DD14092.21	20/09/2020	AUSTRALIAN SUPER	Superannuation contributions	-1934.17
DD14092.22	20/09/2020	COLONIAL FIRST STATE	Superannuation contributions	-282.37
DD14092.23	20/09/2020	AMP	Superannuation contributions	-689.45

Appendix 3 EFT Payments

SHIRE OF EAST PILBARA

EFT Payments

Chq/EFT	Date	Name	Description	Amount
EFT54988	03/09/2020	WOKKA TAYLOR	Artist Payment - Ref # 6979	-1000.00
EFT54989	03/09/2020	AMY FRENCH	Artist Payment - Ref # 6980	-123.00
EFT54990	03/09/2020	BILLY ATKINS	Artist Payment - Ref # 6982	-200.00
EFT54991	03/09/2020	CORBAN CLAUSE WILLIAMS	Artist Payment - Ref # 6966	-7125.00
EFT54992	03/09/2020	CYRIL WHYOLTER	Artist Payment - Ref # 6975	-105.20
EFT54993	03/09/2020	DADDA SAMSON	Artist Payment - Ref # 6970	-400.00
EFT54994	03/09/2020	DOREEN CHAPMAN	Artist Payment - Ref # 6972	-1056.35
EFT54995	03/09/2020	Derrick Butt	Artist Payment - Ref # 6989	-600.00
EFT54996	03/09/2020	Desmond Taylor	Artist Payment - Ref # 6986	-400.00
EFT54997	03/09/2020	ELIZABETH TOBY	Artist Payment - Ref # 6969	-62.00
EFT54998	03/09/2020	JAKAYU BILJABU	Artist Payment - Ref # 6984	-300.00
EFT54999	03/09/2020	JUDITH ANYA SAMSON	Artist Payment - Ref # 6974	-184.00
EFT55000	03/09/2020	KUMPAYA GIRGIRBA	Artist Payment - Ref # 6983	-300.00
EFT55001	03/09/2020	LILY JATARR LONG	Artist Payment - Ref # 6984	-1500.00
EFT55002	03/09/2020	MAY CHAPMAN	Artist Payment - Ref # 6971	-54.86
EFT55003	03/09/2020	Muuki Taylor	Artist Payment - Ref # 6965	-500.00
EFT55004	03/09/2020	NGAMARU BIDU	Artist Payment - Ref # 6968	-1672.00
EFT55005	03/09/2020	NOLA TAYLOR	Artist Payment - Ref # 6987	-1000.00
EFT55006	03/09/2020	PAULINE WILLIAMS	Artist Payment - Ref # 6976	-426.25
EFT55007	03/09/2020	Department of Housing	Rent	-200.00
EFT55008	03/09/2020	FOXTEL CABLE TELEVISION	MONTHLY SUBSCRIPTION	-265.00
EFT55009	03/09/2020	HOLCIM (AUSTRALIA) PTY LTD	0.6 Cubic Metre of Concrete	-536.36
EFT55010	03/09/2020	Pivotel Satellite Pty Ltd	Satellite phone fees	-20.00
EFT55011	03/09/2020	AIT SPECIALISTS PTY LTD	Fuel Tax Credits	-745.58
EFT55012	03/09/2020	ALL-RID PEST MANAGEMENT	All Rid- Mosquito Control Treatment - Newman Waterways	-339.70
EFT55013	03/09/2020	ANALYTICAL REFERENCE LABORATORY (WA)	Weekly Sample Testing - WWTP Newman July 2020	-1496.55
EFT55014	03/09/2020	AUSWATER SYSTEMS PTY LTD	RO3 parts - 5-micron filters ctn of 25	-4043.60
EFT55015	03/09/2020	Adrienne Mortimer	Travel reimbursement to attend OCM 26.06.20 & 28.08.20	-1122.15

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EFT55016	03/09/2020 Anastasia Avlonitis	Refund for membership charges whilst centre was closed due to COVID 19	-156.00
EFT55017	03/09/2020 Australia Post - Credit Management	POSTAGE AND STATIONERY AS PER DOCKET - July 2020	-292.57
EFT55018	03/09/2020 BEN LEWIS	Data Allowance	-375.00
EFT55019	03/09/2020 BHP BILLITON IRON ORE PTY LTD	Power consumption charges	-184.50
EFT55020	03/09/2020 BRUCE ROCK ENGINEERING	Repair leak to fuel trailer as per quote No: 301983	-1100.31
EFT55021	03/09/2020 Blackwoods	Payment of Multiple Invoices	-2656.67
EFT55022	03/09/2020 Brett Rae	Refund for membership charged during centre closure due to COVID 19	-156.00
EFT55023	03/09/2020 Bridgestone Tyre Centre Port Hedland	RPT Bus Tyre Replacement	-771.10
EFT55025	03/09/2020 CHEMCENTRE	Environmental Health -Chem Centre- Chemistry Samples	-1265.00
EFT55026	03/09/2020 CHILD SUPPORT AGENCY	Payroll deductions	-1348.35
EFT55027	03/09/2020 CHRISTOPHER SUMNERS	Reimbursement for travel costs to re-locate to Newman	-331.00
EFT55028	03/09/2020 CUSTOMER FIRST CONTRACTING PTY LTD	Payment of Multiple Invoices	-37609.13
EFT55029	03/09/2020 CWC Repco	Mechanical Charges	-419.31
EFT55030	03/09/2020 Candice Murphy	Reimbursement for travel costs to relocate to Newman	-331.00
EFT55031	03/09/2020 Centurion Transport Co Pty Ltd	Freight Charges	-4133.24
EFT55032	03/09/2020 Claire Jones	Refund for fees paid during centre closure during COVID 19	-120.00
EFT55033	03/09/2020 Cleanaway (Acct 53652829)	WWTP removal of liquid waste - July 2020 Newman WWTP	-11425.00
EFT55034	03/09/2020 Corporate Travel Management Group Pty Ltd	Payment of Multiple Invoices	-5196.81
EFT55035	03/09/2020 DAIMLER TRUCKS PERTH	Mechanical Charges	-1420.60
EFT55036	03/09/2020 DAVID EVRETT	Data Allowance	-59.99
EFT55037	03/09/2020 DEAN HATWELL	Travel reimbursement to attend OCM 28/08/20	-950.21
EFT55038	03/09/2020 DEPARTMENT OF FIRE AND EMERGENCY SERVICES	2020/21 ESL Quarter 1 contribution	-119133.94
EFT55039	03/09/2020 DEPARTMENT OF TRANSPORT	Release of owner information requests - 2020/2021 Financial Year - Shire of East Pilbara	-17.00
EFT55040	03/09/2020 Dunnings	Payment of Multiple Invoices	-26672.28
EFT55041	03/09/2020 EAST PILBARA SMASH REPAIRS	excess cost of insurance claim	-500.00
EFT55042	03/09/2020 ENVIRONMENTAL INDUSTRIES	Up to 6hrs/month to maintain additional grassed & shrubbed areas at GA & outside ST Carpark - July 2020	-523.91

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EFT55043	03/09/2020 Fuji Xerox Australia Pty Ltd	Printing charges	-380.24
EFT55044	03/09/2020 GALJO PTY LTD T/A EAST PILBARA TYRE SERVICE	Payment of Multiple Invoices	-551.50
EFT55045	03/09/2020 GALVINS PLUMBING SUPPLIES	Payment of Multiple Invoices	-1452.84
EFT55046	03/09/2020 GARY EDWARDS PLUMBING & GAS	Payment of Multiple Invoices	-1089.00
EFT55047	03/09/2020 Gold Touch Detailing	Vehicle detailing	-273.90
EFT55048	03/09/2020 Grants Empire	Please develop the RADS funding application as per you quote dated 8 July 2020	-1320.00
EFT55049	03/09/2020 HAN-MARI ROETS	Staff re-imbursement	-221.41
EFT55050	03/09/2020 HARRIS TECHNOLOGY	IT Equipment	-3662
EFT55051	03/09/2020 HEDLAND EMPORIUM PTY LTD	Hedland Emporium Youth Consumables Per Quote 7833	-149.18
EFT55052	03/09/2020 HOSPITALITY INN PORT HEDLAND	Payment of Multiple Invoices	-843.50
EFT55053	03/09/2020 Hedland Hardware (Hedland Home Timber and Hardware)	Payment of Multiple Invoices	-613.80
EFT55054	03/09/2020 KMART AUSTRALIA LTD	Marble Bar Youth Group Consumables	-196.50
EFT55055	03/09/2020 KOMATSU AUSTRALIA PTY LTD	Payment of Multiple Invoices	-13825.07
EFT55056	03/09/2020 Kunawarritji Aboriginal Corporation	Groceries for Field	-21.00
EFT55057	03/09/2020 LANDGATE (DOLA)	Updated Aerial Imagery - Extraction and Provision	-567.60
EFT55058	03/09/2020 LISA DAVIS	Data Allowance	-200.00
EFT55059	03/09/2020 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	Membership 2020/2021	-531.00
EFT55060	03/09/2020 Lang Tree Eric Coppin	Travel allowance to attend OCM 28/08/20	-714.02
EFT55061	03/09/2020 MARBLE BAR TRAVELLERS REST	Catering Expense	-90.00
EFT55062	03/09/2020 MSS SECURITY PTY LTD	Refer to PO 33028 - Security Services for June 2020	-119572.13
EFT55063	03/09/2020 Maia Financial	Gymcare: Gym Equipment	-17253.25
EFT55064	03/09/2020 Marble Bar Community Resource Centre	Payment of Multiple Invoices	-215.00
EFT55065	03/09/2020 Marble Bar General Trust	Payment of Multiple Invoices	-249.78
EFT55066	03/09/2020 NEWMAN CHAMBER OF COMMERCE & INDUSTRY	Reimbursement for purchases made	-64.00
EFT55067	03/09/2020 NEWMAN CLEANING RESOURCES P/L	Payment of Multiple Invoices	-18975.00
EFT55068	03/09/2020 NEWMAN HOME HARDWARE & ICE PLUS	Payment of Multiple Invoices	-2585.87
EFT55069	03/09/2020 NEWMAN JUNIOR SOCCER ASSOCIATION	Delivery of Twilight Movie Screening of Playing with Fire on 11 July 2020.	-300.00
EFT55070	03/09/2020 NEWMAN RETRAVISION	New portable phones for Gallery and Mangers office	-255.00
EFT55071	03/09/2020 NEWMAN SENIOR HIGH SCHOOL	Half water costs - 23/04/20 to 20.05.20	-1836.67
EFT55072	03/09/2020 NULLAGINE HOTEL GENERAL STORE	Meals for Marble Bar Bus Driver	-32.00
EFT55073	03/09/2020 Newman Lions Club	Provide BBQ lunch and refreshments	-350.00

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EFT55074	03/09/2020 Nor-West Freight Services Pty Ltd	Freight charges	-2071.30
EFT55075	03/09/2020 Oasis Newman Operations Pty Ltd	Accommodation plus 2 meals	-170.00
EFT55076	03/09/2020 Oz Airports Pty Ltd	Payment of Multiple Invoices	-15425.85
EFT55077	03/09/2020 PARNNGURR ABORIGINAL	Payment of Multiple Invoices	-364.80
EFT55078	03/09/2020 PAYWISE PTY LTD	Salary Sacrifice	-859.47
EFT55079	03/09/2020 PILBARA BOATS N BIKES	Supply 8 x 8mm Butterfly Heads as per quote No OR12103930	-241.84
EFT55080	03/09/2020 Para Mobility Pty Ltd	Pelican Disability Pool Hoist with 200kg lifting capacity	-43131.68
EFT55081	03/09/2020 Parnawarri IGA	Catering Expense	-190.00
EFT55082	03/09/2020 Paul Howrie	Data Allowance	-119.98
EFT55083	03/09/2020 Petro Industrial	Ipetrocloud annual fee - July 2020 - June 2021	-1089.00
EFT55084	03/09/2020 Phillip Charley t/a Spartan Consulting	Phillip Charley - WWTP	-11781.00
EFT55085	03/09/2020 Punmu Aboriginal Corporation	Payment of Multiple Invoices	-848.00
EFT55086	03/09/2020 R1I Pty Ltd	4 x HP 800 G5 DM I7-9700T as seen in quote provided.	-5877.48
EFT55087	03/09/2020 RAMM SOFTWARE PTY LTD	Annual support and Maintenance fee for period 01/07/20 to 30/06/21	-9735.12
EFT55088	03/09/2020 RGR ROAD HAULAGE (NEWMAN)	Transport Fuso Canter 815 Tray Top Truck To Daimler Trucks Perth WA. 6105	-880.00
EFT55089	03/09/2020 ROSHER E & M J PTY LTD	K5651-34352 Kabota bolt	-54.36
EFT55090	03/09/2020 ROYAL LIFE SAVING SOCIETY AUSTRALIA	3x Swim teacher Rashies Endorced Royallifesaving digital certificates for swim lessons	-359.50
EFT55091	03/09/2020 SUNNY SIGN COMPANY PTY LTD	Signage and materials - Nullagine Caravan Park - As per quote	-5583.29
EFT55092	03/09/2020 Samantha Hawkins	Staff re-imbursement	-48.00
EFT55093	03/09/2020 Seasons Hotel - Jerry (Business) CT Pty Ltd aft Newman Hotel (Business) Trust	Shire President Dinner with PDC	-102.00
EFT55094	03/09/2020 Seton Australia	Please provide 3x no stopping signs as purchased via website. Quote #WEB16851	-367.46
EFT55095	03/09/2020 TECHBRAIN	Payment of Multiple Invoices	-2796.60
EFT55096	03/09/2020 TENDERLINK	Payment of Multiple Invoices	-518.10
EFT55097	03/09/2020 TNT Australia Pty Limited	Freight charges	-2201.43
EFT55098	03/09/2020 TYREPOWER NEWMAN	Payment of Multiple Invoices	-3189.90
EFT55099	03/09/2020 The Hub Marketing Communciations Pty Ltd	Website - Addition of a news page with mail chimp pullthrough	-2090.00
EFT55100	03/09/2020 The Workwear Group Pty Ltd	Uniform Order	-662.20

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EFT55101	03/09/2020 Tom Wheeler	Staff re-imburement	-388.89
EFT55102	03/09/2020 ULTI MECH	Mechanical Charges	-599.63
EFT55103	03/09/2020 VORGE	Vorgee-Swimming goggles-Swimming caps-Training equipment-Accessories	-1867.14
EFT55104	03/09/2020 WA LOCAL GOVERNMENT ASSOC.	Supplies for COVID 19	-38192.00
EFT55105	03/09/2020 WA TREASURY CORPORATION	Capital payment	-94766.76
EFT55106	03/09/2020 WATER CORPORATION	Payment of Multiple Invoices	-11450.48
EFT55107	03/09/2020 WIDELIDE CONSTRUCTIONS	Payment of Multiple Invoices	-29155.50
EFT55108	03/09/2020 Woolworths (WA) Ltd	Payment of Multiple Invoices	-3233.70
EFT55109	03/09/2020 Youngs Earthmoving	Supply of Hired Road Construction Plant with Operators for Road Construction/Road Upgrade Project to Desert Road 8120265. Rates as per tender submission RFT 8-2017/18 - Supply of Hired Road Construction Plant with Operators.	-218922.00
EFT55112	10/09/2020 WOKKA TAYLOR	Artist Payment - Ref # 7001	-2521.99
EFT55113	10/09/2020 BIDDY BUNAWARRIE	Artist Payment - Ref # 6991	-200.00
EFT55114	10/09/2020 BILLY ATKINS	Artist Payment - Ref # 7037	-300.00
EFT55115	10/09/2020 BUGAI WHYOLTER	Artist Payment - Ref # 7036	-2728.00
EFT55116	10/09/2020 Desmond Taylor	Artist Payment - Ref # 7005	-300.00
EFT55117	10/09/2020 GLADYS BIDU	Artist Payment - Ref # 7040	-800.00
EFT55118	10/09/2020 HELEN DALE SAMSON	Artist Payment - Ref # 6994	-132.00
EFT55119	10/09/2020 JAKAYU BILJABU	Artist Payment - Ref # 7039	-300.00
EFT55120	10/09/2020 JUDITH ANYA SAMSON	Artist Payment - Ref # 6990	-500.00
EFT55121	10/09/2020 KAREN ROGERS	Artist Payment - Ref # 7004	-132.00
EFT55122	10/09/2020 KUMPAYA GIRGIRBA	Artist Payment - Ref # 7038	-300.00
EFT55123	10/09/2020 Melissa Larry	Basket Payment - Ref # 20-836	-140.40
EFT55124	10/09/2020 VIOLET JANET ATKINS	Artist Payment - Ref # 6993	-189.60
EFT55125	10/09/2020 YIKARTU BUMBA	Artist Payment - Ref # 6992	-825.00
EFT55126	10/09/2020 Adrienne Mortimer	Councillors Sitting Fees - 1st Qtr FY 20/21	-4315.25
EFT55127	10/09/2020 Anita Marlene Grace	Councillors Sitting Fees - 1st Qtr FY 20/21	-4315.25
EFT55128	10/09/2020 Anthony Middleton	Councillors Sitting Fees - 1st Qtr FY 20/21	-4315.25
EFT55129	10/09/2020 CAROL WILLIAMS	Councillors Sitting Fees - 1st Qtr FY 20/21	-4315.25
EFT55130	10/09/2020 DEAN HATWELL	Councillors Sitting Fees - 1st Qtr FY 20/21	-4315.25
EFT55131	10/09/2020 GERALDINE PARSONS	Councillors Sitting Fees - 1st Qtr FY 20/21	-7092.75
EFT55132	10/09/2020 Holly Pleming	Councillors Sitting Fees - 1st Qtr FY 20/21	-4315.25

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EFT55133	10/09/2020 KAREN LOCKYER	Councillors Sitting Fees - 1st Qtr FY 20/21	-4315.25
EFT55134	10/09/2020 LYNETTE SUZANNE CRAIGIE	President Allowance - 1st Qtr FY 20/21	-17064.00
EFT55135	10/09/2020 Lang Tree Eric Coppin	Councillors Sitting Fees - 1st Qtr FY 20/21	-4315.25
EFT55136	10/09/2020 Stacey Smith	Councillors Sitting Fees - 1st Qtr FY 20/21	-4315.25
EFT55137	10/09/2020 Department of Housing	Rent	-200.00
EFT55138	10/09/2020 HORIZON POWER	Payment of Multiple Invoices	-3920.06
EFT55139	11/09/2020 ALLIED PICKFORDS (SIRVA PTY LTD)	Staff relocation	-1474.00
EFT55140	11/09/2020 ALYKA PTY LTD	Alyka digital monthly support - June 2020	-385.00
EFT55141	11/09/2020 ANALYTICAL REFERENCE LABORATORY (WA)	Weekly Sample Testing - WWTP Newman July 2020	-1617.55
EFT55142	11/09/2020 APPARATUS: Public Art and Cultural Services Pty Ltd	Arts consultant - Art @ the Heart!	-580.87
EFT55143	11/09/2020 ASB MARKETING	Please supply promotional material as per your quotation - Job number 142745	-7480.00
EFT55144	11/09/2020 Australian Local Government Job Directory	Payment of Multiple Invoices	-742.50
EFT55145	11/09/2020 Australian Taxation Office (PAYG)	PAYG	-97141.16
EFT55146	11/09/2020 BHP BILLITON IRON ORE PTY LTD	Payment of Multiple Invoices	-132206.36
EFT55147	11/09/2020 BJ YOUNG EARTHMOVING	50 MT of pindan	-4180.00
EFT55148	11/09/2020 BRIDGETOWN DESIGN AND PRINT	Group Fitness Timetable 8th - 4th July Term 2	-137.50
EFT55149	11/09/2020 CLEANAWAY WASTE MANAGEMENT LTD (Acc 170:73037222)	Waste Removal	-7257.68
EFT55150	11/09/2020 CUSTOMER FIRST CONTRACTING PTY LTD	Payment of Multiple Invoices	-92850.14
EFT55151	11/09/2020 Centurion Transport Co Pty Ltd	Freight charges	-1375.00
EFT55152	11/09/2020 Corporate Travel Management Group Pty Ltd	Payment of Multiple Invoices	-463.22
EFT55153	11/09/2020 Crystal Printing Solutions T/A Worldwide	7,500 Entry Envelopes - Cape Keraudren	-3500.00
EFT55154	11/09/2020 DEANS AUTOGLASS	Mechanical Charges	-532.62
EFT55155	11/09/2020 DTR FITNESS	August Classes	-900.00
EFT55156	11/09/2020 EMILIA GALATIS	delivery of workshops in Marble Bar/Nullagine 31st August - 11th Sept Lotterywest outreach project	-6900.00
EFT55157	11/09/2020 ETHICALJOBS.COM.AU	Ethical Jobs advert	-143.00
EFT55158	11/09/2020 Emma Van Der Wiele	Staff re-imbursement	-169.44
EFT55159	11/09/2020 FINE LINE PAINTING & DECORATING	Payment of Multiple Invoices	-5547.30
EFT55160	11/09/2020 FROGGY SERVICES	Payment of Multiple Invoices	-357.50
EFT55161	11/09/2020 Fuji Xerox Australia Pty Ltd	Payment of Multiple Invoices	-2225.79
EFT55162	11/09/2020 GALVINS PLUMBING SUPPLIES	Payment of Multiple Invoices	-604.14
EFT55163	11/09/2020 GOESCAPE Pty Ltd	Electrical Works	-2307.80

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EFT55164	11/09/2020 HAMES SHARLEY	Please provide subdivisional layout for the general industry land at Newman Airport	-5500.00
EFT55165	11/09/2020 HOSPITALITY INN PORT HEDLAND	Accommodation charges	-178.50
EFT55166	11/09/2020 JARDINE LLOYD THOMPSON PTY TLD	Insurance	-660.00
EFT55167	11/09/2020 KLEENHEAT GAS	Utility Hire	-110.26
EFT55168	11/09/2020 KOMATSU AUSTRALIA PTY LTD	Mechanical Charges	-790.68
EFT55169	11/09/2020 Kunawarritji Aboriginal Corporation	Payment of Multiple Invoices	-749.00
EFT55170	11/09/2020 LANDGATE (DOLA)	August 2020 - PO to cover expenses from Landgate	-180.40
EFT55171	11/09/2020 Links Modular Solutions	700 Blue 7bit Mifare RFID Fobs	-1958.00
EFT55172	11/09/2020 Lisa Hall (Bliss Yoga Mumma)	August Classes	-775.00
EFT55173	11/09/2020 MARKETFORCE	Advertising charges	-495.00
EFT55174	11/09/2020 MCLEODS BARRISTERS & SOLICITORS	Legal Fees	-714.84
EFT55175	11/09/2020 NEWMAN CLEANING RESOURCES P/L	Payment of Multiple Invoices	-60465.45
EFT55176	11/09/2020 NEWMAN HOME HARDWARE & ICE PLUS	Payment of Multiple Invoices	-3101.19
EFT55177	11/09/2020 Newbound Pty Ltd t/a Telkee	Newman Library - Telkee Suspension File (50 hooks)	-164.00
EFT55178	11/09/2020 Newman Hotel Motel	Accommodation charges	-408.00
EFT55179	11/09/2020 Oz Airports Pty Ltd	Contractor Fees	-9767.06
EFT55180	11/09/2020 PARDOO ROADHOUSE & TAVERN	Payment of Multiple Invoices	-1107.40
EFT55181	11/09/2020 PAYWISE PTY LTD	Salary Sacrifice	-859.47
EFT55182	11/09/2020 PILBARA MOTOR GROUP	Mechanical Charges	-1943.77
EFT55183	11/09/2020 Roo's Plumbing	Payment of Multiple Invoices	-961.40
EFT55184	11/09/2020 SAINTS FOOTBALL & SPORTING CLUB	COVID 19 Community Grant	-1000.00
EFT55185	11/09/2020 SURVEY GROUP	Feature Survey of Lot 302 Candlestick Drive Newman	-3575.00
EFT55186	11/09/2020 SWAN TOWING	Vehicle Towing	-187.00
EFT55187	11/09/2020 St John Ambulance Western Australia Ltd	Newman Family Fun Run St John Ambulance Service: Event Standby on 15th August 2020.	-546.00
EFT55188	11/09/2020 Staykool Airconditioning & Electrical Services (MDL Elect & AC P/L)	Electrical Works	-1353.00
EFT55189	11/09/2020 Sunraysia Tile Imports	Repairs to Newman Aquatic	-6626.40
EFT55190	11/09/2020 TECHBRAIN	IT Equipment	-290.18
EFT55191	11/09/2020 TNT Australia Pty Limited	Freight charges	-387.84
EFT55192	11/09/2020 TYREPOWER NEWMAN	Mechanical Charges	-1013.25
EFT55193	11/09/2020 The Workwear Group Pty Ltd	Uniforms	-407.00
EFT55194	11/09/2020 Tom Wheeler	Staff re-imbursement	-163.37
EFT55195	11/09/2020 ULTI MECH	Mechanical Charges	-500.09

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EFT55196	11/09/2020	Veritas Engineering Pty Ltd	Supply of Red ASIC	-257.40
EFT55197	11/09/2020	WA Association for Mental Health	Waamh first aid training	-2244.00
EFT55198	11/09/2020	WATERLOGIC AUSTRALIA PTY LTD	Equipment Rental	-79.66
EFT55199	11/09/2020	WIDEGUIDE CONSTRUCTIONS	Payment of Multiple Invoices	-58702.60
EFT55200	11/09/2020	Woolworths (WA) Ltd	Payment of Multiple Invoices	-1217.10
EFT55201	11/09/2020	Wormald Australia Pty Ltd	Payment of Multiple Invoices	-8510.92
EFT55202	11/09/2020	Youngs Earthmoving	Supply of Hired Road Construction Plant with Operators for Road Construction/Road Upgrade Project to Kunawarritji Access Road 8120245. Rates as per tender submission RFT 8-2017/18 - Supply of Hired Road Construction Plant with Operators.	-224262.50
EFT55203	17/09/2020	BILLY ATKINS	Artist Payment - Ref # 7055	-200.00
EFT55204	17/09/2020	BUGAI WHYOULTER	Artist Payment - Ref # 7054	-1000.00
EFT55205	17/09/2020	CHRISTINE THOMAS	Artist Payment - Ref # 7050	-200.00
EFT55206	17/09/2020	CYRIL WHYOULTER	Artist Payment - Ref # 7045	-675.00
EFT55207	17/09/2020	JAKAYU BILJABU	Artist Payment - Ref # 7044	-600.00
EFT55208	17/09/2020	JUDITH ANYA SAMSON	Artist Payment - Ref # 7047	-1000.00
EFT55209	17/09/2020	KUMPAYA GIRGIRBA	Artist Payment - Ref # 7056	-300.00
EFT55210	17/09/2020	LORNA LINMURRA	Artist Payment - Ref # 7042	-300.00
EFT55211	17/09/2020	MAY CHAPMAN	Artist Payment - Ref # 7051	-200.00
EFT55212	17/09/2020	MIRIAM ATKINS	Artist Payment - Ref # 7046	-784.70
EFT55213	17/09/2020	May Burton	Artist Payment - Ref # 7048	-330.00
EFT55214	17/09/2020	NOREENA KADIBIL	Artist Payment - Ref # 7043	-958.40
EFT55215	17/09/2020	Timille Whitby	Artist Payment - Ref # 7049	-100.00
EFT55216	17/09/2020	ANALYTICAL REFERENCE LABORATORY (WA)	Contractor Fees	-1617.55
EFT55217	17/09/2020	AUSTRALIAN TAXATION OFFICE (BAS)	BAS Payment	-292433.00
EFT55218	17/09/2020	Australian Taxation Office (PAYG)	PAYG	-97978.32
EFT55219	17/09/2020	CUSTOMER FIRST CONTRACTING PTY LTD	Payment of Multiple Invoices	-555.50
EFT55220	17/09/2020	Corporate Travel Management Group Pty Ltd	Payment of Multiple Invoices	-5399.20
EFT55221	17/09/2020	DAVID EVRETT	Data Allowance	-30.01
EFT55222	17/09/2020	FINE LINE PAINTING & DECORATING	Kangaroo Oval - Graffiti removal Change room building only	-451.00
EFT55223	17/09/2020	HAMES SHARLEY	Precinct Planning - Design Scope for Tender	-5500.00
EFT55224	17/09/2020	LGIS Liability Scheme	Insurance	-11912.38
EFT55225	17/09/2020	LISA DAVIS	Data Re-imburement	-100.00

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EFT55226	17/09/2020 Local Health Authorities Analytical	Membership 2020/2021	-1370.67
EFT55227	17/09/2020 Mark Keogh (4x4 Training)	Staff Training	-968.00
EFT55228	17/09/2020 NEWMAN CLEANING RESOURCES P/L	Payment of Multiple Invoices	-1666.50
EFT55229	17/09/2020 PERMEATE PARTNERS PTY LTD	Consultant Fees	-2010.25
EFT55230	17/09/2020 Pracsys	Legal Fees	-8250.00
EFT55231	17/09/2020 Zoran Veledinovic	Rates Refund	-75.58
EFT55232	18/09/2020 ADVAM PTY LTD	Contractor Fees	-642.18
EFT55233	18/09/2020 AMIAD WATER SYSTEMS	Newman WWTP Self-Cleaning Filters	-39270.00
EFT55234	18/09/2020 BEAUREPAIRES PORT HEDLAND	Mechanical Charges	-180.00
EFT55235	18/09/2020 Department of Mines, Industry Regulation and Safety (Building and Energy)	BSL Remittance	-552.25
EFT55236	18/09/2020 FINE LINE PAINTING & DECORATING	Walls throughout unit, patch and paint	-2409.00
EFT55237	18/09/2020 JMW Distributors	new locks for the building	-1472.90
EFT55238	18/09/2020 Phoebe Jones	August Classes	-1250.00
EFT55239	18/09/2020 Professional Arts Management - (Jack C Pam)	As per Quote #QPAM049 End of Tour management for Pujiman exhibition. MMA016.01.03	-11825.00
EFT55240	18/09/2020 SHERIDANS FOR BADGES	Name Badge Order	-97.74
EFT55241	18/09/2020 WARREN BARKER	rate Refund	-80.25
EFT55242	23/09/2020 Annabell Landy	Artist Payment - Ref # 7041	-660.00
EFT55243	24/09/2020 BIANCA SIMPSON	Artist Payment - Ref # 7080	-200.00
EFT55244	24/09/2020 BIDDY BUNAWARRIE	Artist Payment - Ref # 7072	-200.00
EFT55245	24/09/2020 BILLY ATKINS	Artist Payment - Ref # 7092	-200.00
EFT55246	24/09/2020 BRENDA SAILOR	Artist Payment - Ref # 7086	-117.00
EFT55247	24/09/2020 BUGAI WHYOULTER	Artist Payment - Ref # 7091	-1000.00
EFT55248	24/09/2020 CHRISTINE THOMAS	Artist Payment - Ref # 7081	-155.95
EFT55249	24/09/2020 CORBAN CLAUSE WILLIAMS	Artist Payment - Ref # 7084	-500.00
EFT55250	24/09/2020 CYRIL WHYOULTER	Artist Payment - Ref # 7076	-306.90
EFT55251	24/09/2020 DADDA SAMSON	Artist Payment - Ref # 7082	-3000.00
EFT55252	24/09/2020 DANIELLE BOOTH	Artist Payment - Ref # 7087	-348.15
EFT55253	24/09/2020 GLADYS BIDU	Workshop preparation, Travel and HR assistance	-700.00
EFT55254	24/09/2020 HELEN DALE SAMSON	Artist Payment - Ref # 7078	-900.00
EFT55255	24/09/2020 IVY BIDU	Artist Payment - Ref # 7073	-505.29
EFT55256	24/09/2020 JAKAYU BILJABU	Artist Payment - Ref # 7094	-300.00
EFT55257	24/09/2020 JUDITH ANYA SAMSON	Artist Payment - Ref # 7077	-900.00
EFT55258	24/09/2020 KUMPAYA GIRGIRBA	Artist Payment - Ref # 7079	-1000.00

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EFT55259	24/09/2020 LEON CUTTER	Artist Payment - Ref # 7074	-209.75
EFT55260	24/09/2020 LORNA LINMURRA	Artist Payment - Ref # 7083	-300.00
EFT55261	24/09/2020 MAY CHAPMAN	Artist Payment - Ref # 7085	-1678.00
EFT55262	24/09/2020 Marlene Anderson	Artist Payment - Ref # 7071	-137.50
EFT55263	24/09/2020 Muuki Taylor	Artist Payment - Ref # 7088	-500.00
EFT55264	24/09/2020 Peter Bumba	Artist Payment - Ref # 6709	-332.75
EFT55265	24/09/2020 THELMA JUDSON	Artist Payment - Ref # 7089	-700.00
EFT55266	24/09/2020 Department of Housing	Rent	-200.00
EFT55267	24/09/2020 HORIZON POWER	Payment of Multiple Invoices	-2039.33
EFT55268	24/09/2020 Aus Assist Pty Ltd (Council Direct)	12 month unlimited jobs package as per email Quote 30.07.2020 to MHR	-2200.00
EFT55269	24/09/2020 Australian Natural Beef	Outback Beef Events and Youth Consumables (Beef patties and sausages)	-408.80
EFT55270	24/09/2020 Australian Taxation Office (PAYG)	PAYG	-114596.76
EFT55271	24/09/2020 BEN LEWIS	Data Allowance	-125.00
EFT55272	24/09/2020 Blackwoods	Monthly industrial gas bottle hire	-21.82
EFT55273	24/09/2020 CENTRE CANVAS AND UPHOLSTERY	10x Tarps and 20 x floor cushions for Newman and community art sheds	-2740.00
EFT55274	24/09/2020 CHILD SUPPORT AGENCY	Payroll deductions	-2286.75
EFT55275	24/09/2020 COMMERCIAL AQUATICS AUSTRALIA	Repairs to Newman Aquatic	-803.00
EFT55276	24/09/2020 CUSTOMER FIRST CONTRACTING PTY LTD	Payment of Multiple Invoices	-952.40
EFT55277	24/09/2020 Dunnings	Payment of Multiple Invoices	-9950.49
EFT55278	24/09/2020 FINE LINE PAINTING & DECORATING	Painting of ceiling in the lounge, kitchen and laundry	-1519.00
EFT55279	24/09/2020 GALVINS PLUMBING SUPPLIES	Payment of Multiple Invoices	-260.40
EFT55280	24/09/2020 HOSPITALITY INN PORT HEDLAND	Accommodation charges	-178.50
EFT55281	24/09/2020 Hi-Performance Health P/L t/a Aminoactive Australia	Stock	-1501.88
EFT55282	24/09/2020 Hopgood Ganim Lawyers	Legal Fees	-1352.88
EFT55283	24/09/2020 LGIS Liability Scheme	Insurance	-673.28
EFT55284	24/09/2020 LILS RETRAVISION PORT HEDLAND	Payment of Multiple Invoices	-598.00
EFT55285	24/09/2020 Lisa George	Power subsidy reimbursement	-234.74
EFT55286	24/09/2020 MCLEODS BARRISTERS & SOLICITORS	Legal Fees	-1427.46
EFT55287	24/09/2020 Mark Keogh (4x4 Training)	Staff Training	-796.00
EFT55288	24/09/2020 NEWMAN HOME HARDWARE & ICE PLUS	Payment of Multiple Invoices	-286.14
EFT55289	24/09/2020 NEWMAN SENIOR HIGH SCHOOL	Half Power costs - 12/06/20 to 10/08/20	-11814.10
EFT55290	24/09/2020 NULLAGINE COMMUNITY RESOURCE CENTRE INC	Payment of Multiple Invoices	-220.00

Appendix 4- Manual Cheque Payments

SHIRE OF EAST PILBARA
Cheque Payments

Chq/EFT	Date	Name	Description	Amount
327	01/10/2020	BIDDY BUNAWARRIE	Artist Payment - Ref # 7116 - Cash Cheque Requested	-\$200.00
328	01/10/2020	CORBAN CLAUSE WILLIAMS	Artist Payment - Ref # 7110 - Cash Cheque Requested	-\$200.00
329	01/10/2020	GLADYS BIDU	Artist Payment - Ref # 7114 - Cash Cheque Requested	-\$200.00
330	01/10/2020	HELEN DALE SAMSON	Artist Payment - Ref # 7115 - Cash Cheque Requested	-\$200.00
331	01/10/2020	JUDITH ANYA SAMSON	Artist Payment - Ref # 7102 - Cash Cheque Requested	-\$200.00
332	01/10/2020	LORNA LINMURRA	Artist Payment - Ref # 7118 - Cash Cheque Requested	-\$200.00
333	01/10/2020	MARIANNE BURTON	Artist Payment - Ref # 7113 - Cash Cheque Requested	-\$200.00
334	01/10/2020	MARY ROWLANDS	Artist Payment - Ref # 7117 - Cash Cheque Requested	-\$200.00
335	01/10/2020	TAMISHA WILLIAMS	Artist Payment - Ref # 7112 - Cash Cheque Requested	-\$200.00
TOTAL				-\$1,800.00

Appendix 5

Master Card Payments

SHIRE OF EAST PILBARA
MasterCard Transactions 21/08/20 to 18/09/20

Card Holder	Card Number	Transaction Date	Narration	Debit	Credit
Oliver Shaer	5586 **** * 3908	9/09/2020	YATES MENSWEAR RENMARK SA	-465.75	
	5586 **** * 3908	24/08/2020	YATES MENSWEAR RENMARK SA	-390.75	
Ben Lewis	5586 **** * 3732	10/09/2020	MAILCHIMP *MONTHLY MAILCHIMP.COMGA	-83.72	
	5586 **** * 3732	10/09/2020	CITY OF PERTH PARKING- PERTH WA	-8.08	
	5586 **** * 3732	9/09/2020	BOOKTOPIA PTY LTD LIDCOMBE	-42.3	
	5586 **** * 3732	9/09/2020	JB HiFi Direct 03 9577 7000 VI	-560.94	
Jeremy Edwards	5586 **** * 6659	14/09/2020	Pan Pacific Perth WA	-14	
	5586 **** * 6659	14/09/2020	Pan Pacific Perth WA	-14	
	5586 **** * 6659	14/09/2020	Pan Pacific Perth Perth WA	-7.09	
	5586 **** * 6659	14/09/2020	Pan Pacific Perth Perth WA	-10.63	
	5586 **** * 6659	11/09/2020	COTTESLOE BEACH CHALET COTTESLOE AU	-2790	
	5586 **** * 6659	9/09/2020	SEC*INTEGRITY COACH LI MIDVALE WA	-124	
	5586 **** * 6659	3/09/2020	SUNLINE AUSTRALIA DEER PARK AU	-665.26	
	5586 **** * 6659	31/08/2020	WANEWSDTI Osborne Park WA	-22.15	
	5586 **** * 6659	31/08/2020	HOTEL NEWMAN PTY LTD NEWMAN	-461.4	
	5586 **** * 6659	27/08/2020	COSTCO WHOLESALE AUSTR PERTH AIRPORT	-22.94	
	5586 **** * 6659	26/08/2020	BP EXPRESS ASCOT 2244 BELMONT WA	-27.4	
	5586 **** * 6659	25/08/2020	HAPPYTEL RETAIL GROU JOONDALUP	-107	
Sian Appleton	5586 **** * 4940	10/09/2020	GADGET CITY VILLAWOOD	-118.88	
	5586 **** * 4940	8/09/2020	QUESTAMON TRAINING SOUTH GUILDFOWA	-1395	
	5586 **** * 4940	31/08/2020	ZOOM.US 888-799-9666 8887999666 CA	-179.98	
	5586 **** * 4940	28/08/2020	LinkedIn 5853463874 In Inkd.in/bill AU	-210.58	
	5586 **** * 4940	26/08/2020	INTELLIGENTCONCEPTS.CO 8773042797 CA349.00 U	-488.8	
	5586 **** * 4940	26/08/2020	INFORMATION ENTERPRISE FREMANTLE WA	-242	
	5586 **** * 4940	24/08/2020	ZOOM.US 888-799-9666 8887999666 CA	-5.41	

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Raees Rasool	5586 **** * 6081	16/09/2020 SPOTLIGHT	SOUTH MELBOURVI	-528.79	
Lisa Clack	5586 **** * 1176	16/09/2020 JBHiFi.com.au	0395777000 VI	-88.89	
	5587 **** * 1176	11/09/2020 VODIEN AUSTRALIA	ALEXANDRIA	-115.5	
	5588 **** * 1176	7/09/2020 WHENIWORK.COM	6513304482 MN840.00 USI	-1155.91	
	5588 **** * 1176	4/09/2020 VIRGIN AUSTRALIA	BRISBANE AU	-296.44	
	5588 **** * 1176	2/09/2020 ARTS HUB HOLDINGS	MELBOURNE VI	-145.2	
	5588 **** * 1176	31/08/2020 ADOBE ID CREATIVE CLD	ADOBE.LY/ENAUIR	-45.99	
Lisa Edwards	5586 **** * 6352	<u>NO CHARGES</u>			
Billing Account	5586 **** * 8665	10/09/2020 FOREIGN TRANSACTION FEE		-2.47	
	5586 **** * 8665	9/09/2020 PERIODICAL PAYMENTS	06		11274.47
	5586 **** * 8665	7/09/2020 FOREIGN TRANSACTION FEE		-34.1	
	5586 **** * 8665	31/08/2020 FOREIGN TRANSACTION FEE		-1.36	
	5586 **** * 8665	31/08/2020 FOREIGN TRANSACTION FEE		-5.31	
	5586 **** * 8665	26/08/2020 FOREIGN TRANSACTION FEE		-14.42	
	5586 **** * 8665	24/08/2020 FOREIGN TRANSACTION FEE		-0.16	
TOTAL				-\$10,892.60	\$11,274.47

9.3 EM CUSTOMER & COMMUNITY SERVICES

9.3.1 RECONCILIATION ACTION PLAN

Responsible Officer:	Ms Lisa Clack Executive Manager Customer & Community Services
Author:	Mr Paul Howrie Manager Community Wellbeing
Proposed Meeting Date:	18 September 2020
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	Nil

REPORT PURPOSE

The purpose of this report is to inform Council of the proposed Reconciliation Action Plan, and Working Group.

BACKGROUND

As of April 2020, the Shire of East Pilbara's workforce comprises of 32 people who identify as Aboriginal or Torres Strait Islander decent, comprising of approximately 16% of our staff. The Shire also contains a number of aboriginal communities including Jigalong, Punmu, Googabinya, Irrungadji, Warralong, Parngurr and Kunawarritji. The Shire is home to many Aboriginal custodians include the Martu and Nyiyaparli.

The Shire's Reconciliation Action Plan (RAP) would be a document that supports the Corporate Business Plan. It would include practical actions that will drive the Shire's contribution to reconciliation with an initial internal focus.

In September 2012 Council endorsed the Shire of East Pilbara Reconciliation Action Plan (RAP). This RAP was not formally progressed and therefore the administration is re-visiting this process with a new approach.

In October 2017 Council endorsed the development of a new Reconciliation Action Plan (RAP) that meet, at least, the minimum standards required by Reconciliation Australia; and Cr Carol Williams to be the Councillor Representative to sit on the Reconciliation Action Plan Working Group for a period of twelve months from the date of the first meeting of the Working Group. This RAP was never created and the working group was never formed.

COMMENTS/OPTIONS/DISCUSSIONS

Reconciliation Action Plan:

It is proposed that the Shire take more of an internal focus with developing its workplace Reconciliation Action Plan (RAP) in consultation with Reconciliation Australia, using their toolkit, templates and resources to guide the process. The essential 'minimum element' for developing a RAP is to establish a working group

made up of Aboriginal and Torres Strait Islander staff and non-Aboriginal and Torres Strait Islander staff. Given that the focus will be on an internal organizational RAP, it is not being proposed that Elected Members be on the Working Group. This may change in future RAP documents, as they become more developed and have a higher external (community) focus. Reconciliation Australia's RAP Framework provides organisations with a structured approach to advance reconciliation.

There are four types of RAP that an organisation can develop. The Shire of East Pilbara's Reconciliation Action Plan will fall under the 'Reflect' Reconciliation Action Plan, which is the first RAP organisations must complete on their RAP journey. The Shire of East Pilbara's RAP will have an internal focus within the organisation.

Reconciliation Action Plan Working Group:

The Working Group (WG) is considered the leading group of the RAP and is ultimately responsible for the development, implementation and reporting phases.

The key deliverables for the RAP WG will be establishing the Working Group, producing the internal workplace reflect RAP and implementing the actions.

It is therefore important to establish an effective WG in order to develop a meaningful and successful RAP. The CEO will chair the group, with support from the Manager Community Wellbeing and Community Development Officer. The composition of the WG will be made up of staff from within the organisation.

The members of this WG will include Aboriginal and Torres Strait Islander staff and non-Aboriginal and Torres Strait Islander staff within the Shire of East Pilbara. Members of the Reflect WG will be limited to 7 voting people, with representation from each town within the Shire of East Pilbara. There will be 4 members in Newman, 2 from Marble bar and 1 from Nullagine. In addition to the 7 members, there will be administration and governance support provided to the WG, who will be non-voting members. Nominations will be open to all staff members who are interested in reconciliation and how it can be a positive force for changing the culture, work practices and core business of the Shire.

The final formation of the WG is to be determined by the Shire's Executive Managers. It is expected that the WG will be formed in November to align with Naidoc Celebrations this year and commence work on the RAP immediately.

It is expected that a draft RAP will be presented back to Council by June 2021 for its review and endorsement.

STATUTORY IMPLICATIONS/REQUIREMENTS

Nil

POLICY IMPLICATIONS

STRATEGIC COMMUNITY PLAN

2: Social

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 a disability, Aboriginal and Torres Strait Islander, Culturally and Linguistically Diverse and LGBTI).

S3.2 Continue to develop or advocate for new services or programs to meet unmet needs.

5: Governance

G2 Strong Shire identity and regional capacity.

G2.2 Preserve, enhance and celebrate the Shire's history and culture

Demonstrated accountability and corporate governance.

G1 Provide efficient, accountable and ethical governance.

G1.3 Provide a great place to work.

S2 Build a vibrant community.

S2.1 Facilitate community connectedness and inclusion.

Harmonious communities sharing strong community connections.

S1 Promote and facilitate safe and healthy communities.

S1.1 Support healthy and safe lifestyle choices.

RISK MANAGEMENT CONSIDERATIONS

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/62

MOVED: Cr Anthony Middleton

SECONDED: Cr Karen Lockyer

That Council

- 1. Note and endorse the development and timing of delivery of the *Reflect Reconciliation Action Plan* and the establishment of a Working Group as outlined within this report for the Shire of East Pilbara.**

CARRIED UNANIMOUSLY

To be actioned by Mr Paul Howrie, Manager Community Wellbeing

9.4 EM INFRASTRUCTURE SERVICES

9.4.1 APPROVAL TO ACQUIRE LAND FOR THE WASTE WATER TREATMENT PLANT WATER BALANCE

Attachments:	Appendix 1 – Options Report Appendix 2 – Site Map
Responsible Officer:	Mr Raees Rasool Executive Manager Infrastructure Services
Author:	Mr Phillip Charley Senior Project Manager
Proposed Meeting Date:	23 October 2020
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	Nil

REPORT PURPOSE

Seeking to acquire crown land through the Department of Planning, Land & Heritage (DLPH) for the future construction of a reserve to discharge recycled waste water. The nature reserve site would allow higher utilisation of all the treated water produced by the Newman Waste Water Treatment Plant that is currently discharged into a BHP owned site.

BACKGROUND

The Newman Waste Water Treatment Plant's (WWTP) operating license has been amended on 07/08/20 and new conditions have been imposed by the responsible government department, Department of Water Environment and Resources (DWER). Under the amended license, the WWTP must eliminate all treated water discharges from the plant to the surrounding BHP owned site (which is adjacent to the WWTP).

At present the Newman WWTP produces on average approximately 1.5 ML/day of treated water. Councils re-use water network that irrigates Newman's reserves, ovals and playing fields can only utilise on average 0.6 ML/day of this treated water, leaving on average 0.9ML/day that is left to discharge into the surrounding BHP owned site. These figures vary with population, shutdown activity, climate and weather. To comply with the new WWTP License condition, Council must investigate re-use options that would eliminate all discharges from the WWTP to the BHP owned site.

COMMENTS/OPTIONS/DISCUSSIONS

The daily volume of treated water that is discharged from the Newman WWTP into the BHP site can vary by up to 1.5ML/day. The discharge volume equals the volume of treated water produced by the WWTP minus the volume of treated water being used to irrigate Newman's Green spaces using the recycled water network.

The volume of treated water produced by the WWTP is determined by the effluent flows entering the WWTP. The greater the effluent flows entering the WWTP, the

greater the volume of treated water produced. The volume of effluent flows entering the WWTP varies dependant on population, workforce, tourism, weather conditions etc. The more people living, visiting and working in and around Newman, the higher the volume. Also during times of rainfall, water enters the sewer network which can increase the volume of effluent entering the WWTP. The volume of effluent entering the treatment plant can vary from under 1ML/day to nearly 4.5ML/d, a variation of approximately 450%

The volume of treated water being used to irrigate Newman's Green spaces using the recycled water system is also variable and is influenced by weather conditions and seasonal variations. In summer the parks and ovals experience high temperatures and evaporation levels. The grass and plants demand an increased volume of water to cope and survive in these extreme weather conditions. However summer is also the wet season. Heavy rain events during summer reduce the systems daily requirement for water which makes it difficult to predict the daily volume of water needed for irrigation purposes. Then in the colder months of winter, the plants demand for water decreases and far less water is needed to sustain the vegetation. Thus demand for water is highly variable and impossible to predict with certainty.

To meet our new WWTP Licence conditions, Council must eliminate all discharges from the Newman WWTP into the surrounding BHP site. The only way of achieving this goal, is to increase the demand of the existing recycled water system so that it is capable of using all of the water the treatment plant produces every day. This is very difficult as the volume of treated water produced by the WWTP and the demand from the existing re-use water system both vary on a daily basis. A concept must be developed that can cater for both variable water supply from the WWTP and the variable demand from the existing re-use water system that irrigates the green spaces in Newman.

To help work towards meeting license requirements, a broad group of options were identified by Council engineers and after due consideration, three options were considered to have sufficient merit to warrant further investigation. These options included the Following:

- 1. Irrigation of the Newman Golf Course**
- 2. Irrigation of Green Spaces along Kalgan Drive**
- 3. Irrigation of a New Nature Reserve on the old BHP Kurra Village Site**

Each of the three options were investigated to determine compliance with criteria, feasibility and cost effectiveness.

Option One, Irrigation of the Golf Course, was investigated at the request of BHP. At present the golf course is irrigated using potable water supplied by the BHP borefields. BHP were hoping that the reuse network could be expanded so the discharge water could be used to irrigate the golf course, replacing the need for potable water supplied from the borefields. Unfortunately the daily volume of water needed by the golf course for irrigation far exceeds the volume of discharge water produced by the WWTP. This would lead to the need for a hybrid system that uses both potable and recycled water. As the two systems are independent, they could not be operated as a single system to facilitate the irrigation of the golf course. Other disadvantages

of using this option are highlighted in **Attachment 1 - Options Report**. Critically, this option does not cater for the variable demand required due to the Department of Health licence conditions that limit irrigation of recycled water in public spaces to between the hours of 9pm to 4am. This means staff cannot irrigate during the day when the vast majority of wastewater enters the plant.

Option Two, Irrigation of Green Spaces along Kalgan Drive utilises a standard amount of water for irrigation on a daily basis. It was not considered feasible as it cannot use the variable volume of water that is discharged from the WWTP on a daily basis. An investigation of this option is detailed in **Attachment 1 - Options Report**

Option Three, Irrigation of a New Nature Reserve on the old BHP Kurra Village Site was selected as the best option. This option involves the Construction of a New Nature Reserve with Water Balance Facilities on part of the old BHP Kurra Village Site (Lot 301 Newman Drive and the adjacent lot to its West, Lot 600 Les Tutt Drive, shown in **Attachment 2 - Site Map**. The two land lots could be combined to create a reserve of approximately 17 Hectares that is directly opposite the proposed Kurra Caravan Park site.

The concept is that the proposed site is re-vegetated with native trees and shrub species that are drought tolerant and require no direct irrigation for their survival. A water balance pond or below ground aquifer would be constructed that would have the capacity to accept the variable maximum volume of water from the WWTP. The re-use water would then be used to irrigate the site and maintain a new nature reserve. The intent behind this reserve is for it to be as low maintenance as possible with the express purpose of eliminating discharge the BHP owned site.

The advantages of the proposed water balance concept are as follows:-

- As the vegetation does not require constant irrigation, the site is capable of reducing or increasing the volume of re-use water it uses to assist in matching the variable discharge from the WWTP, effectively creating a water balance for the reuse system.
- As the proposed nature reserve may be designed with underground storage, it can use this facility as a buffer at times when the treatment plant is producing more treated water in a single day that our reuse system can use.
- The DoH operating licence requires all irrigation to take place between 9pm and 4am due to the risk of spray contact from the sprinklers. This limits the volume of treated water that can be used. However the nature reserve (if locked to the public or doesn't use above ground sprinklers) will be able to irrigate 24hrs a day, increasing the volume of water that can be used and the resilience of the solution. This process will allow more treated water to be used when needed to assist in balancing the recycled water network.
- The site is currently void of any vegetation. The revegetation of the site would act as a barrier to erosion, caused by both wind and rain. It would also act to suppress the dust that would blow off the exposed site and across into the new Caravan Park.

- The trees planted on the new nature reserve would create shade and assist in cooling the site.
- As an existing re-use rising main extends from the WWTP to the rear of the site, there is very little capital cost associated with transporting the re-use water to the site.
- The cost for the project is less than half of the other options reviewed.
- The new nature reserve will be designed as a no maintenance reserve. I.e. the vegetation will mimic a bushland setting and will not require maintenance. Additionally, pathways maybe considered (if public access is available within our licence provisions) will be made from natural materials that are self-sustaining.
- The nature reserve will give Newman a new natural attraction and green space in the heart of Newman rather than an empty space of land.
- The project would be consistent with the outcomes listed in the WWTP Upgrade Project Charter, for the creation of additional green spaces throughout Newman.
- Its location opposite the caravan park will provide park occupants with the added attraction of bush walking trails through a natural green nature reserve if public access can be made available within the licence provisions.
- If planned successfully, the project can be integrated into the WWTP upgrade works so that the re-use system is operated automatically via the WWTP SCADA control system. This will reduce the operating cost of the re-use system by reducing the labour needed in its operation.

STATUTORY IMPLICATIONS/REQUIREMENTS

Nil

POLICY IMPLICATIONS

Policy implications would be further explored at the development stage

STRATEGIC COMMUNITY PLAN

4: Natural Environment

Valued iconic Pilbara environmental assets and biodiversity.

N1 Protect and sustain our natural resources.

N1.1 Ensure efficient, effective and innovative waste services to reduce, reuse and recycle.

2: Social

Harmonious communities sharing strong community connections.

S2 Build a vibrant community.

S2.1 Facilitate community connectedness and inclusion

RISK MANAGEMENT CONSIDERATIONS

Council must eliminate all discharges from the Newman Waste Water Treatment Plant to meet the newly amended Operating Licence conditions issued by Department Water and Environmental Regulation (DWER). If the Water Balance Project is not undertaken, Council will breach the operating Licence conditions for the Newman WWTP which would lead to fines and loss of approval to operate the plant.

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/63

MOVED: Cr Anthony Middleton

SECONDED: Cr Holly Fleming

That Council submit a Crown Land Enquiry to the Department Planning Lands and Heritage to:

- 1. Seek consent to include Lot 600 Les Tutt Drive Newman on DP 71690 and Lot 301 Newman Drive into the same Reserve and / or Management Order**
- 2. Request that the permitted use of the land includes public infrastructure or similar to permit the desired land use and**
- 3. Agree to require a Management Order for the subject land.**

CARRIED UNANIMOUSLY

To be actioned by Mr Phillip Charley, Senior Project Manager

Appendix 1 Options Report

WWTP WATER BALANCE PROJECT CONCEPT REPORT

BACKGROUND

The Newman Waste Water Treatment plant's (WWTP) Operating license has been amended and new conditions have been imposed by the responsible government department the Department of Health (DOH). Under the amended license, the WWTP must eliminate all treated water discharges from the plant to the surrounding BHP owned wetlands within the next three years.

At present the Newman WWTP produces approximately 1.5 ML/day of treated water. Councils re-use water network that irrigates Newman's reserves, ovals and playing fields can only utilise up to 0.6 ML/day of this treated water, leaving 0.9ML/day that is left to discharge into the surrounding BHP wetlands. To comply with the new WWTP License condition, Council must investigate re-use options that would eliminate all discharges from the WWTP, to meet the new license conditions.

LIMITATIONS

The daily volume of treated water that is discharged from the Newman WWTP into the BHP wetlands can vary by up to 1.5ML/day. The discharge volume equals the volume of treated water produced by the WWTP minus the volume of treated water being used to irrigate Newman's Green spaces using the recycled water system.

The volume of treated water produced by the WWTP is determined by the effluent flows entering the WWTP. The greater the effluent flows entering the WWTP, the greater the volume of treated water produced. The volume of effluent flows entering the WWTP varies dependant on population, workforce, tourism, weather conditions etc. The more people living, visiting and working in and around Newman, the higher the volume. Also during times of rainfall, water enters the sewer network which can increase the volume of effluent entering the WWTP. Please refer to **Appendix 1** which shows graphically the volume of effluent entering the treatment plant during 2019. As can be seen the flows can vary from under 1ML/day to nearly 4.5ML/d, a variation of approximately 450%

The volume of treated water being used to irrigate Newman's Green spaces using the recycled water system is also variable and is influenced by weather conditions and seasonal variations. In summer the parks and ovals experience high temperatures and evaporation levels. The grass and plants demand an increased volume of water to cope and survive in these extreme weather conditions. However summer is also the wet season. Heavy rain events during summer reduce the systems daily requirement for water which makes it difficult to predict the daily volume of water needed for irrigation purposes. Then in the colder months of winter, the plants demand for water decreases and far less water is needed to sustain the vegetation.

CONSIDERATIONS

To meet our new WWTP Licence conditions, Council must eliminate all discharges from the Newman WWTP into the Surrounding BHP wetlands. The only method available is to increase the demand of the existing recycled water system so that it is capable of using all of the water the treatment plant produces every day. This is very difficult as the volume of treated water produced by the WWTP and the demand from the existing re-use water system both vary on a daily basis. A concept must be developed that can cater for both variable output from the WWTP and the variable demand from the existing re-use water system that irrigates the green spaces in Newman.

OPTIONS REPORT

To help work towards meeting license requirements, a broad group of options were identified by Council engineers and after due consideration, three options were considered to have sufficient merit to warrant further investigation. These options included the Following

1. **Irrigation of the Golf Course**
2. **Irrigation of Green Spaces along Kalgan Drive**
3. **Irrigation of a New Nature Reserve on the old BHP Kurra Village Site**

Each of the three options were investigated to determine compliance with criteria, feasibility and cost effectiveness. In conclusion Option 3. Irrigation of a New Nature Reserve on the old BHP Kurra Village Site was selected as the best option as it was the most cost effective, easy to implement and was also the only option that could meet all the compliance requirements. The complete options report is attached to this report in **Appendix 2**.

RECOMMENDED OPTION

The recommended option is the Construction of a New Nature Reserve with Water Balance Facilities on part of the old BHP Kurra Village Site (Lot 301 Newman Drive and the adjacent lot to its West, Lot 600 Les Tutt Drive shown in **Appendix 3**. The two land lots create a reserve of approximately 17 Hectares that is directly opposite the proposed Kurra Caravan Park site.

The concept is that the proposed site is re-vegetated with native trees and shrub species that are drought tolerant and require no direct irrigation for their survival. A water balance pond or below ground aquifer would be constructed that would have the capacity to accept the variable maximum volume of water from the WWTP. The re-use water would then be used to irrigate the site and maintain a new nature reserve.

The advantages of the proposed water balance concept are as follows:-

- As the vegetation does not require irrigation, the site is capable of reducing or increasing the volume of re-use water it uses to match the variable discharge from the WWTP, effectively creating a water balance to the reuse system.
- As the water in the above/below ground water reuse pond is recycled on a daily basis, the water is never stagnant which eliminates the risk of mosquito infestations.

- The site is currently void of any vegetation. The revegetation of the site would act as a barrier to erosion, caused by both wind and rain. It would also act to suppress the dust that would blow off the exposed site and across into the new Caravan Park.
- The trees planted on the new nature reserve would create shade and assist in cooling the caravan park site.
- As an existing re-use rising main extends from the WWTP to the rear of the site, there is very little capital cost associated with transporting the re-use water to the site.
- The cost for the project is less than half of the other options reviewed.
- The new nature reserve will be designed as a no maintenance reserve. I.e. the vegetation will mimic a bushland setting and will not require maintenance. Additionally the pathways will be made from natural materials that are self-sustaining.
- The nature reserve will give Newman a new natural attraction and green space in the heart of Newman that both residents and tourist can enjoy.
- The project would be consistent with the outcomes listed in the WWTP Upgrade Project Charter for the creation of additional green spaces throughout Newman.
- Its location opposite the caravan park will provide park occupants with the added attraction of bush walking trails through a natural green nature reserve.
- If planned successfully, the project can be integrated into the WWTP upgrade works so that the re-use system is operated automatically via the WWTP SCADA system. This will reduce the operating cost of the re-use system by reducing the labour needed in its operation.

COUNCIL ACTION

Council must eliminate all discharges from the WWTP into the surrounding BHP wetlands within the next three (3) years to meet our WWTP licence conditions. To enable this to happen, the recycled water system has to be extended and the water balance concept has to be approved, funded and constructed. Council engineering staff have identified the best and most economical water balance option, but need to seek a management order over the required land from the Department of Planning, Land and Heritage before planning works can commence.

Due to the urgency of the project we request that a resolution be passed by Council seeking the following:

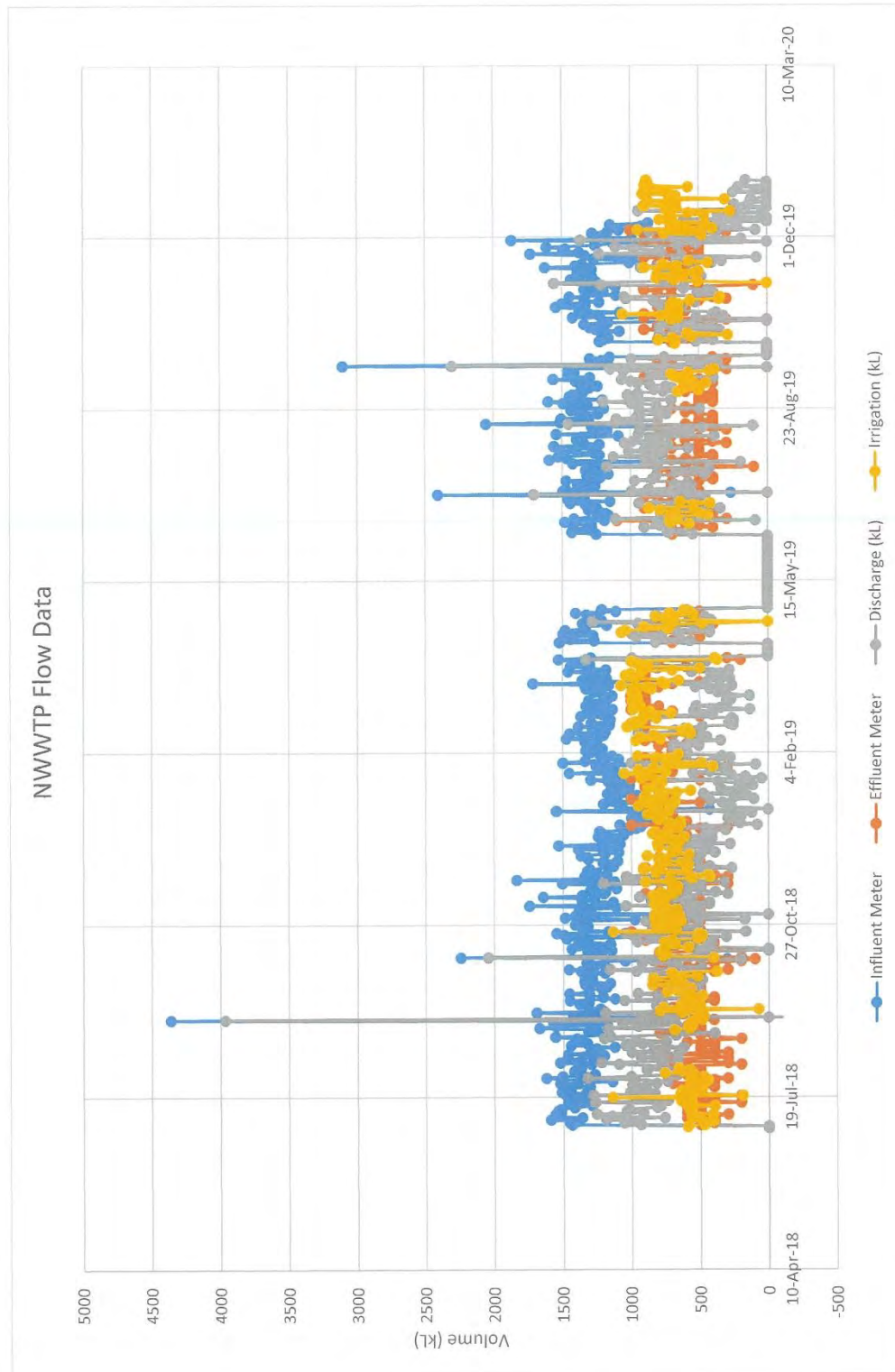
It is recommended that Council submit a Crown Land Enquiry to the Department Planning Lands and Heritage to:

1. **Seek consent to include Lot 600 Les Tutt Drive Newman on DP 71690 and Lot 301 Newman Drive into the same Reserve and / or Management Order**
2. **Request that the permitted use of the land includes public infrastructure or similar to permit the desired land use and**
3. **Agree to require a Management Order for the subject land.**

APPENDIX 1

WASTE WATER TREATMENT PLANT WATER BALANCE PROJECT

Graphed Flow Data



APPENDIX 2

WASTE WATER TREATMENT PLANT WATER BALANCE PROJECT

OPTIONS REPORT

WWTP WATER BALANCE PROJECT OPTIONS REPORT

The Recycled Water Balance Project aims to identify options that would eliminate the need to discharge treated effluent from the upgraded Newman Waste Water Treatment Plant (WWTP) to the BHP wetlands.

Background

The Newman WWTP processes the incoming raw effluent flows and creates approximately 1.5ML/day of treated water that is discharged into a re-use pond located at the rear of the WWTP site. The treated water is drawn from re-use pond and is used in Councils recycled water system. At present, the recycled water system is capable of utilizing 0.6ML/day of the treated water. The remaining 0.9ML/day is stored in the re-use pond until the pond reaches its storage capacity. At this time, the pond overflows and the treated water is discharged into the BHP wetlands.

Options are being investigated that would increase the recycled water network usage by an amount that would balance the output from the WWTP. This would eliminate any need to discharge into BHP's wetlands. As the output from the WWTP is variable, the options must be capable of utilizing variable water volumes that can change on a daily basis.

Numerous options were investigated but only two had the ability to meet the project objectives. These included:-

1. Supply of re-use water to the Golf Course; and
2. Supply of re-use water to the Demolished BHP Kurra Village Site to create a maintenance free Nature Reserve.

Option 1 – Irrigation of Golf Course

The Golf Course was once part of the recycled water network but this was abandoned 15-20 years ago. In order to examine its potential as a water balance solution, a condition assessment of the existing infrastructure was undertaken to determine the feasibility and costs associated with re-installing the service.

The disused recycled water main was visually inspected on Thursday 30th July at 9:30am by East Pilbara Council Engineers (Phillip Charley and Tom Wheeler) and Operational Staff member (Ken Giblett).

Background

The main is approximately 40 years of age and is thought to have been installed at the same time as the Newman WWTP. The main is a DN 250mm steel cement lined pipe with rubber ring joints. The main branches off from the existing, in use, recycled water rising main on the eastern side of the Great Northern Hwy. It is mostly buried at a shallow depth but there are small sections that are exposed.

The main is located adjacent to a bush roadway and extends for approximately 3km from the Highway towards the Golf Course. The main enters an old steel holding tank that is constructed on a concrete base slab which is located across the road from the Golf Course. The holding tank appears to be of similar age to the recycled water main and has an estimated capacity of 200-300KL. The disused recycle water main continues as an outlet from the holding tank. It runs under the entry road to the Golf Course and finishes at a small disused pumping station at the front of the facility.

Pumping Station

The pumping station building is an old steel shed with a single access doorway. It is old, damaged and not weatherproof. This structure does not meet the safety requirements in terms of access and egress required for a pump station building and would need to be demolished and a new building constructed.

The pump appears not to have run in over 10-15 years. It shows severe signs of corrosion and would almost certainly be seized. It is not in a condition that would allow it to be repaired and would require replacement. The electrical switchboard and control cabinet, (that is disconnected), is also very old, in poor condition and would no longer meet current Australian Electrical Standards/Codes. As such it would also need to be removed and replaced with a new switchboard and control cabinet.

Holding Tank

The holding tank, inlet, overflow and outlet pipework are all in such poor condition that they could not be repaired and would require complete replacement. Also the external isolation and control valves are corroded and seized and these valves and fitting would also need replacement.

Disused DN250 Recycled Watermain

The sections of the main that are above ground and visible show signs of corrosion consistent with the pipelines age and lack of maintenance. The exposed rubber ring joints have perished and the visible pipeline sections are not serviceable. The pipeline has 3 isolation valves along its length which are all seized in the open position, are corroded and required replacement. The pipeline has been disused for over 15 years and no inspection of its internal condition was possible to assess the condition of the concrete lining. From my experience, the cement lining on pipes of this age would almost certainly be cracked and sections would have delaminated away from the steel. This is more prevalent in pipelines of this age due to the inferior lining technologies from 40 years ago and also due to the absence of the water pressure support.

Costs

As the main is shallow in depth, the costs to replace the main would be similar to the cost of repairing the main using relining technologies.

The estimated cost to design and construct 3000m of DN250 recycled water main, holding tank and pumping station are detailed below:-

- | | |
|---|--------|
| • 3Km long recycled water main including valves and fittings | \$1.5M |
| • 300KL steel storage tank including footings walkways and access requirements | \$400K |
| • Pump station including building, pump and electrical switch and control board | \$300K |

Total Cost	\$2.2 M
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Advantages/Disadvantages and Limitations

- This option has a high Capital Cost associated with the repair and construction of a new 3Km reuse main, new storage tank and a new pump station.
- The Golf Course's current irrigation demand is fed via a direct rising main from the BHP borefields. This irrigation demand exceeds Councils maximum available volume of recycled water (0.9ML/day). As such a hybrid system would be needed that draws water from both the private BHP borefields rising main and the Council owned recycled water network. This type of dual hybrid system would be almost impossible to operate and maintain.
- The Golf Course is currently being irrigated via an alternative method, so this option does not create a new public recreational area for Newman.
- This option uses a constant volume of water each day for irrigation purposes and does not have the flexibility to cope with varied daily flow volumes from the STP. Whilst this option can use a great volume of water, this lack of ability to cope with any large variance in daily treated water volumes from the WWTP, makes it a poor choice as a Water Balance Option.

Option 2 – Irrigation of Green Spaces along Kalgan Drive

This option involves the irrigation of the grassed areas along Kalgan Drive to create new green spaces along the road reserve. This option would enlarge the turfed areas and improve the condition of the existing lawns. The greening of Kalgan Drive would assist in the beautification of the town.

To be able to irrigate the new areas, the treated water from the Newman WWTP needs to be piped to the location, stored in tanks and new irrigation pipework and turf would need to be installed. An investigation of the existing re-use rising main has determined that it would need to be extended by approximately 3Km to service the areas along Kalgan Drive.

A hydraulic analysis of the re-use rising main has determined that an extension of this main along Kalgan Drive would not supply sufficient volume of water for direct irrigation. To compensate, new storage tanks would need to be constructed along the route to provide the added volume of recycled water needed to irrigate the zone.

Rising Main

The existing DN250mm recycled water runs along Newman Drive, past Boomerang Oval and continues on terminating at Capricorn Oval. The extension of the main would start at Boomerang Oval and continue along Kalgan Drive for a total length of approximately 3Km.

Storage Tanks

To provide the volume of recycled water needed to irrigate the zone, several 200KL storage tanks would need to be installed along the route. The extended recycled water main would feed the tanks and when full, both the tanks and the recycled water main would provide water to the irrigation pipework, thus irrigating the area.

Costs

As the main is shallow in depth, the costs to replace the main would be similar to the cost of repairing the main using relining technologies.

The estimated cost to design and construct 3000m of DN250 recycled water main, holding tank and pumping station are detailed below:-

- | | |
|--|--------|
| • 3Km long recycled water main including valves and fittings | \$1.5M |
| • 2 x 200 KL storage tanks along route with Chlorine dosing skid | \$400K |
| • Irrigation pipework, valves, fittings and turf | \$200K |

Total Cost	\$2.1 M
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Advantages/Disadvantages and Limitations

- This option would create a large green space along one of the major road routes with Newman. Having lush green grass along a major roadway within the CBD would assist in the beautification of the town.
- This option would use a high volume of water in the summer months when the vegetation's demand for water is high to maintain its health and appearance.
- This option has a high Capital Cost associated with the construction of a 3Km extension to the reuse rising main, new storage tanks and new irrigation pipework.
- This option uses a constant volume of water each day for irrigation purposes and does not have the flexibility to cope with varied daily flow volumes from the STP. Whilst this option can use a great volume of water, this lack of ability to cope with any large variance in daily treated water volumes from the WWTP, makes it a poor choice as a Water Balance Option.

Option 3 Irrigation of Proposed Nature Reserve (Located on Demolished BHP Kurra Village Site)

This Option involves reconnecting the disused DN 250 steel, cement lined, recycled water branch main that used to supply recycled water to the demolished BHP Kurra Village site. The reconnected service would then be used to irrigate the entire 12 Hectare site and transform it into a nature reserve. The volume of water used during irrigation of the nature reserve would be approximately 0.9ML/day, thus balancing the output from the WWTP.

The proposed nature reserve site is rectangular in shape, has a flat topography and is void of any vegetation. This option would involve revegetating the site by planting hardy drought tolerant native species that do not require irrigation to survive. The site would be designed to be maintenance free, using crushed granite walking trails that would complement the tourist facilities at the adjacent Kurra Caravan Park

A recycled water pond would be constructed on the nature reserve site. This pond would act as a natural buffer to balance the output from WWTP with the demand from the recycled water system. The recycled water pond would be constantly receiving water from the recycled water rising main. The recycled water in the pond would then be drawn off and used to irrigate the whole 12 Hectare site, keeping the pond recirculating and avoiding stagnation. The land area to be irrigated and the irrigation flowrate can both be varied to assist in the water balance. Furthermore the operational levels in the recycled water pond can also be adjusted to balance additional flow volumes.

It is proposed that the old BHP Kurra Village site be acquired under a similar management order as was used to obtain the Kurra Caravan Park site and that the land be converted into a nature reserve. If approved by Council the design of the Recycled Water Balance Nature Reserve option could be undertaken during the Kurra Caravan Park Masterplan Design, with construction scheduled during Stage 2 of the Kurra Caravan Park Project.

Disused DN250 Recycled Watermain

An inspection of the disused section of the recycled water main was undertaken on Tuesday 11th August at 10:30am by East Pilbara Council Engineer (Phillip Charley) and Operational Staff member (Ken Giblett). The above ground sections of the main appear in relatively good condition, with joints appearing to be in serviceable condition. The existing isolation valves however were located in open pits and due to their age and environmental impacts, they have corroded and are seized and will require replacement.

Council's operational staff are familiar with this disused section of the recycled water main. Approximately 15 years ago BHP replaced and relocated a section of the main feeding the Kurra Village site. Also a new branch main was constructed off this section of the recycled water main to provide a new housing estate with recycled water. This section of the recycled water main was flushed, cleaned and made operational again to feed both sites. Approximately 10 years ago the service was disconnected as it was no longer required by BHP or the housing estate.

Costs

The estimated cost to refurbish a 500m long section of the disused recycle water main, construct a new branch main, recycled water pond, irrigation pipework and re-vegetating the site.

• New and Refurbished pipelines & fenced clay lined balance pond.	\$700K
• Pumping station and irrigation system.	\$300K
• Landscaping of Site.	\$150K
Total Cost	\$1.150M

Advantages/Disadvantages and Limitations

- This option has a relatively low Capital Cost when compared to the Golf Course Option as most of the infrastructure does not need to be replaced.
- This option eliminates the need to discharge any treated effluent into the BHP owned wetlands that adjoin the WWTP site. The Nature Reserve is designed so that it can vary its irrigation demand and ultimately the volume of recycled water it uses. This variation ensures it can fulfil the Water Balance requirement and meet the current and future demands from the WWTP
- The Nature Reserve would beautify Newman and provide an additional eco tourist facility via the walking trails that will traverse the site.
- The project could be used to help bond the Newman Community together. Council could advertise for community planting weekends where the community assists in replanting native species, helping to establish an environmental landmark in Newman.

Recommendation

After investigating the options it has been determined that the **Nature Reserve** would by far provide the best solution to the Water Balance Project. It has the least Capital Cost, it can utilise the current 0.9ML/day flows to eliminate discharge into the BHP wetlands and it can balance future variable flow volumes. It also aids in the rejuvenation of the Newman Environmental landscape and creates new tourist facilities via its walking trails.

Report Prepared by

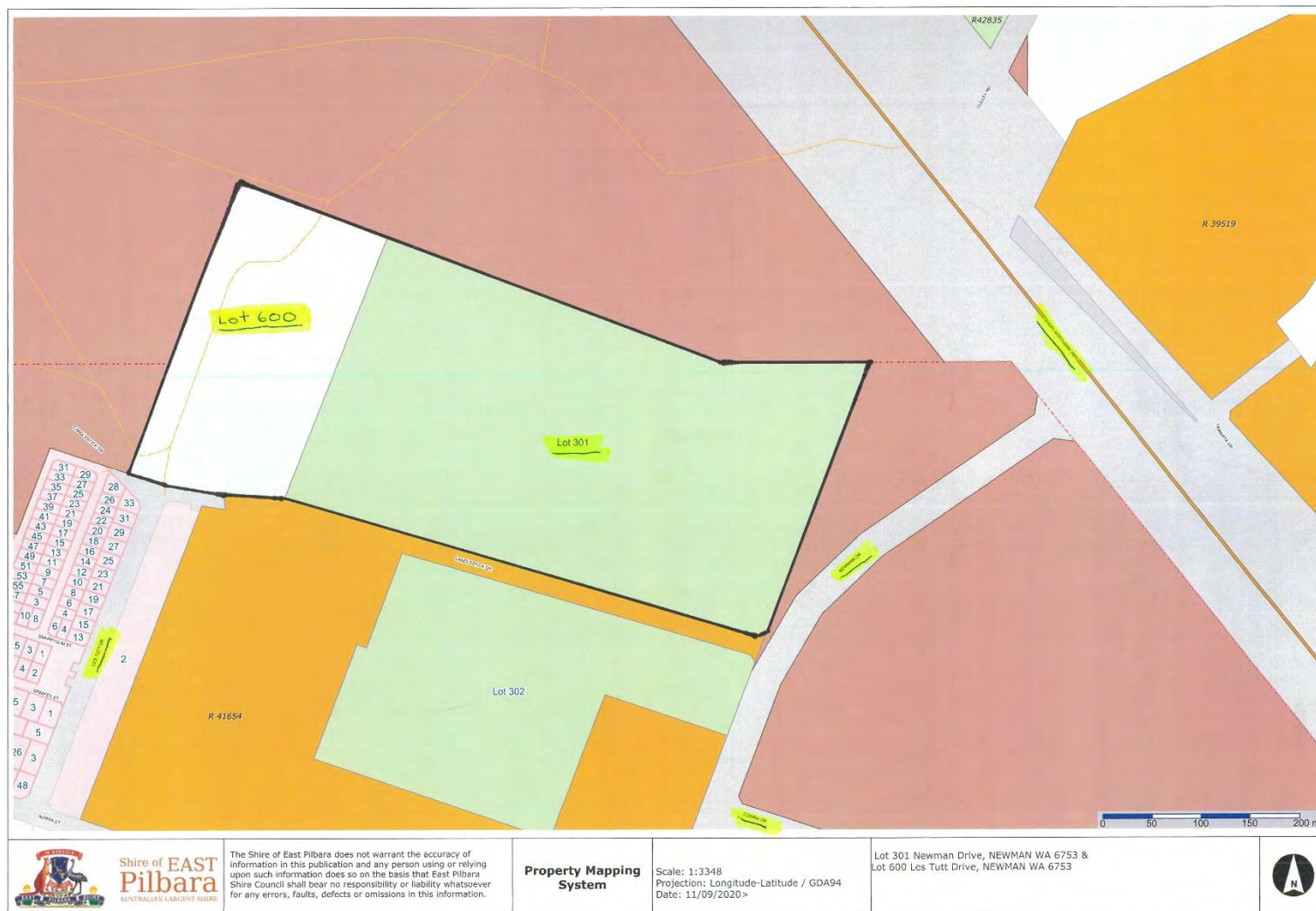
Phillip Charley (Bach Eng. Civil/Structural)
East Pilbara Shire Council

APPENDIX 3

WASTE WATER TREATMENT PLANT WATER BALANCE PROJECT

SITE LOCATION

Appendix 2 Site Map



10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

10.1 OVERTAKING LANES – MARBLE BAR ROAD

Elected Member: Cr Lang Coppin OAM
Councillor

Author: Mrs Kylie Bergmann
Coordinator Governance

Proposed Meeting Date: 23 October 2020

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

REPORT PURPOSE

That Council write to Main Roads requesting they install overtaking lanes on the Marble Bar Road between Marble Bar and the Port Hedland/Broome Highway (Great Northern Highway).

BACKGROUND

Councillor Lang Coppin OAM will speak to the item at Council.

COMMENTS/OPTIONS/DISCUSSIONS

Councillor Lang Coppin OAM will speak to the item at Council.

STATUTORY IMPLICATIONS/REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC COMMUNITY PLAN

5: Governance

Demonstrated accountability and corporate governance.

G1 Provide efficient, accountable and ethical governance.

G1.1 Enhance governance capability to deliver sustainable outcomes, roads and buildings

RISK MANAGEMENT CONSIDERATIONS

Nil.

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple.

**ELECTED MEMBER'S RECOMMENDATION & COUNCIL RESOLUTION:
202021/64**

MOVED: Cr Langtree Coppin OAM

SECONDED: Cr Geraldine Parsons

That Council write to Main Roads requesting they install overtaking lanes on the Marble Bar Road between Marble Bar and the Port Hedland/Broome Highway (Great Northern Highway).

CARRIED UNANIMOUSLY

To be actioned by Mrs Kylie Bergmann, Coordinator Governance

**11 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS
BEEN GIVEN**

11.1 CR LANG COPPIN OAM

Elected Member: Cr. Lang Coppin OAM

Proposed Meeting Date: 23 October 2020

- 1. At the OCM on 28 August 2020, Cr Lang Coppin raised a Notice of Motion requesting that Minister Saffioti, Minister for Transport and Planning, travel the Marble Bar Road from Newman through to Nullagine and Marble Bar.**

Has the Shire received a response yet?

A letter was sent to Minister Saffioti on 8th September 2020. No response has been received to date. Officers have sent a follow up email requesting a response.

12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF COUNCIL

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/65

MOVED: Cr Geraldine Parsons

SECONDED: Cr Holly Pleming

THAT Council accept items 12.1.1, 12.1.2 and 12.2.1 as new business of an urgent nature.

CARRIED UNANIMOUSLY

12.1 CHIEF EXECUTIVE OFFICER

12.1.1 ADOPTION OF AMENDED PROCUREMENT & TENDER PROCEDURES POLICY

Attachments: Appendix 1 – Procurement & Tender
Procedures Policy with track changes

Responsible Officer: Mr Jeremy Edwards
Chief Executive Officer

Author: Mrs Dawn Ronchi
Coordinator Procurement

Proposed Meeting Date: 23 October 2020

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

1:23pm Anita Grace left the Chambers

REPORT PURPOSE

For Council to adopt the amended Procurement and Tender Procedures Policy ('the Policy'). This will replace the existing Policy within the Policy Manual.

BACKGROUND

Council adopted the 2020/21 Policy Manual (*in its entirety*) at the Ordinary Council meeting held on the 26th June, 2020 (**Resolution: 201920/195**)

No amendments have been made to the Procurement and Tender Procedures Policy since this date.

COMMENTS/OPTIONS/DISCUSSIONS

Following an internal review of this Policy, it was found that there were several amendments required to be made to this Policy. The rationale is included below and the updated policy with tracked changes is attached to this report (**Appendix 1 refers**).

- **Item 12 Purchasing from Aboriginal Businesses – amendment as per Regulation 11(2)(h) of the Local Government (Functions and General) Regulations 1996.**

Amendment is required to bring the policy in line with the regulations.

- **Item 6.4 – Procurement Thresholds & Requirements – amendment to the list of exemptions for goods/services requiring a Purchase Order to be raised, as requested by the Auditors.**

This amendment is made in line with the auditors comments that a purchase order should be raised for purchases where the amount can be measured accurately prior to the expenditure being incurred. It is the auditor's opinion that memberships & subscriptions, insurance premiums, licences and freight would all fall into this category. Therefore these items have been removed from the exemption list under Item 6.4.

- **Item 6.6 – Purchase Order Authorisation – amendment required to the Chief Executive Officer's purchasing order authority limit from \$150,000 to the maximum amount of \$249,999 gst ex in accordance with all procurement requirements.**

Council will recall that in April 2020, the WA State Government passed urgent amendments to the *Local Government (Functions and General) Regulations 1996* to increase the tendering threshold from \$150,000 to \$250,000. The primary purpose of these amendments was to increase flexibility of the local government sector to contract with local suppliers during and after the COVID-19 pandemic.

On 24 April 2020, Council approved an amended to our Purchasing and Tender Procedures Policy to reflect this change. The change was made at Item 6.4 where the tendering threshold was increased to \$250,000. Anything between \$50,000 - \$249,999 could be signed off using a purchase order, after obtaining the required quotes.

However, at the time, officers failed to increase the CEO's purchasing authority under Item 6.6 to align with the increase in tender threshold.

The purpose of this current amendment is to correct this anomaly.

- **The Responsible Directorate/Responsible Officer on the first page has been amended.**

The procurement team now reports through to the CEO whereas they previously reported through to the Executive Manager of Commercial Services. This amendment is correcting this change.

- **Item 12 – Purchasing from Disability Enterprises – amendment as per Regulation 11(2)(i) of the Local Government (Functions and General) Regulations 1996.**

Amendment is required to bring the policy in line with the regulations.

- **Item 6.8 – Light Vehicle Disposal – increasing the amount from \$150,000 to \$250,000.**

As above, the amendment is required to correct an anomaly between the increase in tendering threshold (approved by Council on 24 April 2020), and the CEO's current purchasing authority.

STATUTORY IMPLICATIONS/REQUIREMENTS

Part 2 – Constitution of local government (Division 2 – Local governments and councils of local governments) 2.7. Role of council (pg 15), 2.7.(2)(b): The Council is to determine the local government's policies.

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

POLICY IMPLICATIONS

3.14 Procurement and Tender Procedures Policy

STRATEGIC COMMUNITY PLAN

Goal 1 – Civic Leadership – Planned Actions

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

1.1 Efficient and effective local government

1.1.1 Ethical, accountable and transparent decision-making

RISK MANAGEMENT CONSIDERATIONS

This Procurement and Tender Procedures Policy will mitigate probity risk, by establishing consistent and demonstrated processes that promotes openness, transparency, fairness and equity to all potential suppliers and will ensure that the Shire is compliant with relevant legislations, including the *Local Government Act 1995* and the Local Government (*Functions and General*) *Regulations 1996* (as amended), and *State Records Act 2000* in relation to procurement and tenders.

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple.

1:25pm Cr Grace returned to the Chambers

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/66

MOVED: Cr Adrienne Mortimer

SECONDED: Cr Holly Pleming

That Council adopt the amended Procurement and Tender Procedures Policy as attached at Appendix 1.

CARRIED UNANIMOUSLY

To be actioned by Mrs Dawn Ronchi, Coordinator Procurement

Appendix 1
Procurement and Tender Procedures Policy
with track changes

3.1 Procurement and Tender Procedures Policy

Responsible Directorate	Commercial & Executive Services
Responsible Officer	Chief Executive Officer Executive Manager Commercial Services
File Number	FIN-25-2

1. 1. PURPOSE:

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

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2. OBJECTIVES:

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

- Demonstrate that best value for money is attained for the Shire;
- Are compliant with relevant legislations, including the Act and Regulations;
- Are recorded in compliance with the *State Records Act 2000* and associated records management practices and procedures of the Shire;
- Mitigate probity risk, by establishing consistent and demonstrated processes that promotes openness, transparency, fairness and equity to all potential suppliers;
- Ensure that the sustainable benefits, such as environmental, social and local economic factors are considered in the overall value for money assessment; and
- Are conducted in a consistent and efficient manner across the Shire and that ethical decision making is demonstrated.

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3. ETHICS AND INTEGRITY:

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

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

1. Full accountability shall be taken for all purchasing decisions and the efficient, effective and proper expenditure of public monies based on achieving value for money.
2. All purchasing practices shall comply with relevant legislation, regulations, and requirements consistent with Council policies, values and Code of Conduct.

3. Purchasing is to be undertaken in a competitive basis in which all potential suppliers are treated impartially, honestly and consistently.
4. All processes, evaluations and decisions shall be transparent, free from bias and fully documented in accordance with applicable policies, record keeping practices and audit requirements.
5. Any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed.
6. Any information provided to the Shire by a supplier shall be treated as commercial-in-confidence and should not be released unless authorized by the supplier or under relevant legislation.

4. VALUE FOR MONEY:

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

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

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

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

- a) All relevant whole-of-life costs and benefits, whole of life cycle costs (for goods) and whole of contract life costs (for services) including transaction costs associated with acquisition, delivery, distribution, as well as other costs such as, but not limited to, holding costs, consumables, deployment, maintenance and disposal;
- b) the technical merits of the goods or services being offered in terms of compliance with specifications, user requirements, quality standards, sustainability, service benchmarks, contractual terms and conditions, value adds offered, warranties, guarantees, repair and replacement policies, ease of inspection, ease of after sales service, and any relevant methods of assuring quality;
- c) financial viability and capacity to supply without risk of default (competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history);
- d) a strong element of competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable; and
- e) local business capabilities.

5. BUY LOCAL/REGIONAL PRICE PREFERENCE POLICY:

(Refer to Policy Manual Item 3.13):-

As much as practicable, the Shire must:

- where appropriate, consider buying practices, procedures and specifications that do not unfairly disadvantage local businesses;
- consider indirect benefits that have flow on benefits for local suppliers (i.e. servicing and support);
- ensure that procurement plans address local business capability and local content;
- explore the capability of local businesses to meet requirements and ensure that Requests for Quotation and Tenders are designed to accommodate the capabilities of local businesses;
- avoid bias in the design and specifications for Requests for Quotation and Tenders – all Requests must be structured to encourage local businesses to bid; and
- provide adequate and consistent information to potential suppliers.

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

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

6. PURCHASING REQUIREMENTS:

6.1 Legislative /Regulatory Requirements

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

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6.2 Policy

Purchasing that is \$250,000 or below in total value [excluding GST] must be in accordance with the purchasing requirements under the relevant threshold as defined under Section 6.4 of this Procurement Policy.

Purchasing that exceeds \$250,000 in total value [excluding GST] must be put to public Tender when it is determined that a regulatory Tender exemption, as stated under Section 6.5 of this Procurement Policy is not deemed to be suitable.

6.3 Purchasing Value Definition

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

Exclusive of GST

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

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

6.4 Procurement Thresholds and Requirements

The following procedures will be adhered to when purchasing items and other services and goods as per the adopted budget.

Note that purchase orders are not required for the following items:

- ~~Memberships/Subscriptions~~
- Fuels (BP Fuel Card) – bulk fuel purchases require a Purchase Order
- ~~Licences~~
- ~~Insurance Premiums~~
- Credit Card Purchases
- Utilities
- ~~Freight~~
- Manual Cheque requests

All purchase orders are to be completed as set out below.

Range (excluding GST)	Requirements
\$0 - \$50	Under direction from the authorised Supervisor, petty cash may be utilised for purchases in this range.
\$51 - \$5,000	Under direction from the authorised Supervisor, a purchase order k will be raised without verbal or written quotes necessarily being obtained.
\$5,001 - \$49,999	<p>A purchase order will be raised following three written quotes being obtained.</p> <p>Staff must retain electronic evidence of the suppliers invited to supply a written quote. Each supplier must receive the same detailed description (<i>Specification</i>) of what goods/services are being requested.</p> <p>A completed SoEP Declaration of Quotes form must be completed and attached to the Requisition.</p> <p><i>-(Three quotes must be sourced, including if using WALGA Preferred Supplier Panel, or a SoEP Local Panel)</i></p>

\$50,000 - \$249,999	<p>Obtain at least three written quotes from suppliers by formal invitation, by way of a Formal Request for Quotation Process which includes a detailed Scope of Works/Specification of Goods and Services required.</p> <p>The procurement decision is to be based on pre-determined evaluation criteria that assess all value for money considerations in accordance with the definition stated within this Policy.</p> <p>Quotations within this threshold may be obtained from the Shire's Local Preferred Supplier Panels; the WALGA Preferred Supplier Programme or from the open market.</p> <p>A copy of the last page of the Recommendation Report – Endorsement by CEO to Award the RFQ to the recommended respondent must be attached to the Requisition/Purchase Order.</p> <p>Under direction from the authorised Supervisor, and in consultation with the Chief Executive Officer, or an Executive Manager, a purchase order will be utilised following the RFQ process.</p> <p><i>[Three quotes must be sourced, including if using WALGA Preferred Supplier Panel, or a SoEP Local Panel]</i></p>
\$250,000 & Greater	<p>Under direction from the authorised Supervisor, Tenders will be invited as follows.</p> <p>If work is allowed for in the budget, a Request to Invite Tenders form is to be submitted to the Chief Executive Officer for approval.</p> <p>If the work is not allowed for in the budget, permission to go to Tender must be obtained from Council.</p> <p>A copy of the Council Resolution to award the Tender to the successful Tenderer must be attached to the Requisition/Purchase Order.</p>

6.5 Tender Exemptions

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

- An emergency situation as defined by the Act;
- To source essential goods and services to respond to a State of Emergency as per Regulations 11(2)(aa) and 11(3);
- The purchase is under a Contract of WALGA (Preferred Supplier Arrangements*), Department of Treasury and Finance (permitted Common Use Arrangements); Regional Council; or another Local Government;
- The purchase is under auction which has been authorized by Council;
- The Contract is for petrol, oil or other liquid or gas used for internal combustion engines;
- The purchase is acquired from a person registered on the WA Aboriginal Business Directory, as published by the Small Business Development Corporation, where the consideration under contract is worth \$250,000 or less and represents value for money*;

- The purchase is acquired from an Australian Disability Enterprise and represents value for money*.
- The purchase is from a pre-qualified supplier under a Panel established by the Shire*.
- Any other exclusion under Regulation 11 of the Local Government (Functions and General) Regulations 1996.

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

6.6 Purchase Order Authorisation

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

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

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

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

Amounts shown are GST exclusive.

Orders should never be raised retrospectively.

Authorising Officer	Requirements
<ul style="list-style-type: none"> • Chief Executive Officer* 	<p>May authorise a purchase order in accordance with the Procurement Thresholds and Requirements set out in 6.4 of this Policy, to the maximum value of \$249,999</p>
<ul style="list-style-type: none"> • Chief Executive Officer*, • Executive Manager*; and • Manager InfrastructureTechnical Services – Rural (only for Road Construction & Plant Fleet) 	<p>May authorise a purchase order in accordance with the Procurement Thresholds and Requirements set out in 6.4 of this Procurement Policy to the maximum value of \$150,000. If the purchase is in excess of \$150,000 a Requisition is to be created and then authorised to a Purchase Order by the Chief Executive Officer. If the purchase is in excess of \$150,000 a Requisition is to be authorised by the Chief Executive Officer prior to the purchase order being issued.</p> <p><i>*Only the Chief Executive Officer and Executive Managers as Authorising Officers are authorised to sign Capital Expenditure Purchase Orders with the exception of Road Construction and Light Vehicles purchases which can be authorised authorised signed by the Manager Infrastructure Services Technical Services – Rural.</i></p>
<ul style="list-style-type: none"> • Managers 	<p>May authorise a purchase order in accordance with the Procurement Thresholds and Requirements set out in 6.4 of this Procurement Policy to the maximum value of \$30,000. If the purchase is in excess of \$30,000 a Requisition is to be created and is to be then authorised to a Purchase Order by their Supervisor. Supervisor prior to the purchase order being issued.</p>
<ul style="list-style-type: none"> • Coordinators • Works Supervisor (Newman & Marble Bar) • Environmental Health Officer 	<p>May authorise a purchase order in accordance with the Procurement Thresholds and Requirements set out in 6.4 of this Procurement Policy to the maximum value of \$10,000. If the purchase is in excess of \$10,000 a Requisition is to be created and then authorised to a Purchase Order by their Supervisor prior to the purchase order being issued.</p>

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Other Authorised Officers	May raise a purchase order in accordance with the Procurement Thresholds and Requirements set out in 6.4 of this Procurement Policy to the maximum value of \$2,000. If the purchase is in excess of \$2,000 a Requisition is to be created and then authorised to a Purchase Order by their Supervisor prior to the purchase order being issued.
Designated Fleet Officer	Is authorised to purchase light vehicles under \$2450,000 utilising the VWA State Purchasing Agreement and adhering to Council's budget decisions and Council's Light Vehicle Policy. Any vehicle incurring the luxury car tax will have to be approved by the Chief Executive Officer or an Executive Manager.

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

6.7 Capital Expenditure

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

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

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

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

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

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

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

6.8 Light Vehicle Disposals

The preference for the disposal of light vehicles (less than \$2450,000 excluding GST) is by public auction. The reserve sale price is to be determined by the Manager ~~Technical/Infrastructure~~ Services - Rural in conjunction with the Chief Executive Officer and/or the Executive Manager Infrastructure Services.

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

- Valuation by the auction house.
- Valuation from a recognised source i.e.: red book.
- Internet research.
- Past sales by auction house.

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

7. TENDER ANTI-AVOIDANCE:

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

8. EMERGENCY PURCHASES:

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

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

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

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

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

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

9. STATE OF EMERGENCY - PURCHASES:

As per Regulation 11(2)(aa), the formal tender process does not need to be undertaken when sourcing and securing essential goods and services to respond to a state of emergency. As outlined in Regulation 11(3), there must be a state of emergency declaration in force for the local government district or part of the district and the goods or services must be required to address needs arising from, or impacts or consequences of, the hazard to which the emergency relates.

10. STATE OF EMERGENCY - CONTRACT RENEWALS:

As per Regulation 11(2)(ja), gives a local government the discretion to renew or extend a contract that expires when a state of emergency declaration is in force, even though this option is not included in the original contract. This will overcome the practical difficulty of businesses responding to a formal tender process while they are shut down or in the transition period when normal business resumes. Limits on this apply: the original contract must have less than three months left to run, the renewal or extension cannot be for more than twelve months, and there must be a state of emergency declaration applying to the district or part of the district when the renewal or extension is entered into.

11. RECORDS MANAGEMENT:

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

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For each procurement activity, such documents may include:

- The Procurement initiation document such as a procurement business case which justifies the need for a contract to be created (where applicable);
- Procurement Planning and approval documentation which describes how the procurement is to be undertaken to create and manage the contract;
- Request for Quotation/Tender documentation;
- Copy of public advertisement inviting tenders, or the notice of private invitation (whichever is applicable);
- Copies of quotes/tenders received;
- Evaluation documentation, including individual evaluators notes and clarifications sought;
- Negotiation documents such as negotiation plans and negotiation logs;
- Approval of award documentation;
- All correspondence to respondents notifying of the outcome to award a contract;
- Contract Management Plans which describes how the contract will be managed; and
- Copies of contract(s) with supplier(s) formed from the procurement process.

12. PURCHASING FROM DISABILITY ENTERPRISES:

Pursuant to [Regulation 11\(2\)\(i\) Part 4](#) of the *Local Government (Functions and General) Regulations 1996*, the Shire is not required to publicly invite tenders if the goods or services are to be supplied from an Australian Disability Enterprise, as registered on www.ade.org.au.

This is contingent on the demonstration of value for money.

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

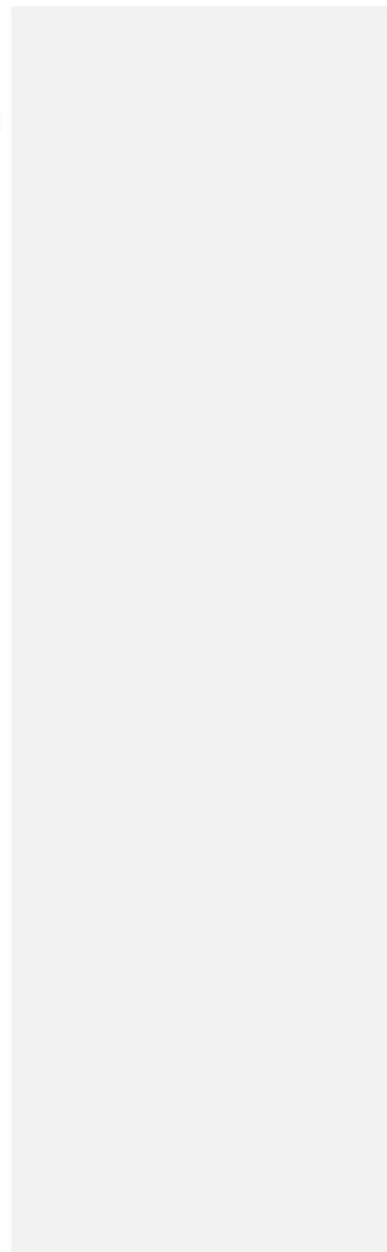
13. PURCHASING FROM ABORIGINAL BUSINESSES:

Pursuant to [Regulation 11\(2\)\(h\) Part 4](#) of the *Local Government (Functions and General) Regulations 1996*, the Shire is not required to publicly invite tenders if the goods or services are to be supplied from a person registered on the Aboriginal Business Directory [WA administered/published](#) by the Chamber of Commerce and Industry of Western Australia Limited, ABN 96 929 977 985; or a person registered with the Australian Indigenous Minority Supplier Office Limited (trading as Supply Nation), ABN 50 154 720 382, where the expected consideration under contract is worth \$250,000 or less. This is contingent on the demonstration of value for money.

Where possible, Aboriginal businesses are to be invited to quote for supplying goods and services under the tender threshold. A qualitative weighting may be afforded in

the evaluation of quotes and tenders to provide advantages to Aboriginal owned businesses or businesses that demonstrate a high level of aboriginal employment.

|



134. PANELS OF PREQUALIFIED SUPPLIERS:

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

- The Shire determines that a range of similar goods and services are required to be purchased on a continuing and regular basis;
- there are numerous potential suppliers in the local and regional procurement-related market sector(s) that satisfy the test of 'value for money';
- the purchasing activity under the intended Panel is assessed as being of a low to medium risk;
- the Panel will streamline and will improve procurement processes; and
- the Shire has the capability to establish, manage the risks and achieve the benefits expected of the proposed Panel.

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

143.1 Establishing a Panel

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

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

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

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

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

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

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

14.3.2 Distributing Work amongst Panel Members

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

- Obtain quotations from each pre-qualified supplier on the Panel with respect to all purchases, in accordance with Clause 12.3; or
- Purchase goods and services exclusively from any pre-qualified supplier appointed to that Panel, and under what circumstances; or
- Develop a ranking system for selection to the Panel, with work awarded in accordance with Clause 12.2 (b).

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

- each Panel member will have the opportunity to bid for each item of work under the Panel, with pre-determined evaluation criteria forming part of the invitation to quote to assess the suitability of the supplier for particular items of work. Contracts under the pre-qualified panel will be awarded on the basis of value for money in every instance; or
- work will be awarded on a ranked basis, which is to be stipulated in the detailed information set out under Regulation 24AD(5)(f) when establishing the Panel.

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

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

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

14.3.3 Purchasing from the Panel

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

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

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

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13.4 Recordkeeping

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

For the creation of a Panel, this includes:

- The Procurement initiation document such as a procurement business case which justifies the need for a Panel to be created;
- Procurement Planning and approval documentation which describes how the procurement is to be undertaken to create and manage the Panel;
- Request for Applications documentation;
- Copy of public advertisement inviting applications;
- Copies of applications received;
- Evaluation documentation, including clarifications sought;
- Negotiation documents such as negotiation plans and negotiation logs;
- Approval of award documentation;
- All correspondence to applicants notifying of the establishment and composition of the Panel such as award letters;
- Contract Management Plans which describes how the contract will be managed; and
- Copies of framework agreements entered into with pre-qualified suppliers.

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

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

References	<ul style="list-style-type: none"> Local Government Act 1995 Local Government (Functions and General) Regulations 1996 (as amended) 		
Related Procedures	Nil		
Date Adopted by Council	27 June 2003	Item No	9.1.3
Review/Amendment Date	5 May 2006	Item No	
Review/Amendment Date	27 April 2007	Item No	9.3.5
Review/Amendment Date	24 July 2009	Item No	9.4.1
Review/Amendment Date	28 January 2010	Item No	9.1.6
Review/Amendment Date	11 March 2011	Item No	9.2.5
Review/Amendment Date	3 February 2012	Item No	9.1.8
Review/Amendment Date	25 May 2012	Item No	9.2.4
Review/Amendment Date	28 July 2012	Item No	9.2.7
Review/Amendment Date	28 June 2013	Item No	9.2.6
Review/Amendment Date	27 September 2013	Item No	9.2.7
Review/Amendment Date	6 December 2013	Item No	9.2.9
Review/Amendment Date	24 April 2014	Item No	9.2.17
Review/Amendment Date	12 December 2014		9.2.2
Review/Amendment Date	30 January 2015	Item No	9.2.6
Review/Amendment Date	6 March 2015	Item No	9.2.11
Review/Amendment Date	26 June 2015	Item No	9.2.7
Review/Amendment Date	25 September 2015	Item No	9.2.4
Review/Amendment Date	23 October 2015	Item No	10.2.6
Review/Amendment Date	21 April 2017	Item No	9.2.5
Review/Amendment Date	26 May 2017	Item No	9.2.5
Review/Amendment Date	26 October 2018	Item No	9.3.1
Review/Amendment Date	26 April 2019	Item No	10.3.2
Review/Amendment Date	24 April 2020	Item No	10.1.2
Review/Amendment Date	23 October 2020	Item No	
Next Review			

MOVED: Cr Anthony Middleton

SECONDED: Cr Holly Fleming

THAT the meeting go behind closed doors.

CARRIED UNANIMOUSLY

12.1.2 RECRUITMENT OF CHIEF EXECUTIVE OFFICER

Attachments: **Appendix 1 – Draft Standards and Guidelines for Local Government CEO Recruitment and Selection.**

Appendix 2 – Proposed Recruitment and Selection Process.

Appendix 3 – Terms of Reference – CEO Recruitment Committee.

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

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

Proposed Meeting Date: **23 October 2020**

Location/Address: **N/A**

Name of Applicant: **N/A**

Author Disclosure of Interest: **The author is the current Chief Executive Officer.**

CLOSED TO THE PUBLIC

This report is presented to Council as a confidential document under Section 5.23(2) of the *Local Government Act 1995* on the basis that it contains details relating to

- (a) a matter affecting an employee or employees
- (b) the personal affairs of any person.
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting

MOVED: Cr Geraldine Parsons

SECONDED: Cr Anita Grace

THAT the meeting proceed to the next order of business and that Item 12.1.2 be heard after Item 13.2.1.

CARRIED UNANIMOUSLY

12.2 EM INFRASTRUCTURE SERVICES

12.2.1 NEWMAN LIQUID WASTE FACILITY DETAILED DESIGN AND SUPER INTENDENCY

Attachments:	Appendix 1 – Recommendation Report
Responsible Officer:	Mr Raees Rasool Executive Manager Infrastructure Services
Author:	Mr Tom Wheeler Manager Waste Services
Proposed Meeting Date:	23 October 2020
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	Nil

REASON FOR CONFIDENTIALITY

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.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/67

MOVED: Cr Holly Fleming

SECONDED: Cr Karen Lockyer

That Council:

1. Award Quotation RFQ 06-2020-21 for the Consultancy, Detailed Design, and Superintendency for the Newman Liquid Waste Facility to Water Infrastructure Science & Engineering at the quoted price of \$213,502.50 (ex GST); and
2. Approve the Chief Executive Officer to apply the common seal of the Shire of East Pilbara to the subsequent Contract between Water Infrastructure Science & Engineering and the Shire of East Pilbara with respect to this quotation.

CARRIED UNANIMOUSLY

To be actioned by Mr Tom Wheeler, Manager Waste Services

13 CONFIDENTIAL MATTERS BEHIND CLOSED DOORS

13.1 CHIEF EXECUTIVE OFFICER

13.1.1 APPOINTMENT OF EXECUTIVE MANAGER CORPORATE SERVICES AND RE-APPOINTMENT OF EXECUTIVE MANAGER COMMERCIAL SERVICES

Responsible Officer: Mr Jeremy Edwards
Chief Executive Officer

Author: Mr Jeremy Edwards
Chief Executive Officer

Proposed Meeting Date: 23 October 2020

An Interest was declared by Mr Ben Lewis for Item No. 13.1.1

Nature of Interest: Mr Ben Lewis is the current Executive Manager Commercial Services.

Extent of Interest: Direct Financial

1:27pm Mr Ben Lewis left the Chambers

REASONS FOR CONFIDENTIALITY

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:

- (a) A matter affecting an employee or employees.
- (b) The personal affairs of any person.
- (c) A contract entered into or which may be entered into by the Local Government and relates to matters to be discussed at the meeting.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/68

MOVED: Cr Geraldine Parsons

SECONDED: Cr Holly Fleming

THAT Council:

1. Offer the position of Executive Manager Corporate Services to Mr Stephen Leeson on a 5 year contract basis, in accordance with Section 5.37 of the *Local Government Act 1995*; and
2. Offer the position of Executive Manager Commercial Services to Mr Ben Lewis on a 5 year contract basis, in accordance with Section 5.37 of the *Local Government Act 1995*.

CARRIED UNANIMOUSLY

To be actioned by Mr Jeremy Edwards, Chief Executive Officer

13.1.2 COVID-19 DELEGATIONS TO CHIEF EXECUTIVE OFFICER

Responsible Officer: Mr Jeremy Edwards
Chief Executive Officer

Author: Mrs Kylie Bergmann
Coordinator Governance

Proposed Meeting Date: 23 October 2020

1:29pm Mr Ben Lewis returned to the Chambers

REASONS FOR CONFIDENTIALITY

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.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/69

MOVED: Cr Geraldine Parsons

SECONDED: Cr Karen Lockyer

That Council:

1. Receive the report on delegated decisions made by the Chief Executive Officer, in relation to the COVID-19 Economic Relief Package, for the period 5th September 2020 - 7th October 2020.
2. Approve a grant to EPIS Incorporated, under the one-on-one small business support grant funding for not-for-profit groups.
3. Approve an additional grant to Fortescue Golf Club Inc, under the one-on-one small business support grant funding for not-for-profit groups, noting that they had previously received a similar grant under the small business grant round.
4. Note that the business support program is now complete, with no further applicants to apply.

CARRIED UNANIMOUSLY

To be actioned by Mrs Kylie Bergmann, Coordinator Governance

**13.1.3 NOMINATION AS HONORARY FREEMAN OF THE SHIRE OF EAST
PILBARA**

Responsible Officer: Mr Jeremy Edwards
Chief Executive Officer

Author: Mr Jeremy Edwards
Chief Executive Officer

Proposed Meeting Date: 23 October 2020

REASONS FOR CONFIDENTIALITY

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.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/70

MOVED: Cr Geraldine Parsons

SECONDED: Cr Anthony Middleton

That Council approves the Officer's recommendation as contained in the Confidential Attachment to this report.

CARRIED UNANIMOUSLY

To be actioned by Mr Jeremy Edwards, Chief Executive Officer

13.2 EM COMMERCIAL SERVICES

13.2.1 NEWMAN AIRPORT SERVICES AND SCHEME AMENDMENT

Responsible Officer: Mr Ben Lewis
Executive Manager Commercial Services

Author: Mr Ben Lewis
Executive Manager Commercial Services

Proposed Meeting Date: 23 October 2020

REASONS FOR CONFIDENTIALITY

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.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/71

MOVED: Cr Anthony Middleton

SECONDED: Cr Holly Pleming

That Council

- 1. Award Tender RFT 02-2020/21, Part 1, Prepare and Finalise Local Planning Scheme Amendment and supporting technical reports (Newman Airport Reserve) to Toddville Prospecting Pty Ltd, trading as Taylor Burrell Barnett at the tendered price of \$179,176 (ex gst)**
- 2. Award Tender RFT 02-2020/21, Part 2, General engineering service design documentation (Newman Airport Reserve) to JJ Ryan Consulting Pty Ltd at the tendered price of \$185,971.60 (ex gst)**
- 3. Approve the Chief Executive Officer to apply the common seal of the Shire of East Pilbara to the Contract between the Shire and Toddville Prospecting Pty Ltd, trading as Taylor Burrell Barnett with respect to Part 1 of this Tender.**
- 4. Approve the Chief Executive Officer to apply the common seal of the Shire of East Pilbara to the Contract between the Shire and JJ Ryan Consulting Pty Ltd with respect to Part 2 of this Tender.**

CARRIED UNANIMOUSLY

To be actioned by Mr Ben Lewis, Executive Manager Commercial Services

12.1.2 RECRUITMENT OF CHIEF EXECUTIVE OFFICER

Attachments:	Appendix 1 – Draft Standards and Guidelines for Local Government CEO Recruitment and Selection. Appendix 2 – Proposed Recruitment and Selection Process. Appendix 3 – Terms of Reference – CEO Recruitment Committee.
Responsible Officer:	Mr Jeremy Edwards Chief Executive Officer
Author:	Mr Jeremy Edwards Chief Executive Officer
Proposed Meeting Date:	23 October 2020
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	The author is the current Chief Executive Officer.

CLOSED TO THE PUBLIC

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1:45pm Mr Jeremy Edwards, Mr Ben Lewis, Ms Lisa Clack, Mrs Lisa Davis, Mrs Kylie Bergmann and Ms Kristen Milne left the Chambers.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION: 202021/72

MOVED: Cr Geraldine Parsons

SECONDED: Cr Anita Grace

That Council approves the Officer's recommendation as contained in the Confidential Attachment to this report.

CARRIED UNANIMOUSLY

To be actioned by Mr Jeremy Edwards, Chief Executive Officer

14 DATE OF NEXT MEETING

20th November 2020

15 CLOSURE

2:55PM