


SHIRE OF EAST PILBARA

These minutes were confirmed by the council
as a true and accurate record at the ordinary
council meeting held on 24 / 3 / 2023



Unconfirmed copy of
Ordinary Minutes of Council
Meeting held on 24 February
2023 subject to confirmation
at Ordinary Council Meeting
to be held on 24 March 2023

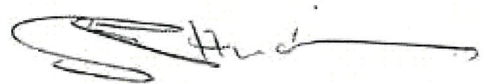


EAST PILBARA SHIRE COUNCIL

MINUTES

ORDINARY COUNCIL MEETING

NOTICE IS HEREBY GIVEN that an
ORDINARY Meeting of the Council will be held
in Council Chambers, Newman,
10.30AM, FRIDAY, 24 FEBRUARY 2023.



Steven Harding
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. Please be advised these Minutes may include the names of people who are deceased.

Signed: _____
Steven Harding
Chief Executive Officer

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President as Presiding Member declared the Shire of East Pilbara Council Meeting of 24 February 2023 open at 10.30am at the Council Chambers, Newman Administration Centre.

The President acknowledged the Traditional Owners of the land on which the Council met, the Nyiyaparli People, and the Martu People as the Custodians. The Council also paid its respects to their Elders, past, present and emerging.

All present were requested to turn off and refrain from using their mobile phones for the duration of the meeting. Tablets and laptops were permitted for the purpose of accessing agenda items.

All present were also advised that the meeting was being audio recorded and Council Members should refrain from making any defamatory statements.

2 ATTENDANCE BY ELECTRONIC MEANS

The Shire President approved the attendance at the meeting of Councillors Karen Lockyer; Langtree Coppin; and Cr Stacey Smith by Electronic Means (MS Teams) in accordance with regulation 14C of the *Local Government (Administration) Regulations 1996*.

3 RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE

3.1 ATTENDANCES

Councillors

Cr Anthony Middleton	Shire President
Cr Wendy McWhirter-Brooks	Deputy President (Attending Remotely)
Cr Matthew Anick	Councillor
Cr Langtree Coppin OAM	Councillor (Attending Remotely)
Cr David Kular	Councillor
Cr Annabell Landy	Councillor
Cr Karen Lockyer	Councillor (Attending Remotely)
Cr Adrienne Mortimer	Councillor
Cr Stacey Smith	Councillor (Attending Remotely)

Officers

Steven Harding	Chief Executive Officer
Emma Landers	Director Organisational Development and Deputy Chief Executive Officer
Steve Leeson	Director Corporate Services
Vic Etherington	Director Aviation and Regulatory Services
Etienne Vorster	Acting Director Infrastructure Services
Joshua Brown	Manager Governance, Risk and Procurement
Sally Fry	Governance Administration Officer
Tehsin Ali	Governance Administration Officer

Public Gallery

Nil

3.2 APOLOGIES

Councillor Apologies

Cr Peta Baer

Councillor

Officer Apologies

Eric Plet

Director Community Services

3.3 LEAVE OF ABSENCE

At the Special Council Meeting held on 19 January 2023, **Cr McWhirter-Brooks** and **Cr Peta Baer** were each granted a leave of absence for the Ordinary Council Meeting of 24 February 2023.

4 DISCLOSURES OF INTEREST

Cr Lou Lockyer declared an interest in the below items on the Agenda of the Ordinary Council Meeting for 24 February 2023:

11.3.1 Wangka Lampa Kujungka

Pursuant to section of 5.60A of the *Local Government Act 1995*, the nature of the interest is **Impartiality:**

Cr Lockyer works closely with Martumili in the course of her employment with BHP.

Cr Lockyer declared that she will remain in the meeting and consider the Item on its merits and vote accordingly.

15.1.1 Shire Debt

Pursuant to section of 5.60A of the *Local Government Act 1995*, the nature of the interest is **Financial:**

Cr Lockyer is employed by company listed in the report as having outstanding debts to the Shire of East Pilbara.

Cr Lockyer will disconnect from the MS Teams stream of the meeting when the Item is discussed and take no part in the consideration of the Item.

Cr Matthew Anick declared an interest in the below item on the Agenda of the Ordinary Council Meeting for 24 February 2023:

15.1.1 Shire Debt

Pursuant to section of 5.60A of the *Local Government Act 1995*, the nature of the interest is **Financial:**

Cr Anick is employed by company listed in the report as having outstanding debts to the Shire of East Pilbara.

Cr Anick will leave the Council Chamber when the Item is discussed and take no part in the consideration of the Item.

Shire President – Cr Anthony Middleton declared an interest in the below item on the Agenda of the Ordinary Council Meeting for 24 February 2023:

15.1.1 Shire Debt

Pursuant to section of 5.60A of the *Local Government Act 1995*, the nature of the interest is **Financial:**

The Shire President is employed by company listed in the report as having outstanding debts to the Shire of East Pilbara.

The Shire President will leave the Council Chamber when the Item is discussed and take no part in the consideration of the Item.

Chief Executive Officer, Steven Harding declared an interest in the below item on the Agenda of the Ordinary Council Meeting for 24 February 2023:

11.1.3 Council Committee Terms of Reference Review

Pursuant to section of 5.60A of the *Local Government Act 1995*, the nature of the interest is **Financial:**

As CEO the Performance Review Committee – Terms of Reference relate to his employment with the Shire of East Pilbara.

Steven Harding will leave the Council Chamber when the Item is discussed and take no part in the consideration of the Item.

5 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

The following questions were taken on notice at the Council Meeting on **16 December 2022**:

Item 11.2.1

Cr Wendy McWhirter-Brooks

Question:

Has any of the \$339,000 within the Law, Order and Public Safety capital works programme been spent on CCTV?

Response from Director of Corporate Services:

\$339,260 is the budget year to date forecast amount for the total of \$631,685 budgeted to be spent on Law, Order & Public Safety capital works. The breakup of the works being:

- \$242,685 Fire Prevention / Emergency Services
- \$374,000 CCTV
- \$ 15,000 Animal Pound

Item 15.1.1

Cr Langtree Coppin

Question:

Are tenants of the airport metered separately for utilities?

Response from Director of Aviation and Regulatory Services

All units are metered separately for Power and Water – A power subsidy is provided, tenants are invoices for excess power usage and water charges are reimbursed to the Airport.

Item 15.1.2

Cr Peta Baer

Question:

Can the Shire be sure that rental cars are not overflowing into other parts of the Newman airport carpark?

Response from Director of Aviation and Regulatory Services

Routine checks by Rangers are conducted in the Short Term and Long Term parking areas to manage overflow.

The following questions were taken on notice at the Special Council Meeting on 19 January 2022:

Item 6.2.1

Cr Wendy McWhirter-Brooks

Question:

Why is Calidus Warrawoona Camp not listed for a change in method of valuation?

Response from Director of Corporate Services:

The Rating Reconciliation Project identified over 30 camps for review. This includes the Warrawoona Camp. The change of rating process requires a methodical collection of information and correspondence over time. Accuracy supports success with the ministerial application.

We have not provided council a comprehensive list of names of potential camps – only camps currently knowingly rated GRV and those UV rated camps in progress so far (ie with Minister etc.). Further reports will be presented as works are completed.

Cr Langtree Coppin

Question:

Are FMG camps associated with Canning Basin pipeline project rated using the UV or GRV method?

Response from Director of Corporate Services:

Canning Basin Location



The Shire is currently rating the following FMG camps on a GRV basis:

- Christmas Creek
- Cloudbreak
- Karntama
- North Star (Japal)

The Rating Reconciliation Project identified over 30 camps for review. Further reports will be presented as works are completed.

6 PUBLIC QUESTION TIME

Nil

7 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

8 APPLICATIONS FOR LEAVE OF ABSENCE

Applications for leave of absence were received from:

- Shire President Anthony Middleton – 28 April 2023
- Cr Lou Lockyer – 24 March 2023
- Cr Mathew Anick – 28 July 2023 and 25 August 2023

requesting that Council grant each a leave of absence for the Ordinary Council Meetings listed above. As such the following motion was put and passed:

COUNCIL DECISION

Moved: Cr Kular

Seconded: Cr Mortimer

That Leave of Absence for the following councillors be granted for the meetings listed below:

Cr Lou Lockyer - Ordinary Council Meeting of 24 March 2023

Cr Anthony Middleton - Ordinary Council Meeting of 28 April 2023

Cr Matthew Anick - Ordinary Council Meetings of 28 July and 25 August 2023.

**CARRIED UNANIMOUSLY
RECORD OF VOTE: 7/0**

For: Shire President, Councillors Anick, Landy, Lockyer, Smith, Kular, Coppin, Mortimer

Against: Nil

Cr Smith's MS Teams network connection was lost at 10.38am.

9 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING

9.1 CONFIRMATION OF MINUTES

[Minutes December 16 2022 Council](#)

[Special Council Meeting - 19 January 2023 \ Minutes](#)

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 003)

Moved: Cr Kular

Seconded: Cr Anick

That the Minutes of the:

- Ordinary Meeting of Council held on 16 December 2022
- Special Meeting of Council held on 19 January 2023

as published on the Shire's website be confirmed as a true and correct record of proceedings.

**CARRIED UNANIMOUSLY
RECORD OF VOTE: 7/0**

(Cr Smith was absent and did not vote)

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer and Mortimer

Against: Nil

10 MEMBERS REPORTS

Shire President - Cr Anthony Middleton

Subject	Location	Start
Special Council Meeting	Newman Council Chambers	Thu 19/01/2023 5:00 PM
Lions Club Animal Park	Onsite	Mon 23/01/2023 4:00 PM
PLACEHOLDER: Australia Day Festivities		Thu 26/01/2023 7:30 AM
EXT: SoEP & WA Police	CEO's Office	Thu 26/01/2023 10:30 AM
PLACEHOLDER: EXT: SoEP Perth Advocacy Ward Reviews and Police Commissioner		Fri 3/02/2023 7:30 AM
Shire of East Pilbara meeting with DLGSC	Level 2, 140 William St, Perth	Fri 3/02/2023 9:00 AM
CCV ROAD DESIGN		Fri 3/02/2023 11:00 AM
EXT: SoEP & GROH	130 Stirling St (130 Stirling St, Perth Western Australia 6000)	Fri 3/02/2023 11:30 AM
EXT: SoEP & Cox Architecture	360 Murray Street, Perth WA 6000 Australia	Fri 3/02/2023 1:00 PM
EXT: SoEP & Pilbara Tourism Association	Newman Visitor Centre (Corner of Fortescue Ave and Newman Drive, Newman WA)	Tue 7/02/2023 5:00 PM
BHP Supervisor day		Fri 10/02/2023 12:00 AM
EXT: NCCI & RDA	Core Hub Meeting Room Newman	Mon 13/02/2023 5:30 PM

Subject	Location	Start
EXT: NCCI Monthly Meeting		Tue 14/02/2023 6:00 PM
EXT: SoEP & SoA	Mantra on Murray Perth (305 Murray Street, Perth Western Australia 6000)	Thu 16/02/2023 7:00 AM
EXT SOEP & Ashburton - Economic Development		Thu 16/02/2023 10:45 AM
EXT: SoEP & WALGA Pilbara Zone	ONE70, LV1, 170 Railway Parade, West Leederville	Thu 16/02/2023 11:30 AM
PLACEHOLDER: Welcome to Newman		Sat 18/02/2023 3:00 PM
RDA Pilbara Committee Meeting and Planning	Red Earth Arts Precinct; - Green Room	Wed 22/02/2023 2:00 PM
EXT: RDA	Karratha	Wed 22/02/2023 2:00 PM
EXT: RDA	Karratha	Thu 23/02/2023 8:30 AM
RDA Pilbara Committee Planning Session	Red Earth Arts Precinct; Green Room	Thu 23/02/2023 8:30 AM
Airport Advisory Committee	Newman Council Chambers	Thu 23/02/2023 4:30 PM
Councillor Dinner	Newman Hotel	Thu 23/02/2023 6:00 PM
Ordinary Council Meeting	Newman Council Chambers	Fri 24/02/2023 10:30 AM

10.1 ITEMS FOR RECOMMENDATION

Nil

10.2 ITEMS FOR INFORMATION

Cr Coppin attended the Marble Bar Australia Day Event and presented awards.

11 OFFICER'S REPORTS

11.1 CHIEF EXECUTIVE OFFICER

11.1.1 STATUS OF COUNCIL DECISIONS

Attachments: [Appendix 1 Status of Council Decisions](#)

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Tehsin Ali
Governance Administration Officer

Proposed Meeting Date: 24 February 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 004)

Moved: Cr Mortimer

Seconded: Cr Lockyer

That Council notes the report.

CARRIED UNANIMOUSLY

RECORD OF VOTE: 7/0

(Cr Smith was absent and did not vote)

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer and Mortimer

Against: Nil

REPORT PURPOSE

To provide Council with advice of the status of outstanding Council decisions from previous meetings.

BACKGROUND

Council has previously requested it be informed of the progress of the implementation of its previous decisions.

COMMENTS/OPTIONS/DISCUSSIONS

A list of the status of Council's decisions from the previous meeting is attached as **Appendix 1** to this report.

STATUTORY IMPLICATIONS/REQUIREMENTS

Recommendation is consistent with section 2.7 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

Consistent with past policy and practices of the Council.

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

The continued reporting of the status of Council decisions mitigates compliance and reputational risks associated with Council decisions not been implemented.

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple Majority.

APPENDIX 1

Item No	Report Officer	Accepted Recommendation	Council Resolution No.	Comments / Action Taken	Completion Date
Ordinary Council Meeting 16 December 2022					
11.1.1	Steve Leeson Director Corporate Services	MONTHLY FINANCIAL STATEMENTS, INVESTMENTS AND INSURANCE REPORT: That Council adopts the Monthly Financial Statements for the period ending 30 November of the 2022-2023 financial year included as Appendix 1 to the report.	2022 / 154	Completed	19/12/2022
11.2.2	Steve Leeson Director Corporate Services	CREDITORS FOR PAYMENT: That Council endorses the below payments for the period of 1-30 November 2022: EFT Payments \$ 4,678,548.53 MasterCard \$ 37,790.83 Cheque Payments \$ 1,004.15 Direct Payments \$ 58,758.15	2022 / 155	Completed	19/12/2022
11.2.3	Steve Leeson Director Corporate Services	FREEDOM OF INFORMATION STATEMENT That Council authorises for the Freedom of Information Statement 2022 (attached as Appendix 1) for publication in accordance with section 96 of the Freedom of Information Act 1992, noting the addition of all other External Committees at Section 1.6 of the Statement.	2022 / 156	Statement updated to reflect addition of other external committee memberships. New statement uploaded to website	22/12/2022
11.3.1	Steven Harding Chief Executive Officer	SUPPORT FOR ULURU STATEMENT FROM THE HEART That Council: 1. Support the Uluru Statement from the Heart at Appendix 1, which calls on the Australian people to walk with First Nation peoples for Voice, Treaty, Truth; 2. Work with our community and other levels of government to take this next step towards reconciliation; 3. Requests the Shire President write to the Prime Minister and key Federal Parliamentarians outlining the support of the Shire of East Pilbara for the Uluru Statement from the Heart; 4. Requests the Chief Executive Officer to create awareness surrounding the Uluru Statement from the Heart as part of the annual NAIDOC and Reconciliation Week events.	2022 / 157	Letter sent to Prime Minister. Communication Plan being developed	Ongoing
11.3.2	Steven Harding Chief Executive Officer	UNBUDGETED INCOME AND EXPENDITURE FOR NATIONAL AUSTRALIA DAY COUNCIL GRANT That Council: 1. Approves the acceptance of a \$20,000 (excluding GST) grant from the National Australia Day Council for the delivery of 2023 Australia Day events in Newman, Nullagine and Marble Bar. 2. Pursuant to Section 6.8 of the Local Government Act 1995 approves an amendment to the Shire's 2022-2023 Annual Budget to increase the existing Australia Day events budget from \$15,000 to \$35,000, and to recognise income of \$20,000, as per the following table: Account Description Current Budget Amendment Revised Budget NEW National Australia Day Council Grant Income \$0 (\$20,000) (\$20,000) 111522 (ENV0005) Community Events - Australia Day Celebrations \$15,000 \$20,000 \$35,000 Total Balance \$15,000 \$0 \$15,000	2022 / 158	Budget amendment processed	2/08/2023
12.1.1	Steven Harding Chief Executive Officer	NOTICE OF MOTION – CHIEF EXECUTIVE OFFICER - DELEGATED AUTHORITY That Council retains the Chief Executive Officer's current Delegated Authority of \$499,999 (ex GST), with the following conditions: 1. that all purchases of greater than or equal to \$250,000 (ex GST) and relevant to the Plant Committee be referred to the Plant Committee; and 2. that the recommendation of the Plant Committee be referred to Council for decision.	2022 / 159	Procurement and Tender Procedures Policy updated to reflect new conditions. Updated policy uploaded to website.	22/12/2022
14	Steven Harding Chief Executive Officer	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF COUNCIL That Council accepts the following late item as new business for consideration: • 15.2.3 Shire Debt.	2022 / 160	Procedural Matter	16/12/2022

15.1.1	Steven Harding Chief Executive Officer	<p>PROPOSED LEASE NEWMAN AIRPORT That Council:</p> <p>1. Authorises the Chief Executive Officer to enter a Deed of Variation to the existing lease agreement between the Shire and WTH Pty Ltd, trading as Avis Australia over Lease Area 15, Reserve 44775, Newman Airport, subject to the necessary approval from the Minister for Lands;</p> <p>2. Approves the Chief Executive Officer to extend the lease with the same conditions for a further period of five (5) years (2027 to 2031) on expiry of the initial Lease period. The agreement will have a commencement rental cost of \$55, 556.70 with an annual increase of 3% or CPI whichever is the greater;</p> <p>3. Approves the Chief Executive Officer to enter into any minor variations to the Licence over the Licence term; and</p> <p>4. Authorises the Shire President and Chief Executive Officer to affix the Common Seal to the Deed of Variation and Licence.</p>	2022 / 161	In Progress - the Lessee has been advised - Administrative process is in train and ministerial approval sought	8/02/2023
15.1.2	Steven Harding Chief Executive Officer	<p>PROPOSED LICENSE NEWMAN AIRPORT – AVIS AUSTRALIA (2) That Council:</p> <p>1. Authorises the Chief Executive Officer to enter into a licence between the Shire and WTH Pty Ltd, trading as Avis Australia over Lease Area 29, 34 and Lease Area Car Rental within Reserve 44775, Newman Airport, subject to the necessary approval from the Minister for Lands;</p> <p>2 Approves the Chief Executive Officer to extend the licence with the same conditions for a further period of five (5) years (2027 to 2031) on expiry of the initial Licence period. The agreement will have a commencement rental cost of \$47,124.91 with an annual increase of 3% or CPI whichever is the greater;</p> <p>3 Approves the Chief Executive Officer to enter into any minor variations to the Licence over the Licence term; and</p> <p>4. Authorises the Shire President and Chief Executive Officer to affix the Common Seal to the licence.</p>	2022 / 162	In Progress - the Lessee has been advised - Administrative process is in train and ministerial approval sought	8/02/2023
15.1.3	Steven Harding Chief Executive officer	<p>PROPOSED DEED OF EXTENSION NEWMAN AIRPORT That Council:</p> <p>1. Authorises the Chief Executive Officer to enter into a Deed of Extension between the Shire and Raw Hire Pty Ltd over a portion of the Airport Reserve 44775 known as lease area three (3) and lease area four (4), subject to the necessary approval from the Minister for Lands;</p> <p>2. Approves the Chief Executive Officer to extend the lease with the same conditions for a further period of five (5) years (2022 to 2027) on expiry of the initial Lease period. The agreement will have a commencement rental cost of \$98,312.90 with the first annual increase capped at 2% with subsequent annual increases of 3% or CPI whichever is the greater;</p> <p>3. Authorises the Chief Executive Officer to enter into any minor variations to the Lease over Lease term; and</p> <p>4. Authorises the Shire President and Chief Executive Officer to affix the Common Seal to the Lease.</p>	2022 / 163	In Progress - the Lessee has been advised - Administrative process is in train and ministerial approval sought	8/02/2023
15.1.4	Steven Harding Chief Executive Officer	<p>PROPOSED LEASE EXTENSION NEWMAN HOUSE WESTERN DESERT LANDS ABORIGINAL CORPORATION That Council:</p> <p>1. Authorises the Chief Executive Officer to enter into a Deed of Extension between the Shire and Jamukurnu-Yapalikurnu Aboriginal Corporation over a portion of Newman House known as Offices 6, 7 and 8, subject to the necessary approval from the Minister for Lands;</p> <p>2. Approves the Chief Executive Officer to extend the lease with the same conditions for a further period of one (1) year (2022 to 2023) on expiry of the initial Lease period. The agreement will have a commencement rental cost of \$33,896.39.</p> <p>3. Authorises the Chief Executive Officer to enter into any minor variations to the Lease over Lease term; and</p> <p>4. Authorises the CEO to confirm the change of name and apply this to the Deed of Extension.</p> <p>5. Authorises the Shire President and Chief Executive Officer to affix the Common Seal to the Lease.</p>	2022 / 164	In Progress - the Lessee has been advised - Administrative process is in train and ministerial approval sought	8/02/2023
15.2.1	Steve Leeson Director Corporate Services	<p>AWARD OF TENDER – WEQ 05-2021/22 – SUPPLY/INSTALL CCTV EQUIPMENT (PHASE 3) That Council:</p> <p>1. Award Tender WEQ 05-2021/22 for CCTV Equipment Supply and Install (Phase 3) to Blue Force Pty Ltd for the tendered price of \$520,568.00 ex-GST; and</p> <p>2. Approves the Chief Executive Officer to enter into any minor variations to the Contract over the Contract term; and</p> <p>3. Approves the Shire President and Chief Executive Officer to apply the common seal of the Shire of East Pilbara to the Contract between Blue Force Pty Ltd and the Shire of East Pilbara with respect to this Tender</p>	2022 / 165	Purchase order issued	2/08/2023
15.2.2	Steve Leeson Director Corporate Services	<p>TRANSFER OF LAND: DEED OF AGREEMENT That Council authorises the Chief Executive Officer to enter into all necessary agreements with this report's subject landowner, to proceed with entering into a deed of agreement to surrender the property, pursuant to section 6.49 of the Local Government Act 1995.</p>	2022 / 166	Settlement instructions issued	2/08/2023

15.2.3.	Steve Leeson Director Corporate Services	SHIRE DEBT Council defers Item 15.2.3 Shire Debt of the Agenda from the Ordinary Council Meeting of 16 December 2022 to the next Ordinary Council Meeting of 24 February 2023.	That 2022 / 167	Included in agenda for February 2023 OCM	6/02/2023
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11.1.2 CONDUCT OF 2023 LOCAL GOVERNMENT ORDINARY ELECTIONS

Attachments: [Appendix 1 Memorandum to Local Government CEOs on Election Arrangements](#)
[Appendix 2 Postal Vote Election Cost Estimate](#)

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Joshua Brown
Manager Governance, Risk and Procurement

Proposed Meeting Date: 24 February 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 005)

Moved: Cr Mortimer

Seconded: Cr Landy

That Council:

1. Pursuant to section 4.20(4) of the *Local Government Act 1995*, declares the Electoral Commissioner to be responsible for the conduct of the 2023 ordinary elections together with any other elections or polls which may be required for the District of East Pilbara;
2. Pursuant to section 4.61(2) of the *Local Government Act 1995*, determines that the method for conducting the 2023 ordinary elections for the District of East Pilbara is by way of a voting in person election, with multiple polling places, including in remote communities, subject to the cost estimate not exceeding \$60,000 (excl GST);
3. Authorises the Chief Executive Officer to bring the decision concerning the method of election back to Council, in the event the cost estimate exceeds \$60,000 (excl GST); and
4. Authorises the Chief Executive Officer to design and undertake an evaluation of election performance.

**CARRIED BY AN ABSOLUTE MAJORITY
RECORD OF VOTE: 7/0
(Cr Smith was absent and did not vote)**

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer and Mortimer

Against: Nil

REPORT PURPOSE

For Council to consider the appointment of the Western Australian Electoral Commissioner to conduct the 2023 ordinary local government elections in the District of East Pilbara, and the method by which the election is to be conducted.

BACKGROUND

The next ordinary local government elections are scheduled for **21 October 2023**, and under the *Local Government Act 1995* ("the Act"), Council may determine the method by which the election is conducted: that is by postal election; or as a voting in-person election. The Act provides the following definitions:

postal election *an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or*

voting in person election *an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.*

Council must also determine who is to be appointed returning officer, responsible for the conduct the election. Section 4.20 of the Act provides that in the event that a postal election is decided upon as the method of election, Council must appoint the Western Australian Electoral Commissioner to take responsibility for the conduct the election. Should Council determine to hold an in-person vote, the election may be conducted by the Electoral Commissioner, the Chief Executive Officer or some other approved person.

The determination of the method of election, and the appointment of the returning officer, must be completed on or before the eightieth day before the election is held – that is 1 August 2023. (The decision cannot be rescinded after this date). This report has been brought forward to the February 2023 ordinary council meeting in response to a memorandum received from the Hon John Carey MLA, Minister for Local Government, who has recommended that these questions be determined by councils by the March meetings.

A copy of the Memorandum is attached as **Appendix 1**.

The 2023 ordinary elections will be for the offices of President and Councillors. The number of Councillors and the ward boundaries, are subject to the determination of the Local Government Advisory Board and the Minister for Local Government with respect to Council's Ward and Representation Review Proposal, which is expected to be in place well before the elections. Voting is not compulsory.

COMMENTS/OPTIONS/DISCUSSIONS

Council has conducted postal elections since 2003, under the control of the Electoral Commission. At the last postal election in 2021, 498 voters participated out of an electorate of 2,614 electors.

In its report on the 2021 Local Government Ordinary Elections, the WA Electoral Commission noted that of all the country local governments:

“[t]he Shire of East Pilbara was again the lowest [participation rate] in 2021 with 19.1%, compared to 21.9% in 2019”.

The average participation rate in country local government districts at the 2021 local government elections was 33.5%. The full report can be accessed at https://www.elections.wa.gov.au/sites/default/files/2021_LG_Election_Report%20online%20vf.pdf

There advantages and disadvantages associated with both models.

Postal Election

Election packages, containing ballot papers, candidate information, return envelopes and general voting information, are posted by mail to all electors and provide a convenient method for most electors to vote should they choose to participate in the election. Once an elector has cast their vote, the completed ballot papers are placed in an Australia Post box for delivery to Perth for processing by the Electoral Commission, which must be appointed to run the election.

Postal elections are generally less costly than in-person elections, and are the preferred method of election for almost all local governments in Western Australia. The delivery and return of ballots relies upon an effective service from Australia Post.

The significant disadvantage of postal elections is that many remote communities are disenfranchised by having either no, or very limited Australia Post delivery services. In the past, the Shire has received notification of ballots not being received by electors, and completed ballot papers not being received by the Electoral Commission until after the declaration of the poll.

A further disadvantage of the postal election method, is that should an elector make an error and seek a replacement ballot, the elector must travel to a Shire administration office (or any other WA local government administration) for a replacement election package.

Voting in person Election

A voting in person election provides electors with the opportunity to cast their votes at a polling place as they would for a State or Federal election.

In order to enfranchise the greatest number of electors' participation, it would be recommended that multiple polling places be established, including in Marble Bar, Newman and Nullagine and that a mobile polling service be provided for remote communities, possibly including Jigalong, Kiwirrkurra, Kunawarritji, Parnngurr, Punmu and Warralong.

It is understood that other large remote local governments including Derby West Kimberley, Halls Creek and Menzies conduct voting in person elections to enable greater participation of remote communities.

Postal voting is still available for in person elections, although election packages must be requested.

In-person elections require additional resourcing, the costs of which will have to be budgeted in the 2023/24 budget, and for which suitable staff can be either seconded or recruited.

It should be noted there is no guarantee that an in person election would result in greater participation overall, which may possibly decline in absolute terms.

Evaluation

Should Council determine that the method be an in person election, given this method has not been used by the Shire in recent time, it is recommended that the election performance be evaluated for reference by Council for when it next considers these questions for future elections.

Appointment of WA Electoral Commissioner

Council must appoint a returning officer to conduct the elections in accordance with s.4.20 of the Act.

The Electoral Commissioner must be appointed as returning officer should Council approve a postal election as the method of voting. Should Council approve an in person election, the Council may appoint any of the following to conduct the election:

- WA Electoral Commissioner;
- Chief Executive Officer of the Shire of East Pilbara; or
- some other person, with their prior written agreement and the approval of the WA Electoral Commission.

The Electoral Commission is the State's independent agency responsible for the conduct of elections with established integrity measures and systems in place. Shire officers recommend the appointment of the Electoral Commissioner to conduct the election to promote confidence throughout the community of the integrity of the election process and ensure the necessary expertise is in place for the election.

The Electoral Commissioner has written to the Shire agreeing to be responsible for the conduct of the elections, in accordance with s.4.20(4) of the Act. The Commissioner's letter, which is attached as **Appendix 2**, also details the estimated cost of a postal election for the District at \$32,000 (including GST). At the time of writing the report, the Electoral Commission was preparing a cost estimate for the conduct of an in person election, which is anticipated to be considerably more expensive.

Shire Officers recommend that the Electoral Commissioner be declared as responsible for the conduct of the election, and that the method of election be by way of voting in person, to enable greater participation in the election of the Council for all electors, subject to a cost estimate up to \$60,000. Enfranchising electors promotes participation in community decision making, and a culture of transparency and accountability in the governance practices of the Council.

Should the cost estimate exceed \$60,000, the matter will be referred back to Council for further consideration at the March 2023 ordinary meeting.

OPTIONS

1. Appoint the Electoral Commissioner to conduct a voting in person election, subject to a cost estimate up to \$60,000 or some other amount. This is the recommended option.
2. Appoint the Chief Executive Officer to conduct a voting in person election.
3. Appoint some other person to conduct a voting in person election, subject to approval by the Electoral Commissioner.
4. Appoint the Electoral Commissioner to conduct a postal election.

STATUTORY IMPLICATIONS/REQUIREMENTS

Recommendation is consistent with sections 4.20 and 4.61 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

The recommendation is a departure from past Council decisions to conduct elections by postal vote. Past decisions are not binding and the reasons the recommendation has been made is to increase participation in elections and enfranchise remote communities and others to vote in the elections.

STRATEGIC COMMUNITY PLAN

5: Governance

Governance

- G1 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources.
 - G1.1 Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.
 - G1.2 Facilitate collaboration and partnerships with industry and government in key issues for the Shire (such as transport, housing, economic development and tourism, social wellbeing, public spaces etc.).
 - G1.3 Engage young people in civic leadership

RISK MANAGEMENT CONSIDERATIONS

Compliance – Moderate

Reputation – Moderate

FINANCIAL IMPLICATIONS

There are no current resources allocated, which will need to be considered as part of next budgetary process. The Electoral Commission provides the following estimates:

Postal ballot: \$32,000 (incl GST)

In-person election: To be confirmed by WAEC, but anticipated to be in the order of \$60,000.

VOTING REQUIREMENTS

Absolute Majority.



Hon John Carey MLA
Minister for Housing; Lands; Homelessness; Local Government

Our ref: 78-11008

3 February 2023

Dear Local Government Chief Executive Officers

MEMORANDUM TO CHIEF EXECUTIVE OFFICERS
ARRANGEMENTS FOR THE UPCOMING OCTOBER 2023 ORDINARY ELECTIONS

As you know, the State Government is continuing to work with the local government sector to deliver the most significant package of local government reforms in more than 25 years. These reforms include several measures to strengthen local democracy and increase community engagement, including new requirements for:

- the introduction of optional preferential voting for all local government elections;
- directly-elected Mayors and Presidents for all Band 1 and 2 local governments;
- the abolition of wards for all Band 3 and 4 local governments; and
- aligning the size of councils with the size of the population of each district.

In September 2022, I wrote to all local governments to outline the implications of the reforms for each council, and pathways for implementing required changes. Since then, the majority of impacted councils have been working to consider how best to transition in changes. Many councils have since completed Ward and Representation Reviews, while others will have more substantial changes implemented through reform elections, or minor changes made to apply by default.

I would like to acknowledge and thank local governments for the constructive and proactive way they have approached this forward planning.

Further to my previous letter, the State Government is continuing to work to implement election reforms ahead of the October 2023 Ordinary Elections. The reforms will introduce Optional Preferential Voting (OPV) for all local government elections. OPV is similar to preferential voting used in State and Federal Elections, and for local government elections in every other Australian state. OPV provides that electors can preference as many or as few candidates as they decide, and there will be no transfer of preferences other than the preferences electors mark on their ballot paper.

The reforms will also include related new changes for the backfilling of vacancies, including:

- in the event that a member of the council is directly elected as the Mayor or President, the consequent vacancy can be filled by the next highest-polling candidate through the relevant district or ward council election held on the same day;
- if a vacancy arises within one year of a council member being elected at an ordinary election, that vacancy may be filled by the next highest-polling candidate; and
- the timeframes for which certain vacancies can remain unfilled ahead of an upcoming ordinary election will also be extended.

Together, these reforms will greatly reduce the need for extraordinary elections, saving costs for ratepayers and administrative burden for local governments in the longer term.

However, these changes will require specific attention on election night, and returning officers will need to identify the candidates who are next in line to fill further vacancies for inclusion on the declaration of results. Accordingly, I am writing to encourage all local governments to commence early planning for the practical arrangements for the conduct of the October 2023 Ordinary Elections.

As you would know, the council may declare the Electoral Commissioner as responsible to conduct postal elections under sections 4.20 and 4.61 of the *Local Government Act 1995* (the Act). Section 4.28 of the Act further provides that the local government is to meet the costs incurred by the Western Australian Electoral Commission (WAEC) in conducting such elections.

Alternatively, if council decides that the CEO (or other appointee) is to be the returning officer, local governments will have the option to purchase a licence for access to the WAEC's CountWA software to facilitate the counting of votes. CountWA software is used to count votes in State Elections, and involves data entry of preferences indicated on ballot papers. This provides for preferences to be counted and re-counted using the software.

If a local government decides to license the software instead of appointing the Electoral Commissioner to conduct the election, the CEO (or other appointee) will remain wholly responsible for the conduct of the count, the use of the software, the introduction of the new OPV counting and backfilling provisions, and dealing with any disputes or complaints. The WAEC will only be able to provide general assistance on accessing and using the software.

The WAEC will shortly be writing to all local governments to provide information for each council. The WAEC can also provide further information on each of these options. Please contact Phil Richards, Manager Election Events on 9214 0443 or at Phillip.Richards@waec.wa.gov.au if you have any queries.

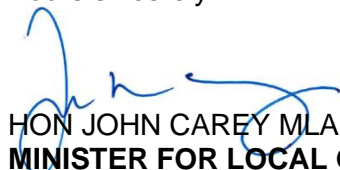
It is strongly recommended that the decision for whether to declare the Electoral Commissioner as responsible for your Ordinary Elections is put to Council at its March meeting. This will allow sufficient time for the WAEC to work with you to deliver the election, or provide you with a software licence, if preferred.

In considering potential arrangements, local governments should be mindful that the WAEC will require sufficient lead time to plan ahead. Accordingly, I strongly urge all local governments to make arrangements as early as possible, and consider the appointment of the WAEC to conduct the elections.

The Department of Local Government, Sport and Cultural Industries (DLGSC) is working closely with the WAEC to prepare further materials to assist local governments with the implementation of reforms. The DLGSC will provide further updates through LG Alerts to the sector and on the DLGSC's website. The DLGSC is also available to assist with any queries, including by email at lghotline@dlgsc.wa.gov.au or by phone on 1300 762 511.

I have also written a letter to the Mayor or President of your local government, which contains the same information as this memorandum. That letter should be received shortly.

Yours sincerely



HON JOHN CAREY MLA
MINISTER FOR LOCAL GOVERNMENT

LGE 028

Mr Steven Harding
Chief Executive Officer
Shire of East Pilbara
PMB Box 22
NEWMAN WA 6753

Dear Mr Harding

Local Government Ordinary Election: 2023

The next local government ordinary elections are being held on 21 October 2023. While this is still some distance in the future, I have enclosed an estimate for your next ordinary election to assist in your 2023/2024 budget preparations.

The estimated cost for the 2023 election if conducted as a postal ballot is \$32,000 inc GST, which has been based on the following assumptions:

- 3,100 electors
- response rate of approximately 30%
- 4 vacancies
- count to be conducted at the offices of the Shire of East Pilbara
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply for the lodgement of the election packages.

An additional amount of \$675 will be incurred if your Council decides to opt for the Australia Post Priority Service for the lodgement of election packages.

The Commission is required by the *Local Government Act* to conduct local government elections on a full cost recovery basis and you should note that this is an estimate only and may vary depending on a range of factors.

Costs not incorporated in this estimate include:

- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission incurred as part of an invalidity complaint lodged with the Court of Disputed Returns
- the cost of any casual staff to assist the Returning Officer on election day or night
- any unanticipated costs arising from public health requirements for the COVID-19 pandemic.

As you are aware, the Government is currently considering reforms to the *Local Government Act 1995*, which include how elections are to be conducted. In order to assist with your local government's budget planning, we have included, to the best of our knowledge, costs that will arise from the changes proposed in legislation. For example, if under the amendments your local government will be required to conduct a mayoral/presidential election this has been included.

Some local governments may also note an increase in costs from their 2021 ordinary costs. These include increases arising from inflation in recent years affecting salaries for Returning Officers and other staff, printing and packaging costs as well as the increase in postage announced by Australia Post. Additional costs from the Commission have been included arising from improved processing procedures and additional resources to supplement the Commission's education, complaints management, investigation and legal efforts.

In order for the Commission to be responsible for the conduct of your election, the first step required by the *Local Government Act 1995* is my written agreement to undertake the election.

As such, you may take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2023 for the Shire of East Pilbara in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required.

My agreement is subject to the proviso that the Shire of East Pilbara also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election.

In order to achieve this, your council would need to pass the following two motions by absolute majority:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2023 ordinary elections together with any other elections or polls which may be required
- Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election.

It would be greatly appreciated if this item was considered at your March council meeting, to enable the Commission to have sufficient time to work with you to effectively conduct the election.

I look forward to conducting this election for the Shire of East Pilbara in anticipation of an affirmative vote by Council. If you have any further queries please contact Shani Wood Director, Election Operations on 9214 0400.

Yours sincerely



Robert Kennedy
ELECTORAL COMMISSIONER

9 February 2023

11.1.3 COUNCIL COMMITTEE TERMS OF REFERENCE REVIEW

Attachments: [Appendix 1 Airport Advisory Committee Terms of Reference](#)
[Appendix 2 Audit Committee Terms of Reference](#)
[Appendix 3 CEO Performance Review Committee Terms of Reference](#)
[Appendix 4 Plant Committee Terms of Reference](#)
[Appendix 5 LEMC Marble Bar Terms of Reference](#)
[Appendix 6 LEMC Newman Terms of Reference](#)
[Appendix 7 LEMC Nullagine Terms of Reference](#)
[Appendix 8 Current Committee Terms of Reference Combined](#)

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Joshua Brown
Manager Governance, Risk and Procurement

Proposed Meeting Date: 24 February 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 006)

Moved: Cr Kular

Seconded: Cr Anick

1. That Council renames the Airport Advisory Committee to the Shire Airports Committee, and the members appointed by Council to the Airport Advisory Committee be appointed members of the Shire Airports Committee.
2. That Council adopts the reviewed Terms of Reference for the following committees:
 - (a) Shire Airports Committee (Appendix 1);
 - (b) Audit, Risk and Governance Committee (Appendix 2);
 - (c) Chief Executive Officer Performance Review Committee (Appendix 3);
 - (d) Plant Committee (Appendix 4);
 - (e) Local Emergency Management Committee Marble Bar (Appendix 5);
 - (f) Local Emergency Management Committee Newman (Appendix 6); and
 - (g) Local Emergency Management Committee Nullagine (Appendix 7).

**CARRIED BY AN ABSOLUTE MAJORITY
RECORD OF VOTE: 8/0
(Cr Smith was absent and did not vote)**

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer, Mortimer and Smith

Against: Nil

Disclosure of Interest

The Chief Executive Officer, Steven Harding, having declared a financial interest in this item, left the Council Chamber at 10.49am, and was absent for discussion and vote. Mr Harding returned to the Chamber at 10.54am

REPORT PURPOSE

For Council to consider a review of the terms of reference of its committees.

BACKGROUND

Section of 5.8 of the *Local Government Act 1995* ("the Act") permits Council to establish committees of three (3) or more persons to assist the Council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

Council has established the following committees in accordance with s.5.8 of the Act:

- Audit, Risk and Governance Committee (3 members)
- Chief Executive Officer Performance Review Committee (4 members)
- Airport Advisory Committee (3 members)
- Plant Committee (3 members)

Council has also established Local Emergency Management Committees for each of Newman, Nullagine and Marble Bar in accordance with s.5.8 of the Act and s.38(1) of the *Emergency Management Act 2005*.

No committee of the Council has delegated authority to exercise powers on behalf of Council.

There is a statutory requirement for Council to establish the Audit, Risk and Governance Committee, Chief Executive Officer Performance Review Committee and Local Emergency Management Committee/s.

COMMENTS/OPTIONS/DISCUSSIONS

Committees serve an important purpose, in providing a focus on specific areas of interest to the Council. They can assist in reducing the workload of the whole Council and providing considered advice on specific matters. Terms of reference are required to set the scope of each committee's activities and should be reviewed on a regular basis. It is good practice in local government that at the commencement of each Council term, the new Council review its committee structure and committee terms of reference.

It is unclear as to when the terms of reference for the Audit, Risk and Governance Committee and Plant Committee were last reviewed and formally adopted by Council. The terms of reference for the CEO Performance Review Committee and Airport Advisory Committee were endorsed by Council on 25 October 2019.

Given the elapse of time, it is recommended that a review of the terms of reference for each committee be undertaken, and a review timeframe set for the periodic review to ensure each committee is functioning in accordance with the requirements of the Council.

Councillors were briefed on the planned review at the 28 October 2022 Corporate Discussion and feedback was provided and has been considered in the proposed terms of reference, which are attached as appendices to this report.

There are common amendments recommended for all committees concerning membership and operating procedures, to reflect the requirements and language of the Act and the *Shire of East Pilbara Meeting Procedures Local Law 2019*, which has been updated since the last review of the terms of reference.

It is also recommended that the terms of reference for all committees be reviewed after each ordinary election – that is every two years. The next review would fall due following the elections in October 2023. Whilst this is only eight months away, each new Council is responsible for the committees it establishes.

A number of specific changes are also recommended and detailed below:

Airport Advisory Committee

Changes to broaden the scope of the Committee to include all airports and airfields operated and controlled by the Shire. This includes a change in the name of the Committee to the "Shire Airports Committee".

Audit, Risk and Governance Committee

Changes enshrine the change in name to Audit, Risk and Governance Committee. It is noted that changes to the statutory provisions relating to local government audit committees have been foreshadowed by the Minister for Local Government, which are expected to be announced in the near future. It is anticipated that the State Government will mandate the appointment of a paid independent, suitably qualified member of the Committee. It is currently unlawful to remunerate an independent member and is therefore not recommended.

As part of the exercise, terms of reference of other WA councils have been reviewed, and the revised Terms of Reference for the Audit, Risk and Governance Committee of Council are recommended for change to reflect practises of other local governments. It is noted that Shire officers are planning a wholesale review of the assurance and

risk management framework for the organisation in the coming year or so, to build maturity in the Shire's risk and assurance infrastructure and culture. The review of the Committee's Terms of Reference is recommended as appropriate for that task and will play an important consultative role and advisor to Council as part of the review, development and implementation of recommendations.

Chief Executive Officer Performance Review Committee

As part of the review exercise, the terms of reference of other WA councils has been undertaken, and the revised Terms of Reference for the Chief Executive Officer Performance Review Committee of Council are recommended for change to reflect practises of other local governments. The two major changes to the proposed Terms of Reference are the removal of the Procedure for the Review, which the *Local Government (Administration) Regulations 1996* require is to be agreed on by the Council and CEO prior to each annual performance review; and the requirement that Committee Members and Deputy Members must have undertaken training prior to participating in any performance review. WALGA offers such training on a regular basis, the costs of which will be met by the Shire.

Plant Committee

Changes to the Purpose and Functions of the Plant Committee broaden the scope of the Committee's charter and better align its work to the Council Strategic Community Plan and budget.

Local Emergency Management Committees (LEMCs)

The Terms of Reference for each of the three LEMCs – Marble Bar, Newman and Nullagine – have been updated to reflect the current membership and operating procedures provided by the *Local Government Act 1995* and *Emergency Management Act 2005*. It is expected that recommendations concerning the LEMC model will be made to a future meeting of the Council, which will also consider further changes in the Terms of Reference for the Committee structure.

OPTIONS

Option 1

Accept the recommended changes to the Committee Terms of Reference.

Option 2

Accept the recommendations with respect to certain committees.

Option 3

Defer consideration of review subject to further consultation.

Option 4

Retain existing Terms of Reference for some or all committees.

STATUTORY IMPLICATIONS/REQUIREMENTS

Consistent with sections 5.8 and 7.1A of the *Local Government Act 1995*. The proposal concerning the Local Emergency Management Committees are consistent with section 38 of the *Emergency Management Act 2005*.

POLICY IMPLICATIONS

No known policy implications.

STRATEGIC COMMUNITY PLAN

5: Governance

Governance

G1 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources.

G1.1 Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.

G1.4 Ensure a high standard of organisational management and effectiveness

RISK MANAGEMENT CONSIDERATIONS

Compliance - Minor

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Absolute Majority.

SHIRE AIRPORTS ADVISORY COMMITTEE TERMS OF REFERENCE

Name	Shire Airports Advisory Committee
Definitions	Committee means the Shire Airports Committee Shire means the Shire of East Pilbara The Act means the <i>Local Government Act 1995</i>
Purpose	To assist Council with respect to the Shire of East Pilbara's airports and airfield infrastructure.
Functions	<ol style="list-style-type: none">1. To assist Council on the strategic development of the Shire's airports and share information.2. To provide input into Council's budget forward planning for the Shire's airports.
Membership	<ol style="list-style-type: none">1. The Committee shall consist of the following members:<ol style="list-style-type: none">a. Four (4) Councillors appointed by an absolute majority of the Council [s.5.10(a)(1) of the Act];<ol style="list-style-type: none">i. Should the Shire President inform the local government of his or her wish to be a member of the committee, the local government is to appoint the Shire President to be a member of the committee [s.5.10(4) of the Act].ii. At any given time each Councillor is entitled to be a member of at least one committee of the Council (where either only Councillors or only Councillors and employees are members of such a committee) and if a Councillor nominates themselves to be a member of the Committee and is not a member of any other committee (constituted only by Councillors or by Councillors and Shire employees), Council must appoint that Councillor to the Committee as one of the four (4) members [s.5.10(2)].b. The Chief Executive Officer [s.5.10(5)(a)];c. Employees of the Shire as nominated by the Chief Executive Officer from time to time [s.5.10(5)(b)];2. Council may appoint by an absolute majority up to four (4) Councillors to be deputy members of the Committee. Any deputy member may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause. A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member [ss.5.11A(2)(a),(3) and (4) of the Act].

	<ol style="list-style-type: none"> 3. Deputy members are not deputies to specific members. In the circumstances of more than one deputy member being present at a meeting of the Committee, the Committee shall vote to determine the deputy member entitled to exercise the functions of the absent member. 4. The Chief Executive Office may appoint a deputy to attend a meeting in their absence. [s.5.11A(2)(b) of the Act]. 5. Only Councillors appointed as members (or deputies in accordance with (3)) of the Committee by Council shall have voting rights [s.5.9(2)(a) of the Act]. 6. The Chief Executive Officer and employees of the Shire as nominated by the Chief Executive Officer shall attend meetings only in an advisory capacity and do not have voting rights. 7. Committee membership continues until whichever the first of the following circumstances arise: <ol style="list-style-type: none"> a. the term, as set by Council of the person's appointment as a committee member expires; or b. Council removes the member from office or the office of committee member otherwise becomes vacant; or c. the committee is disbanded; or d. the next ordinary elections day [s.5.11(2)]. 8. The Shire President (where the Shire President is appointed in accordance with (1)(a)(i) of these Terms of Reference) and the Chief Executive Officer are ex officio members of the Committee. 9. Members must comply with the Shire of East Pilbara Code of Conduct for Council Members, Committee Members and Candidates. 10. The Committee has authority to second individuals from outside of the Committee, on a voluntary basis, for their expert advice
Operating Procedures	<ol style="list-style-type: none"> 1. Presiding Member <ol style="list-style-type: none"> a. The members of the Committee are to elect a presiding member and deputy presiding member from amongst themselves at the first meeting of the Committee, and in accordance with Schedule 2.3, Division 1 of the Act [s.5.12 of the Act].

- b. The CEO or delegated nominee will attend the first meeting to conduct the election of the Presiding Member and Deputy Presiding Member.
- c. The Presiding Member will preside at all meetings.
- d. In the absence of the Presiding Member, the Deputy Presiding Member will assume the chair, and in their absence, a person is to be elected by the Committee members present to assume the Chair.
- e. The Presiding Member is responsible for the proper conduct of the Committee in accordance with the *Shire of East Pilbara Meeting Procedures Local Law 2019* and the Code of Conduct for Council Members, Committee Members and Candidates.

2. Meetings

- a. The Committee shall meet as required, but must hold a minimum of two (2) meetings in any one calendar year.
- b. Additional meetings may be scheduled by decision of the Council or the Committee, or at the request of the President, the Presiding Member of the Committee or any two (2) members of the Committee [cl.3.4 *Shire of East Pilbara Meeting Procedures Local Law 2019*].
- c. A Notice of Meeting, including an Agenda, will be circulated to the Committee members (including any deputy members) at least 72 hours prior to each meeting, and must be published on the Shire's website.
- d. The Chief Executive Officer shall ensure that detailed minutes of all meetings are kept and shall provide the Committee members (including deputy members) with a copy of such minutes.
- e. All Committee meetings will be conducted in accordance with the *Shire of East Pilbara Meeting Procedures Local Law 2019* and the Act.

3. Quorum

	<p>The quorum for a meeting shall be at least 50% of the appointed (councillor) members or deputy member in the absence of a member.</p> <p>4. Reporting</p> <ul style="list-style-type: none"> a. The Minutes of each Committee meeting will be reported to Council and published on the Shire's website. b. Any Committee resolution or recommendation requiring consideration by Council will be reported to Council as soon as practicable. c. The Committee's Terms of Reference will be published on the Shire's website.
Legislative reference	The Committee is established under section 5.8 of the <i>Local Government Act 1995</i> .
Delegated Authority	The Committee is an advisory committee appointed by and reports to Council. The Committee provides appropriate advice and recommendations to the Council on matters relevant to its Terms of Reference. This is in order to facilitate informed decision making by the Council in relation to legislative functions and duties of the local government that have not been delegated to the CEO.

References:	Nil		
Authorised by:	Council		
Date:	24 February 2023	Item No.	
Review/Amendment Date		Item No.	
Review/Amendment Date		Item No.	
Next Review	Following each ordinary local government election		
Responsible Directorate	Office of the Chief Executive Officer		
Responsible Officer	Manager Governance, Risk and Procurement		
File No.			

APPENDIX 2

AUDIT, RISK AND GOVERNANCE COMMITTEE TERMS OF REFERENCE

Name	Audit, Risk and Governance Committee
Definitions	CEO means the Chief Executive Officer Committee means the Audit, Risk and Governance Committee Shire means the Shire of East Pilbara The Act means the <i>Local Government Act 1995</i>
Purpose	<p>The objectives of the Committee are to oversee:</p> <ol style="list-style-type: none">1. The credibility and objectivity of financial reporting;2. The effective management of financial and other risks and protect Council assets;3. Compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance;4. The provision of an effective means of communication between the external auditor, the CEO and Council;5. The scope of work, objectivity, performance and independence of the external and internal auditors; and6. The process and systems which protect against fraud and improper activities.
Powers	<p>The Committee has the authority to undertake the following:</p> <ol style="list-style-type: none">1. Review the internal and external auditor's annual audit plans and the outcomes/results of all audits undertaken;2. Request the CEO to seek information or advice in relation to matters considered by the Committee;3. Formally meet with internal and external auditors as necessary;4. Seek resolution on any disagreements between management and the external auditors on financial reporting; and5. Make recommendations to Council with respect to matters within its scope of responsibility.

Membership	<ol style="list-style-type: none"> 1. The Committee will consist of three (3) Councillors as members. All members shall have full voting rights and will be appointed by an absolute majority of the Council [s5.10(a)(1) of the Act]. <ol style="list-style-type: none"> a. At any given time each Councillor is entitled to be a member of at least one committee of the Council (where either only Councillors or only Councillors and employees are members of such a committee) and if a Councillor nominates themselves to be a member of the Committee and is not a member of any other committee (constituted only by Councillors or by Councillors and Shire employees), Council must appoint that Councillor to the Committee as one of the three (3) members [s.5.10(2)]. 2. The CEO and employees are not members of the Committee [s.7.1A(3)&(4) of the Act]. 3. The CEO and/or their nominee is to attend all meetings to provide advice and guidance to the Committee. 4. Council may appoint by an absolute majority up to three (3) Councillors to be deputy members of the Committee. Any deputy member may perform the functions of any Councillor member when the member is unable to do so by reason of illness, absence or other cause. A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member [ss.5.11A(2)(a),(3) and (4) of the Act]. 5. Deputy members are not deputies to specific members. In the circumstances of more than one deputy member being present at a meeting of the Committee, the Committee shall vote to determine the deputy member entitled to exercise the functions of the absent member. 6. A deputy member may attend only in place of an appointed councillor member.
Meetings	<ol style="list-style-type: none"> 1. The Committee shall meet as required, but must hold a minimum of four (4) meetings in any one calendar year as set by Council. 2. Additional meetings may be scheduled by decision of the Council or the Committee, or at the request of the President, the Presiding Member of the Committee or any two (2) members of the Committee [cl.3.4 <i>Shire of East Pilbara Meeting Procedures Local Law 2019</i>].

	<ol style="list-style-type: none"> 3. A Notice of Meeting, including an Agenda, will be circulated to the Committee Members (including any deputy members) at least 72 hours prior to each meeting, and must be published on the Shire's website. 4. The Chief Executive Officer shall ensure that detailed minutes of all meetings are kept and shall provide the Committee members (including deputy members) with a copy of such minutes. 5. All Committee meetings shall be conducted in accordance with the <i>Shire of East Pilbara Meeting Procedures Local Law 2019</i>.
Quorum	The quorum for an Audit Committee meeting shall be at least (3) of the endorsed members.
Reporting	<ol style="list-style-type: none"> 1. The Minutes of each Committee meeting will be reported to Council and published on the Shire's website. 2. Any Committee resolution or recommendation requiring consideration by Council will be reported to Council as soon as practicable. 3. The Committee's Terms of Reference will be published on the Shire's website.
Legislative Reference	The Committee is established under section 7.1A of the Act.
Delegated Authority	The Committee is an advisory committee appointed by and reports to Council. The Committee provides appropriate advice and recommendations to the Council on matters relevant to its Terms of Reference. This is in order to facilitate informed decision making by the Council in relation to legislative functions and duties of the local government that have not been delegated to the CEO.

References:	Local Government Operational Guidelines Number 09 (September 2013) – Appendix 1 Model Terms of Reference – Audit Committees		
Authorised by:	Council		
Date:	24 February 2023	Item No.	
Review/Amendment Date		Item No.	
Review/Amendment Date		Item No.	
Next Review	Following each ordinary local government election		

Responsible Directorate	Office of the Chief Executive Officer
Responsible Officer	Manager Governance, Risk and Procurement
File No.	

DRAFT

CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE TERMS OF REFERENCE

Name	Chief Executive Officer Performance Review Committee
Definitions	<p>CEO means Chief Executive Officer</p> <p>Committee means the Chief Executive Officer Performance Review</p> <p>Shire means the Shire of East Pilbara</p> <p>The Act means the <i>Local Government Act 1995</i></p> <p>The Regulations mean the <i>Local Government (Administration) Regulations 1996</i></p>
Purpose	<ol style="list-style-type: none"> 1. To undertake the review of the CEO's performance in accordance with Schedule 2 of the Regulations. 2. To recommend performance criteria (KPIs) with the agreement of the Chief Executive Officer, to Council for adoption. 3. To conduct the annual review of the Chief Executive Officer Total Remuneration Package.
Functions	<ol style="list-style-type: none"> 1. To work with the appointed independent consultant to assist the Committee and Council on the conduct of the CEO performance review and annual TRP review. The independent consultant is appointed by agreement between the Shire President and the CEO. 2. Conduct the Annual Review of the CEO's performance in accordance with the CEO's Employment Contract in accordance with Schedule 2 of the Regulations. 3. Review and recommend to Council appropriate KPIs to be achieved by the CEO for the next 12 months. KPIs must be agreed to by the CEO, in accordance with the CEO Employment Contract and Schedule 2 of the Regulations, and subject to the authorisation by Council of the necessary resources and budget. 4. Review the CEO's remuneration package in accordance with the relevant provisions of the Employment Contract. 5. Review the Performance Review Procedure in consultation with the CEO prior to the commencement of the Annual Review of the CEO's performance. 6. Review the CEO Annual Remuneration Review Framework 2022 prior to the commencement of the Annual TRP Review. 7. Report findings and recommendations to Council for consideration.
Membership	<ol style="list-style-type: none"> 1. The Committee shall consist of the following members: <ol style="list-style-type: none"> a. Shire President; and

	<p>b. Three (3) Councillors appointed by an absolute majority of the Council [5.10(a)(1) of the Act].</p> <p>2. At any given time each Councillor is entitled to be a member of at least one committee of the Council (where either only Councillors or only Councillors and employees are members of such a committee) and if a Councillor nominates themselves to be a member of the Committee and is not a member of any other committee (constituted only by Councillors or by Councillors and Shire employees), Council must appoint that Councillor to the Committee as one of the three (3) members [s.5.10(2)].</p> <p>3. Council may appoint by an absolute majority up to four (4) Councillors to be deputy members of the Committee. Any deputy member may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause. A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member [ss.5.11A(2)(a),(3) and (4) of the Act].</p> <p>4. Deputy members are not deputies to specific members. In the circumstances of more than one deputy member being present at a meeting of the Committee, the Committee shall vote to determine the deputy member entitled to exercise the functions of the absent member.</p> <p>5. Committee membership continues until whichever the first of the following circumstances arise:</p> <ol style="list-style-type: none"> the term, as set by Council of the person's appointment as a committee member expires; or Council removes the member from office or the office of committee member otherwise becomes vacant; or the next ordinary elections day [s.5.11(2)]. <p>6. The Shire President's committee membership is ex officio.</p> <p>7. Members must comply with the <i>Shire of East Pilbara Code of Conduct for Council Members, Committee Members and Candidates</i>.</p> <p>8. The Committee has authority to second individuals from outside of the Committee, for their expert advice.</p>
Training	All Councillors appointed as Committee Members (and Deputy Members) must undertake CEO Performance Review training prior to participating in any performance review undertaken by the Committee. The costs of such training will be met by the Shire.
Operating Procedures	<p>1. Presiding Member</p> <ol style="list-style-type: none"> The Shire President will be the Presiding Member of the Committee. Members of the Committee are to elect a deputy presiding member from amongst themselves at the first meeting of the Committee, and in accordance with Schedule 2.3, Division 1 of the Act [s.5.12 of the

Act].

- c. The Presiding Member, or in the absence of the Presiding Member, a Committee Member elected by those members in attendance, is to conduct the election of the Deputy Presiding Member.
- d. The Presiding Member will preside at all meetings.
- e. In the absence of the Presiding Member, the Deputy Presiding Member will assume the chair, and in their absence, a person is to be elected by the Committee members present to assume the Chair.
- f. The Presiding Member is responsible for the proper conduct of the Committee in accordance with the *Shire of East Pilbara Meeting Procedures Local Law 2019* and the Code of Conduct for Council Members, Committee Members and Candidates.

2. Meetings

- a. The Committee shall meet as required, but must hold a minimum of one (1) meeting in any one calendar year.
- b. Additional meetings may be scheduled by decision of the Council or the Committee, or at the request of the President or any two (2) members of the Committee [cl.3.4 *Shire of East Pilbara Meeting Procedures Local Law 2019*].
- c. A Notice of Meeting, including an Agenda, will be circulated to the Committee members (including any deputy members) at least 72 hours prior to each meeting, and must be published on the Shire's website.
- d. The Chief Executive Officer shall ensure that detailed minutes of all meetings are kept.
- e. All Committee meetings will be conducted in accordance with the *Shire of East Pilbara Meeting Procedures Local Law 2019* and the Act.

3. Quorum

The quorum for a meeting shall be at least 50% of the appointed members or deputy member in the absence of a member.

4. Reporting

- a. The Minutes of each Committee meeting will be reported to Council and published on the Shire's website.

	<p>b. Any Committee resolution or recommendation requiring consideration by Council will be reported to Council as soon as practicable.</p> <p>c. The Committee's Terms of Reference will be published on the Shire's website.</p> <p>5. Procedure for the Review</p> <p>The review will be conducted in accordance with Schedule 2 of the Regulations and the Performance Review Procedure agreed to by Council and the CEO.</p>
Appointing Legislation	The Committee is established under s5.38 of the <i>Local Government Act 1995</i> and Regulation 18D of the <i>Local Government (Administration) Regulations</i> .
Delegated Authority	The Committee is an advisory committee appointed by and reports to Council. The Committee provides appropriate advice and recommendations to the Council on matters relevant to its Terms of Reference. This is in order to facilitate informed decision making by the Council in relation to legislative functions and duties of the local government that have not been delegated to the CEO.

References:	Nil		
Authorised by:	Council		
Date:	24 February 2023	Item No.	
Review/Amendment Date		Item No.	
Review/Amendment Date		Item No.	
Next Review	Following each ordinary local government election		
Responsible Directorate	Office of the Chief Executive Officer		
Responsible Officer	Manager Governance, Risk and Procurement		
File No.			

APPENDIX 4

PLANT COMMITTEE TERMS OF REFERENCE

Name	Plant Committee
Definitions	<p>Committee means the Plant Committee</p> <p>Shire means the Shire of East Pilbara</p> <p>The Act means the <i>Local Government Act 1995</i></p>
Purpose	To assist Council with respect to the Shire of East Pilbara's plant and machinery assets.
Functions	<p>To ensure the Shire's plant and machinery assets are managed with due regard to Council's key objectives and goals as specified in the Strategic Plan.</p> <p>To provide input into Council's budget forward planning through the development program covering heavy vehicle replacements, and relevant plant and machinery including (where relevant) identification of significant maintenance cost points.</p>
Membership	<ol style="list-style-type: none"> 1. The Committee shall consist of the following members: <ol style="list-style-type: none"> a. Four (4) Councillors appointed by an absolute majority of the Council [s.5.10(a)(1) of the Act]; <ol style="list-style-type: none"> i. Should the Shire President inform the local government of his or her wish to be a member of the committee, the local government is to appoint the Shire President to be a member of the committee [s.5.10(4) of the Act]. ii. At any given time each Councillor is entitled to be a member of at least one committee of the Council (where either only Councillors or only Councillors and employees are members of such a committee) and if a Councillor nominates themselves to be a member of the Committee and is not a member of any other committee (constituted only by Councillors or by Councillors and Shire employees), Council must appoint that Councillor to the Committee as one of the four (4) members [s.5.10(2)]. b. The Chief Executive Officer [s.5.10(5)(a)]; c. Employees of the Shire as nominated by the Chief Executive Officer from time to time [s.5.10(5)(b); 2. Council may appoint by an absolute majority up to four (4) Councillors to be deputy members of the Committee. Any deputy member may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause. A deputy of a member of a committee, while acting as a

	<p>member, has all the functions of and all the protection given to a member [ss.5.11A(2)(a),(3) and (4) of the Act].</p> <ol style="list-style-type: none"> 3. Deputy members are not deputies to specific members. In the circumstances of more than one deputy member being present at a meeting of the Committee, the Committee shall vote to determine the deputy member entitled to exercise the functions of the absent member. 4. The Chief Executive Office may appoint a deputy to attend a meeting in their absence. [s.5.11A(2)(b) of the Act]. 5. Only Councillors appointed as members (or deputies in accordance with (3)) of the Committee by Council shall have voting rights [s5.9(2)(a) of the Act]. 6. The Chief Executive Officer and employees of the Shire as nominated by the Chief Executive Officer shall attend meetings only in an advisory capacity and do not have voting rights. 7. Committee membership continues until which ever the first of the following circumstances arise: <ol style="list-style-type: none"> a. the term, as set by Council of the person's appointment as a committee member expires; or b. Council removes the member from office or the office of committee member otherwise becomes vacant; or c. the committee is disbanded; or d. the next ordinary elections day [s.5.11(2)]. 8. The Shire President (where the Shire President is appointed in accordance with (1)(a)(i) of these Terms of Reference) and the Chief Executive Officer are ex officio members of the Committee. 9. Members must comply with the <i>Shire of East Pilbara Code of Conduct for Council Members, Committee Members and Candidates</i>. 10. The Committee has authority to second individuals from outside of the Committee, on a voluntary basis, for their expert advice.
Operating Procedures	<ol style="list-style-type: none"> 1. Presiding Member: <ol style="list-style-type: none"> a. The members of a Committee are to elect a presiding member and deputy presiding member from amongst themselves at the first meeting of the Committee and in accordance with Schedule 2.3, Division 1 of the Act [s.5.12 of the Act].

	<ul style="list-style-type: none"> b. The CEO or delegated nominee will attend the first meeting to conduct the election of the Presiding Member and Deputy Presiding Member. c. The Presiding Member will preside at all meetings. d. In the absence of the Presiding Member, the Deputy Presiding Member will assume the chair, and in their absence, a person is to be elected by the Committee members present to assume the Chair. e. The Presiding Member is responsible for the proper conduct of the Committee in accordance with the <i>Shire of East Pilbara Meeting Procedures Local Law 2019</i> and the Code of Conduct for Council Members, Committee Members and Candidates. <p>2. Meetings:</p> <ul style="list-style-type: none"> a. The Committee shall meet as required, but must hold a minimum of two (2) meetings in any one calendar year. b. Additional meetings may be scheduled by decision of the Council or the Committee, or at the request of the President, the Presiding Member of the Committee or any two (2) members of the Committee [cl.3.4 <i>Shire of East Pilbara Meeting Procedures Local Law 2019</i>]. c. A Notice of Meeting, including an Agenda, will be circulated to the Committee members (including deputy members) at least 72 hours prior to each meeting, and must be published on the Shire's website. d. The Chief Executive Officer shall ensure that detailed minutes of all meetings are kept. e. All Committee meetings will be conducted in accordance with the <i>Shire of East Pilbara Meeting Procedures Local Law 2019</i> and the Act. <p>3. Quorum:</p> <p>The quorum for a meeting shall be at least 50% of the number of appointed (councillor)members or deputy member in the absence of a member.</p> <p>4. Reporting:</p>
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	<p>a. The Minutes of each Committee meeting will be reported to Council and published on the Shire's website.</p> <p>b. Any Committee resolution or recommendation requiring consideration by Council will be reported to Council as soon as practicable.</p> <p>c. The Committee's Terms of Reference will be published on the Shire's website.</p>
Legislative reference	The Committee is established under section 5.8 of the <i>Local Government Act 1995</i> .
Delegated Authority	The Committee is an advisory committee appointed by and reports to Council. The Committee provides appropriate advice and recommendations to the Council on matters relevant to its Terms of Reference. This is in order to facilitate informed decision making by the Council in relation to legislative functions and duties of the local government that have not been delegated to the CEO.

References:	Nil		
Authorised by:	Council		
Date:	24 February 2023	Item No.	
Review/Amendment Date		Item No.	
Review/Amendment Date		Item No.	
Next Review	Following each ordinary local government election		
Responsible Directorate	Office of the Chief Executive Officer		
Responsible Officer	Manager Governance, Risk and Procurement		
File No.			

LOCAL EMERGENCY MANAGEMENT COMMITTEE
MARBLE BAR
TERMS OF REFERENCE

Name	Local Emergency Management Committee – Marble Bar
Role/Purpose	To advise and assist Council in meeting its obligations under the <i>Emergency Management Act 2005</i> .
Aims & functions	<ol style="list-style-type: none">1. To advise and assist Council in establishing local emergency management arrangements for Marble Bar;2. To liaise with public authorities and other persons in the development, review and testing of the local emergency management arrangements for Marble Bar; and3. To carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed regulations.
Membership	<ol style="list-style-type: none">1. The Committee shall consist of the following representatives:<ol style="list-style-type: none">a. One (1) Councillor appointed by an absolute majority of the Council [s.5.10(a)(1) of the LG Act].b. The Chief Executive Officer of the Shire of East Pilbara or their nominee.c. Employees of the Shire as nominated by the Chief Executive Officer from time to time [s.5.10(5)(b) of the LG Act].d. The Council may appoint by an absolute majority up to one (1) Councillors to be deputy members of the Committee. A deputy member may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause. A deputy of a member, while acting as a member, has all the function of and all the protection given to a member [ss.5.11A(2)(a),(3)&(4) of the LG Act].e. The following organisations may appoint one (1) representative as a voting member of the Committee:<ol style="list-style-type: none">i. Marble Bar Policeii. Department of Fire & Emergency Servicesiii. Marble Bar Volunteer Fire & Emergency Servicesf. The following organisations may appoint one (1) representative as a non-voting member of the Committee:<ol style="list-style-type: none">i. Main Roads WAii. WA Country Health Serviceiii. Marble Bar Nursing Post

	<ul style="list-style-type: none"> iv. Marble Bar Primary School v. Department of Communities vi. Atlas Iron vii. Warralong Community Representative viii. Ashburton Aboriginal Corporation ix. Roy Hill x. Telfer Newcrest Mining xi. DPAW xii. St Johns Ambulance xiii. Kanyirninpa Jukurrpa <p>g. Committee membership continues until whichever the first of the following circumstances arise:</p> <ul style="list-style-type: none"> i. the term, as set by Council of the person's appointment as a committee member expires; or ii. Council removes the member from office or the office of committee member otherwise becomes vacant; or iii. the committee is disbanded; or iv. the next ordinary elections day [s.5.11(2)]. <p>h. Members must comply with the <i>Shire of East Pilbara Code of Conduct for Council Members, Committee Members and Candidates</i>.</p> <p>i. The Committee has authority to second individuals from outside of the Committee, on a voluntary basis, for their expert advice.</p>
Operating Procedures	<p>1. Presiding Member:</p> <ul style="list-style-type: none"> a. The appointed Councillor will be the Presiding Member of the Committee and will preside at all meetings. b. In the absence of the Presiding Member, the CEO will appoint a person to preside for the duration of the Presiding Member's absence. c. The Presiding Member is responsible for the proper conduct of the Committee in accordance with the <i>Shire of East Pilbara Meeting Procedures Local Law 2019</i> and the Code of Conduct for Council Members, Committee Members and Candidates. <p>2. Meetings:</p> <ul style="list-style-type: none"> a. The Committee shall meet as required, but must hold a minimum of four (4) meetings per calendar year. b. Additional meetings can be scheduled by decision of the Council or the Committee, or at the request of the President, the Presiding Member of the Committee or any two (2) members of the Committee [cl.3.4 <i>Shire of East Pilbara Meeting Procedures Local Law 2019</i>].

	<p>c. A Notice of Meeting, including an agenda, will be circulated to the Committee Members (including deputy members) at least 72 hours prior to each meeting where possible.</p> <p>d. The CEO shall ensure that detailed minutes of all meetings are kept and shall provide the Committee members (including any deputy members) with a copy of such minutes.</p> <p>3. Quorum:</p> <p>The quorum of a meeting shall be at least 50% of the number of voting members.</p> <p>4. Reporting:</p> <p>a. The Minutes of every Committee meeting will be circulated for the information of all Committee members and Councillors.</p> <p>b. Any Committee resolution or recommendation requiring consideration by Council will be reported to Council as soon as practicable.</p> <p>c. The Committee's Terms of Reference will be published on the Shire's website.</p>
Appointing Legislation	The Committee is established under section 38 of the <i>Emergency Management Act 2005</i> and governed by the <i>Local Government Act 1995</i> .
Delegated Authority	The Committee is an advisory committee appointed by and reports to Council. The Committee provides appropriate advice and recommendations to the Council on matters relevant to its Terms of Reference. This is in order to facilitate informed decision making by the Council in relation to legislative functions and duties of the local government that have not been delegated to the CEO.

References:	Nil		
Authorised by:	Council		
Date:	24 February 2023	Item No.	
Review/Amendment Date		Item No.	
Review/Amendment Date		Item No.	
Next Review	Following each ordinary local government election		
Responsible Directorate	Office of the Chief Executive Officer		
Responsible Officer	Manager Governance, Risk and Procurement		
File No.			

LOCAL EMERGENCY MANAGEMENT COMMITTEE

NEWMAN

TERMS OF REFERENCE

Name	Local Emergency Management Committee – Newman
Definitions	<p>CEO means Chief Executive Officer of the Shire of East Pilbara</p> <p>Committee means the Local Emergency Management Committee - Newman</p> <p>Shire means the Shire of East Pilbara</p> <p>The LG Act means the <i>Local Government Act 1995</i></p>
Purpose	To advise and assist Council in meeting its obligations under the <i>Emergency Management Act 2005</i> .
Functions	<ol style="list-style-type: none"> 1. To advise and assist Council in establishing local emergency management arrangements for Newman; 2. To liaise with public authorities and other persons in the development, review and testing of the local emergency management arrangements for Newman; and 3. To carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed regulations.
Membership	<p>The Committee shall consist of the following representatives:</p> <ol style="list-style-type: none"> a. One (1) Councillor appointed by an absolute majority of the Council [s.5.10(a)(1) of the LG Act]. b. The Chief Executive Officer of the Shire of East Pilbara or their nominee. c. Employees of the Shire as nominated by the Chief Executive Officer from time to time [s.5.10(5)(b) of the LG Act]. d. The Council may appoint by an absolute majority up to one (1) Councillors to be deputy members of the Committee. A deputy member may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause. A deputy of a member, while acting as a member, has all the function of and all the protection given to a member [ss.5.11A(2)(a),(3)&(4) of the LG Act]. e. The following organisations may appoint one (1) representative as a voting member of the Committee: <ol style="list-style-type: none"> i. WA Police ii. Department of Fire & Emergency Services iii. Newman VFRS iv. Newman SES v. St Johns Ambulance f. The following organisations may appoint one (1) representative as a non-

	<p>voting member of the Committee:</p> <ul style="list-style-type: none"> i. Department of Defence ii. Sonic Health Plus Newman iii. Department of Parks & Wildlife iv. East Pilbara Independence Support (EPIS) v. WA Country Health Service vi. Department of Communities vii. Newman Senior High School viii. Main Roads WA ix. Air Services Australia x. Puntukurnu Aboriginal Medical Services (PAMS) xi. Fortescue Metals Group xii. BHP Billiton xiii. Rio Tinto xiv. Water Corporation xv. Roy Hill xvi. Fortescue Helicopters xvii. Kanyirninpa Jukurrpa <p>g. Committee membership continues until whichever the first of the following circumstances arise:</p> <ul style="list-style-type: none"> i. the term, as set by Council of the person's appointment as a committee member expires; or ii. Council removes the member from office or the office of committee member otherwise becomes vacant; or iii. the committee is disbanded; or iv. the next ordinary elections day [s.5.11(2)]. <p>h. Members must comply with the <i>Shire of East Pilbara Code of Conduct for Council Members, Committee Members and Candidates</i>.</p> <p>i. The Committee has authority to second individuals from outside of the Committee, on a voluntary basis, for their expert advice.</p>
Operating Procedures	<p>1. Presiding Member:</p> <ul style="list-style-type: none"> a. The appointed Councillor will be the Presiding Member of the Committee and will preside at all meetings. b. In the absence of the Presiding Member, the CEO will appoint a person to preside for the duration of the Presiding Member's absence. c. The Presiding Member is responsible for the proper conduct of the Committee in accordance with the <i>Shire of East Pilbara Meeting Procedures Local Law 2019</i> and the Code of Conduct for Council Members, Committee Members and Candidates. <p>2. Meetings:</p>

	<p>a. The Committee shall meet as required, but must hold a minimum of four (4) meetings per calendar year.</p> <p>b. Additional meetings can be scheduled by decision of the Council or the Committee, or at the request of the President, the Presiding Member of the Committee or any two (2) members of the Committee [cl.3.4 <i>Shire of East Pilbara Meeting Procedures Local Law 2019</i>].</p> <p>c. A Notice of Meeting, including an Agenda, will be circulated to the Committee Members (including deputy member) at least 72 hours prior to each meeting.</p> <p>d. The CEO shall ensure that detailed minutes of all meetings are kept and shall provide the Committee members (including any deputy member) with a copy of such minutes.</p> <p>3. Quorum:</p> <p>The quorum of a meeting shall be at least 50% of the number of voting members.</p> <p>4. Reporting:</p> <p>a. The Minutes of every Committee meeting will be circulated for the information of all Committee Members and Councillors.</p> <p>b. Any Committee resolution or recommendation requiring consideration by Council will be reported to Council as soon as practicable.</p> <p>c. The Committee's Terms of Reference will be published on the Shire's website.</p>
Appointing Legislation	The Committee is established under section 38 of the <i>Emergency Management Act 2005</i> and governed by the <i>Local Government Act 1995</i> .
Delegated Authority	The Committee is an advisory committee appointed by and reports to Council. The Committee provides appropriate advice and recommendations to the Council on matters relevant to its Terms of Reference. This is in order to facilitate informed decision making by the Council in relation to legislative functions and duties of the local government that have not been delegated to the CEO.

References:	Nil		
Authorised by:	Council		
Date:	24 February 2023	Item No.	
Review/Amendment Date		Item No.	
Review/Amendment Date		Item No.	
Next Review	Following each ordinary local government election		
Responsible Directorate	Office of the Chief Executive Officer		
Responsible Officer	Manager Governance, Risk and Procurement		

File No.	
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LOCAL EMERGENCY MANAGEMENT COMMITTEE
NULLAGINE
TERMS OF REFERENCE

Name	Local Emergency Management Committee – Nullagine
Definitions	CEO means Chief Executive Officer of the Shire of East Pilbara Committee means the Local Emergency Management Committee - Nullagine Shire means the Shire of East Pilbara The LG Act means the <i>Local Government Act 1995</i>
Purpose	To advise and assist Council in meeting its obligations under the <i>Emergency Management Act 2005</i> .
Functions	<ol style="list-style-type: none">1. To advise and assist Council in establishing local emergency management arrangements for Nullagine;2. To liaise with public authorities and other persons in the development, review and testing of the local emergency management arrangements for Nullagine; and3. To carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed regulations.
Membership	<ol style="list-style-type: none">1. The Committee shall consist of the following representatives:<ol style="list-style-type: none">a. One (1) Councillor appointed by an absolute majority of the Council [s.5.10(a)(1) of the LG Act].b. The Chief Executive Officer of the Shire of East Pilbara or their nominee.c. Employees of the Shire as nominated by the Chief Executive Officer from time to time [s.5.10(5)(b) of the LG Act].d. The Council may appoint by an absolute majority up to one (1) Councillors to be deputy members of the Committee. A deputy member may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause. A deputy of a member, while acting as a member, has all the function of and all the protection given to a member [ss.5.11A(2)(a),(3)&(4) of the LG Act].e. The following organisations may appoint one (1) representative as a voting member of the Committee:<ol style="list-style-type: none">i. WA Policeii. Nullagine Bush Fire Brigadeiii. Department of Fire & Emergency Servicesf. The following organisations may appoint one (1) representative as a non-voting member of the Committee:

	<ul style="list-style-type: none"> i. Marble Bar VFRS ii. WA Country Health Service iii. Nullagine Primary School iv. Millenium Minerals Ltd v. FMG Christmas Creek vi. Main Roads WA vii. Roy Hill viii. St John Ambulance ix. Department of Communities <p>g. Committee membership continues until whichever the first of the following circumstances arise:</p> <ul style="list-style-type: none"> i. the term, as set by Council of the person's appointment as a committee member expires; or ii. Council removes the member from office or the office of committee member otherwise becomes vacant; or iii. the committee is disbanded; or iv. the next ordinary elections day [s.5.11(2)]. <p>h. Members must comply with the <i>Shire of East Pilbara Code of Conduct for Council Members, Committee Members and Candidates</i>.</p> <p>i. The Committee has authority to second individuals from outside of the Committee, on a voluntary basis, for their expert advice.</p>
Operating Procedures	<p>1. Presiding Member:</p> <ul style="list-style-type: none"> a. The appointed Councillor will be the Presiding Member of the Committee and will preside at all meetings. b. In the absence of the Presiding Member, the CEO will appoint a person to preside for the duration of the Presiding Member's absence. c. The Presiding Member is responsible for the proper conduct of the Committee in accordance with the <i>Shire of East Pilbara Meeting Procedures Local Law 2019</i> and the Code of Conduct for Council Members, Committee Members and Candidates. <p>2. Meetings:</p> <ul style="list-style-type: none"> a. The Committee shall meet as required, but must hold a minimum of four (4) meetings per calendar year. b. Additional meetings can be scheduled by decision of the Council or the Committee, or at the request of the President, the Presiding Member of the Committee or any two (2) members of the Committee [cl.3.4 <i>Shire of</i>

	<p><i>East Pilbara Meeting Procedures Local Law 2019</i>].</p> <p>c. A Notice of Meeting, including an Agenda, will be circulated to the Committee Members (including deputy members) at least 72 hours prior to each meeting where possible.</p> <p>d. The CEO shall ensure that detailed minutes of all meetings are kept and shall provide the Committee members (including any deputy members) with a copy of such minutes.</p> <p>3. Quorum:</p> <p>The quorum of a meeting shall be at least 50% of the number of voting members.</p> <p>4. Reporting:</p> <p>a. The Minutes of every Committee meeting will be circulated for the information of all Committee Members and Councillors.</p> <p>b. Any Committee resolution or recommendation requiring consideration by Council will be reported to Council as soon as practicable.</p> <p>c. The Committee's Terms of Reference will be published on the Shire's website.</p>
Appointing Legislation	The Committee is established under section 38 of the <i>Emergency Management Act 2005</i> and governed by the <i>Local Government Act 1995</i> .
Delegated Authority	The Committee is an advisory committee appointed by and reports to Council. The Committee provides appropriate advice and recommendations to the Council on matters relevant to its Terms of Reference. This is in order to facilitate informed decision making by the Council in relation to legislative functions and duties of the local government that have not been delegated to the CEO.

References:	Nil		
Authorised by:	Council		
Date:	24 February 2023	Item No.	
Review/Amendment Date		Item No.	
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Responsible Officer	Manager Governance, Risk and Procurement		
File No.			

APPENDIX 8



AUDIT COMMITTEE TERMS OF REFERENCE 2019

Name	Audit Committee
Appointing Legislation	The Audit Committee is established under section 7.1A of the <i>Local Government Act 1995</i> .
Delegated Authority	The Audit Committee has no delegated power and has no authority to implement its recommendations without approval from Council.
Objectives	<p>The primary objective of the Audit Committee is to accept responsibility for the annual external audit and liaise with the local government's auditor so that Council can be satisfied with the performance of the local government managing its financial affairs.</p> <p>Reports from the committee will assist Council in discharging its legislative responsibilities of controlling the local government's affairs, determining the local government's policies and overseeing the allocation of the local government's finance and resources. The committee will ensure openness in the local government's financial reporting and will liaise with the CEO to ensure the effective and efficient management of local government's financial accounting systems and compliance with legislation.</p> <p>The Audit Committee is to facilitate:</p> <ul style="list-style-type: none">▪ The enhancement of the credibility and objectivity of external financial reporting;▪ Compliance with laws and regulations as well as use of the best practice guidelines relative to auditing;▪ The provision of an effective means of communication between the external auditor, the CEO and the Council.
Powers	<p>The Audit Committee is a formally appointed committee of Council and is responsible to that body. The Audit Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The committee does not have any management functions and cannot involve itself in management processes or procedures.</p> <p>The Audit Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its term of reference in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.</p>

Shire of East Pilbara Audit Committee Terms of Reference
Endorsed by Audit Committee on 12th July 2018
Approved by Council on 25 September 2019

Page 1 of 3

Membership	<p>The Audit Committee will consist of three elected members. All members shall have full voting rights.</p> <p>The CEO and employees are not to be members of the Audit Committee [s.7.1A (3) & (4)].</p> <p>The CEO or his/her nominee is to attend all meetings to provide advice and guidance to the Audit Committee.</p> <p>A nominated deputy member may attend in place of an endorsed representative member.</p> <p>The local government shall provide secretarial and administrative support to the committee.</p>
Meetings	<ul style="list-style-type: none"> a) The Audit Committee shall meet at least quarterly as determined by the Audit Committee. b) Additional meetings shall be convened at the discretion of the presiding member. c) A Notice of Meeting, including an agenda, will be circulated to the Committee Members (including alternate members) at least 72 hours prior to each meeting where possible. d) The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall provide the Committee members (including alternate members) with a copy of such minutes. e) All Audit Committee meetings shall be conducted in accordance with the Shire of East Pilbara Standing Orders Local Law 2010.
Quorum	The quorum for an Audit Committee meeting shall be at least three (3) of the endorsed members.
Reporting	Reports and recommendations of each Audit Committee meeting shall be presented to the next ordinary meeting of the Council.
Duties & Responsibilities	<p>The duties and responsibilities of the committee will be –</p> <ul style="list-style-type: none"> a) Provide guidance and assistance to Council as to the carrying out the functions of the local government in relation to audits. b) Develop and recommend to Council an appropriate process for the selection and appointment of a person as the local government's auditor. c) Develop and recommend to Council – <ul style="list-style-type: none"> ▪ A list of those matters to be audited; and ▪ The scope of the audit to be undertaken. d) Recommend to Council the person or persons to be appointed as auditor. e) Develop and recommend to Council a written agreement for the appointment of the auditor. The agreement is to include – <ul style="list-style-type: none"> ▪ The objective of the audit; ▪ The scope of the audit; ▪ A plan of the audit; ▪ Details of the remuneration and expenses to be paid to the auditor; and ▪ The method to be used by the local government to

	<p>communicate with, and supply information to, the auditor.</p> <p>f) Meet with the auditor once in each year and provide a report to Council on the matters discussed and outcome of those discussions.</p> <p>g) Liaise with the CEO to ensure that the local government does everything in its power to –</p> <ul style="list-style-type: none"> ▪ Assist the auditor to conduct the audit and carry out his or her duties under the <i>Local Government Act 1995</i>; and ▪ Ensure that audits are conducted successfully and expeditiously. <p>h) Examine the reports of the auditor after receiving a report from the CEO on the matters and –</p> <ul style="list-style-type: none"> ▪ Determine if any matters raise require action to be taken by the local government; and ▪ Ensure that appropriate action is taken in respect of those matters. <p>i) Review the report prepared by the CEO on any actions taken in respect of any matters raise in the report of the auditor and presenting the report to Council for adoption prior to the end of the next financial year or 6 months after the last report prepared by the auditor is received, whichever is the latest in time.</p> <p>j) Review the scope of the audit plan and program and its effectiveness.</p> <p>k) Review the local government's draft and annual financial report, focusing on:</p> <ul style="list-style-type: none"> ▪ Accounting policies and practices; ▪ Changes to accounting policies and practices; ▪ The process used in making significant accounting estimates; ▪ Significant adjustments to the financial report (if any) arising from the audit process; ▪ Compliance with accounting standards and other reporting requirements; ▪ Significant variances from prior years. <p>l) Consider and recommend adoption of the annual financial report to Council. Review any significant changes that may arise subsequent to any such recommendation but before the annual financial report is signed.</p> <p>m) Address issues brought to the attention of the committee, including responding to requests from Council for advice that are within the parameters of the committee's terms of reference.</p> <p>n) Seek information or obtain expert advice through the CEO on matters of concern within the scope of the committee's terms of reference following authorisation from the Council.</p>
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CEO PERFORMANCE REVIEW COMMITTEE TERMS OF REFERENCE 2019

Name	CEO Performance Review Committee
Role/Purpose	To advise and assist Council with the CEO's performance review process.
Aims & Functions	<ol style="list-style-type: none"> 1. To review the CEO's progress in relation to established Key Performance Indicators (KPIs) on a 6 monthly basis, or as necessary in accordance with the relevant provisions contained in the CEO's Employment Contract. 2. Conduct an Annual Review of the CEO's performance in accordance with the appropriate provisions contained in the CEO's Employment Contract. 3. Where deemed necessary, appoint an independent facilitator to assist the Committee and Council to undertake the annual performance review of the CEO. 4. Review and recommend appropriate KPI's to be achieved by the CEO in the next 12 months. 5. Review the CEO's remuneration package in accordance with the relevant provisions of the Employment Contract. 6. Report findings and recommendations to Council for consideration.
Membership	<ol style="list-style-type: none"> 1. The Committee shall consist of the following representation: <ol style="list-style-type: none"> a. Shire President b. 3 x Councillors nominated by resolution of Council. 2. A nominated deputy member may attend in place of the endorsed representative member. 3. Membership shall be for a period of up to two years, terminating on the day of the next ordinary Council elections, with retiring members eligible to re-nominate. 4. Committee membership shall be appointed or removed by the Council. 5. Members must comply with the Shire's Code of Conduct. 6. The Committee has authority to second individuals from outside of the Committee, for their expert advice.
Training	All Councillors seeking appointment to the CEO review panel must undertake the relevant CEO performance review training course provided by WALGA within six months of appointment to the Committee.
Operating Procedures	<ol style="list-style-type: none"> 1. Procedure for the Review <ol style="list-style-type: none"> a. Establish a review panel. b. CEO must provide a self-assessment to be provided to all elected members. c. Set the review procedure, timeline requirements and notify parties. d. Assess performance and agree on key focus areas for interview. e. Review panel conducts appraisal interview. f. Review panel shares findings with full Council as a confidential item.

	<ul style="list-style-type: none"> g. Manage follow up (Remuneration, KPIs, contract variations, review outcomes, analysis of interview feedback). h. CEO must be provided with an opportunity to respond to interview findings. i. Full report distributed to all Elected Members and the CEO. <p>2. Review Periods</p> <ul style="list-style-type: none"> a. It is a statutory requirement that the CEO's performance is reviewed annually. b. For planning purposes, the appraisal is to be undertaken in the month of March/April each year. c. The Shire President may, at the request of the Council, undertake an interim performance review. d. If Council has requested an interim performance review, the Shire President must write to the CEO advising of this and outlining the purpose of the interim performance review. e. The Shire President must allow the CEO a minimum of one week's notice prior to the commencement of an interim performance review. <p>3. CEO Contract</p> <ul style="list-style-type: none"> a. The CEO contract should be reviewed by WALGA or a recognised legal practitioner to ensure legislative requirements are satisfied. <p>4. CEO Key Performance Indicators (KPIs)</p> <ul style="list-style-type: none"> a. Must contain a balance of both tactical and strategic KPI's. b. Must refer to the Corporate Business Plan and/or Strategic Community Plan. c. The annual review of the Corporate Business Plan must be included as part of the KPIs that defines realistic milestones and reporting requirements. d. Must mirror the expectations of Council and the community. e. Must acknowledge leadership. f. Must be reviewed annually, and then agreed upon between the CEO and the Shire of East Pilbara after each review period. <p>5. Completion of Review</p> <ul style="list-style-type: none"> a. The performance review panel must deliver a report to Council summarising the findings of the review. b. The report must contain new KPIs for the next 12 months and any recommended changes. c. The CEO is invited to provide comment. d. The KPIs must be reviewed and signed off by the CEO within 28 days of the review process having been completed.
Appointing Legislation	The Committee is established under s5.38 of the <i>Local Government Act 1995</i> and Regulation 18D of the <i>Local Government (Administration) Regulations</i> .
Delegated Authority	The CEO Performance Review Committee has no delegated power and has no authority to implement its recommendations without approval from Council.

AIRPORT ADVISORY COMMITTEE TERMS OF REFERENCE 2019

Name	Airport Advisory Committee
Role/Purpose	To assist Council to undertake its role under section 2.7(2)(a) of the <i>Local Government Act 1995</i> to establish and maintain liaison between stakeholders, consider policies associated with the airport and oversee development of the airport.
Aims & functions	<ol style="list-style-type: none"> 1. To foster liaison and cooperation between the Shire of East Pilbara and all stakeholders associated with the Newman Regional Airport; 2. To provide a formal forum for the discussion of issues associated with the Newman Airport; and 3. To make recommendations to Council on matters associated with the future strategic development of the airport.
Membership	<ol style="list-style-type: none"> 1. The Committee shall consist of four elected members. 2. The Chief Executive Officer, Executive Manager Commercial Services and Manager Airport Operations may attend all meetings of the Committee to provide technical advice and guidance only. 3. A nominated deputy member may attend in place of the endorsed representative member. 4. Membership shall be for a period of up to two years, terminating on the day of the next ordinary Council elections, with retiring members eligible to re-nominate. 5. Committee membership shall be appointed or removed by the Council. 6. Members must comply with the Shire's Code of Conduct. 7. The Committee has authority to second individuals from outside of the Committee, on a voluntary basis, for their expert advice.
Operating Procedures	<ol style="list-style-type: none"> 1. Presiding Member <ol style="list-style-type: none"> a. The members of the Committee are to elect a presiding member and deputy presiding member from amongst themselves at the first meeting of the Committee, and in accordance with the <i>Local Government Act 1995</i>, Schedule 2.3, Division 1.

	<ul style="list-style-type: none"> b. The CEO or delegated nominee will attend the first meeting to conduct the election of the Presiding Member or at a subsequent meeting if a new Presiding Member is to be elected. c. The Presiding Member will preside at all meetings. d. In the absence of the Presiding Member, the Deputy Presiding Member will assume the chair, and in his/her absence, a person is to be elected by the Committee members present to assume the Chair. e. The Presiding Member is responsible for the proper conduct of the Committee. <p>2. Meetings</p> <ul style="list-style-type: none"> a. The Committee shall meet as required, but must hold a minimum of two meetings in any one calendar year. b. Additional meetings can be scheduled by decision of the Council or the Committee, or at the discretion of the Committee's Presiding Member. c. A Notice of Meeting, including an agenda, will be circulated to the Committee members (including any deputy members) at least 72 hours prior to each meeting where possible. d. The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall provide the Committee members (including deputy members) with a copy of such minutes. e. All Committee meetings will be conducted in accordance with the Shire of East Pilbara Standing Orders Local Law 2010. <p>3. Quorum</p> <ul style="list-style-type: none"> a. The quorum for a meeting shall be at least 50% of the number of endorsed members. <p>4. Reporting</p> <ul style="list-style-type: none"> a. The Minutes of every Committee meeting will be circulated for the information of all Councillors. b. Any Committee resolution requiring action on the part of the Council or requiring a Council commitment will be listed as a separate report on the Agenda for the next ordinary Council meeting.
Appointing	The Committee is established under section 5.8 of the <i>Local Government Act</i>

Legislation	<i>1995.</i>
Delegated Authority	The Committee has no delegated power and has no authority to implement its recommendations without approval of Council.

PLANT COMMITTEE TERMS OF REFERENCE 2019

Name	Plant Committee
Role/Purpose	To provide input and advice to Council with respect to the Shire of East Pilbara's plant replacement program.
Aims & Functions	To assist Council in obtaining the most appropriate and cost effective plant to undertake projects and provide services within the Shire of East Pilbara.
Membership	<ol style="list-style-type: none"> 1. The Committee shall consist of the following representation: <ul style="list-style-type: none"> • Four Councillors 2. The Chief Executive Officer, Executive Manager Commercial Services, Executive Manager Infrastructure Services, Manager Technical Services - Newman and Manager Technical Services – Rural may attend all meetings of the Committee to provide technical advice and guidance only. 3. A nominated deputy member may attend in place of the endorsed representative member. 4. Membership shall be for a period of up to two years, terminating on the day of the next ordinary Council elections, with retiring members eligible to re-nominate. 5. Committee membership shall be appointed or removed by the Council. 6. Members must comply with the Shire's Code of Conduct. 7. The Committee has authority to second individuals from outside of the Committee, on a voluntary basis, for their expert advice.
Operating Procedures	<ol style="list-style-type: none"> 1. Presiding Member: <ol style="list-style-type: none"> a. The members of a Committee are to elect a presiding member and deputy presiding member from amongst themselves at the first meeting of the Committee and in accordance with the <i>Local Government Act 1995</i>, Schedule 2.3, Division 1. b. The CEO or delegated nominee will attend the first meeting to conduct the election of the Presiding Member or at a subsequent meeting if a new Presiding Member is to be elected.

	<p>c. The Presiding Member will preside at all meetings.</p> <p>d. In the absence of the Presiding Member, the Deputy Presiding Member will assume the chair, and in his/her absence, a person is to be elected by the Committee members present to assume the Chair.</p> <p>e. The Presiding Member is responsible for the proper conduct of the Committee.</p> <p>2. Meetings:</p> <p>a. The Committee shall meet as required, but must hold a minimum of two meetings in any one calendar year.</p> <p>b. Additional meetings can be scheduled by decision of the Council or the Committee, or at the discretion of the Committee's Presiding Member.</p> <p>c. A Notice of Meeting, including an agenda, will be circulated to the Committee members (including deputy members) at least 72 hours prior to each meeting where possible.</p> <p>d. The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall provide the Committee members (including deputy members) with a copy of such minutes.</p> <p>e. All Committee meetings will be conducted in accordance with the Shire of East Pilbara Standing Orders Local Law 2010.</p> <p>3. Quorum:</p> <p>The quorum for a meeting shall be at least 50% of the number of endorsed members.</p> <p>4. Reporting:</p> <p>a. The Minutes of every Committee meeting will be circulated for the information of all Councillors.</p> <p>b. Any Committee resolution requiring action on the part of the Council or requiring a Council commitment will be listed as a separate report on the Agenda for the next ordinary Council meeting.</p>
Appointing Legislation	The Committee is established under section 5.8 of the <i>Local Government Act 1995</i> .
Delegated Authority	The Committee has no delegated power and has no authority to implement its recommendations without approval of Council.

LOCAL EMERGENCY MANAGEMENT COMMITTEE MARBLE BAR TERMS OF REFERENCE 2019

Name	Local Emergency Management Committee – Marble Bar
Role/Purpose	To advise and assist Council in the development, review and testing of the Shire of East Pilbara local emergency management arrangements.
Aims & functions	<ol style="list-style-type: none"> 1. To advise and assist Council in establishing local emergency management arrangements for Marble Bar; 2. To liaise with public authorities and other persons in the development, review and testing of the local emergency management arrangements for Marble Bar; and 3. To carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed regulations.
Membership	<ol style="list-style-type: none"> 1. The Committee shall consist of the following representation: <ul style="list-style-type: none"> <u>Voting Members</u> <ul style="list-style-type: none"> Shire of East Pilbara <ul style="list-style-type: none"> Councillor (Presiding Member) Manager Community Safety Coordinator Ranger & Emergency Services Ranger – Cape Keraudren Coordinator Community Wellbeing – Marble Bar Airport Coordinator Asset Maintenance Marble Bar Police Department of Fire & Emergency Services Marble Bar Volunteer Fire & Emergency Services <u>Non-Voting Members</u> <ul style="list-style-type: none"> Main Roads WA WA Country Health Service Marble Bar Nursing Post Marble Bar Primary School Department of Communities Atlas Iron Warralong Community Representative Ashburton Aboriginal Corporation Roy Hill Telfre Newcrest Mining DPAW

	<p>St Johns Ambulance Kanyirninpa Jukurrpa</p> <ol style="list-style-type: none"> 2. A nominated deputy member may attend in place of the endorsed representative member. 3. Membership shall be for a period of up to two years, terminating on the day of the next ordinary Council elections, with retiring members eligible to re-nominate. 4. Committee membership shall be appointed or removed by the Council. 5. Members must comply with the Shire's Code of Conduct. 6. The Committee has authority to second individuals from outside of the Committee, on a voluntary basis, for their expert advice.
Operating Procedures	<ol style="list-style-type: none"> 1. Presiding Member: <ol style="list-style-type: none"> a. A nominated Councillor shall fill the position of Presiding Member at all meetings. b. In the absence of the nominated Councillor, the Manager Community Safety will attend and assume the Chair as Presiding Member for the duration of that meeting. c. The Presiding Member is responsible for the proper conduct of the Committee. 2. Meetings: <ol style="list-style-type: none"> a. The Committee shall meet as required, but must hold a minimum of one meeting every three months. b. Additional meetings can be scheduled by decision of the Council or the Committee, or at the discretion of the Committee's Presiding Member. c. A Notice of Meeting, including an agenda, will be circulated to the Committee Members (including deputy members) at least 72 hours prior to each meeting where possible. d. The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall provide the Committee members (including any deputy members) with a copy of such minutes. 3. Quorum: <ol style="list-style-type: none"> a. The quorum of a meeting shall be at least 50% of the number of voting members. 4. Reporting: <ol style="list-style-type: none"> a. The Minutes of every Committee meeting will be circulated for the information of all Councillors. b. Any Committee resolution requiring action on the part of the Council or requiring a Council commitment will be listed as a separate report on the Agenda for the next ordinary Council meeting.
Appointing Legislation	The Committee is established under section 38 of the <i>Emergency Management Act 2005</i> .
Delegated Authority	The Committee has no delegated power and has no authority to implement its recommendations without approval of Council.

LOCAL EMERGENCY MANAGEMENT COMMITTEE NEWMAN TERMS OF REFERENCE 2019

Name	Local Emergency Management Committee – Marble Bar
Role/Purpose	To advise and assist Council in the development, review and testing of the Shire of East Pilbara local emergency management arrangements.
Aims & functions	<ol style="list-style-type: none"> 1. To advise and assist Council in establishing local emergency management arrangements for Newman; 2. To liaise with public authorities and other persons in the development, review and testing of the local emergency management arrangements for Newman; and 3. To carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed regulations.
Membership	<ol style="list-style-type: none"> 1. The Committee shall consist of the following representation: <ul style="list-style-type: none"> <u>Voting Members</u> <ul style="list-style-type: none"> Shire of East Pilbara <ul style="list-style-type: none"> Councillor (Presiding Member) Executive Manager Customer & Community Services Manager Community Safety Manager Newman Airport - Compliance Coordinator Ranger & Emergency Services Ranger Airport Coordinator Asset Maintenance WA Police Department of Fire & Emergency Services Newman VFRS Captain Newman SES St Johns Ambulance <u>Non-Voting Members</u> <ul style="list-style-type: none"> Department of Defence Sonic Health Plus Newman Department of Parks & Wildlife East Pilbara Independence Support (EPIS) WA Country Health Service Department of Communities Newman Senior High School Main Roads WA

	<p>Air Services Australia Puntukurnu Aboriginal Medical Services (PAMS) Fortescue Metals Group BHP Billiton Rio Tinto Water Corporation Roy Hill Fortescue Helicopters Kanyirninpa Jukurrpa</p> <p>2. A nominated deputy member may attend in place of the endorsed representative member.</p> <p>3. Membership shall be for a period of up to two years, terminating on the day of the next ordinary Council elections, with retiring members eligible to re-nominate.</p> <p>4. Committee membership shall be appointed or removed by the Council.</p> <p>5. Members must comply with the Shire's Code of Conduct.</p> <p>6. The Committee has authority to second individuals from outside of the Committee, on a voluntary basis, for their expert advice.</p>
Operating Procedures	<p>1. Presiding Member:</p> <p>a. A nominated Councillor shall fill the position of Presiding Member at all meetings.</p> <p>b. In the absence of the nominated Councillor, the Manager Community Safety will attend and assume the Chair as Presiding Member for the duration of that meeting.</p> <p>c. The Presiding Member is responsible for the proper conduct of the Committee.</p> <p>2. Meetings:</p> <p>a. The Committee shall meet as required, but must hold a minimum of one meeting every three months.</p> <p>b. Additional meetings can be scheduled by decision of the Council or the Committee, or at the discretion of the Committee's Presiding Member.</p> <p>c. A Notice of Meeting, including an agenda, will be circulated to the Committee Members (including deputy members) at least 72 hours prior to each meeting where possible.</p> <p>d. The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall provide the Committee members (including any deputy members) with a copy of such minutes.</p> <p>3. Quorum:</p> <p>a. The quorum of a meeting shall be at least 50% of the number of voting members.</p> <p>4. Reporting:</p> <p>a. The Minutes of every Committee meeting will be circulated for the information of all Councillors.</p> <p>b. Any Committee resolution requiring action on the part of the Council or requiring a Council commitment will be listed as a separate report on the Agenda for the next ordinary Council meeting.</p>
Appointing Legislation	The Committee is established under section 38 of the <i>Emergency Management Act 2005</i> .
Delegated	The Committee has no delegated power and has no authority to implement its

Authority	recommendations without approval of Council.
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LOCAL EMERGENCY MANAGEMENT COMMITTEE NULLAGINE TERMS OF REFERENCE 2019

Name	Local Emergency Management Committee – Marble Bar
Role/Purpose	To advise and assist Council in the development, review and testing of the Shire of East Pilbara local emergency management arrangements.
Aims & functions	<ol style="list-style-type: none"> 1. To advise and assist Council in establishing local emergency management arrangements for Nullagine; 2. To liaise with public authorities and other persons in the development, review and testing of the local emergency management arrangements for Nullagine; and 3. To carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed regulations.
Membership	<ol style="list-style-type: none"> 1. The Committee shall consist of the following representation: <p><u>Voting Members</u></p> <p>Shire of East Pilbara</p> <p> Manager Community Safety</p> <p> Coordinator Ranger & Emergency Services</p> <p> Ranger</p> <p> Coordinator Community Wellbeing – Marble Bar</p> <p> Airport Coordinator Asset Maintenance</p> <p>WA Police</p> <p>Nullagine Bush Fire Brigade</p> <p>Department of Fire & Emergency Services</p> <p><u>Non-Voting Members</u></p> <p>Marble Bar VFRS</p> <p>WA Country Health Service</p> <p>Nullagine Primary School</p> <p>Millenium Minerals Ltd</p> <p>FMG Christmas Creek</p> <p>Main Roads WA</p> <p>Roy Hill</p> <p>St John Ambulance</p> <p>Department of Communities</p> 2. A nominated deputy member may attend in place of the endorsed representative member.

	<ol style="list-style-type: none"> 3. Membership shall be for a period of up to two years, terminating on the day of the next ordinary Council elections, with retiring members eligible to re-nominate. 4. Committee membership shall be appointed or removed by the Council. 5. Members must comply with the Shire's Code of Conduct. 6. The Committee has authority to second individuals from outside of the Committee, on a voluntary basis, for their expert advice.
Operating Procedures	<ol style="list-style-type: none"> 1. Presiding Member: <ol style="list-style-type: none"> a. A nominated Councillor shall fill the position of Presiding Member at all meetings. b. In the absence of the nominated Councillor, the Manager Community Safety will attend and assume the Chair as Presiding Member for the duration of that meeting. c. The Presiding Member is responsible for the proper conduct of the Committee. 2. Meetings: <ol style="list-style-type: none"> a. The Committee shall meet as required, but must hold a minimum of one meeting every three months. b. Additional meetings can be scheduled by decision of the Council or the Committee, or at the discretion of the Committee's Presiding Member. c. A Notice of Meeting, including an agenda, will be circulated to the Committee Members (including deputy members) at least 72 hours prior to each meeting where possible. d. The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall provide the Committee members (including any deputy members) with a copy of such minutes. 3. Quorum: <ol style="list-style-type: none"> a. The quorum of a meeting shall be at least 50% of the number of voting members. 4. Reporting: <ol style="list-style-type: none"> a. The Minutes of every Committee meeting will be circulated for the information of all Councillors. b. Any Committee resolution requiring action on the part of the Council or requiring a Council commitment will be listed as a separate report on the Agenda for the next ordinary Council meeting.
Appointing Legislation	The Committee is established under section 38 of the <i>Emergency Management Act 2005</i> .
Delegated Authority	The Committee has no delegated power and has no authority to implement its recommendations without approval of Council.

11.1.4 MINUTES OF THE AUDIT RISK AND GOVERNANCE MEETING – 15
DECEMBER 2022

Attachments: [Appendix 1 Unconfirmed Minutes 15 December 2022 Audit, Risk and Governance Committee](#)

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Joshua Brown
Manager Governance, Risk and Procurement

Proposed Meeting Date: 24 February 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION
(Resolution No: 2023/ 007)

Moved: Cr Anick
Seconded: Cr Mortimer

That Council notes the Unconfirmed Minutes of the Audit, Risk and Governance Committee meeting held on 15 December 2022.

CARRIED UNANIMOUSLY
RECORD OF VOTE: 7/0
(Cr Smith was absent and did not vote)

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer and Mortimer
Against: Nil

REPORT PURPOSE

To report the unconfirmed minutes of a meeting of the Audit, Risk and Governance Committee.

BACKGROUND

Council has established committees to assist the Council and to provide advice and recommendations.

Section 7.1A (1) of the Act requires Council to establish an audit committee. The Chief Executive Officer and other relevant staff will attend meetings of the Committee to provide technical advice as required.

The Audit, Risk and Governance Committee's membership is as follows:

Members	Deputy Members
Cr Middleton (Chair)	Cr Anick
Cr McWhirter-Brooks	Cr Baer
Cr Lockyer	Cr Mortimer

COMMENTS/OPTIONS/DISCUSSIONS

A meeting of the Audit, Risk and Governance Committee was held on Thursday, 15 December 2023.

The unconfirmed minutes of the meeting are attached as **Appendix 1**.

The next meeting of the Committee is scheduled for Thursday, 23 March 2023.

STATUTORY IMPLICATIONS/REQUIREMENTS

Consistent with subdivision 2 of Division 2 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

No known policy implications.

STRATEGIC COMMUNITY PLAN

5: Governance

- G1 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources.
- G1.1 Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.
- G1.4 Ensure a high standard of organisational management and effectiveness Governance.

RISK MANAGEMENT CONSIDERATIONS

Compliance – Minor

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple Majority.

APPENDIX 1



SHIRE OF EAST PILBARA

MINUTES

AUDIT RISK AND GOVERNANCE COMMITTEE MEETING

NOTICE IS HEREBY GIVEN that a Meeting of
the **AUDIT, RISK AND GOVERNANCE COMMITTEE** will be held,
in Council Chambers, Newman, 3:00 pm, Thursday, 15 December 2022.

A handwritten signature in black ink, appearing to read 'Steven Harding', is positioned above the name and title of the Chief Executive Officer.

Steven Harding
CHIEF EXECUTIVE OFFICER



DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of East Pilbara for any act, omission, statement or intimation occurring during Meetings of Council or its Committees. 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, statement or intimation occurring during Meetings of Council or its Committees.

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: _____
Steven Harding
Chief Executive Officer

AUDIT, RISK AND GOVERNANCE COMMITTEE

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President (Presiding Member) declared the Shire of East Pilbara Audit Risk and Governance Committee Meeting of 15 December 2022 open at 3.08pm, held at the Council Chambers, Newman.

The President acknowledged the Traditional Owners of the land on which the meeting took place, the Nyiyaparli People, and the Martu People as the Custodians. The Committee also paid its respects to their Elders, past, present and emerging.

All present for the meeting were requested to turn off and refrain from using their mobile phones for the duration of the meeting. Tablets and laptops were permitted for the purpose of accessing agenda items and notes.

The Presiding Member also advised all those in attendance that the meeting was being audio recorded and Councillors should refrain from making any defamatory statements.

2 ATTENDANCE BY ELECTRONIC MEANS

No requests to attend the meeting via electronic means were received.

3 RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE

3.1 ATTENDANCES

Councillors

Cr Anthony Middleton	Shire President (Chair)
Cr Wendy McWhirter-Brooks	Deputy Shire President
Cr Karen Lockyer	Councillor

Officers

Steven Harding	Chief Executive Officer
Emma Landers	Deputy Chief Executive Officer/Director Organisation Development
Steve Leeson	Director Corporate Services
Joshua Brown	Manager Governance, Risk & Procurement

3.2 APOLOGIES

Councillor Apologies

Nil

Officer Apologies

Nil

3.3 LEAVE OF ABSENCE

Nil

4 DISCLOSURES OF INTEREST

Cr Anthony Middleton declared an interest in the below item on the Ordinary Agenda of the Council Meeting 16 December 2022:

6.1.1 Shire Debt

Pursuant to section of 5.60A of the *Local Government Act 1995*, the nature of the interest is **Financial:**

Cr Middleton's Employer has been listed as having outstanding debt with the Shire.

Cr Karen Lockyer declared an interest in the below item on the Ordinary Agenda of the Council Meeting 16 December 2022:

6.1.1 Shire Debt

Pursuant to section of 5.60A of the *Local Government Act 1995*, the nature of the interest is **Financial:**

Cr Lockyer's Employer has been listed as having outstanding debt with the Shire.

Mr Steve Leeson declared an **Impartiality** interest in **Item 6.1.2** as a closely associated person.

5 CONFIRMATION OF MINUTES OF PREVIOUS COMMITTEE MEETING

5.1 CONFIRMATION OF MINUTES

[Ordinary Minutes August 25 2022 Audit Committee.pdf](#)

[Confidential Minutes August 25 2022 - Audit Committee.pdf](#)

COMMITTEE DECISION

Moved: Cr Lockyer

Seconded: Cr McWhirter-Brooks

That the Minutes of the Ordinary and Confidential Audit Risk and Governance Committee Meeting held on 25 August 2022, be confirmed as a true and correct record of proceedings.

**CARRIED UNANIMOUSLY
RECORD OF VOTE 3/0**

For: Shire President, Deputy Shire President, and Councillor Lockyer

Against: Nil

6 OFFICER'S REPORTS

6.1 CONFIDENTIAL MATTERS BEHIND CLOSED DOORS

COMMITTEE DECISION

Moved: Cr McWhiter-Brooks

Seconded: Cr Lockyer

That the meeting be closed to the public in accordance with section 5.23{2} of the *Local Government Act 1995*.

**CARRIED UNANIMOUSLY
RECORD OF VOTE 3/0**

For: Shire President, Deputy Shire President, Councillor Lockyer

Against: Nil

6.1.1 SHIRE DEBT

Responsible Officer: Steve Leeson
Director Corporate Services

Author: Jo Dimov
Rates Officer
Karen Hunter
Rating Consultant

Proposed Meeting Date: 15 December 2022

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

PROCEDURAL MOTION

Moved: Cr McWhiter-Brooks

Seconded: Cr Lockyer

That the item be referred to Council for its consideration.

**CARRIED UNANIMOUSLY
RECORD OF VOTE 3/0**

For: Shire President, Deputy Shire President, and Councillor Lockyer

Against: Nil

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.

Mr Steve Leeson had declared an Impartiality Interest in this item

6.1.2 LAND ASSET STRATEGY UPDATE

Responsible Officer: Steve Leeson
Director Corporate Services

Author: Jo Dimov
Rates Officer

Karen Hunter
Rating Consultant

Proposed Meeting Date: 16 December 2022

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Mr Steve Leeson has declared an interest being a closely associated person.

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:

- (e) A matter that if disclosed would reveal, trade secrets, information of commercial value, information about the business, professional, commercial or financial affairs of a person.
-

COMMITTEE DECISION / OFFICER'S RECOMMENDATION

Moved: Cr Lockyer
Seconded: Cr McWhirter-Brooks

That the Audit Risk and Governance Committee receives the report on the Land Asset Strategy update.

**CARRIED UNANIMOUSLY
RECORD OF VOTE 3/0**

For: Shire President, Deputy Shire President, and Councillor Lockyer
Against: Nil

COMMITTEE DECISION

Moved: Cr McWhirter-Brooks

Seconded: Cr Lockyer

That the meeting return to Open Committee in accordance with 5.23{2} of the Local Government Act 1995 at 3.20pm.

**CARRIED UNANIMOUSLY
RECORD OF VOTE 3/0**

For: Shire President, Deputy Shire President, Councillor Lockyer

Against: Nil

7 DATE OF NEXT MEETING

The next Meeting of the Audit, Risk and Governance Committee meeting date to be advised.

8 CLOSURE

The Audit Risk and Governance Committee Meeting held on 15 December 2022 was declared closed by the Presiding Member at 3.20pm.

11.1.5 AFFIXING THE COMMON SEAL UNDER DELEGATED AUTHORITY

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Tehsin Ali
Governance Administration Officer

Proposed Meeting Date: 24 February 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 008)

Moved: Cr Anick

Seconded: Cr Landy

That Council notes the report.

CARRIED UNANIMOUSLY

RECORD OF VOTE: 7/0

(Cr Smith was absent and did not vote)

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer and Mortimer

Against: Nil

REPORT PURPOSE

This report is to advise Council of the document to which the Shire of East Pilbara Common Seal has been affixed under delegated authority since the December 2022 Council meeting.

BACKGROUND

There has been one (1) document having the Shire's Common Seal affixed under delegated authority since the last Council meeting.

COMMENTS/OPTIONS/DISCUSSIONS

Document	Details	Other Party/ies
Nomination as Honorary Freeman of the Shire of East Pilbara (Anita Marlene Grace)	Honorary Freeman of the Shire Award	N/A

STATUTORY IMPLICATIONS/REQUIREMENTS

Consistent with section 9.49A of the *Local Government Act 1995*.

POLICY IMPLICATIONS

Consistent with 4.5 Execution of Documents Policy:

2.3 Common Seal Register

Use of the Common Seal is to be recorded in the Common Seal Register ("the Register"), kept by the CEO and available for inspection. The Register shall record the date for each occasion on which the Common Seal was affixed, the nature of the document, the authority by which the Common Seal was used, and the parties to the document to which the Common Seal was so affixed

2.5 Reporting to Council

The CEO shall report to the Council each month, the details of all transactions where the Common Seal has been affixed for the previous month.

STRATEGIC COMMUNITY PLAN

5: Governance

Demonstrated accountability and corporate governance.

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

G1.1 Provide efficient, accountable and ethical governance.

RISK MANAGEMENT CONSIDERATIONS

Compliance - Low

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple Majority.

11.2 DIRECTOR CORPORATE SERVICES

11.2.1 CHANGE IN METHOD OF VALUATION

Responsible Officer: Steve Leeson
Director Corporate Services

Author: Karen Hunter
Rating Advisor

Proposed Meeting Date: 24 February 2023

Location/Address: Mining Lease
AML 282SA Special Agreement

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 009)

Moved: Cr Kular

Seconded: Cr Anick

That Council authorises the Chief Executive Officer to undertake the process of changing the method of valuation upon A200282 mining lease AML 282SA Special Agreement for:

- Hope Downs 1 Village
- Hope Downs 4 Village (Coondiner)

from unimproved to gross rental basis.

CARRIED ABSOLUTE MAJORITY

RECORD OF VOTE: 7/0

(Cr Smith was absent and did not vote)

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer and Mortimer

Against: Nil

REPORT PURPOSE

For Council to endorse an application to the Minister for Local Government to change the method of valuation from Unimproved Value (UV) to Gross Rental Value (GRV) for the portion of Mining Leases on AML 282SA Special Agreement:

- Hope Downs 1 Village.
- Hope Downs 4 Village (also known as Coondiner).

BACKGROUND

Pursuant to Circular No. M05-2015, the Minister for Local Government approved a policy on the application of Gross Rental Valuation (GVR) for mining, petroleum and resource interests only in respect of particular improvements including accommodation, recreation and administration facilities, associated buildings and maintenance workshops. High value operational and processing plant will be excluded from the GRV calculation.

<https://www.dlgsc.wa.gov.au/departments/publications/publication/rating-policy-valuation-of-land---mining>

The Shire currently has 21 Transient Workers Accommodation (TWA) assessments rated on a GRV basis with an additional 2 submitted to the Minister for a decision to rate. A review identified that lease AML 282SA Special Agreement containing Hope Downs 1 and 4 villages is rated on an Unimproved Value (UV) basis. TWA properties under the Shire's current rating strategy are to be rated on Gross Rental Valuation (GRV) basis.

COMMENTS/OPTIONS/DISCUSSIONS

Council is required to consider any proposed application for change in valuation basis before it is presented to the Minister for a decision.

Two rateable properties are the subject of this review being Hope Downs 1 and 4 villages both owned jointly by Hope Downs Iron Ore Pty Ltd and Hamersley WA Pty Ltd:

Hope Downs 1 village providing worker accommodation with 1064 beds and Hope Downs 4 village (Coondiner) with 920 beds.

The Shire informed Hope Downs Iron Ore Pty Ltd by post on 30 November 2022 and by email on 1 December 2022 of its intention to initiate the process of changing the valuation method used to rate the land. To date, no response has been received.

Indicative valuations independently determined by the Valuer General have been received for Hope Downs Villages 1 and 4. These valuations are used to calculate the approximate rates to be billed using the current rate of 0.12 cents to the dollar for the Transient Workers Accommodation category. The amount of approximate additional levies being:

- \$ 2,570,000 GRV for Hope Downs 1 Village equates to an approximate additional annual rate levy of \$308,400.

- \$ 3,670,000 GRV for Hope Downs 4 Village (Coondiner) equates to an approximate additional annual rate levy of \$440,400.

Upon Council agreeing to make application for a change in valuation method for both camps, a process would then be undertaken to collate relevant information. This process includes initiating consultation with the owner of the lease and engaging a Surveyor and Valuer to collect the relevant technical detail for submission to the Minister, for review and approval.

The Minister's determinations under section 6.28(1) will be made consistently with key values of objectivity, fairness and equity, consistency, transparency and administrative efficiency. Council's Rating Strategy 2021 - 2026 values are consistent with the Minister's policy.

The effective date of revaluation and interim rating would be the date of Ministerial Approval.

STATUTORY IMPLICATIONS/REQUIREMENTS

Local Government Act 1995 Part 6 - Financial management

- 6.28. Basis of rates: The Minister is to determine the method of valuation of land to be used by a local government
- 6.29. Valuation and rates on mining and petroleum interests

POLICY IMPLICATIONS

Rating Strategy 2021 - 2026

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

Financial – Major

Reputational – Low: Rating will be consistent with other properties within this category.

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

Through making this application, over the next ten (10) years, potential rating capacity of up to \$1,000,000 is possible towards meeting the Shire's annual budget deficit to be made up through rating.

VOTING REQUIREMENTS

Absolute Majority.

11.2.2 MONTHLY FINANCIAL STATEMENTS, INSURANCE AND INVESTMENT REPORT

Attachments: [Appendix 1 Monthly Financial Statement December 2022](#)
[Appendix 2 Monthly Financial Statements January 2023](#)
[Appendix 3 Monthly Investments Summary Report](#)

Responsible Officer: Steve Leeson
Director Corporate Services

Author: Francis Mammone
Acting Manager Corporate Services

Proposed Meeting Date: 24 February 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 10)

Moved: Cr Anick

Seconded: Cr Mortimer

That Council adopts the monthly financial statements for the periods ending 31 December and 31 January of the 2022/2023 financial year included as Appendices 1 and 2 to the report.

CARRIED UNANIMOUSLY

RECORD OF VOTE: 7/0

(Cr Smith was absent and did not vote)

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer and Mortimer

Against: Nil

REPORT PURPOSE

The Monthly Financial Statements provide details of the Shire of East Pilbara's (the Shire's) current year to date financial position in relation to the 2022-2023 Annual Budget, as amended from time to time, including the reporting of material variances.

BACKGROUND

The reporting of monthly financial information is a requirement under section 6.4 of the *Local Government Act 1995* ("the Act") and regulation 34 of the *Local Government (Financial Management) Regulations 1996* ("the Regulations").

Appendix 1 details the financial activities of the Shire for the period 1 July 2022 to 30 December 2022 of the current financial year.

Appendix 2 details the financial activities of the Shire for the period 1 July 2022 to 31 January 2023 of the current financial year.

There are four sections to 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 Council's adopted variance threshold limits of 10% or \$10,000 whichever is greater; and
4. A Capital Projects schedule detailing all expenditure.

Appendix 3 is the Monthly Investments Report.

Any immediate annual budget considerations are also presented within the monthly financial report.

COMMENTS/OPTIONS/DISCUSSIONS

Variances

Material variances in the Shire 2022-2023 annual budget are disclosed within **Appendix 1**.

Investments

The Shire's portfolio accrued over \$204,000 in interest and returned 3.17%pa up from 2.96% last month as the Shire continues to benefit from having moved much of its bank account holdings into higher yielding TDs. For the past 12 months, the portfolio returned 1.58%, exceeding the bank bill index benchmark's 1.52%.

Investment portfolio details are disclosed within **Appendix 3**.

Insurance Report

For the month of December, 8 property and motor vehicle claims were closed / settled to the value of approximately \$43,000. 18 claims were still in progress.

For the Month of January, 3 claims were closed / settled to the value of approximately \$4,000. 12 claims are pending with 16 open claims to be settled.

There are 5 Public liability claims in the process of being closed / settled.

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.”*

Section 6.8 (1) (b)

*“Expenditure from municipal fund not included in annual budget is to be authorised in advance by resolution”. *Absolute majority required.*

POLICY IMPLICATIONS

3.1 Accounting Policies
3.5 Budget Management – Capital Acquisitions
3.9 Investments Policy

STRATEGIC COMMUNITY PLAN

Governance

- G1 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community’s assets and resources.
- G1.1 Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.
- G1.4 Ensure a high standard of organisational management and effectiveness

RISK MANAGEMENT CONSIDERATIONS

Legislative - Medium

FINANCIAL IMPLICATIONS

If Council approves the officer’s recommendation:

The Shire meets compliance with the Financial Management Regulations. If Council decline or defer the officer’s recommendation, the Shire may be considered non-compliant in the preparation of required financial activity statements.

VOTING REQUIREMENTS

Simple Majority

Shire Of East Pilbara

Monthly Financial Statements

For The Period Ending 31st December 2022

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Produced

9/02/2023 23:22

SHIRE OF EAST PILBARA
Statement of Financial Activity By Nature and Type
For The Period Ending 31st December 2022

Description	2022/2023 Adopted Budget	2022/2023 Amended Budget	2022/2023 YTD Budget	2022/2023 YTD Actual	Monthly Budget vs Actual \$ Variance
OPERATING REVENUE					
Rates	28,202,472	28,202,472	26,929,362	27,391,258	461,896
Grants And Subsidies	5,207,450	6,379,289	1,063,215	3,795,291	2,732,076
Gain On Asset Disposals	223,839	223,839	37,307	0	-37,307
Fees and Charges	23,881,336	23,881,336	3,980,223	12,543,349	8,563,127
Interest	1,065,450	1,065,450	177,575	904	-176,671
Other Revenue/Income	1,483,101	1,483,101	247,184	1,214,615	967,431
Service Charges	124,800	124,800	20,800	0	-20,800
<i>Total Operating Revenue</i>	\$60,188,448	\$61,360,287	\$32,455,665	44,945,417	12,489,753
Less: OPERATING EXPENDITURE					
Employee Costs	16,910,139	16,910,139	5,636,713	6,941,783	1,305,070
Materials And Contracts	22,982,229	24,857,256	8,285,752	9,248,726	962,974
Depreciation On Non Current Assets	15,511,700	15,511,700	5,170,567	0	-5,170,567
Insurance Expenses	1,201,700	1,201,700	400,567	1,666,451	1,265,884
Loss On Asset Disposal	0	0	0	0	0
Interest Expenses	170,348	170,348	56,783	40,578	-16,204
Utilities (Gas, Electricity, Water Etc)	2,416,200	2,416,200	805,400	749,720	-55,680
Other Expenditure	1,387,747	1,387,747	462,582	342,826	-119,757
<i>Sub Total</i>	\$60,580,063	\$62,455,090	\$20,818,363	18,990,083	-1,828,280
Less: Applicable To Capital Expenditure	0	0	0	0	0
<i>Total Operating Expenditure</i>	\$60,580,063	\$62,455,090	\$20,818,363	18,990,083	-1,828,280
NET PROFIT/(LOSS) RESULT	(\$391,615)	(\$1,094,803)	\$11,637,301	25,955,334	14,318,033
Other Comprehensive Income	\$0			0	
TOTAL COMPREHENSIVE INCOME	(\$391,615)	(\$1,094,803)	\$11,637,301	25,955,334	14,318,033

Rate Setting Statement
Operating Revenue and Expenses
For The Period Ending 31st December 2022

	Budget	Amended Budget	YTD Budget	YTD Actual
OPERATING REVENUE				
General Purpose Funding	31,281,472	31,281,472	37,640,704	28,309,080
Governance	66,400	215,795	107,874	3,464
Law, Order & Public Safety	189,100	189,100	94,530	138,158
Health	86,800	86,800	43,374	13,110
Education & Welfare	4,001	91,450	45,714	-
Housing	344,600	344,600	172,278	159,196
Community Amenities	6,804,536	6,804,536	3,402,240	3,410,827
Recreation and Culture	2,571,800	2,675,300	1,337,538	2,156,971
Transport	16,757,700	16,765,200	8,382,576	7,782,695
Economic Services	1,047,500	1,871,495	789,696	488,190
Other Property & Services	810,200	810,200	405,084	368,967
Total Operating Revenue	59,964,109	61,135,948	52,421,608	42,830,659
Less: OPERATING EXPENSES				
General Purpose Funding	531,069	574,734	287,340	98,980
Governance	2,017,254	2,535,147	1,614,230	4,511,941
Law, Order & Public Safety	1,218,110	1,218,110	744,223	197,809
Health	651,451	651,451	325,668	79,968
Education & Welfare	2,767,871	2,905,508	1,417,896	498,379
Housing	1,047,549	1,047,549	523,722	574,391
Community Amenities	6,852,977	6,852,977	3,426,210	3,174,312
Recreation and Culture	14,507,316	14,792,750	7,384,696	3,929,343
Transport	26,703,596	26,703,596	13,412,402	5,213,399
Economic Services	2,413,876	3,205,871	1,602,786	817,525
Other Property & Services	1,868,999	1,967,401	983,610	(105,510)
Total Operating Expenditure	60,580,068	62,455,094	31,722,783	18,990,538
Add:				
Capital Grants and Contributions	42,098,283	47,058,669	10,189,400	2,114,759
Sale of Assets	618,750	618,750	-	-
<i>Non - cash amounts excluded from operating activities</i>	15,511,700	15,511,700	2,585,283	-
	58,228,733	63,189,119	12,774,683	2,114,759
Less: CAPITAL WORKS PROGRAMME				
Governance	586,500	797,657	398,808	20,182
Law, Order & Public Safety	631,685	814,267	407,112	39,349
Health	-	-	-	-
Education & Welfare	108,000	262,635	104,107	28,282
Housing	2,413,000	2,607,377	1,303,686	1,244,475
Community Amenities	39,150,000	40,423,212	20,206,584	3,996,009
Recreation and Culture	4,242,503	6,050,855	3,025,326	1,718,443
Transport	25,131,564	30,278,554	11,369,200	10,530,592
Economic Services	743,000	1,185,588	592,782	6,735
Private Works Overhead	459,000	524,000	261,984	24,591
	73,465,252	82,944,145	37,669,589	17,608,659
Less: OTHER				
Repayments of Debentures	384,432	384,432	1,209,500	189,761
<i>Less Contributions to Loan Principal</i>	-	-	-	-
Transfers to Reserves	1,733,201	1,733,201	3,639,500	-
	2,117,633	2,117,633	4,849,000	189,761
Add: FUNDING SOURCES				
Reserves Utilised	2,969,611	6,295,604	2,999,800	-
Proceeds from New Debentures	15,000,000	15,000,000	4,700,000	-
Estimated Surplus/(Deficit) July 1 b/fwd	-	1,895,701	-	9,229,277
	17,969,611	23,191,305	7,699,800	9,229,277
Estimated Surplus/(Deficit) June 30 c/fwd	(500)	(500)	(1,345,281)	17,385,736

ADJUSTED NET CURRENT ASSETS

Adjusted Net Current Assets	Budget 2022/2023	YTD Actuals 2022/2023
Current Assets	\$	\$
Cash		
Municipal Fund Cash At Bank	12,275,742	5,539,942
Municipal Fund Cash On Hand		12,950
Municipal Fund Cash Invested	19,951,682	12,042,758
Reserve Funds	43,832,154	61,578,168
Total Cash	\$76,059,578	\$79,173,818
Stock on Hand		
Fuels	117,775	542,134
History Books	12,479	11,432
Martumili Baskets	15,229	15,767
Total Stock	\$145,483	\$569,332
Debtors		
Rates	6,283,475	7,974,123
Sundry Debtors		5,044,521
ATO	0	716,689
Aust Securities Commission	0	0
Total Debtors	\$6,283,475	\$13,735,334
Total Current Assets	\$82,488,536	\$93,478,484
Current Liabilities		
Creditors & Provisions		
Sundry Creditors	(\$7,631,318)	(\$5,597,919)
Accruals - Employee Entitlements	(\$1,172,391)	(\$1,245,399)
Accruals - Other	(\$1,132,588)	(\$6,227,394)
Trust Accounts	\$0	(\$1,245,565)
Tax Liability	\$0	(\$219,035)
ESL Levy	\$0	\$20,732
Other Liabilities	(\$2,391,628)	\$0
	(\$15,000,000)	
Total Current Liabilities	(\$27,327,925)	(\$14,514,580)
Total Net Current Assets	\$55,160,611	\$78,963,904
Less Restricted Cash - Reserves	\$55,160,611	\$61,578,168
Net Current Assets less Restricted Cash	\$0	\$17,385,736

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

NOTE 2

For The Period Ending 31st December 2022

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 2021/22 year is \$10,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
VARIANCE BY FUNCTION & ACTIVITY	\$	%			
<u>Revenue from operating activities</u>					
General Purpose Funding - Other	779,933	52	▼	Timing	Rates levied.
Law, Order & Public Safety	109,012	44	▼	Timing	Security Charge levied.
Health	30,264	70	▼	Timing	Health Fees to be raised
Education and Welfare	97,212	na	▼	Timing	Timing of Grant income
Community Amenities	14,065,311	78	▼	Timing	WWTP contribution not received.
Recreation and Culture	615,634	22	▼	Timing	Ed Dept grant not received . Aquatics closed.
Transport	6,347,061	40	▼	Timing	Road Funding & Airport Contrib not yet received
Economic Services	304,068	38	▼	Timing	Tourism revenues (parks and camping)
					Expenditure Variances also due to depreciation journals not yet posted.
<u>Expenditure from operating activities</u>					
Governance	(289,771)	(180)	▲	Timing	Internal allocations & depreciation to be processed
General Purpose Funding	188,360	66	▼	Timing	No rates write offs or project expenditure incurred.
Law, Order and Public Safety	546,414	73	▼	Timing	Internal & depreciation charges to be processed.
Health	245,700	75	▼	Timing	Salaries & wages, operating expenditure, down on budget.
Education and Welfare	919,517	65	▼	Timing	Internal & depreciation charges to be processed.
Housing	(50,669)	(10)	▲	Timing	Internal & depreciation charges to be processed.
Recreation and Culture	3,466,353	47	▼	Timing	Internal & depreciation charges to be processed.
Transport	8,272,631	61	▼	Timing	Internal & depreciation charges to be processed.
Economic Services	785,261	49	▼	Timing	Airport contract payment timing
Other Property and Services	1,089,120	111	▼	Timing	Salaries & wages, operating expenditure, down on budget.
					Internal charges to be processed.
VARIANCE BY NATURE & TYPE					
<u>Operating Revenue</u>					
Grants And Subsidies	2,732,076	(257)	▲	Timing	ahead of forecasts due to timing used for Budget
Contributions, Reimb. & Donations	-	na			
Fees and Charges	8,563,127	(215)	▲		ahead of forecasts due to timing used for Budget
Interest	(176,671)	99	▼	Timing	Interest earnings not accrued
Other Revenue/Income	967,431	(391)	▲	Timing	ahead of forecasts due to timing used for Budget , may need some reclassifying of transactions
<u>Operating Expenditure</u>					
Employee Costs	1,305,070	(146)	▲		Timing is incorrect, actual is below budget
Materials And Contracts	962,974	(123)	▲	Timing	Late adoption of 2022/2023 annual budget
Depreciation On Non Current Assets	(5,170,567)	100	▼		finalising Revaluation before calculating Depreciation for 22/23
Insurance Expenses	1,265,884	(89)	▲	Timing	Insurance premiums paid upfront
Interest Expenses	(16,204)	(43)	▲	Timing	Minor Variation to loans due to incorrect spread
Utilities (Gas, Electricity, Water Etc)	(55,680)	(86)	▲	Timing	Utilities not accrued
Other Expenditure	(119,757)	(48)	▲	Timing	

Shire Of East Pilbara

Monthly Financial Statements

For The Period Ending 31st January 2023

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Produced

9/02/2023 22:09

SHIRE OF EAST PILBARA
Statement of Financial Activity By Nature and Type
For The Period Ending 31st January 2023

Description	2022/2023 Adopted Budget	2022/2023 Amended Budget	2022/2023 YTD Budget	2022/2023 YTD Actual	Monthly Budget vs Actual \$ Variance
OPERATING REVENUE					
Rates	28,202,472	28,202,472	26,929,362	27,943,112	1,013,750
Grants And Subsidies	5,207,450	6,379,289	1,063,215	4,308,728	3,245,513
Gain On Asset Disposals	223,839	223,839	37,307	0	-37,307
Fees and Charges	23,881,336	23,881,336	3,980,223	14,201,672	10,221,449
Interest	1,065,450	1,065,450	177,575	904	-176,671
Other Revenue/Income	1,483,101	1,483,101	247,184	1,258,205	1,011,021
Service Charges	124,800	124,800	20,800	0	-20,800
<i>Total Operating Revenue</i>	\$60,188,448	\$61,360,287	\$32,455,665	47,712,621	15,256,956
Less: OPERATING EXPENDITURE					
Employee Costs	16,910,139	16,910,139	5,636,713	8,299,210	2,662,497
Materials And Contracts	22,982,229	24,857,256	8,285,752	10,270,597	1,984,845
Depreciation On Non Current Assets	15,511,700	15,511,700	5,170,567	0	-5,170,567
Insurance Expenses	1,201,700	1,201,700	400,567	1,497,279	1,096,712
Loss On Asset Disposal	0	0	0	0	0
Interest Expenses	170,348	170,348	56,783	49,092	-7,691
Utilities (Gas, Electricity, Water Etc)	2,416,200	2,416,200	805,400	893,027	87,627
Other Expenditure	1,387,747	1,387,747	462,582	434,647	-27,936
<i>Sub Total</i>	\$60,580,063	\$62,455,090	\$20,818,363	21,443,851	625,488
Less: Applicable To Capital Expenditure	0	0	0	0	0
<i>Total Operating Expenditure</i>	\$60,580,063	\$62,455,090	\$20,818,363	21,443,851	625,488
NET PROFIT/(LOSS) RESULT	(\$391,615)	(\$1,094,803)	\$11,637,301	26,268,770	14,631,469
Other Comprehensive Income	\$0			0	
TOTAL COMPREHENSIVE INCOME	(\$391,615)	(\$1,094,803)	\$11,637,301	26,268,770	14,631,469

Rate Setting Statement
Operating Revenue and Expenses
For The Period Ending 31st January 2023

	Budget	Amended Budget	YTD Budget	YTD Actual
OPERATING REVENUE				
General Purpose Funding	31,281,472	31,281,472	40,247,488	28,864,972
Governance	66,400	215,795	125,853	13,408
Law, Order & Public Safety	189,100	189,100	110,285	142,334
Health	86,800	86,800	50,603	13,835
Education & Welfare	4,001	91,450	53,333	-
Housing	344,600	344,600	200,991	226,338
Community Amenities	6,804,536	6,804,536	3,969,280	3,712,107
Recreation and Culture	2,571,800	2,675,300	1,560,461	2,302,347
Transport	16,757,700	16,765,200	9,779,672	8,947,790
Economic Services	1,047,500	1,871,495	921,312	510,537
Other Property & Services	810,200	810,200	472,598	374,299
Total Operating Revenue	59,964,109	61,135,948	57,491,876	45,107,967
Less: OPERATING EXPENSES				
General Purpose Funding	531,069	574,734	335,230	116,884
Governance	2,017,254	2,535,147	1,767,613	4,098,276
Law, Order & Public Safety	1,218,110	1,218,110	823,186	269,662
Health	651,451	651,451	379,946	99,987
Education & Welfare	2,767,871	2,905,508	1,654,162	609,325
Housing	1,047,549	1,047,549	611,009	655,506
Community Amenities	6,852,977	6,852,977	3,997,245	3,496,813
Recreation and Culture	14,507,316	14,792,750	8,617,312	4,685,660
Transport	26,703,596	26,703,596	15,525,119	6,535,087
Economic Services	2,413,876	3,205,871	1,869,917	1,087,270
Other Property & Services	1,868,999	1,967,401	1,147,545	(209,522)
Total Operating Expenditure	60,580,068	62,455,094	36,728,284	21,444,947
Add:				
Capital Grants and Contributions	42,098,283	47,058,669	10,189,400	2,604,654
Sale of Assets	618,750	618,750	-	-
<i>Non - cash amounts excluded from operating activities</i>	15,511,700	15,511,700	2,585,283	-
	58,228,733	63,189,119	12,774,683	2,604,654
Less: CAPITAL WORKS PROGRAMME				
Governance	586,500	797,657	465,276	74,614
Law, Order & Public Safety	631,685	814,267	474,964	39,349
Health	-	-	-	-
Education & Welfare	108,000	262,635	113,458	7,435
Housing	2,413,000	2,607,377	1,520,967	1,256,611
Community Amenities	39,150,000	40,423,212	23,574,348	3,996,009
Recreation and Culture	4,242,503	6,050,855	3,529,547	1,735,943
Transport	25,131,564	30,278,554	11,369,200	10,715,706
Economic Services	743,000	1,185,588	691,579	6,735
Private Works Overhead	459,000	524,000	305,648	133,428
	73,465,252	82,944,145	42,044,987	17,965,830
Less: OTHER				
Repayments of Debentures	384,432	384,432	1,209,500	189,761
<i>Less Contributions to Loan Principal</i>	-	-	-	-
Transfers to Reserves	1,733,201	1,733,201	3,639,500	-
	2,117,633	2,117,633	4,849,000	189,761
Add: FUNDING SOURCES				
Reserves Utilised	2,969,611	6,295,604	2,999,800	-
Proceeds from New Debentures	15,000,000	15,000,000	4,700,000	-
Estimated Surplus/(Deficit) July 1 b/fwd	-	1,895,701	-	9,229,277
	17,969,611	23,191,305	7,699,800	9,229,277
Estimated Surplus/(Deficit) June 30 c/fwd	(500)	(500)	(5,655,912)	17,341,360

ADJUSTED NET CURRENT ASSETS

Adjusted Net Current Assets	Budget 2022/2023	YTD Actuals 2022/2023
Current Assets	\$	\$
Cash		
Municipal Fund Cash At Bank	12,275,742	5,578,750
Municipal Fund Cash On Hand		12,950
Municipal Fund Cash Invested	19,951,682	12,042,758
Reserve Funds	43,832,154	61,578,168
Total Cash	\$76,059,578	\$79,212,626
Stock on Hand		
Fuels	117,775	546,410
History Books	12,479	11,432
Martumili Baskets	15,229	15,767
Total Stock	\$145,483	\$573,608
Debtors		
Rates	6,283,475	7,740,775
Sundry Debtors		3,832,422
ATO	0	716,689
Aust Securities Commission	0	0
Total Debtors	\$6,283,475	\$12,289,886
Total Current Assets	\$82,488,536	\$92,076,120
Current Liabilities		
Creditors & Provisions		
Sundry Creditors	(\$7,631,318)	(\$4,063,352)
Accruals - Employee Entitlements	(\$1,172,391)	(\$1,245,399)
Accruals - Other	(\$1,132,588)	(\$6,294,001)
Trust Accounts	\$0	(\$1,206,249)
Tax Liability	\$0	(\$517,566)
ESL Levy	\$0	\$169,974
Other Liabilities	(\$2,391,628)	\$0
	(\$15,000,000)	
Total Current Liabilities	(\$27,327,925)	(\$13,156,592)
Total Net Current Assets	\$55,160,611	\$78,919,528
Less Restricted Cash - Reserves	\$55,160,611	\$61,578,168
Net Current Assets less Restricted Cash	\$0	\$17,341,360

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For The Period Ending 31st January 2023

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 2021/22 year is \$10,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
VARIANCE BY FUNCTION & ACTIVITY	\$	%			
<u>Revenue from operating activities</u>					
General Purpose Funding - Other	1,028,265	59	▼	Timing	Rates levied.
Law, Order & Public Safety	146,031	51	▲	Timing	Security Charge levied.
Health	36,768	73		Timing	Health Fees to be raised
Education and Welfare	113,414	na	▼	Timing	Timing of Grant income
Housing	(25,347)	(13)	▼	Timing	
Community Amenities	16,760,054	80	▼	Timing	WWTP contribution not received.
Recreation and Culture	937,081	29	▼	Timing	Ed Dept grant not received . Aquatics closed.
Transport	7,311,316	40	▼	Timing	Road Funding & Airport Contrib not yet received
Economic Services	413,764	45	▲	Timing	Tourism revenues (parks and camping)
					Expenditure Variances also due to depreciation journals not yet posted.
<u>Expenditure from operating activities</u>					
Governance	(233,066)	(132)	▼	Timing	Internal allocations & depreciation to be processed
General Purpose Funding	218,346	65	▼	Timing	No rates write offs or project expenditure incurred.
Law, Order and Public Safety	553,524	67	▼	Timing	Internal & depreciation charges to be processed.
Health	279,959	74	▼	Timing	Salaries & wages, operating expenditure, down on budget.
Education and Welfare	1,044,837	63	▼	Timing	Internal & depreciation charges to be processed.
Housing	(44,497)	(7)	▼	Timing	Internal & depreciation charges to be processed.
Community Amenities	500,432	13	▼	Timing	Salaries & wages, operating expenditure, down on budget. Container deposit scheme under budget.
Recreation and Culture	3,942,652	46	▼	Timing	Internal & depreciation charges to be processed.
Transport	9,086,678	58	▼	Timing	Internal & depreciation charges to be processed.
Economic Services	782,647	42	▼	Timing	Airport contract payment timing
Other Property and Services	1,357,067	118	▼	Timing	Salaries & wages, operating expenditure, down on budget.
					Internal charges to be processed.
VARIANCE BY NATURE & TYPE					
<u>Operating Revenue</u>					
Grants And Subsidies	3,245,513	(305)	▲	Timing	ahead of forecasts due to timing used for Budget
Contributions, Reimb. & Donations	-	na			
Fees and Charges	10,221,449	(257)	▲		ahead of forecasts due to timing used for Budget
Interest	(176,671)	99	▼	Timing	Interest earnings not accrued
Other Revenue/Income	1,011,021	(409)	▲	Timing	ahead of forecasts due to timing used for Budget , may need some reclassifying of transactions
<u>Operating Expenditure</u>					
Materials And Contracts	1,984,845	(148)	▼	Timing	Late adoption of 2022/2023 annual budget
Depreciation On Non Current Assets	(5,170,567)	100	▼		finalising Revaluation before calculating Depreciation for 22/23
Insurance Expenses	1,096,712	(70)	▲	Timing	Insurance premiums paid upfront
Interest Expenses	(7,691)	(73)	▼	Timing	Minor Variation to loans due to incorrect spread
Utilities (Gas, Electricity, Water Etc)	87,627	(122)	▲	Timing	Utilities not accrued
Other Expenditure	(27,936)	(88)	▼	Timing	

APPENDIX 3



Shire of EAST
Pilbara
AUSTRALIA'S LARGEST SHIRE

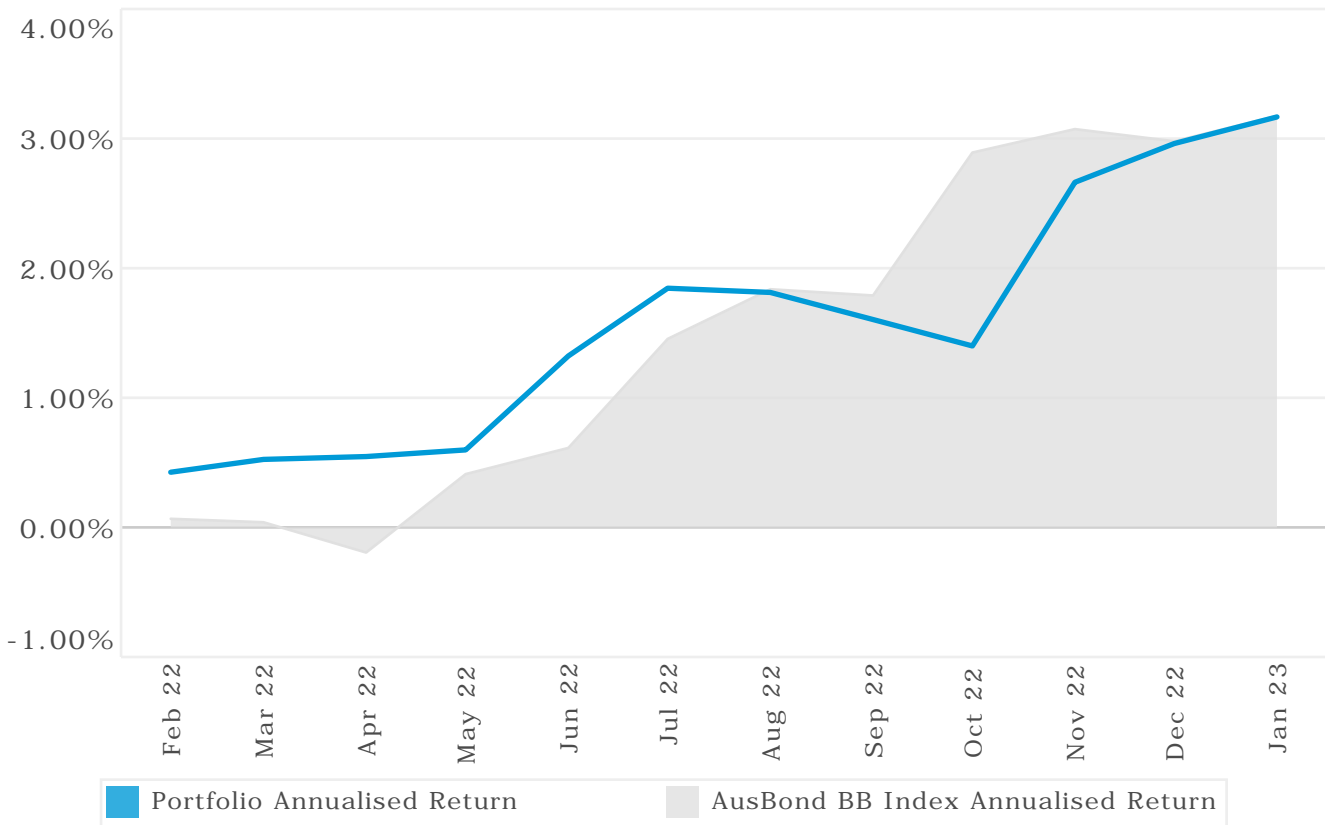
Investment Summary Report January 2023



Investment Holdings

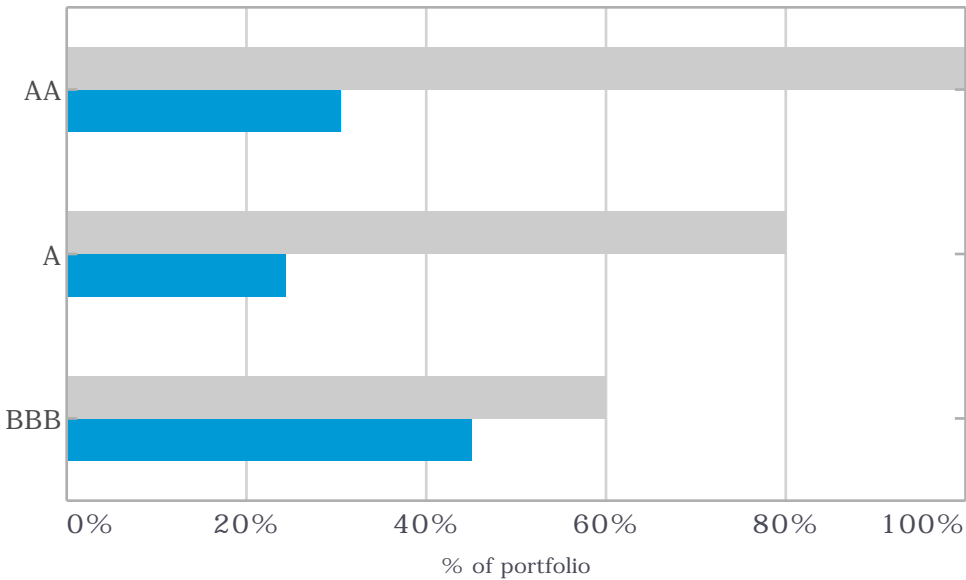
	Face Value (\$)	Current Value (\$)	Current Yield (%)
Cash	7,985,835	7,985,835	0.2940
Term Deposit	68,500,000	69,390,688	3.5718
	76,485,835	77,376,523	3.2296

Investment Performance

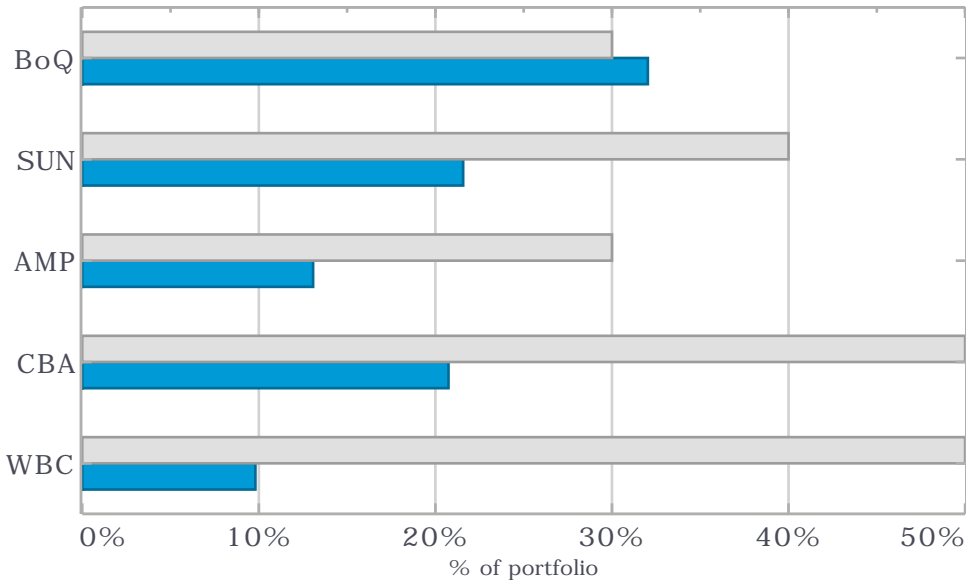


Investment Policy Compliance

Total Credit Exposure



Individual Institutional Exposures



Term to Maturities

	Face Value (\$)	Policy Max
Between 0 and 1 years	76,485,835	100%
	76,485,835	

g Portfolio Exposure

g Investment Policy Limit

Shire of East Pilbara
Investment Holdings Report - January 2023



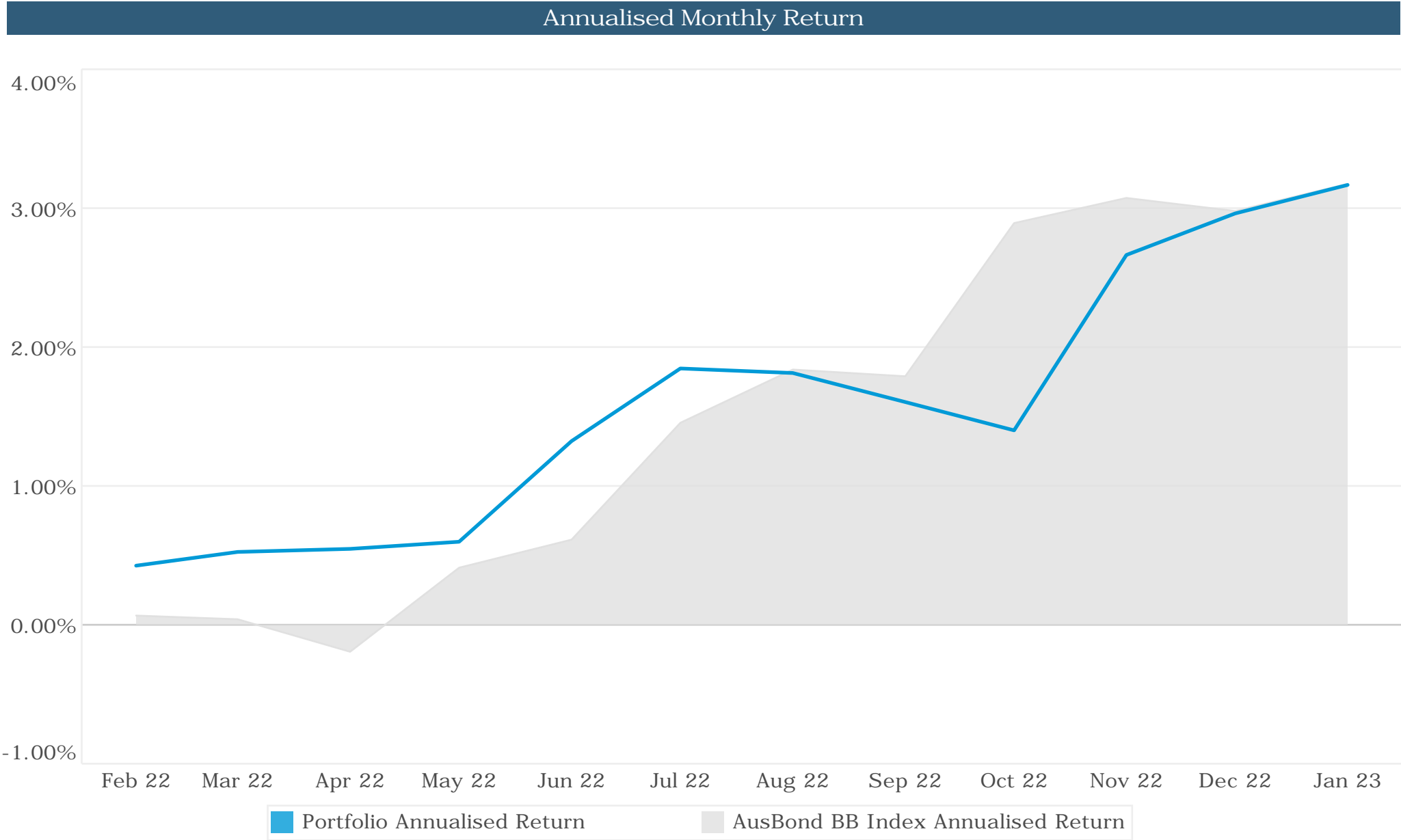
Cash Accounts										
	Face Value (\$)	Current Rate (%)	Institution	Credit Rating			Current Value (\$)	Deal No.		Reference
	1,121,333.04	2.0939%	Macquarie Bank	A+			1,121,333.04	541691		Accelerator
	6,864,501.82	0.0000%	Bankwest	AA-			6,864,501.82	541653		
	7,985,834.86	0.2940%					7,985,834.86			

Term Deposits											
Maturity Date	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
10-Feb-23	1,500,000.00	2.5500%	Bank of Queensland	BBB+	1,500,000.00	13-May-22	1,527,665.75	542773	27,665.75	At Maturity	
10-Feb-23	1,500,000.00	2.6500%	Bankwest	AA-	1,500,000.00	12-May-22	1,528,859.59	542771	28,859.59	At Maturity	
23-Feb-23	5,000,000.00	2.8000%	ME Bank	BBB+	5,000,000.00	27-May-22	5,095,890.41	542806	95,890.41	At Maturity	
9-Mar-23	10,000,000.00	1.1000%	Bank of Queensland	BBB+	10,000,000.00	10-Mar-22	10,098,849.32	542428	98,849.32	At Maturity	
10-Mar-23	1,000,000.00	1.0000%	Macquarie Bank	A+	1,000,000.00	10-Mar-22	1,008,986.30	542429	8,986.30	At Maturity	
12-Apr-23	3,000,000.00	3.9200%	Suncorp Bank	A+	3,000,000.00	11-Nov-22	3,026,419.73	543542	26,419.73	At Maturity	
20-Apr-23	2,500,000.00	4.0000%	Suncorp Bank	A+	2,500,000.00	23-Nov-22	2,519,178.08	543582	19,178.08	At Maturity	
10-May-23	3,000,000.00	4.1300%	Suncorp Bank	A+	3,000,000.00	11-Nov-22	3,027,835.07	543543	27,835.07	At Maturity	
1-Jun-23	5,000,000.00	3.1300%	Commonwealth Bank of Australia	AA-	5,000,000.00	1-Jun-22	5,105,047.95	542826	105,047.95	At Maturity	
14-Jun-23	3,000,000.00	4.1400%	Suncorp Bank	A+	3,000,000.00	11-Nov-22	3,027,902.47	543544	27,902.47	At Maturity	
15-Jun-23	8,000,000.00	4.1500%	Bank of Queensland	BBB+	8,000,000.00	15-Jun-22	8,210,115.07	542870	210,115.07	At Maturity	
21-Jun-23	5,000,000.00	4.5500%	AMP Bank	BBB	5,000,000.00	22-Nov-22	5,044,253.42	543570	44,253.42	At Maturity	
18-Jul-23	5,000,000.00	4.4700%	Suncorp Bank	A+	5,000,000.00	11-Jan-23	5,012,858.90	543696	12,858.90	At Maturity	
4-Nov-23	5,000,000.00	4.7200%	Westpac Group	AA-	5,000,000.00	4-Nov-22	5,057,545.21	543568	57,545.21	At Maturity	
7-Nov-23	5,000,000.00	4.8000%	AMP Bank	BBB	5,000,000.00	7-Nov-22	5,056,547.95	543521	56,547.95	At Maturity	
8-Nov-23	2,500,000.00	4.7000%	Westpac Group	AA-	2,500,000.00	8-Nov-22	2,527,363.01	543569	27,363.01	At Maturity	
12-Dec-23	2,500,000.00	4.4000%	Commonwealth Bank of Australia	AA-	2,500,000.00	12-Dec-22	2,515,369.86	543646	15,369.86	At Maturity	
	68,500,000.00	3.5718%			68,500,000.00		69,390,688.09		890,688.09		

Shire of East Pilbara
Accrued Interest Report - January 2023



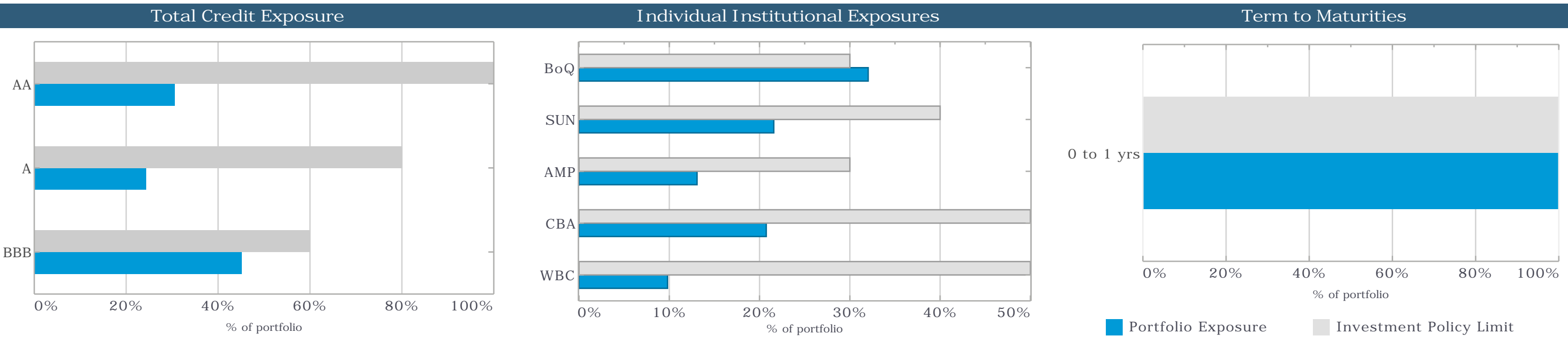
Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Yield (% pa)
Cash									
Bankwest	541653					0.00	0	0.00	0.00%
Macquarie Bank	541691					1,971.84	0	1,971.84	2.09%
						1,971.84		1,971.84	0.29%
Term Deposits									
Bankwest	542221		10,637,421.35	4-Jan-22	4-Jan-23	58,505.82	3	480.87	0.55%
Bank of Queensland	542773		1,500,000.00	13-May-22	10-Feb-23	0.00	31	3,248.63	2.55%
Bankwest	542771		1,500,000.00	12-May-22	10-Feb-23	0.00	31	3,376.03	2.65%
ME Bank	542806		5,000,000.00	27-May-22	23-Feb-23	0.00	31	11,890.41	2.80%
Bank of Queensland	542428		10,000,000.00	10-Mar-22	9-Mar-23	0.00	31	9,342.47	1.10%
Macquarie Bank	542429		1,000,000.00	10-Mar-22	10-Mar-23	0.00	31	849.31	1.00%
Suncorp Bank	543542		3,000,000.00	11-Nov-22	12-Apr-23	0.00	31	9,987.95	3.92%
Suncorp Bank	543582		2,500,000.00	23-Nov-22	20-Apr-23	0.00	31	8,493.15	4.00%
Suncorp Bank	543543		3,000,000.00	11-Nov-22	10-May-23	0.00	31	10,523.02	4.13%
AMP Bank	543570		5,000,000.00	22-Nov-22	21-Jun-23	0.00	31	19,321.91	4.55%
Bank of Queensland	542870		8,000,000.00	15-Jun-22	15-Jun-23	0.00	31	28,197.26	4.15%
Commonwealth Bank of Australia	542826		5,000,000.00	1-Jun-22	1-Jun-23	0.00	31	13,291.79	3.13%
Suncorp Bank	543544		3,000,000.00	11-Nov-22	14-Jun-23	0.00	31	10,548.50	4.14%
Suncorp Bank	543696		5,000,000.00	11-Jan-23	18-Jul-23	0.00	21	12,858.90	4.47%
AMP Bank	543521		5,000,000.00	7-Nov-22	7-Nov-23	0.00	31	20,383.57	4.80%
Westpac Group	543568		5,000,000.00	4-Nov-22	4-Nov-23	0.00	31	20,043.84	4.72%
Westpac Group	543569		2,500,000.00	8-Nov-22	8-Nov-23	0.00	31	9,979.45	4.70%
Commonwealth Bank of Australia	543646		2,500,000.00	12-Dec-22	12-Dec-23	0.00	31	9,342.46	4.40%
						58,505.82		202,159.52	3.50%
Grand Totals						60,477.66		204,131.36	3.17%



Historical Performance Summary (% pa)			
	Portfolio	Annualised BB Index	Outperformance
Jan 2023	3.17%	3.18%	-0.01%
Last 3 months	2.93%	3.08%	-0.15%
Last 6 months	2.27%	2.63%	-0.36%
Financial Year to Date	2.21%	2.46%	-0.25%
Last 12 months	1.58%	1.52%	0.06%

Shire of East Pilbara

Investment Policy Compliance Report - January 2023



Credit Rating Group	Face Value (\$)		Policy Max	
AA	23,364,502	31%	100%	a
A	18,621,333	24%	80%	a
BBB	34,500,000	45%	60%	a
	76,485,835			

Institution	% of portfolio	Investment Policy Limit	
Bank of Queensland (BBB+)	35%	30%	r
Suncorp Bank (A+)	24%	40%	a
AMP Bank (BBB)	14%	30%	a
Commonwealth Bank of Australia (AA-)	23%	50%	a
Westpac Group (AA-)	11%	50%	a
Macquarie Bank (A+)	3%	40%	a

	Face Value (\$)		Policy Max	
Between 0 and 1 years	76,485,835	100%	100%	a
	76,485,835			

a = compliant

r = non-compliant

Shire of East Pilbara

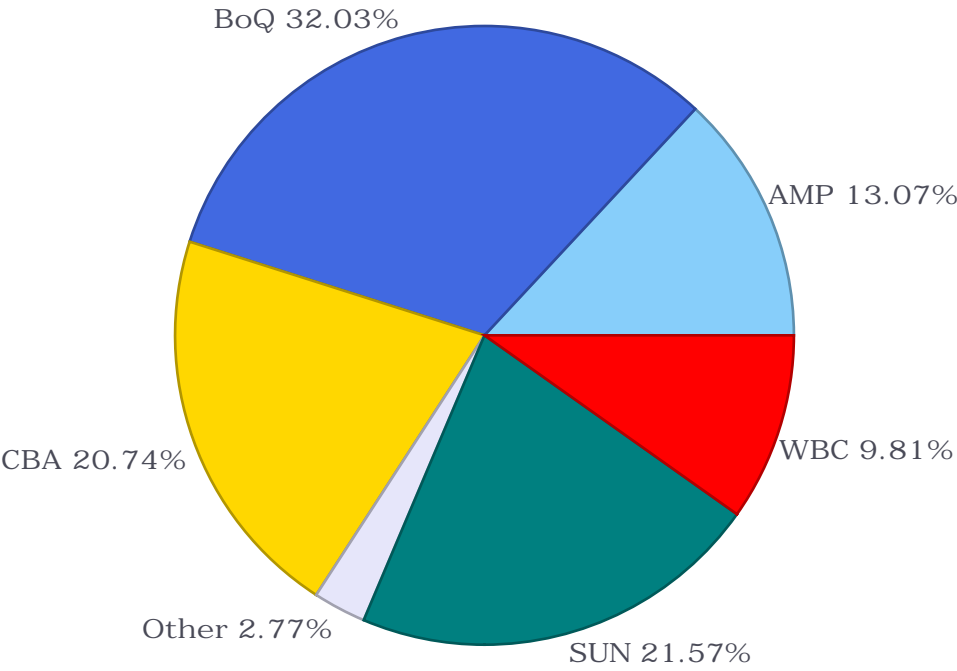
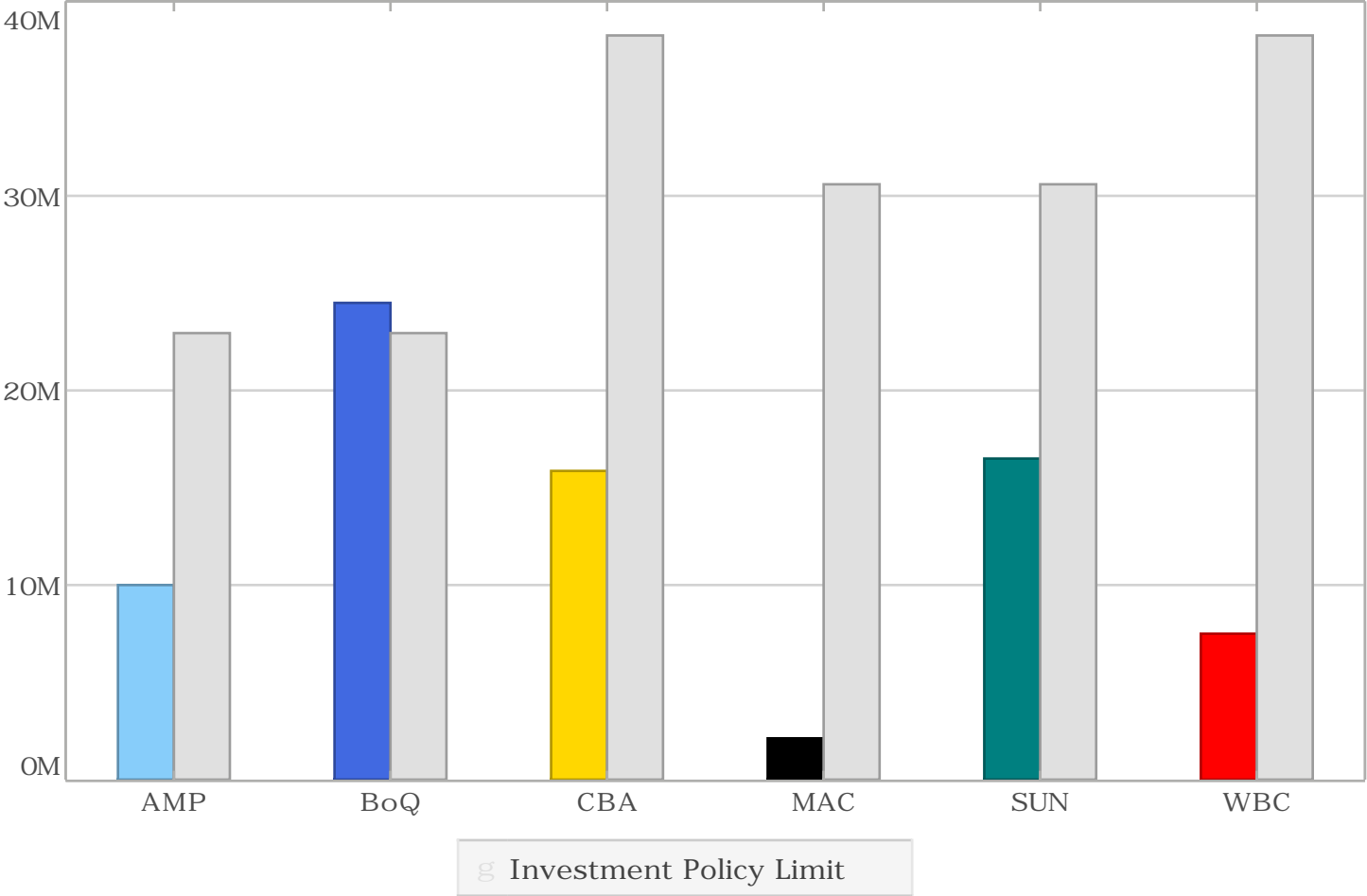
Individual Institutional Exposures Report - January 2023



Individual Insitutional Exposures

Individual Insitutional Exposure Charts

	Current Exposures		Policy Limit		Capacity
AMP Bank (BBB)	10,000,000	13%	22,945,750	30%	12,945,750
Bank of Queensland (BBB+)	24,500,000	32%	22,945,750	30%	-1,554,250
Commonwealth Bank of Australia (AA-)	15,864,502	21%	38,242,917	50%	22,378,415
Macquarie Bank (A+)	2,121,333	3%	30,594,334	40%	28,473,001
Suncorp Bank (A+)	16,500,000	22%	30,594,334	40%	14,094,334
Westpac Group (AA-)	7,500,000	10%	38,242,917	50%	30,742,917
	76,485,835				



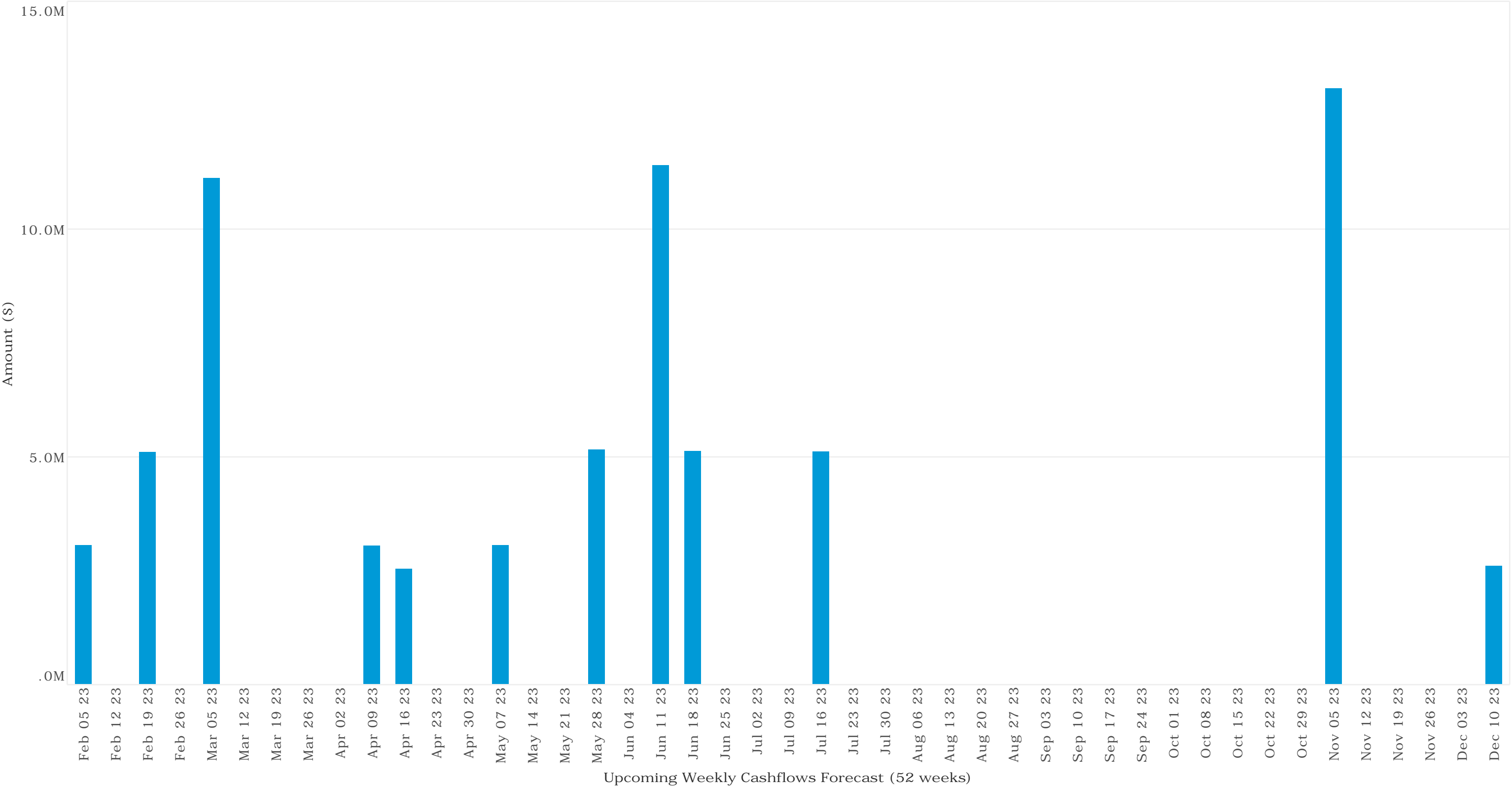
Shire of East Pilbara
Cashflows Report - January 2023



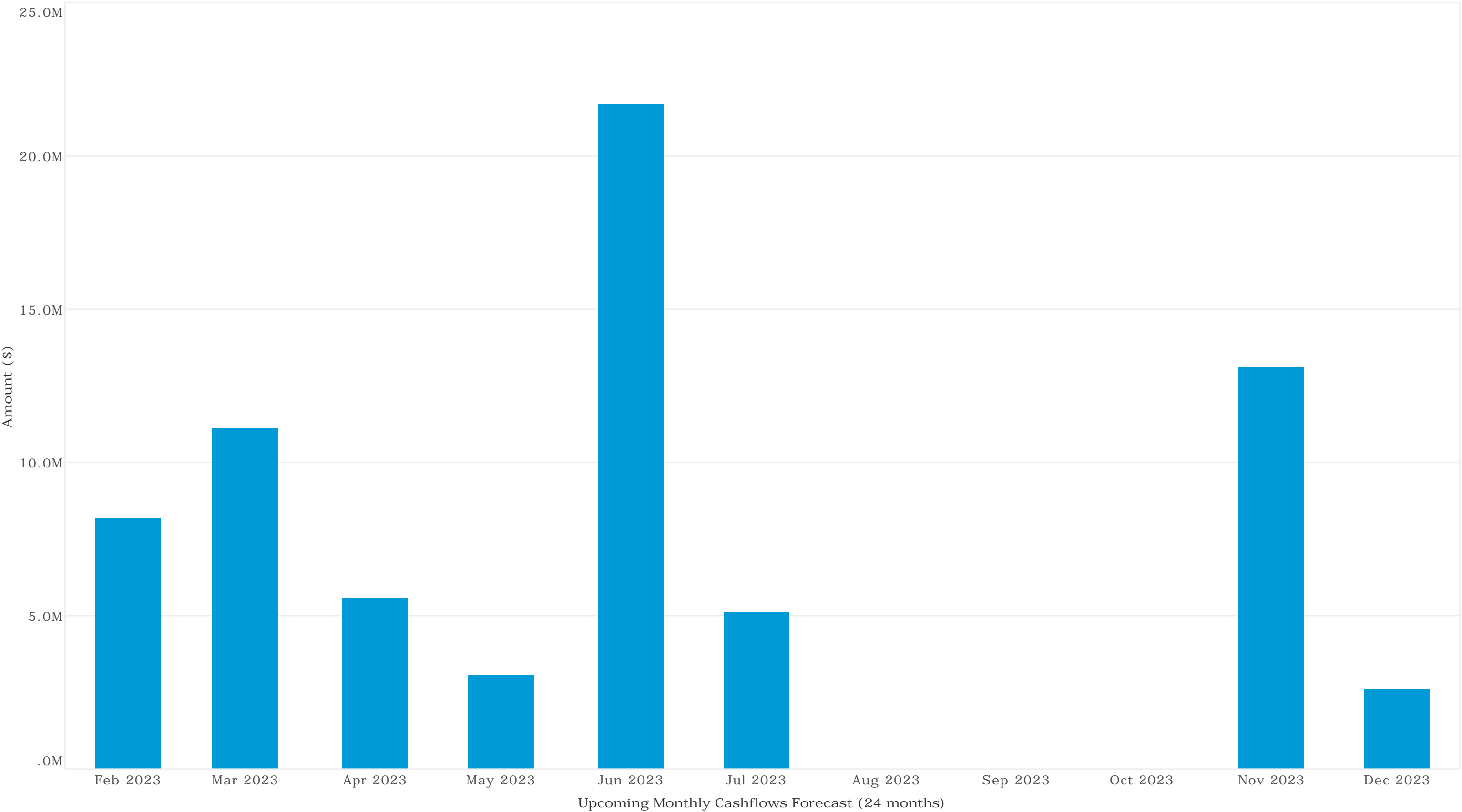
Actual Cashflows for January 2023						
Date	Deal No.		Cashflow Counterparty	Asset Type	Cashflow Description	Amount
4-Jan-23	542221		Bankwest	Term Deposit	Maturity: Face Value	10,637,421.00
			Bankwest	Term Deposit	Maturity: Interest Received/Paid	58,505.82
					Deal Total	10,695,926.82
					Day Total	10,695,926.82
11-Jan-23	543696		Suncorp Bank	Term Deposit	Settlement: Face Value	-5,000,000.00
					Deal Total	-5,000,000.00
					Day Total	-5,000,000.00
					Total for Month	5,695,926.82

Forecast Cashflows for February 2023						
Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount	
10-Feb-23	542771	Bankwest	Term Deposit	Maturity: Face Value	1,500,000.00	
		Bankwest	Term Deposit	Maturity: Interest Received/Paid	29,839.73	
		<u>Deal Total</u>			<u>1,529,839.73</u>	
10-Feb-23	542773	Bank of Queensland	Term Deposit	Maturity: Face Value	1,500,000.00	
		Bank of Queensland	Term Deposit	Maturity: Interest Received/Paid	28,608.90	
		<u>Deal Total</u>			<u>1,528,608.90</u>	
Day Total					3,058,448.63	
23-Feb-23	542806	ME Bank	Term Deposit	Maturity: Face Value	5,000,000.00	
		ME Bank	Term Deposit	Maturity: Interest Received/Paid	104,328.77	
		<u>Deal Total</u>			<u>5,104,328.77</u>	
Day Total					5,104,328.77	
<u>Total for Month</u>					<u>8,162,777.40</u>	

Shire of East Pilbara
Cashflows Report - January 2023



Shire of East Pilbara
Cashflows Report - January 2023



Cr Smith's MS Teams network connection was re-established at 11.07am.

11.2.3 CREDITORS FOR PAYMENT

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Steve Leeson
Director Corporate Services

Proposed Meeting Date: 24 January 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 11)

Moved: Cr Anick

Seconded: Cr Landy

That Council endorses the below payments for the period of 1 December 2022 to 31 January 2023:

EFT Payments	\$10,843,441.84
MasterCard	\$ 38,770.19
Direct Payments	\$ 251,086.87

**CARRIED UNANIMOUSLY
RECORD OF VOTE: 8/0**

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer, Mortimer and Smith

Against: Nil

REPORT PURPOSE

To seek Council endorsement of payment to creditors.

BACKGROUND

As per the attachment list, outlines payments made to creditors since the Council meeting on 16 December 2022.

COMMENTS/OPTIONS/DISCUSSIONS

FUND	VOUCHER	AMOUNT
EFT Payments	EFT66508 – EFT67317	\$10,843,441.84
MasterCard		\$38,770.19
Direct Debit Payments	DD17572.1 – DD17767.3	\$251,086.87
GRAND TOTAL		<u>\$11,133,298.90</u>

Please note the Shire's accounts payable system allows only a limited field for the description of goods/services purchased, therefore the description shown on the attached Schedule of Accounts may not be shown in its entirety.

CANCELLED AND UNUSED CHEQUES:

Unused Cheques

Nil

Cancelled Cheques & EFTs

Nil

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

3.12 Corporate Credit Card

3.14 Procurement and Tender Procedures Policy

STRATEGIC COMMUNITY PLAN

5: Governance

Governance:

- G1 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources.
- G1.1 Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.
- G1.4 Ensure a high standard of organisational management and effectiveness

RISK MANAGEMENT CONSIDERATIONS

Compliance – Medium – Breach of *Local Government Act 1995*.

FINANCIAL IMPLICATIONS

Total expenses of \$11,133,298.90

VOTING REQUIREMENTS

Simple Majority.

APPENDIX 1

SHIRE OF EAST PILBARA EFT Payments

Reference	Date	Name	Description	Amount
EFT66509	01/12/2022	TELSTRA	Telstra Charges 11 Nov to 10 Dec	\$ 10,928.01
EFT66510	01/12/2022	AEROSWEEP PTY LTD	FOD BOSS Ultimate Sweeper Inc Gloves, Operational Manual - 120 Groundforce Tow Hitch and Carry Strap - Hitch Bar, T/Ball Adapter and Carry Storage Roller Bag.	\$ 22,572.90
EFT66511	01/12/2022	ALL-RID PEST MANAGEMENT	SAI termite barrier treatment	\$ 3,747.36
EFT66512	01/12/2022	ALLIED PICKFORDS (SIRVA PTY LTD)	Relocation expenses	\$ 6,242.50
EFT66513	01/12/2022	AVIAIR	Sponsorship Contribution for the Provision of Inter-Regional Regular Public Transport Air Services Monthly - August 2022 to December 2022	\$ 95,516.80
EFT66514	01/12/2022	Annabell Landy	Travel Expenses Claim	\$ 512.42
EFT66515	01/12/2022	Aurora Information Technology Pty Ltd	Aurora LMS License & Support July 22 to June 23 - 5 Licenses	\$ 9,774.49
EFT66516	01/12/2022	Austindo Engineering Pty Ltd	Painting as per scope of works	\$ 22,643.78
EFT66517	01/12/2022	Autopro Newman	Supply UFC Handheld Radio - Twin Pack as per quote 9742	\$ 1,597.00
EFT66518	01/12/2022	BHP BILLITON IRON ORE PTY LTD	Electricity Charges 160622 to 140822	\$ 73,121.92
EFT66519	01/12/2022	BRIDGETOWN DESIGN AND PRINT	1000 Aquatic Price Centre Cards, set up/ artwork 1 hours	\$ 522.50
EFT66520	01/12/2022	BUDGET CAR & TRUCK RENTAL PERTH	Car hire	\$ 2,509.11
EFT66521	01/12/2022	Beyond Clarity	Supply GO9-LTMLS Hardware	\$ 19,803.30
EFT66522	01/12/2022	Blackwoods	Supply goods as per quotation 210124505700	\$ 3,145.86
EFT66523	01/12/2022	CADD Building Construction and Maintenance Pty Ltd	Relocation of window and doors Works as per quote	\$ 15,154.15
EFT66524	01/12/2022	CM Technology Group t/a Trading as CMTG Networks	Veeam Backup including Offline Tape Storage - Backup/Storage - July 22 to June 23	\$ 1,496.56
EFT66525	01/12/2022	COATES HIRE OPERATIONS PTY LTD	Equipment Hire Quote number 1376125	\$ 109.06
EFT66526	01/12/2022	CUSTOMER FIRST CONTRACTING PTY LTD	Solar panels damaged by vandalism	\$ 26,522.39
EFT66527	01/12/2022	Centurion Transport Co Pty Ltd	Sigma Chemical Delivery to Pool	\$ 1,287.54
EFT66528	01/12/2022	Corporate Travel Management Group Pty Ltd	June 2022 Travel and accommodation expenses	\$ 13,518.00
EFT66529	01/12/2022	Corsign WA Pty Ltd	Purchase of roadwork signs for Newman, Nullagine, Marble Bar	\$ 6,441.05
EFT66530	01/12/2022	Crawford Realty Newman	Rent - Staff Accommodation	\$ 630.00
EFT66531	01/12/2022	DATA#3 LTD	CBS350-24P-4G-AU - Cisco SmartNET Renewal 8x5xNBD for CBS350 Switch - FOC2543YRCV - CCTV Switch	\$ 87.68
EFT66532	01/12/2022	Darren Field	Community and sports awards. Production and live music	\$ 1,200.00
EFT66533	01/12/2022	Department of Mines, Industry Regulation and Safety (Building and Energy)	BSL August - October 2022	\$ 2,781.48
EFT66534	01/12/2022	Department of Water and Environmental Regulation	Annual Licence Fee	\$ 1,042.80
EFT66535	01/12/2022	Dick Tracey Contracting Pty Ltd	Vegetation maintenance in Newman	\$ 92,746.50
EFT66536	01/12/2022	Dina Hosking	Reimbursement	\$ 13.00

EFT66537	01/12/2022 Dunnings	DELIVERY OF 12000 LITERS OF DIESEL TO GRADER CAMP 100		
		KMS ALONG TALAWANA TRACK	\$	53,909.73
EFT66538	01/12/2022 EAST PILBARA EARTHMOVING PTY LTD	Gravel Resheet as per scope of works	\$	153,856.07
EFT66539	01/12/2022 ENVIRONMENTAL INDUSTRIES	Newman Airport inc Park area near housing, and Car Park -		
		Landscape Maintenance	\$	150,546.56
EFT66540	01/12/2022 ES2 Enterprise Solutions	Microsoft Office 365 Annual License fees	\$	66,269.78
EFT66541	01/12/2022 EUROFINS ARL PTY LTD	RFQ - 05 2021/22	\$	2,144.45
EFT66542	01/12/2022 EUROPCAR	Car Hire Works Coordinator Rural	\$	2,266.07
EFT66543	01/12/2022 FLEX FITNESS	Weight Plate and Bar storage rack	\$	179.10
EFT66544	01/12/2022 FREO GROUP LTD	Hire of franna for caravan park job	\$	1,227.78
EFT66545	01/12/2022 Fiona Robinson	Relocation Expenses	\$	1,691.31
EFT66546	01/12/2022 Fox Transportables Pty Ltd	Supply and deliver Depot Office Building as per quote QU-4395	\$	169,171.20
EFT66547	01/12/2022 Fuji Xerox Australia Pty Ltd	Fujifilm Copier Monthly Charges - Rental & Usage - July 2022		
		to June 2023	\$	4,688.77
EFT66548	01/12/2022 GALJO PTY LTD T/A EAST PILBARA TYRE SERVICE	Replacement tyres	\$	3,803.80
EFT66549	01/12/2022 GALVINS PLUMBING SUPPLIES	Monthly PO for November 2022 - Main Acc	\$	1,317.65
EFT66550	01/12/2022 GENESIS ACCOUNTING	Fees and Charges Review	\$	1,155.00
EFT66551	01/12/2022 Gold Touch Detailing	Detailing service for 1HDH959	\$	583.15
EFT66552	01/12/2022 Graffiti Removal System P/L	Purchase of chemicals for graffiti	\$	1,936.00
EFT66553	01/12/2022 HOLCIM (AUSTRALIA) PTY LTD	Supply and deliver material as per quote 21488542	\$	4,036.88
EFT66554	01/12/2022 IT Vision User Group Inc	22/23 Annual Membership Fee for User Group	\$	770.00
EFT66555	01/12/2022 International Association for Public Participation Australasia Limited	IAP2A Certificate in Engagement		
			\$	2,495.00
EFT66556	01/12/2022 JH Computer Services	Acer TM P214 i5, 16gb, 256gb 14 FHD Laptop"	\$	6,492.20
EFT66557	01/12/2022 KLEENHEAT GAS	45KG Vap Cyl - Facility Fee and Charge	\$	607.75
EFT66558	01/12/2022 KMART AUSTRALIA LTD	Halloween Blue Light Disco items	\$	348.75
EFT66559	01/12/2022 Langtree Eric Coppin	Travel Expenses Claim	\$	890.27
EFT66560	01/12/2022 MCLEODS BARRISTERS & SOLICITORS	Professional and legal advice for Q2, October to December		
		2022	\$	2,574.86
EFT66561	01/12/2022 MSS SECURITY PTY LTD	Provide Security Screening Services	\$	155,107.32
EFT66562	01/12/2022 Manning Pavement Services Pty Ltd t/a Karratha Asphalt	Supply cold mix quote # 3867 V6		
			\$	12,072.50
EFT66563	01/12/2022 Mark Keogh Pty Ltd tas Mark Keogh Training	First Aid Training	\$	258.00
EFT66564	01/12/2022 Minuteman Press Perth	Printing of East Pilbara Welcome to Country and		
		Acknowledgement of Country Guidelines	\$	1,590.05
EFT66565	01/12/2022 NEWMAN HOME HARDWARE & ICE PLUS	WWTP Supplies.	\$	1,508.67
EFT66566	01/12/2022 Northern Districts Transport Services	Float Bobcat and Excavator to Job site and return to depot		
			\$	440.00
EFT66567	01/12/2022 OFFICE LINE	Office furniture	\$	3,922.60
EFT66568	01/12/2022 PARKER BLACK & FORREST PTY LTD	15 Padlocks Stamped F6 With 38mm Shackle X30 A-F Cut Key		
		Stamped F6	\$	3,228.50
EFT66569	01/12/2022 PARNNGURR ABORIGINAL	Refuel for one night trip to wantili with KJ	\$	201.60
EFT66570	01/12/2022 PILBARA ELECTRICAL	Eufy 4 Camera 2K - Library	\$	2,995.85
EFT66571	01/12/2022 PILBARA GLAZING SERVICES	New shower safety glass to bathroom	\$	581.13
EFT66572	01/12/2022 PILBARA MOTOR GROUP	Carry Out Service 60months/100,000km service for Rego		
		111EPS Refer to Quote J132129172	\$	611.75

EFT66573	01/12/2022	ROSHER E & M J PTY LTD	Supply parts as per estimate 1136995	\$	2,712.56
EFT66574	01/12/2022	Relocations WA Pty Ltd	Relocation expenses	\$	10,984.60
EFT66575	01/12/2022	Rhianna Stewart	Reimbursement	\$	940.63
EFT66576	01/12/2022	SARAH STAMPFLI/SERENE BEDLAM	Photo booth for Martumili Christmas sale event 25/11	\$	1,800.00
EFT66577	01/12/2022	SEEK LIMITED	SEEK Advertisement	\$	660.00
EFT66578	01/12/2022	SIGMA CHEMICALS	Supply and deliver 1x pallet of liquid chlorine. As per quote #162170.	\$	999.24
EFT66579	01/12/2022	SONIC HEALTHPLUS PTY LTD	Pre-Employment Medical	\$	393.80
EFT66580	01/12/2022	Scandinavian Investments Pty Lts T/S GC Sales (W.A.)	Pallet of 120L bins	\$	5,081.24
EFT66581	01/12/2022	Specialist Apps Pty Ltd	12 months AWS hosting for Shire Of East Pilbara Visitor App CMS - Dec 1, 2022 - Nov, 30 2023	\$	7,095.00
EFT66582	01/12/2022	Spick and Span Commercial Property Maintenance Pty Ltd	GROUP 4 - AIRPORT FACILITIES - CLEANING SERVICES	\$	62,455.55
EFT66583	01/12/2022	Stacey Smith	Travel Expenses Claim	\$	917.19
EFT66584	01/12/2022	Sungem Investments T/as Marina Bricklayers	Supply material and labour to pull up existing paving around town centre at multiple sites.	\$	21,351.00
EFT66585	01/12/2022	TENDERLINK	Upload RFT 05-2022/23 to Tenderlink Portal	\$	184.80
EFT66586	01/12/2022	TNT Australia Pty Limited	Monthly Freight PO - September 2022	\$	11,474.92
EFT66587	01/12/2022	TYREPOWER NEWMAN	Carry Out Service & Repairs for Rego1EBQ600 Refer to Quote 141201	\$	1,779.53
EFT66588	01/12/2022	Tango Information Technology Pty Ltd	Digital Strategy Roadmap - Your Ref#DT54005	\$	11,115.50
EFT66589	01/12/2022	Trility Solutions Pty Ltd	Waste Water Treatment Plant Servicing	\$	30,304.47
EFT66590	01/12/2022	Vic Flow Civil	Machinery and operators hire for site 1 stage 1 admin office access road	\$	282,755.00
EFT66591	01/12/2022	VicFlow Pty Ltd	Dry hire of water truck for 12 months at Newman Waste Management Facility	\$	35,502.50
EFT66592	01/12/2022	WATER CORPORATION	Water Charges 01/09/2022 to 30/10/2022	\$	80,414.78
EFT66593	01/12/2022	WESTRAC PTY LTD	Parts for P2751 at Marble Bar QU - 787210	\$	1,586.84
EFT66594	01/12/2022	Wendy McWhirter-Brooks	Travel Expenses Claim	\$	944.10
EFT66595	01/12/2022	Wilson Parking Australia 1992 Pty Ltd	Provide Car Park Monitoring Services at Newman Airport for FY 22/23	\$	1,650.00
EFT66596	01/12/2022	Adrienne Mortimer	Councilors Fees - December 2022	\$	1,964.50
EFT66597	01/12/2022	Annabell Landy	Councilors Fees - December 2022	\$	1,964.50
EFT66598	01/12/2022	Anthony Middleton	Councilors Fees - December 2022	\$	7,328.50
EFT66599	01/12/2022	David Kular	Councilors Fees - December 2022	\$	1,964.50
EFT66600	01/12/2022	Karen Lockyer	Councilors Fees - December 2022	\$	1,964.50
EFT66601	01/12/2022	Lang Tree Eric Coppin	Councilors Fees - December 2022	\$	1,964.50
EFT66602	01/12/2022	Matthew Anick	Councilors Fees - December 2022	\$	1,964.50
EFT66603	01/12/2022	Peta Baer	Councilors Fees - December 2022	\$	1,964.50
EFT66604	01/12/2022	Stacey Smith	Councilors Fees - December 2022	\$	1,964.50
EFT66605	01/12/2022	Wendy McWhirter-Brooks	Councilors Fees - December 2022	\$	3,149.92
EFT66606	07/12/2022	Atlas Iron Pty Ltd	Construction of Marble Bar Aerodrome Upgrade	\$	1,326,020.69
EFT66607	07/12/2022	Alphonse Bullen	Artist Payment Ref # 14713	\$	400.50
EFT66608	07/12/2022	Annabel Petersen	Artist Payment Ref # 14719	\$	148.50
EFT66609	07/12/2022	BIANCA SIMPSON	Artist Payment Ref # 14712	\$	148.50
EFT66610	07/12/2022	BUGAI WHYOULTER	Artist Payment Ref # 14723	\$	2,000.00
EFT66611	07/12/2022	CORBAN CLAUSE WILLIAMS	Artist Payment Ref # 14715	\$	1,000.00

EFT66612	07/12/2022	CYRIL WHYOUTLER	Artist Payment Ref # 14704	\$	2,025.00
EFT66613	07/12/2022	DEBRA THOMAS	Artist Payment Ref # 14714	\$	2,000.00
EFT66614	07/12/2022	DENISE ATKINS	Artist Payment Ref # 14700	\$	499.60
EFT66615	07/12/2022	Dawn Oates	Artist Payment Ref # 14722	\$	351.00
EFT66616	07/12/2022	Derrick Butt	Artist Payment Ref # 14706	\$	1,188.10
EFT66617	07/12/2022	Desmond Taylor	Artist Payment Ref # 14707	\$	500.00
EFT66618	07/12/2022	ELIZABETH TOBY	Artist Payment Ref # 14720	\$	450.00
EFT66619	07/12/2022	GLADYS BIDU	Artist Payment Ref # 14708	\$	500.00
EFT66620	07/12/2022	HELEN DALE SAMSON	Artist Payment Ref # 14721	\$	1,000.00
EFT66621	07/12/2022	JUDITH ANYA SAMSON	Artist Payment Ref # 14711	\$	2,000.00
EFT66622	07/12/2022	KUMPAYA GIRGIRBA	Artist Payment Ref # 14725	\$	300.00
EFT66623	07/12/2022	Kara Patch	Artist Payment Ref # 14718	\$	103.50
EFT66624	07/12/2022	LORNA LINMURRA	Artist Payment Ref # 14700	\$	900.00
EFT66625	07/12/2022	Lana Crusoe	Artist Payment Ref # 14705	\$	253.50
EFT66626	07/12/2022	Lynette Rowlands	Artist Payment Ref # 14701	\$	1,077.75
EFT66627	07/12/2022	MARY ROWLANDS	Artist Payment Ref # 14699	\$	283.50
EFT66628	07/12/2022	MIRIAM ATKINS	Artist Payment Ref # 14698	\$	582.25
EFT66629	07/12/2022	MULYATINGKI MARNEY	Artist Payment Ref # 14724	\$	300.00
EFT66630	07/12/2022	Marlene Anderson	Artist Payment Ref # 14709	\$	1,186.37
EFT66631	07/12/2022	NGAMARU BIDU	Artist Payment Ref # 14717	\$	600.00
EFT66632	07/12/2022	Natasha Surprise	Artist Payment Ref # 14702	\$	103.50
EFT66633	07/12/2022	Sarah Jones	Artist Payment Ref # 14716	\$	207.00
EFT66634	07/12/2022	THELMA JUDSON	Artist Payment Ref # 14710	\$	536.23
EFT66635	08/12/2022	ALL-RID PEST MANAGEMENT	Termite barrier treatment	\$	8,725.10
EFT66636	08/12/2022	AMY MUKHERJEE	Reimbursement	\$	437.03
EFT66637	08/12/2022	Austindo Engineering Pty Ltd	Newman administration office fit out works	\$	6,888.42
EFT66638	08/12/2022	BEAUREPAIRES PORT HEDLAND	Fit and supply tyres as per quote U526105419	\$	1,256.07
EFT66639	08/12/2022	BRIGHTSTONE PRODUCTIONS (Tracker Development)	Custom Martumili financial snapshot	\$	1,144.00
EFT66640	08/12/2022	BROOKS HIRE SERVICES PTY LTD	Hire of WA320 Loader as per quote 11040 for Newman Landfill	\$	23,111.09
EFT66641	08/12/2022	BUDGET CAR & TRUCK RENTAL PERTH	Car hire Rental - 08/11/2022 - 23/11/2022	\$	1,607.66
EFT66642	08/12/2022	Blackwoods	600L Fuel Pod	\$	4,670.14
EFT66643	08/12/2022	CADD Building Construction and Maintenance Pty Ltd	Nullagine Caravan Park Caretakers Building - Raise Height/Veranda & Accessibility Ramp for November 2021.	\$	62,995.43
EFT66644	08/12/2022	CHAPMAN & BAILEY	Customer framing and packing supplies	\$	1,655.50
EFT66645	08/12/2022	CHILD SUPPORT AGENCY	Payroll deductions	\$	1,897.56
EFT66646	08/12/2022	CITY OF KARRATHA	Distribution of Pilbara Regional Council Member Funds, refer note 16 of Annual Financial Statements	\$	6,833.50
EFT66647	08/12/2022	CJD EQUIPMENT	Supply Charge Air Cooler as per quote 0070258990	\$	4,850.25
EFT66648	08/12/2022	CUSTOMER FIRST CONTRACTING PTY LTD	Supply and deliver 2x new Flygt pumps to the Newman Waste Water Treatment Plant. As per Quote 16686.	\$	53,505.94
EFT66649	08/12/2022	ES2 Enterprise Solutions	ES2 - IT Managed Services for 2022/2023	\$	10,450.00
EFT66650	08/12/2022	EUROFINS ARL PTY LTD	RFQ - 05 2021/22	\$	2,038.30

EFT66651	08/12/2022	Enviropacific Services Limited	Two monthly visit to Service Reverse Osmosis Plant at Newman Airport including flight, accommodation, meals, car hire and service labour as per Service Agreement and Quote 00000043	\$	7,548.75
EFT66652	08/12/2022	FOXTEL CABLE TELEVISION	Monthly Foxtel Subscription DECEMBER	\$	265.00
EFT66653	08/12/2022	Fortescue Golf Club Inc	Venue hire - Concert on the Green - Friday 11 September	\$	1,007.00
EFT66654	08/12/2022	Frank Ashworth	Reimbursement - Phone	\$	100.00
EFT66655	08/12/2022	Fuji Xerox Australia Pty Ltd	Fujifilm Copier Monthly Charges - Rental & Usage - July 2022 to June 2023	\$	589.60
EFT66656	08/12/2022	HOLCIM (AUSTRALIA) PTY LTD	Supply and deliver material as per quote 21488542	\$	500.03
EFT66657	08/12/2022	Hedland Home Hardware	Supply goods as per quote 1-7131	\$	200.00
EFT66658	08/12/2022	Ixom Operations Pty Ltd	Annual Servicing Fees for Chlorine Gas for WWTP FY 22/23	\$	587.73
EFT66659	08/12/2022	Joshua Brown	Reimbursement	\$	125.65
EFT66660	08/12/2022	KMART AUSTRALIA LTD	Whitegoods and cooking equipment for grader camp	\$	513.75
EFT66661	08/12/2022	LANDGATE (DOLA)	Technical Land Description and Indicative GRV to Landgate - to start the process of changing the method of rating TWA - Nyidinghu Mine Camp	\$	3,221.00
EFT66662	08/12/2022	LISA DEVEREUX	Reimbursement	\$	76.83
EFT66663	08/12/2022	Lora Lui	Reimbursement	\$	117.04
EFT66664	08/12/2022	MARBLE BAR HOLIDAY PARK	Accommodation x 4 nights	\$	580.00
EFT66665	08/12/2022	MCLEODS BARRISTERS & SOLICITORS	Legal advice	\$	2,566.74
EFT66666	08/12/2022	MSS SECURITY PTY LTD	Provide Security Screening Services	\$	803.35
EFT66667	08/12/2022	Marble Bar Roadhouse and Travellers Rest	Accommodation 1x night and meals	\$	228.00
EFT66668	08/12/2022	Minuteman Press Perth	Martumili Xmas Sale decal stickers	\$	573.10
EFT66669	08/12/2022	Miss Jane Catering Services	Food Catering for International Men's Day Event	\$	875.00
EFT66670	08/12/2022	NEWMAN HOME HARDWARE & ICE PLUS	Supply goods as per quote 0-19245 plus a broom	\$	1,993.28
EFT66671	08/12/2022	NEWMAN VETERINARY HOSPITAL	Animal attendance x2	\$	897.50
EFT66672	08/12/2022	NORTHSTAR ASSET	Screening copyright for A boy called Christmas on 2nd December, 2022.	\$	495.00
EFT66673	08/12/2022	Newman History 6753	Provision of heritage services to provide the history of the Pauline Mataka Netball Courts.	\$	360.00
EFT66674	08/12/2022	Newman MM Pty Ltd - Mia Mia Newman	Accommodation for Martumili Xmas Sale Event - PAV	\$	960.00
EFT66675	08/12/2022	Nully Capital Pty Ltd	Monthly PO for November 2022	\$	66.50
EFT66676	08/12/2022	OFFICEWORKS BUSINESS DIRECT	Stationery Order - November 2022	\$	4,073.19
EFT66677	08/12/2022	ONSITE RENTAL GROUP	Supply Temporary Fence Panels for Admin Building	\$	1,939.63
EFT66678	08/12/2022	Oasis Newman Operations Pty Ltd	2 rooms accommodation and meals	\$	20.00
EFT66679	08/12/2022	PGS Security Pty Ltd	Supply and Install White Invisigard Security Screens on doors of the Airport Management Office - As per Quote No 2491	\$	4,598.77
EFT66680	08/12/2022	PILBARA BOATS N BIKES	Replacement Honda Whipper Snipper.	\$	764.00
EFT66681	08/12/2022	PILBARA ELECTRICAL	IT electrical equipment. Engel 32L Gunmetal Fridge.	\$	3,086.70
EFT66682	08/12/2022	PILBARA MOTOR GROUP	Carry Out 72months/120,000km service for Rego EP6312	\$	2,892.56
EFT66683	08/12/2022	PIRTEK NEWMAN	REPAIRS AS PER QUOTE 53775	\$	468.66
EFT66684	08/12/2022	PIRTEK PORT HEDLAND	Supply air fittings for t408	\$	112.46

EFT66685	08/12/2022	Pilbara Building Maintenance Services	Repairs to water leak at toilets at RSL Park	\$	393.49
EFT66686	08/12/2022	REECE AUSTRALIA LTD	Supply goods as per quote # 443110283	\$	1,252.05
EFT66687	08/12/2022	Royal Pride Pty Ltd	Delivery of Vivid Screening at Martumili Artists Xmas Party		
				\$	21,560.00
EFT66688	08/12/2022	SHERIDANS	New Councilors Name Badges	\$	266.82
EFT66689	08/12/2022	SHIRE OF ASHBURTON	Distribution of Pilbara Regional Council Member Funds - refer		
			note 16 of Annual Financial Statements	\$	6,833.50
EFT66690	08/12/2022	SONIC HEALTHPLUS PTY LTD	Pre-Employment Medical	\$	498.30
EFT66691	08/12/2022	STANTONS INTERNATIONAL	Internal Audit Program - Events, Grants & Records	\$	19,140.00
EFT66692	08/12/2022	STOCKMAN ENGINEERING	Rolling Static Safety Lines for WWTP	\$	43,981.52
EFT66693	08/12/2022	Shift Diesel and Earth	Repair clutch fault and air brake system	\$	9,856.00
EFT66694	08/12/2022	Spick and Span Commercial Property Maintenance Pty Ltd	GROUP 2 - COMMUNITY FACILITIES - CLEANING SERVICES -		
			NEWMAN CARAVAN PARK	\$	153,983.46
EFT66695	08/12/2022	THE ORS GROUP	EAP ORS Group Standing Order 01/07/2022 - 31/08/2022		
				\$	374.00
EFT66696	08/12/2022	THE SHADE SAIL MAN	Shade sail as per quote	\$	7,095.00
EFT66697	08/12/2022	TOTAL EDEN PTY LTD	Supply Reticulations parts (Brass Valve) as per Quote		
			20425041	\$	11,557.15
EFT66698	08/12/2022	TOWN OF PORT HEDLAND	Distribution of Pilbara Regional Council Member Funds - refer		
			note 16 of Annual Financial Statements	\$	6,833.50
EFT66699	08/12/2022	The Good Grocer Newman IGA	Catering - Hosting WWTP Workshop - 2 Days as specified in		
			email	\$	571.26
EFT66700	08/12/2022	Theresa Foster ta Newman Graffiti Removal	Removal of Graffiti as per quote QU-0042	\$	3,073.40
EFT66701	08/12/2022	VIVEK LOHAKARE - DJ	School Holiday - Friday Disco	\$	450.00
EFT66702	08/12/2022	WATER CORPORATION	Water Charges 14/09 - 09/11	\$	2,318.43
EFT66703	08/12/2022	WEST AUSTRALIAN NEWSPAPERS LIMITED	North West Telegraph 2022/23 half page ads. 12-month order		
				\$	550.00
EFT66704	08/12/2022	Wormald Australia Pty Ltd	Call out to fix FIP - System Fault	\$	297.00
EFT66705	08/12/2022	Yonga Solutions Pty Ltd	Design and Printing Reflect - Reconciliation Action Plan		
				\$	5,376.00
EFT66706	14/12/2022	AMY FRENCH	Artist Payment Ref # 14789	\$	1,500.00
EFT66707	14/12/2022	BUGAI WHYOULTER	Artist Payment Ref # 14825	\$	2,000.00
EFT66708	14/12/2022	CHAPMAN, MAYIKA	Artist Payment Ref # 14787	\$	220.50
EFT66709	14/12/2022	CORBAN CLAUSE WILLIAMS	Artist Payment Ref # 14802	\$	2,189.25
EFT66710	14/12/2022	CYRIL WHYOULTER	Artist Payment Ref # 14796	\$	625.00
EFT66711	14/12/2022	Chloe Jadai	Artist Payment Ref # 14798	\$	416.00
EFT66712	14/12/2022	DANIELLE BOOTH	Artist Payment Ref # 14792	\$	569.25
EFT66713	14/12/2022	DEBRA THOMAS	Artist Payment Ref # 14801	\$	1,063.00
EFT66714	14/12/2022	DOREEN CHAPMAN	Artist Payment Ref # 14812	\$	2,000.00
EFT66715	14/12/2022	Desmond Taylor	Artist Payment Ref # 14808	\$	1,500.00
EFT66716	14/12/2022	GLADYS BIDU	Artist Payment Ref # 14814	\$	500.00
EFT66717	14/12/2022	HELEN DALE SAMSON	Artist Payment Ref # 14809	\$	994.23
EFT66718	14/12/2022	JUDITH ANYA SAMSON	Artist Payment Ref # 14803	\$	1,000.00
EFT66719	14/12/2022	KUMPAYA GIRGIRBA	Artist Payment Ref # 14797	\$	1,300.00
EFT66720	14/12/2022	LILY JATARR LONG	Artist Payment Ref # 14810	\$	591.00
EFT66721	14/12/2022	MARIANNE BURTON	Artist Payment Ref # 14806	\$	1,325.25
EFT66722	14/12/2022	MAY CHAPMAN	Artist Payment Ref # 14790	\$	2,000.00

EFT66723	14/12/2022	MORIKA BILJABU	Artist Payment Ref # 14794	\$	416.20
EFT66724	14/12/2022	MULYATINGKI MARNEY	Artist Payment Ref # 14826	\$	300.00
EFT66726	14/12/2022	Mary Larry	Artist Payment Ref # 14793	\$	447.75
EFT66727	14/12/2022	Muuki Taylor	Artist Payment Ref # 14788	\$	1,000.00
EFT66728	14/12/2022	NANCY CHAPMAN	Artist Payment Ref # 14813	\$	2,538.09
EFT66729	14/12/2022	NGAMARU BIDU	Artist Payment Ref # 14795	\$	2,000.00
EFT66730	14/12/2022	PAULINE WILLIAMS	Artist Payment Ref # 14823	\$	1,051.50
EFT66731	14/12/2022	Peggy Gibbs	Artist Payment Ref # 14800	\$	234.00
EFT66732	14/12/2022	Roxanne Anderson	Artist Payment Ref # 14811	\$	145.75
EFT66733	14/12/2022	Simone Watson	Artist Payment Ref # 14805	\$	76.88
EFT66734	15/12/2022	Coca-Cola Amatil (acct 6745685)	Retail drinks order	\$	1,012.60
EFT66735	15/12/2022	St John Ambulance Australia (Newman)	First Aid Kit replacement / expired items and sundries	\$	1,798.80
EFT66736	15/12/2022	TELSTRA	Telephone Charges - November 2022	\$	1,732.24
EFT66737	15/12/2022	89 ENTERPRISES	Break-in repairs - roller door	\$	1,810.00
EFT66738	15/12/2022	ADVAM PTY LTD	Provide Credit Card payment processing services for Car Park Stations at Newman Airport for FY 22/23	\$	552.55
EFT66739	15/12/2022	AHRENS GROUP PTY LTD	Break in repairs - damaged double gates	\$	989.77
EFT66740	15/12/2022	ALL-RID PEST MANAGEMENT	Termite barrier treatments multiple properties	\$	48,751.20
EFT66741	15/12/2022	ALLIED PICKFORDS (SIRVA PTY LTD)	Relocation expenses	\$	10,921.30
EFT66742	15/12/2022	AMPAC Debt Recovery (WA) Pty Ltd	Rate Debt Recovery Services - Account Client Ref 5536 and 5537	\$	4,699.51
EFT66743	15/12/2022	Andrea Ahipene	Reimbursement	\$	114.96
EFT66744	15/12/2022	Austindo Engineering Pty Ltd	Newman Admin building internal modifications	\$	37,763.24
EFT66745	15/12/2022	Australian Local Government Job Directory	Subscription 2023 LG Jobs Directory	\$	1,485.00
EFT66746	15/12/2022	Australian Taxation Office (PAYG)	PPE: 30.10.22, 13.11.22 & 27.11.22	\$	370,872.15
EFT66747	15/12/2022	BEAUREPAIRES PORT HEDLAND	Fit Grader Tyres	\$	584.63
EFT66748	15/12/2022	BROOKS HIRE SERVICES PTY LTD	Hire of a 20-24 tonne excavator for use at the NWMF/WWTP for the month of November.	\$	12,665.54
EFT66749	15/12/2022	BUDGET CAR & TRUCK RENTAL PERTH	Ute Car Hire	\$	4,535.33
EFT66750	15/12/2022	Bevan Klein	Keybond Disposal Payment	\$	600.00
EFT66751	15/12/2022	Blackwoods	Fuel pod	\$	6,003.00
EFT66752	15/12/2022	Blueforce P/L	WEQ 01-2021/2022 - CCTV	\$	43,284.05
EFT66753	15/12/2022	Brianna Margaret Elton	2022 Q4 Marketing Strategy Implementation - Newsletter, Social Media and Xmas Sale	\$	4,500.00
EFT66754	15/12/2022	Building Certification Services WA Pty Ltd	REQUEST FOR CDC - NEWMAN DEPOT OFFICE - 2 WOODSTOCK STREET	\$	1,606.00
EFT66755	15/12/2022	CADD Building Construction and Maintenance Pty Ltd	RFT01 - Housing Capital Works Upgrade to bathroom, laundry, toilet, kitchen and storeroom	\$	55,926.40
EFT66756	15/12/2022	CHAPMAN & BAILEY (AS)	Desert Mob Framing	\$	1,298.16
EFT66757	15/12/2022	CHILD SUPPORT AGENCY	Payroll deductions	\$	988.15
EFT66758	15/12/2022	CJD EQUIPMENT	Supply parts as per quote #0050397456	\$	339.37
EFT66759	15/12/2022	COATES HIRE OPERATIONS PTY LTD	Hire of Message board	\$	1,080.65
EFT66760	15/12/2022	CONWAY HIGHBURY PTY LTD	Ward and Representation Review 2022 - 2023	\$	7,939.90
EFT66761	15/12/2022	CTI Records Management Pty Ltd	Offsite Backup Tape Storage, Pickup and Retrievals from DC 1/7/22 to 30/6/22 As Per Quote	\$	33.00
EFT66762	15/12/2022	CUSTOMER FIRST CONTRACTING PTY LTD	Pump replacement and electrical repairs at Capricorn Oval	\$	66,594.82

EFT66763	15/12/2022	Crawford Realty Newman	Rent - staff accommodation	\$	1,260.00
EFT66764	15/12/2022	Crusader National Pty Limited	Relocation expenses	\$	7,000.00
EFT66765	15/12/2022	Desert to Coast Training & Assessing	Forklift Training 16/11 and 17/11	\$	3,000.00
EFT66766	15/12/2022	Dunnings	Supply and deliver 8000 liters of Diesel to the Newman Works Depot	\$	16,893.06
EFT66767	15/12/2022	EAST PILBARA EARTHMOVING PTY LTD	Hire of Plant and Operators to undertake a Subgrade treatment Project on Desert Road, Stage 1	\$	232,207.17
EFT66768	15/12/2022	EMILIA GALATIS	Marble Bar EPIS respite outreach 28/10/2022-2/12/2022	\$	7,040.00
EFT66769	15/12/2022	ENVIRONMENTAL INDUSTRIES	GP Housing Gardening Services	\$	966.56
EFT66770	15/12/2022	EUROFINS ARL PTY LTD	RFQ - 05 2021/22	\$	569.25
EFT66771	15/12/2022	EVERARD LEGAL	Reproduction licensing consultancy for FY 22/23	\$	660.00
EFT66772	15/12/2022	Easifleet Group	PPE: 30.10.22 Contract # 105888	\$	2,022.69
EFT66773	15/12/2022	Finmec Pty Ltd	Cape Keraudren - rectify fault in the generator	\$	1,634.71
EFT66774	15/12/2022	Froggy Property Solutions Pty Ltd	Clean unit at Moondoorow Street, volunteer unit and communal areas.	\$	3,269.75
EFT66775	15/12/2022	Fuji Xerox Australia Pty Ltd	Fujifilm Copier Monthly Charges - Rental & Usage - July 2022 to June 2023	\$	3,706.17
EFT66776	15/12/2022	GALJO PTY LTD T/A EAST PILBARA TYRE SERVICE	Supply and fit Tyres as per quote 45149	\$	4,377.00
EFT66777	15/12/2022	GALVINS PLUMBING SUPPLIES	Monthly PO for Main depot Account- October 2022	\$	85.86
EFT66778	15/12/2022	GHD PTY LTD	RFT 01-2020/21 Contract to engage GHD Pty Ltd to undertake Consultancy, preliminary design and super intendancy for the Newman Waste Water Treatment Plant Upgrade	\$	24,621.21
EFT66779	15/12/2022	HOLCIM (AUSTRALIA) PTY LTD	Supply and delivery of 50 tonne of river sand to the Newman Sewerage farm.	\$	3,129.05
EFT66780	15/12/2022	HOSPITALITY INN PORT HEDLAND	RPT Bus Driver - Accommodation + Meals	\$	428.00
EFT66782	15/12/2022	Hedland Auto Electrics Pty Ltd	Repairs to air conditioner on Komatsu GD655-5 grader	\$	2,599.30
EFT66783	15/12/2022	Hedland Home Hardware	Supply 3 X Power converters 10amp to 15amp for grader camp caravans	\$	787.45
EFT66784	15/12/2022	Hersey's Safety	Goods as per quote	\$	83.28
EFT66785	15/12/2022	IPEC PTY LTD (NG5040)	2020 Freight Charges - Toll	\$	1,728.29
EFT66786	15/12/2022	IT VISION	Payroll Training	\$	2,906.20
EFT66787	15/12/2022	Incite Security Pty Ltd	Security monitoring services for the East Pilbara Arts Centre	\$	117.00
EFT66788	15/12/2022	Ixom Operations Pty Ltd	Supply 2x 920kg Chlorine drums for Newman Waste Water Treatment Plant. As per pricing supplied to Supervisor.	\$	6,529.60
EFT66789	15/12/2022	JH Computer Services	HP - Elite book 630 G9 - i5, 16gb, 256gb SSD, 3yr WTY	\$	3,955.60
EFT66790	15/12/2022	John O'Neill	Relocation Expenses	\$	401.41
EFT66791	15/12/2022	KOMATSU AUSTRALIA PTY LTD	Diagnose and repair A/C fault as per quote #Q002898707-1	\$	5,726.64
EFT66792	15/12/2022	Kalgan Cleaning Services	Post Xmas Sale Clean	\$	536.25
EFT66793	15/12/2022	Karen Lesley Hunter	Rates advisory services	\$	2,160.00
EFT66794	15/12/2022	LANDGATE (DOLA)	Valuation services	\$	258.80
EFT66795	15/12/2022	LGISWA	Insurance portfolio - 2nd Instalment	\$	901,592.08
EFT66796	15/12/2022	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	Peeling the Advocacy Avocado - training	\$	360.00

EFT66797	15/12/2022	Links Modular Solutions	RFID Fob - 600 Blue as per Quote 1224	\$	643.50
EFT66798	15/12/2022	MARKETFORCE	Ward and Representation Review - Public Notice	\$	201.26
EFT66799	15/12/2022	MCLEODS BARRISTERS & SOLICITORS	Professional and legal advice for Q2, October to December 2022	\$	2,863.97
EFT66800	15/12/2022	METRO COUNT	Stainless Steel Metro count Protective Case	\$	4,367.00
EFT66801	15/12/2022	Marisa Leanne Wolfenden	Linen Supplies for Short Term Accommodation	\$	1,065.86
EFT66802	15/12/2022	Mark Keogh Pty Ltd tas Mark Keogh Training	4WD Training	\$	2,475.00
EFT66803	15/12/2022	Mathew Scott Pennington	Reimbursement	\$	268.99
EFT66804	15/12/2022	Modern Teaching Aids Pty Ltd	Replace resources in the Crèche.	\$	764.98
EFT66805	15/12/2022	NEWMAN CHAMBER OF COMMERCE & INDUSTRY	January - June 2023 membership	\$	205.00
EFT66806	15/12/2022	NEWMAN CRICKET ASSOCIATION	Successful Fast-Track: Country Week application	\$	500.00
EFT66807	15/12/2022	NEWMAN HOME HARDWARE & ICE PLUS	Hooks, Tarps, Brooms, Bins, Tools, Hoses and Storage	\$	4,226.79
EFT66808	15/12/2022	Newman Hotel Motel	Cleaning of table cloths after the Sports Star Awards	\$	135.00
EFT66809	15/12/2022	Newman MM Pty Ltd - Mia Mia Newman	Accommodation x4 nights	\$	880.00
EFT66810	15/12/2022	Newman Visitors Centre	Accommodation 1x night	\$	200.00
EFT66811	15/12/2022	Nicholas Thuys	Food Allowances for Volunteer program with Martumili	\$	281.58
EFT66812	15/12/2022	Nor-West Freight Services Pty Ltd	Monthly Freight PO - October November invoice	\$	353.76
EFT66813	15/12/2022	Nully Capital Pty Ltd	Reconciliation Action Plan Launch & Christmas Festivities Accommodation	\$	2,237.00
EFT66814	15/12/2022	On Point Corporation Pty Ltd T/A's Total Chlorine Solutions	Chlorine Training - Trainer travel costs to Newman (flights, accommodation, meals, etc.)	\$	5,538.50
EFT66815	15/12/2022	Our Community Pty Ltd	Smarty Grants Annual Access Fee	\$	12,500.00
EFT66816	15/12/2022	PERMEATE PARTNERS PTY LTD	Newman Airport WTP Operational Support for FY 22/23	\$	2,941.40
EFT66817	15/12/2022	PILBARA ELECTRICAL	HISENS HRBF179B 179L BAR FRIDGE BLACK	\$	1,689.55
EFT66818	15/12/2022	PILBARA MOTOR GROUP	Carry Out 78months /130,000km service & Additional Maintenance Refer to Quote CE13203812	\$	3,927.83
EFT66819	15/12/2022	PIRTEK NEWMAN	Hydraulic repairs NWMF	\$	4,681.46
EFT66820	15/12/2022	Paramount Earthmoving Pty Ltd	Hire of Landfill Compactor- This is for the month of November	\$	28,600.00
EFT66821	15/12/2022	Paul Miller	Phone Reimbursement	\$	100.00
EFT66822	15/12/2022	Prudential Investment Services Corp Pty Ltd	Investment Advisory Services 2022-23	\$	1,870.00
EFT66824	15/12/2022	RUTH LEIGH	2 x quarterly newsletter editions	\$	1,400.00
EFT66825	15/12/2022	Red Sands Accommodation	Accommodation	\$	2,000.00
EFT66826	15/12/2022	Red Sands Tavern	Social Club Events October - December 2022	\$	325.00
EFT66827	15/12/2022	SCOPE BUSINESS IMAGING	July 2022 - December 2022 Printing costs (various) and monthly rental (258.50)of Konica Minolta C458 Scanner/Copier	\$	451.00
EFT66828	15/12/2022	SEEK LIMITED	SEEK Advertisement	\$	2,337.50
EFT66829	15/12/2022	SIGMA CHEMICALS	MXP6001 - Spill Pallet One IBC 1150LT Sump	\$	2,995.30
EFT66830	15/12/2022	SONIC HEALTHPLUS PTY LTD	Pre-Employment Medical	\$	699.60
EFT66831	15/12/2022	STATE LIBRARY OF WESTERN AUSTRALIA	Freight Recoup for State Library from July to December 2022.	\$	340.73
EFT66832	15/12/2022	STOCKMAN ENGINEERING	Design and fabricate 2x alloy baffles for aerator effluent height.	\$	8,026.70

EFT66833	15/12/2022	Seasons Hotel - Jerry (Business) CT Pty Ltd aft Newman Hotel (Business) Trust	Accommodation x3 nights and meals	\$	4,602.45
EFT66834	15/12/2022	Shane Hayes	Phone Reimbursement	\$	200.00
EFT66835	15/12/2022	Shift Diesel and Earth	Carry out 1000 hour service on Komatsu Grader 1EPN-649	\$	4,587.00
EFT66836	15/12/2022	Spick and Span Commercial Property Maintenance Pty Ltd	GROUP 1 - PUBLIC TOILETS - CLEANING SERVICES - 12 MONTHS FY 22/23 - OPTHALMIA DAM TOILETS	\$	7,136.49
EFT66837	15/12/2022	St John Ambulance Western Australia Ltd	WHS stocks and equipment	\$	177.25
EFT66838	15/12/2022	T J Depiazzi & Sons	120 m3 of Garden Mix delivered to Newman Caravan Park 100 m3 of Pine Chip delivered to Newman Caravan Park	\$	13,445.62
EFT66839	15/12/2022	TENDERLINK	Upload of RFQ 01-2022/23 (new semi water tank trailer) to Tenderlink Portal	\$	184.80
EFT66840	15/12/2022	TOTAL EDEN PTY LTD	Supply Coil Solenoid 24VAC Refer to Quote 20426321	\$	500.37
EFT66841	15/12/2022	TYREPOWER NEWMAN	Tyre Replacements	\$	6,672.60
EFT66842	15/12/2022	The Good Grocer Newman IGA	Weekly food shopping for the Youth Centre	\$	551.01
EFT66843	15/12/2022	The Healthy Chef	Healthy Chef Product For Stock	\$	905.31
EFT66844	15/12/2022	Theresa Foster ta Newman Graffiti Removal	Carry out Removal of Graffiti as per Quote/Location Refer to QU-0043	\$	5,364.48
EFT66845	15/12/2022	UNIFORMS AT WORK PTY LTD	Lifeguards and Aquatics First Aid Waist Bags - MOQ 20	\$	508.20
EFT66846	15/12/2022	WA LOCAL GOVERNMENT ASSOC.	Payment of Final Balance - Council Connect	\$	12,650.00
EFT66847	15/12/2022	WARD PACKAGING	Paint pots and lids for art production	\$	478.89
EFT66848	15/12/2022	WATERCHOICE (AUST) PTY LTD	Newman Youth Centre 2 water filtration systems lease	\$	1,300.00
EFT66849	15/12/2022	Water Infrastructure Science And Engineering (WISE)	Detailed Design and Project Superintendent Services for Solare Photovoltaic (PV) System - RFQ16-2020/21	\$	33,672.39
EFT66850	20/12/2022	Attaya Angie	Artist Payment Ref # 14847	\$	61.50
EFT66851	20/12/2022	BUGAI WHYOUTLER	Artist Payment Ref # 14864	\$	2,000.00
EFT66852	20/12/2022	CORBAN CLAUSE WILLIAMS	Artist Payment Ref # 14856	\$	800.00
EFT66853	20/12/2022	Cassias Charles	Artist Payment Ref # 14855	\$	173.25
EFT66854	20/12/2022	Cristal Williams	Artist Payment Ref # 14830	\$	279.70
EFT66855	20/12/2022	DONNA LOXTON	Artist Payment Ref # 14841	\$	111.96
EFT66856	20/12/2022	Desmond Taylor	Artist Payment Ref # 14868	\$	1,400.00
EFT66857	20/12/2022	GLADYS BIDU	Artist Payment Ref # 14863	\$	500.00
EFT66858	20/12/2022	JUDITH ANYA SAMSON	Artist Payment Ref # 14859	\$	1,300.00
EFT66859	20/12/2022	Jenny Butt	Artist Payment Ref # 14860	\$	317.25
EFT66860	20/12/2022	KUMPAYA GIRGIRBA	Artist Payment Ref # 14854	\$	1,300.00
EFT66861	20/12/2022	LORNA LINMURRA	Artist Payment Ref # 14864	\$	2,660.00
EFT66862	20/12/2022	MARIANNE BURTON	Artist Payment Ref # 14861	\$	758.70
EFT66863	20/12/2022	MARY ROWLANDS	Artist Payment Ref # 14866	\$	936.00
EFT66864	20/12/2022	MAY CHAPMAN	Artist Payment Ref # 14865	\$	2,000.00
EFT66865	20/12/2022	MULYATINGKI MARNEY	Artist Payment Ref # 14869	\$	800.00
EFT66866	20/12/2022	Marilyn Bullen	Artist Payment Ref # 14851	\$	177.75
EFT66867	20/12/2022	Marlene Anderson	Artist Payment Ref # 14853	\$	1,703.97
EFT66868	20/12/2022	Mary Larry	Artist Payment Ref # 14858	\$	852.60
EFT66869	20/12/2022	Matthew Mintern	Artist Payment Ref # 14842	\$	844.65
EFT66870	20/12/2022	Olivia Kate Marie Wilson	Artist Payment Ref # 14849	\$	200.00
EFT66871	20/12/2022	PAULINE WILLIAMS	Artist Payment Ref # 14850	\$	500.00

EFT66872	20/12/2022	ROXANNE NEWBERRY	Artist Payment Ref # 14862	\$	2,843.30
EFT66873	20/12/2022	Raylene Butt	Artist Payment Ref # 14857	\$	265.50
EFT66874	20/12/2022	Robina Clause	Artist Payment Ref # 14848	\$	603.50
EFT66875	20/12/2022	Simone Watson	Artist Payment Ref # 14844	\$	230.63
EFT66876	20/12/2022	Sylvia Wilson	Artist Payment Ref # 14845	\$	400.00
EFT66877	20/12/2022	Timera Frank	Artist Payment Ref # 14867	\$	367.50
EFT66878	20/12/2022	Zavarna Ryan	Artist Payment Ref # 14859	\$	282.08
EFT66879	21/12/2022	ADVAM PTY LTD	Provide Credit Card payment processing services for Car Park Stations at Newman Airport for FY 22/23	\$	466.13
EFT66880	21/12/2022	AFGRI Equipment Australia Pty Ltd	Supply goods as per quote 633604	\$	9,201.99
EFT66881	21/12/2022	AHRENS GROUP PTY LTD	As per quote AHR47507 Painting of shade sail posts at the Newman Aquatic Centre Colour: Shades/Variations of Mykonos Blue by 11 Dec 2022.	\$	19,792.93
EFT66882	21/12/2022	ALL-RID PEST MANAGEMENT	Ant treatment	\$	110.00
EFT66883	21/12/2022	ALLIED PICKFORDS (SIRVA PTY LTD)	RELOCATION EXPENSES	\$	9,510.43
EFT66884	21/12/2022	AMPAC Debt Recovery (WA) Pty Ltd	Rate Debt Recovery Services - Account Client Ref 5536 and 5537	\$	4,980.17
EFT66885	21/12/2022	Amanda Ward	Refund - 2nd instalment paid twice	\$	532.95
EFT66886	21/12/2022	Annabell Landy	Travel Expenses Claim	\$	339.55
EFT66887	21/12/2022	Aurora Information Technology Pty Ltd	Annual Subscription for Library Management System - Aurora.	\$	7,745.87
EFT66888	21/12/2022	Austindo Engineering Pty Ltd	Upgrade works to the bathroom, toilet and laundry	\$	118,403.01
EFT66889	21/12/2022	Autopro Newman	H11 Low Beam headlight globes - EP6312	\$	149.98
EFT66890	21/12/2022	BEAUREPAIRES PORT HEDLAND	Supply and fit tyres as per quote U526105383	\$	2,435.80
EFT66891	21/12/2022	BOC GASES	R052G Air Indust G Size	\$	250.23
EFT66892	21/12/2022	BROOKS HIRE SERVICES PTY LTD	Hire of WA320 Loader as per quote 11040 for Newman Landfill	\$	11,721.60
EFT66893	21/12/2022	Blackwoods	NWMF Supplies	\$	241.08
EFT66894	21/12/2022	CADD Building Construction and Maintenance Pty Ltd	Return of Retained Monies - RFT04-202021 Capital Works Residential TC2020746	\$	14,070.42
EFT66895	21/12/2022	CHEFMASTER AUSTRALIA	Catering supplies for community events	\$	2,463.00
EFT66896	21/12/2022	CLEVER PATCH	Craft Items required as per Quote 467734 from Clever Patch	\$	94.75
EFT66897	21/12/2022	CUSTOMER FIRST CONTRACTING PTY LTD	Carryout works as per Job number 67646	\$	86,516.76
EFT66898	21/12/2022	Cortam Transport Pty Ltd Batavia Removals and Transport	Relocation expenses	\$	8,637.20
EFT66899	21/12/2022	Crawford Realty Newman	Refund - A702788 - 33 Bubbacurry Loop	\$	3,779.94
EFT66900	21/12/2022	Department of Planning, Lands and Heritage	Lease Charges for Newman Communications - Agreement Number J162305	\$	2,367.75
EFT66901	21/12/2022	Dick Tracey Contracting Pty Ltd	Ad hoc vegetation maintenance work around Newman	\$	22,495.00
EFT66902	21/12/2022	Dunnings	Supply and deliver 30000 liters of Diesel to Marble Bar Works Depot	\$	98,508.72
EFT66903	21/12/2022	EAST PILBARA EARTHMOVING PTY LTD	Hire of plant and operators to undertake stage 3, gravel resheet Desert Road	\$	203,418.26
EFT66904	21/12/2022	ES2 Enterprise Solutions	ES2 - IT Managed Services for 2022/2023 - November 2022	\$	11,267.35
EFT66905	21/12/2022	EUROPCAR	Car Hire Works Coordinator Rural	\$	2,355.55

EFT66906	21/12/2022	East Pilbara Excavations Pty Ltd	Turf preparation as per quotation QU-0062	\$	16,143.94
EFT66907	21/12/2022	Flowtek Plumbing and Gas Pty Ltd	NEWMAN AQUATIC CENTRE. Disable toilet is leaking water from he base.	\$	579.40
EFT66908	21/12/2022	GALVINS PLUMBING SUPPLIES	Monthly PO for Parks & Garden - Dec 2022	\$	987.15
EFT66909	21/12/2022	Gold Touch Detailing	Carry out detailing service for Rego 1HGL560 Refer to Quote 51086	\$	770.30
EFT66910	21/12/2022	HOSPITALITY INN PORT HEDLAND	RPT Bus Driver - Accommodation + Meals	\$	210.50
EFT66911	21/12/2022	INDIGENOUS ART CODE LIMITED	IAC membership for 2023 annual year	\$	203.50
EFT66912	21/12/2022	IPEC PTY LTD (NG5040)	2020/2021 Invoices up to the 30.6.22	\$	4,502.33
EFT66913	21/12/2022	Iron Core Fitness	Payment for Pop-up Cycle classes Thursday 17th November Tuesday 22nd November	\$	400.00
EFT66914	21/12/2022	JH Computer Services	HP Elite notebooks 630 G9 - i5, 16gb, 256gb SSD, 3yr WTY - Windows 10.	\$	10,223.40
EFT66915	21/12/2022	KMART AUSTRALIA LTD	Short Term accommodation Supplies for unit	\$	232.00
EFT66916	21/12/2022	Karen Lesley Hunter	Rates advisory services	\$	1,440.00
EFT66917	21/12/2022	LANDGATE (DOLA)	Indicative GRV and Technical LandDescription from Landgate for Mining accommodation Village - Hope Downs 1 Village.	\$	1,785.00
EFT66918	21/12/2022	MARKETFORCE	Advertising West Australian - RFT 04-2022/23 - Aviation Lighting Upgrade Newman Airport	\$	684.55
EFT66919	21/12/2022	MSS SECURITY PTY LTD	Provide Security Screening Services	\$	145,018.31
EFT66920	21/12/2022	Mark Keogh Pty Ltd tas Mark Keogh Training	Full Life Guard Course with First Aid 16-18 December 2022	\$	848.00
EFT66921	21/12/2022	Moore Australia (WA)	FINANCE NUTS AND BOLT WORKSHOP	\$	2,758.80
EFT66922	21/12/2022	NEWMAN HOME HARDWARE & ICE PLUS	Hoses and connections - replace all hoses and connections for Aquatic Centre	\$	3,253.42
EFT66923	21/12/2022	Newman MM Pty Ltd - Mia Mia Newman	Laundrying of Table Clothes	\$	162.70
EFT66924	21/12/2022	Nor-West Freight Services Pty Ltd	Monthly Freight PO - October	\$	652.08
EFT66925	21/12/2022	OFFICEWORKS BUSINESS DIRECT	Stationery supplies Marble Bar Office	\$	569.79
EFT66926	21/12/2022	PGS Security Pty Ltd	3 crimsafe doors with new locks to be keyed alike	\$	5,004.12
EFT66927	21/12/2022	PHILIP SWAIN	EHO Contractor - Remote Inspections	\$	7,792.50
EFT66928	21/12/2022	PILBARA ELECTRICAL	iPhone 11 LP Covers	\$	109.95
EFT66929	21/12/2022	PILBARA MOTOR GROUP	Supply Parts for Rego 104EPS	\$	182.16
EFT66930	21/12/2022	Pilbara Food Services	Iccreams, hot food etc for Kiosk Resale	\$	3,869.95
EFT66931	21/12/2022	Proterozoic Gold Pty Ltd	Rates refund for assessment A704119 LOT E45/05228 EXPLORATION LICENCE	\$	2,191.83
EFT66932	21/12/2022	REECE AUSTRALIA LTD	Supply goods as per quote 443110395	\$	112.59
EFT66933	21/12/2022	RENTOKIL INITIAL GROUP	Monthly Servicing of sanitary bins, sharps containers & sanitiser dispensers Newman Airport 01/07/2022 to 31/10/2022	\$	6,452.06
EFT66934	21/12/2022	Red Country Management Pty Ltd	Performance 2022 Outback Fusion Festival 3 & 4 September 2022	\$	6,600.00
EFT66935	21/12/2022	Regional Airport Management Services PL TA RAMS	Provide Management Services, Airside Operation Services, Airside Maintenance Services, Landside Maintenance Services and Other Services specified as per RFT 03-2021/22 at Shire of East Pilbara owned Airports	\$	99,846.76

EFT66936	21/12/2022	SIGMA CHEMICALS	As per quote - 162652 - Pool Chemicals	\$	1,224.17
EFT66937	21/12/2022	SONIC HEALTHPLUS PTY LTD	Pre-Employment Medical	\$	787.60
EFT66938	21/12/2022	SWAN TOWING	Removal of 2 abandoned vehicles from Kalgan Drive to Newman Refuse Site	\$	440.00
EFT66939	21/12/2022	T J Depiazzi & Sons	120 m3 of Garden Mix delivered to Newman Caravan Park 100 m3 of Pine Chip delivered to Newman Caravan Park	\$	11,933.82
EFT66940	21/12/2022	TOTAL EDEN PTY LTD	Supply & Deliver Reticulation Materials Refer to Quote Number 20423015	\$	3,721.45
EFT66941	21/12/2022	TYREPOWER NEWMAN	Supply Tyres for Rego 1CGZ998 Refer to Quote Q106555	\$	6,293.58
EFT66942	21/12/2022	The Good Grocer Newman IGA	Catering and consumables	\$	1,650.47
EFT66943	21/12/2022	UNIFORMS AT WORK PTY LTD	PPE Uniform Order November 2022	\$	8,038.26
EFT66944	21/12/2022	Vanguard Publishing Pty Ltd t/a Premium Publishers	Kalgans, Eagle rock, hickman Crater, punda rock, nullagine skull springs, running waters, carawine gorge, meentheena Veterans retreat, marble bar, airbase glen herring gorge, doolena gorge, coppins gap and shay gap, cape keraudren	\$	660.00
EFT66945	21/12/2022	WA TREASURY CORPORATION	Loan 72 Principal Payment 231222	\$	150,725.52
EFT66946	21/12/2022	WATER CORPORATION	Trade Waste Charges - Establishment Charge and Annual Charge	\$	603.61
EFT66947	21/12/2022	Water Infrastructure Science And Engineering (WISE)	As per quote ref: 1030-03-07-LET-010 Redesign works - WWTP ERP to increase storage capacity Includes: Design, drafting and issued for construction drawings	\$	3,896.75
EFT66948	21/12/2022	Wayne Findlay	Refund airport parking	\$	166.00
EFT66949	21/12/2022	Wendy McWhirter-Brooks	Travel Expenses Claim	\$	933.75
EFT66950	21/12/2022	BUGAI WHYOULTER	Artist Payment Ref # 14860	\$	2,000.00
EFT66951	21/12/2022	GLADYS BIDU	Artist Payment Ref # 14863	\$	400.00
EFT66952	21/12/2022	KUMPAYA GIRGIRBA	Artist Payment Ref # 14861	\$	300.00
EFT66953	21/12/2022	MULYATINGKI MARNEY	Artist Payment Ref # 14862	\$	300.00
EFT66954	21/12/2022	BUGAI WHYOULTER	Artist Payment Ref # 14867	\$	2,000.00
EFT66955	21/12/2022	GLADYS BIDU	Artist Payment Ref # 14870	\$	400.00
EFT66956	21/12/2022	KUMPAYA GIRGIRBA	Artist Payment Ref # 14868	\$	300.00
EFT66957	21/12/2022	MULYATINGKI MARNEY	Artist Payment Ref # 14869	\$	300.00
EFT66958	22/12/2022	Adrienne Mortimer	Councilors Fees - December 2022	\$	1,964.50
EFT66959	22/12/2022	Annabell Landy	Councilors Fees - December 2022	\$	1,964.50
EFT66960	22/12/2022	Anthony Middleton	Councilors Fees - December 2022	\$	7,328.50
EFT66961	22/12/2022	David Kular	Councilors Fees - December 2022	\$	1,964.50
EFT66962	22/12/2022	KAREN LOCKYER	Councilors Fees - December 2022	\$	1,964.50
EFT66963	22/12/2022	Lang Tree Eric Coppin	Councilors Fees - December 2022	\$	1,964.50
EFT66964	22/12/2022	Matthew Anick	Councilors Fees - December 2022	\$	1,964.50
EFT66965	22/12/2022	Peta Baer	Councilors Fees - December 2022	\$	1,964.50
EFT66966	22/12/2022	Stacey Smith	Councilors Fees - December 2022	\$	1,964.50
EFT66967	22/12/2022	Wendy McWhirter-Brooks	Councilors Fees - December 2022	\$	3,149.92
EFT66968	22/12/2022	Emerson Raine - Agent for The Owners of Red Sands Park	Strata fees	\$	2,737.51
EFT66969	22/12/2022	HORIZON POWER	Electricity Charges 121022 to 091222	\$	13,523.24

EFT66970	22/12/2022	Property Gallery - Strata	T2 Marilanna - Strata Fees 2022/23	\$	2,488.50
EFT66971	22/12/2022	TELSTRA	Telephone Charge to 10/12/2022	\$	21,497.05
EFT66972	22/12/2022	ASB MARKETING	Fight the Bite promotional merchandise - enamel mugs - draped table cover	\$	1,241.79
EFT66973	22/12/2022	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	2022/23 ESL Emergency Service Levy - Office - 15 Iron Ore	\$	18,180.82
EFT66974	22/12/2022	FMG Pilbara Pty Ltd	Rates refund for assessment A703281 Lot E45/4531		
			EXPLORATION LICENCE UNKNOWN WA 6753	\$	20,197.80
EFT66975	22/12/2022	NEWMAN HOME HARDWARE & ICE PLUS	VAC W&D 80lt S/S PTO Dual MOT	\$	1,129.90
EFT66976	22/12/2022	Newman Basketball Association	Twilight movie (The Adams Family) - Newman Basketball Association Saturday 29th October 2022.	\$	500.00
EFT66977	22/12/2022	Newman MM Pty Ltd - Mia Mia Newman	SOEP Christmas Lunch - Buffet Lunch including desert and Cold Canned Drinks.	\$	6,198.50
EFT66978	22/12/2022	SEEK LIMITED	SEEK Job Ad	\$	940.50
EFT66979	22/12/2022	Selsie Rose	Boxing Class Covers - Tuesday 6th December, Wednesday 7th December, Sunday 11th December	\$	210.00
EFT66980	22/12/2022	Specialist Apps Pty Ltd	East Pilbara App Extensions including Tour Builder, Offline Maps and Events Management Modules and other core components	\$	7,150.00
EFT66981	22/12/2022	Terrence Ray Sargent - Sole Trader	Provide EHO Contract Services	\$	2,812.00
EFT66982	22/12/2022	UNIFORMS AT WORK PTY LTD	Freight Cost Uniform Orders - October 2022 - February 2023 (estimates based on previous invoice)	\$	597.47
EFT66983	22/12/2022	WESTERN AUSTRALIAN ELECTORAL COMMISSION	Conduct of Extraordinary Election - WA Electoral Commission	\$	10,474.86
EFT66984	22/12/2022	Wormald Australia Pty Ltd	Newman Airport monthly fire equipment, inspection, servicing and testing	\$	1,940.46
EFT66985	22/12/2022	AMY MUKHERJEE	Electricity Reimbursement 06/10/22 - 27/11/22	\$	126.47
EFT66986	22/12/2022	Aiden Akerman	Electricity Reimbursement 16/10/22 - 28/11/22	\$	907.33
EFT66987	22/12/2022	Andrea Ahipene	Electricity Reimbursement 11/10/22 - 01/12/22	\$	262.24
EFT66988	22/12/2022	Bevan Klein	Phone Reimbursement 13/12/22 - 12/01/23	\$	100.00
EFT66989	22/12/2022	CLEANAWAY PTY LTD (acct 53963365)	GST Portion left off initial entering of invoice	\$	47.50
EFT66990	22/12/2022	CLEANAWAY WASTE MANAGEMENT LTD (Acc 170:73037222)	Annual Purchase Order for front loader bin pick up service estimated	\$	18,364.10
EFT66991	22/12/2022	Joshua Brown	Electricity Reimbursement 14/01/22 - 28/11/22	\$	220.16
EFT66992	22/12/2022	Kristy Brown	Electricity Reimbursement 04/08/22 - 29/09/22	\$	600.36
EFT66993	22/12/2022	LISA DAVIS	Electricity Reimbursement 12/10/22 - 01/12/22	\$	734.81
EFT66994	22/12/2022	Marcin Makowski	Electricity Reimbursement 13/10/22 - 02/12/22	\$	229.39
EFT66995	22/12/2022	Melissa Warren	Electricity Reimbursement 14/10/22 - 02/12/22	\$	574.30
EFT66996	22/12/2022	Michael Zion	Electricity Reimbursement 11/10/22 - 03/12/22	\$	78.02
EFT66997	22/12/2022	Nicole Montgomery	Electricity Reimbursement 12/10/22 - 01/12/22	\$	559.55
EFT66998	22/12/2022	Paul Miller	Electricity Reimbursement 13/10/22 - 02/12/22	\$	63.27
EFT66999	22/12/2022	Sachin Kumar	Electricity Reimbursement 11/10/22 - 20/11/22	\$	80.73
EFT67000	22/12/2022	Stephen Leeson	Electricity Reimbursement 06/10/22 - 28/11/22	\$	337.81
EFT67001	22/12/2022	Susan Abouav	Electricity Reimbursement 15/10/22 - 28/11/22	\$	134.84
EFT67002	22/12/2022	Tari Jeffers	Electricity Reimbursement 11/10/22 - 03/12/22	\$	193.97
EFT67003	22/12/2022	BUGAI WHYOULTER	Artist Payment to go into Pilbara Motor Group Account - As requested by Bugai and Amy	\$	6,150.40

EFT67004	12/01/2023	BUGAI WHYOULTER	Artist Payment Ref # 14888	\$	2,000.00
EFT67005	12/01/2023	DOREEN CHAPMAN	Artist Payment Ref # 14875	\$	986.89
EFT67006	12/01/2023	Derrick Butt	Artist Payment Ref # 14879	\$	500.00
EFT67007	12/01/2023	Desmond Taylor	Artist Payment Ref # 14871	\$	600.00
EFT67008	12/01/2023	Ethan Patch	Artist Payment Ref # 14894	\$	123.10
EFT67009	12/01/2023	GLADYS BIDU	Artist Payment Ref # 14883	\$	125.00
EFT67010	12/01/2023	JUDITH ANYA SAMSON	Artist Payment Ref # 14886	\$	749.62
EFT67012	12/01/2023	KUMPAYA GIRGIRBA	Artist Payment Ref # 14889	\$	300.00
EFT67013	12/01/2023	MARIANNE BURTON	Artist Payment Ref # 14878	\$	315.00
EFT67014	12/01/2023	MAY CHAPMAN	Artist Payment Ref # 14884	\$	10,000.00
EFT67015	12/01/2023	MULYATINGKI MARNEY	Artist Payment Ref # 14890	\$	300.00
EFT67016	12/01/2023	Mary Larry	Artist Payment Ref # 14885	\$	299.25
EFT67017	12/01/2023	NANCY CHAPMAN	Artist Payment Ref # 14874	\$	4,065.60
EFT67018	12/01/2023	NGAMARU BIDU	Artist Payment Ref # 14880	\$	1,135.97
EFT67019	12/01/2023	Ruebina Gibbs	Artist Payment Ref # 14881	\$	393.75
EFT67020	12/01/2023	Tanya Charles	Artist Payment Ref # 14887	\$	454.50
EFT67021	12/01/2023	Wilson Junior Mandijalu	Artist Payment Ref # 14873	\$	811.50
EFT67022	12/01/2023	Yvonne Mandijalu	Artist Payment Ref # 14877	\$	200.00
EFT67023	12/01/2023	BUGAI WHYOULTER	Artist Payment Ref # 14882 - To be Paid to Pilbara Motor Group Account as per paperwork	\$	1,515.10
EFT67024	12/01/2023	ACROMAT PTY LTD	Badminton Poles 1 Set	\$	960.30
EFT67025	12/01/2023	ADVAM PTY LTD	Provide Credit Card payment processing services for Car Park Stations at Newman Airport for FY 22/23	\$	414.04
EFT67026	12/01/2023	AHRENS GROUP PTY LTD	1000 m2 x brick paving at NAC	\$	612,816.58
EFT67027	12/01/2023	ALLIED PICKFORDS (SIRVA PTY LTD)	Relocation expenses	\$	21,065.00
EFT67028	12/01/2023	AMPAC Debt Recovery (WA) Pty Ltd	Rate Debt Recovery Services - Account Client Ref 5536 and 5537	\$	55.00
EFT67029	12/01/2023	AVIAIR	Sponsorship Contribution for the Provision of Inter-Regional Regular Public Transport Air Services Monthly - August 2022 to December 2022	\$	48,632.20
EFT67030	12/01/2023	Amber Palin	Winner of People's Choice award for Christmas Lights Competition for Nullagine	\$	500.00
EFT67031	12/01/2023	Austindo Engineering Pty Ltd	Upgrades to kitchen and wet area	\$	87,156.43
EFT67032	12/01/2023	Australia Post - Credit Management	Postage	\$	1,814.77
EFT67033	12/01/2023	Autopro Newman	12 to240V 1KW inverter as per quote 8948	\$	134.09
EFT67034	12/01/2023	BHP BILLITON IRON ORE PTY LTD	Electricity Charges 140821 - 081222	\$	224,963.73
EFT67035	12/01/2023	BOC GASES	R052G Air Indust G Size	\$	250.23
EFT67036	12/01/2023	BOULEVARD PHARMACY	School Holiday Activities items	\$	98.67
EFT67037	12/01/2023	BROOKS HIRE SERVICES PTY LTD	Hire of a 20-24 tonne excavator for use at the NWMF/WWTP for the month of November.	\$	1,204.26
EFT67038	12/01/2023	BUDGET CAR & TRUCK RENTAL PERTH	Car Hire	\$	1,184.66
EFT67039	12/01/2023	Belgravia Sports Community Pty Ltd	Club Spot Renewal	\$	660.00
EFT67040	12/01/2023	Blackwoods	Supply & Deliver Lanyard Refer to Quote BWSQ000320242	\$	1,170.20
EFT67041	12/01/2023	Brent Downes	Electricity Reimbursement 12/10/22 - 09/12/22	\$	847.73
EFT67042	12/01/2023	Broome Circle	Broome Circle art materials for Martumili artists September to November 2022	\$	992.00

EFT67043	12/01/2023	Buckman Enterprises t/a Code Hire	Hire of trencher to install new retic lines	\$	2,640.00
EFT67044	12/01/2023	C.M. Harris & V.W. Tripe	Official Judging Awards Winner for Newman Christmas Lights Competition 2022	\$	500.00
EFT67045	12/01/2023	CADD Building Construction and Maintenance Pty Ltd	Capital Housing upgrade as per RFT04-2021/22	\$	139,872.71
EFT67046	12/01/2023	CJD EQUIPMENT	Supply Parts as per quote 0050386184	\$	845.60
EFT67047	12/01/2023	CLEANAWAY PTY LTD (acct 53651265)	Newman Streets Litter Control - Contract	\$	144,763.79
EFT67048	12/01/2023	CLEANAWAY PTY LTD (acct 53963365)	Newman Streets Litter Control - Contract	\$	154,201.19
EFT67049	12/01/2023	CLEANAWAY WASTE MANAGEMENT LTD (Acc 170:73037222)	Delivery and Removal of General waste and recycling bins - Newman Teeball Association - Inkind 10 bins x 240L	\$	302.50
EFT67050	12/01/2023	CM Technology Group t/a Trading as CMTG Networks	Veeam Backup including Offline Tape Storage - Backup/Storage - July 22 to June 23	\$	1,496.56
EFT67051	12/01/2023	COMPNET	Wordpress Support	\$	63.25
EFT67052	12/01/2023	CUSTOMER FIRST CONTRACTING PTY LTD	Replacement solar panels as per quote 69666 Works	\$	63,340.14
EFT67053	12/01/2023	Calum James How	Successful Excellence Grant - Australia Country Cricket Championships representing the Pilbara	\$	500.00
EFT67054	12/01/2023	Carl Christopher Pilkington	Winner of the People's Choice awards for the Christmas Lights Competition in Marble Bar	\$	500.00
EFT67055	12/01/2023	Centurion Transport Co Pty Ltd	Monthly Freight PO - December 2022	\$	2,599.69
EFT67056	12/01/2023	Christopher Scanlan	Reimbursement	\$	217.98
EFT67057	12/01/2023	Cleanaway (Acct 53652829)	Provision of Liquid Waste Collection & Disposal Services - RFT 11- 2020/2021 Newman WWTP	\$	22,640.95
EFT67058	12/01/2023	Crawford Realty Newman	Rent - staff accommodation	\$	1,260.00
EFT67059	12/01/2023	Crisdale Group of Companies Pty Ltd ATF The Crisdale Unit Trust	Medical Assessment	\$	330.00
EFT67060	12/01/2023	DATA#3 LTD	02HI1-005995-L403 - Autocad AEC (Architecture Engineering & Construction	\$	11,956.78
EFT67061	12/01/2023	DEANS AUTOGLASS	Carry out Windscreen repairs for Rego 1HMZ275 Refer to Quote 00402872	\$	1,622.50
EFT67062	12/01/2023	Dick Tracey Contracting Pty Ltd	PURCHASE ORDER FOR VEGETATION MAINTENANCE SERVICES AS PER TENDER RFT 02-2022/23	\$	21,450.00
EFT67063	12/01/2023	Dylan Chapman	Second Place in Official Judging Awards for the Christmas Lights Competition	\$	350.00
EFT67064	12/01/2023	EAST PILBARA EARTHMOVING PTY LTD	Supply of plant and operators to undertake a gravel resheet on KIWIRRKURRA ROAD	\$	320,671.87
EFT67065	12/01/2023	EAST PILBARA VETERINARY SERVICE	Animal services	\$	20.00
EFT67066	12/01/2023	ENVIRONMENTAL INDUSTRIES	Sprinkler head repair and check setttings	\$	10,820.41
EFT67067	12/01/2023	ES2 Enterprise Solutions	FreshService License - Pro Rata to 9/6/23	\$	2,289.54
EFT67068	12/01/2023	EUROFINS ARL PTY LTD	RFQ - 05 2021/22	\$	4,126.65
EFT67069	12/01/2023	EUROPCAR	Car Hire	\$	461.46
EFT67070	12/01/2023	East Pilbara Excavations Pty Ltd	Fire Breaks for Newman	\$	4,752.00
EFT67071	12/01/2023	FLASHBAY PTY LTD	2x 500 units of USBs for Shire staff and promotion (clicker and key ring styles).	\$	7,259.45
EFT67072	12/01/2023	FOXTEL CABLE TELEVISION	Monthly Foxtel Subscription JANUARY	\$	265.00
EFT67073	12/01/2023	Flowtek Plumbing and Gas Pty Ltd	NEWMAN AQUATIC CENTRE. RELOCATE EYE RINCE CENTRE	\$	1,356.79
EFT67074	12/01/2023	Frank Ashworth	Electricity Reimbursement 06/10/22 - 27/11/22	\$	391.94

EFT67075	12/01/2023	Froggy Property Solutions Pty Ltd	Pre-event and post-event cleaning of the toilets at the town square and post event cleaning of the front kitchen area		
				\$	550.00
EFT67076	12/01/2023	Fuji Xerox Australia Pty Ltd	Fujifilm Copier Monthly Charges - Rental & Usage - July 2022 to June 2023	\$	1,983.21
EFT67077	12/01/2023	GALJO PTY LTD T/A EAST PILBARA TYRE SERVICE	Tyre repairs for NWMF	\$	291.50
EFT67078	12/01/2023	GALVINS PLUMBING SUPPLIES	As per Quote NEW -S01-00005346, Parts for tap fitting for IBC's	\$	157.36
EFT67079	12/01/2023	GOESCAPE Pty Ltd	Unit flooded, plumber to attend from Port Hedland	\$	1,504.47
EFT67080	12/01/2023	Geoffrey Zis	Winner of the Official Judging Awards for Marble Bar Christmas Lights Competition 2022	\$	500.00
EFT67081	12/01/2023	Gerard Dhu	Electricity Reimbursement 12/10/22 - 09/12/22	\$	506.89
EFT67082	12/01/2023	Gold Touch Detailing	Carry out Detailing for Rego 167EPS Refer to Quote 51092	\$	781.15
EFT67083	13/01/2023	Dunnings	Fuel for Waste Services	\$	20,251.43
EFT67084	13/01/2023	Grace Worldwide (Australia) Pty Ltd	RELOCATION EXPENSES	\$	8,996.79
EFT67085	13/01/2023	Pilbara Solutions Pty Ltd T/A Hedland Mobile Windscreens	Damage rear window requiring replacement	\$	770.00
EFT67086	13/01/2023	HOLCIM (AUSTRALIA) PTY LTD	Supply Scalps as per quote 21484478	\$	2,923.02
EFT67087	13/01/2023	Heatley Sales Pty Ltd ta Skipper Transport	Parts for silvan fuel tank and Batteries for RO plant.	\$	1,144.57
EFT67088	13/01/2023	Hedland Auto Electrics Pty Ltd	Carry out repairs as per quote 21243	\$	3,458.44
EFT67089	13/01/2023	Hersey's Safety	9016 LIVI JUMBO TOILET ROLL 8 TO A CARTON	\$	2,697.71
EFT67090	13/01/2023	JEANETTE BESSELL	Payroll Services.	\$	825.00
EFT67091	13/01/2023	Jamie Gibson	Electricity Reimbursement 01/10/22 - 28/11/22	\$	129.56
EFT67092	13/01/2023	Jaz Creative	Packaging and design file for the 2022/2023 Budget Bulletin	\$	297.00
EFT67093	13/01/2023	Jesse Campion	Third Place in the official Judging Awards for Newman Christmas Lights Competition 2022	\$	200.00
EFT67094	13/01/2023	Jigalong Community Inc	fuel for Clive Samson for return to Newman	\$	241.92
EFT67095	13/01/2023	John O'Neill	Recovery of Petty Cash Expenses	\$	286.31
EFT67096	13/01/2023	Joshua Brown	December 2022 OCM ordering	\$	88.20
EFT67097	13/01/2023	KOMATSU AUSTRALIA PTY LTD	Supply Service maintenance & Repair parts for Rego 1GRV119 Refer to quote Q002944862	\$	6,372.95
EFT67098	13/01/2023	Kyle Higgins	Electricity Reimbursement 10/08/22 - 11/10/22, 12/10/22 - 09/12/22	\$	487.75
EFT67099	13/01/2023	LISA DAVIS	Phone Reimbursement 13/11/22 - 12/12/22	\$	100.00
EFT67100	13/01/2023	M.P.O. Building Pty Ltd	CAPE K. PRICE TO SUPPLY 32MM GAL FRAME WITH SURF MIST WHITE COLOUR BOND SHEETING.	\$	1,050.00
EFT67101	13/01/2023	MARKETFORCE	Advertising of RFT 05-2022/23 Panel Prequalified Plant Hire Suppliers	\$	1,128.72
EFT67102	13/01/2023	MASTEC AUSTRALIA PTY LTD	Supply 240L Mobile Garbage Bins	\$	49,917.76
EFT67103	13/01/2023	MCHAFFIE TRANSPORT AUSTRALIA PTY LTD	Chlorine Transport	\$	4,400.00
EFT67104	13/01/2023	MCLEODS BARRISTERS & SOLICITORS	Legal Advice	\$	2,879.48
EFT67105	13/01/2023	Marble Bar General Store	Supply groceries desert road works	\$	1,985.96
EFT67106	13/01/2023	Marble Bar Roadhouse and Travellers Rest	Accommodation	\$	1,497.20
EFT67107	13/01/2023	Mark Keogh Pty Ltd tas Mark Keogh Training	Pool Lifeguard Training 17-18 December	\$	399.00
EFT67108	13/01/2023	Mathew Scott Pennington	Reimbursement	\$	167.73

EFT67109	13/01/2023	Matilda Nelson	Food Allowance & Travel Expenses for Volunteer Program with Martumili	\$	884.10
EFT67110	13/01/2023	Minuteman Press Perth	Xmas Sale Marketing Printing	\$	2,142.53
EFT67111	13/01/2023	NEWMAN HOME HARDWARE & ICE PLUS	Interior Paint Supplies	\$	6,144.76
EFT67112	13/01/2023	NORTH WEST DISTRIBUTORS	Lollies and Chips for Kiosk Resale	\$	2,356.61
EFT67113	13/01/2023	NORTHSTAR ASSET	Public Screening Request for Twilight Movie Series-Oddball	\$	605.00
EFT67114	13/01/2023	Newman History 6753	Consultancy - Newman History	\$	8,766.20
EFT67115	13/01/2023	Newman Hotel Motel	Stars of the East Pilbara catering for 2022	\$	8,540.10
EFT67116	13/01/2023	Newman MM Pty Ltd - Mia Mia Newman	Accommodation	\$	960.00
EFT67117	13/01/2023	Nully Capital Pty Ltd	Accommodation and meals	\$	600.00
EFT67118	13/01/2023	OFFICE LINE	Office furniture	\$	5,753.00
EFT67119	13/01/2023	ONSITE RENTAL GROUP	2 x portaloos rental for Martumili Christmas sale including delivery 25/11-28/11 (Q277817) Knuckle boom light and 3 phase generate for xmas sale event	\$	1,757.37
EFT67120	13/01/2023	OWEN MARK QUIGLEY	Electricity Reimbursement 15/09/22 - 14/11/22	\$	175.87
EFT67121	13/01/2023	Oasis Newman Operations Pty Ltd	Accommodation	\$	190.00
EFT67122	13/01/2023	PARDOO ROADHOUSE & TAVERN	Diesel Fuel for House Generator, Donger Generator, and Water RO machine.	\$	973.36
EFT67123	13/01/2023	PERMEATE PARTNERS PTY LTD	Newman Airport WTP Operational Support for FY 22/23	\$	2,941.40
EFT67124	13/01/2023	PILBARA ELECTRICAL	Pilbara Electrical - Please supply 1 x Smart Television Unit	\$	1,047.90
EFT67125	13/01/2023	PILBARA META MAYA	Remote Housing Electricity Charges - 221022 - 091222	\$	15.35
EFT67126	13/01/2023	PILBARA MOTOR GROUP	Carry out Tyre replacement & repairs for Rego 121EPS Refer to Quote CE13204005	\$	4,243.71
EFT67127	13/01/2023	PIRTEK NEWMAN	Supply Transfer hose + fittings for LWF discharge point. As per quote.	\$	1,469.58
EFT67128	13/01/2023	Pamela Townsend	Second Place in the Official Judging Awards for the Christmas Lights Competition for Marble Bar	\$	350.00
EFT67129	13/01/2023	Paramount Earthmoving Pty Ltd	Hire of Landfill Compactor - This is for the month of December	\$	28,600.00
EFT67130	13/01/2023	Paul Miller	Phone Reimbursement 05/12/22 - 04/01/23	\$	100.00
EFT67131	13/01/2023	Phoebe Jones	26 Sep - 15 Dec Tuesday and Thursday Yoga Classes	\$	1,000.00
EFT67132	13/01/2023	Pitipan Sutiwan	Electricity Reimbursement 14/10/22 - 28/11/22	\$	599.60
EFT67133	13/01/2023	Prudential Investment Services Corp Pty Ltd	Investment Advisory Services 2022-23	\$	1,870.00
EFT67134	13/01/2023	Ranger Contracting Services WA	Standing PO for period covering 5 - 21 December 2022	\$	9,575.98
EFT67135	13/01/2023	Redfish Technologies Pty Ltd	Newman Council Live Streaming Addition to main system	\$	16,209.38
EFT67136	13/01/2023	Regional Airport Management Services PL TA RAMS	Provide Annual Technical Inspection (ATI) for Pavements and Drainage at Newman Airport	\$	8,800.00
EFT67137	13/01/2023	Risk West Management Consultants	RiskWest Consultants - Business Continuity Plan.	\$	14,894.00
EFT67138	13/01/2023	Ronice Preston	Electricity Reimbursement 12/10/22 - 12/12/22	\$	405.20
EFT67139	13/01/2023	Rosina Tuck-Davidson	Electricity Reimbursement 04/11/22 - 01/12/22	\$	188.18
EFT67140	13/01/2023	Roy Butterly	Winner of the People's Choice Awards for the Christmas Lights Competition in Newman	\$	500.00
EFT67141	13/01/2023	SEEK LIMITED	SEEK Job Ad - Events Officer	\$	660.00

EFT67142	13/01/2023 SIGMA CHEMICALS	Supply and Deliver 1x pallet of 20l drums - Algae control pure. delivery to Newman Depot. As per quote #163139.		
			\$	9,449.33
EFT67143	13/01/2023 SONIC HEALTHPLUS PTY LTD	Pre-Employment Medical	\$	2,515.70
EFT67144	13/01/2023 STOCKMAN ENGINEERING	Carry Out Repair for Bent Shaft/Gear of Fertilizer spreader Rego 146EPS Refer to Quote 0000WI-214521	\$	7,554.80
EFT67145	13/01/2023 SWAN TOWING	Collection of abandoned vehicles in the SOEP. Standing PO until the end of FY22/23.	\$	792.00
EFT67146	13/01/2023 Shane Hayes	Electricity Reimbursement 06/10/22 - 27/11/22	\$	78.16
EFT67147	13/01/2023 Shannon Simpson	Second Place of the Official Judging Awards for Nullagine Christmas Lights Competition 2022	\$	350.00
EFT67148	13/01/2023 Shift Diesel and Earth	Carry out supply and installation of Aux Brake System for Rego 140EPS Refer to Quote QU-0074	\$	7,232.86
EFT67149	13/01/2023 Slater-Gartrell Sports	Heavy Duty Basketball Nets for replacements in Whaleback	\$	59.40
EFT67150	13/01/2023 Smartech Systems Oceania PL t/a Neopost	Newman Admin Shredder Repair Cost: Initial- \$180.00 + GST + \$90.00 per 30 Minutes thereon.	\$	198.00
EFT67151	13/01/2023 Soft Landing t/as Community Resources Limited	Mattress Delivery Collection	\$	2,310.00
EFT67152	13/01/2023 Sonia Morasutti	Home Hardware - Replacement Keys	\$	66.00
EFT67153	13/01/2023 Spick and Span Commercial Property Maintenance Pty Ltd	CLEANING SERVICES - Multiple invoices	\$	84,958.85
EFT67154	13/01/2023 Sportspower Newman	Recreation Centre equipment	\$	718.95
EFT67155	13/01/2023 Sungem Investments T/as Marina Bricklayers	Supply machinery, material and labour to lay 70m of kerbing for exit lane in Shire car park. With two pram ramps in brick paving. 25MPA concrete with expansion joints every 4m.	\$	24,420.00
EFT67156	13/01/2023 THE PERTH MINT	2021 Citizenship Coins - 100 coins	\$	506.00
EFT67157	13/01/2023 THE SHADE SAIL MAN	Repair to shade sail	\$	660.00
EFT67158	13/01/2023 TNT Australia Pty Limited	Invoice 64808530 240922 - Freight Charges	\$	2,359.33
EFT67159	13/01/2023 TOTAL EDEN PTY LTD	Supply Coil Solenoid DC Latching 6V- 40VDC Refer to Quote 20427243	\$	4,377.88
EFT67160	13/01/2023 TYREPOWER NEWMAN	Carry Out repair for A/C & Beacon for Kubota Skid Steer Rego 156EPS Refer to Quote 141485	\$	2,275.88
EFT67161	13/01/2023 The Good Grocer Newman IGA	Food catering for Youth and Community Hub Internal Engagement Session.	\$	325.00
EFT67162	13/01/2023 Theresa Foster ta Newman Graffiti Removal	Carry Out Graffiti removal as per Quote QU-0044	\$	3,855.72
EFT67163	13/01/2023 ULTI MECH	Replacement and New Tyre Fittings for John Deere Mower as per Quote #32561	\$	3,042.29
EFT67164	13/01/2023 UNIFORMS AT WORK PTY LTD	PPE Uniform Order December 2022	\$	4,647.94
EFT67165	13/01/2023 Veronica Hains	Electricity Reimbursement 27/06/22 - 08/10/22, 09/10/22 - 02/12/22	\$	356.32
EFT67166	13/01/2023 Vic Flow Civil	Hire of Specialist operator Supervisor for Newman Caravan Park Project	\$	32,505.00
EFT67167	13/01/2023 VicFlow Pty Ltd	Dry hire of water truck for 12 months at Newman Waste Management Facility - December	\$	36,686.10
EFT67168	13/01/2023 WATER CORPORATION	Water charges 011122 to 311222	\$	11,104.92
EFT67169	13/01/2023 WATERCHOICE (AUST) PTY LTD	Newman Youth Centre 2 water filtration systems lease	\$	650.00

EFT67170	13/01/2023	WEST AUSTRALIAN NEWSPAPERS LIMITED	North West Telegraph 2022/23 half page ads. 12-month order. \$550 per insertion for \$6600 total.	\$	550.00
EFT67171	13/01/2023	WESTRAC PTY LTD	Repair LHR cleaner bar support/bearings. NWMF Compactor As per quote #7M51929 - 001	\$	2,191.81
EFT67172	13/01/2023	Water Infrastructure Science And Engineering (WISE)	Newman Liquid Waste Facility Detailed Design and Superintendency	\$	45,503.07
EFT67173	13/01/2023	Whani Tawha	Christmas Lights Competition Winner, first place for Judges Choice in Nullagine	\$	500.00
EFT67174	13/01/2023	Woodhamm Pty LTd ta Hammond Woodhouse Advisory	Engagement of Consultant for 2022 Annual CEO Performance Review	\$	6,050.00
EFT67175	16/01/2023	Dick Tracey Contracting Pty Ltd	PURCHASE ORDER FOR VEGETATION MAINTENANCE SERVICES AS PER TENDER RFT 02-2022/23	\$	33,715.00
EFT67176	16/01/2023	Coca-Cola Amatil (acct 6745685)	Drinks for Kiosk Resale - Newman Aquatic Centre	\$	1,729.88
EFT67177	16/01/2023	HORIZON POWER	Electricity Charges 01/11/2022 to 30/11/2022	\$	2,501.70
EFT67178	18/01/2023	BEVERLEY ROGERS	Artist Payment Ref # 14897	\$	956.25
EFT67179	18/01/2023	BUGAI WHYOULTER	Artist Payment Ref # 14902	\$	2,000.00
EFT67180	18/01/2023	Bethany Wumi	Artist Payment Ref # 14896	\$	318.10
EFT67181	18/01/2023	Desmond Taylor	Artist Payment Ref # 14900	\$	182.60
EFT67182	18/01/2023	Jasmin Wumi	Artist Payment Ref # 14901	\$	325.25
EFT67183	18/01/2023	KUMPAYA GIRGIRBA	Artist Payment Ref # 14904	\$	300.00
EFT67184	18/01/2023	MAY CHAPMAN	Artist Payment Ref # 14899	\$	2,000.00
EFT67185	18/01/2023	MULYATINGKI MARNEY	Artist Payment Ref # 14903	\$	300.00
EFT67186	18/01/2023	NOREENA KADIBIL	Artist Payment Ref # 14898	\$	1,570.54
EFT67187	18/01/2023	Selina Brown	Artist Payment Ref # 14895	\$	177.75
EFT67188	19/01/2023	HORIZON POWER	Electricity Charges 011222 to 311222	\$	2,486.84
EFT67189	19/01/2023	HORIZON POWER	Electricity Charges 160322 to 130522	\$	812.58
EFT67190	19/01/2023	ALL-RID PEST MANAGEMENT	Provision of mosquito control and monitoring component of Shire's pest control program	\$	5,539.26
EFT67191	19/01/2023	ALLIED PICKFORDS (SIRVA PTY LTD)	Relocation expenses	\$	2,498.98
EFT67192	19/01/2023	AMPAC Debt Recovery (WA) Pty Ltd	Standing PO for debt recovery	\$	550.66
EFT67193	19/01/2023	AVIAIR	Delivery of art materials to Jigalong, Kunawarritji and Punmu community. Return of arts materials from Kunwarritji to Newman. Mail plane 15/2/2022.	\$	108.60
EFT67194	19/01/2023	Annabell Landy	Travel Expenses Claim	\$	763.98
EFT67195	19/01/2023	Austindo Engineering Pty Ltd	Shire housing renewal works	\$	11,726.66
EFT67196	19/01/2023	Australia Post - Credit Management	Standing Order for Postage	\$	206.56
EFT67197	19/01/2023	Australian Local Government Job Directory	LG Jobs Directory Jobs Ad - Community Capacity Building Officer	\$	247.50
EFT67198	19/01/2023	Autopro Newman	WWTP items.	\$	498.98
EFT67199	19/01/2023	BOC GASES	R052G Air Indust G Size	\$	517.16
EFT67200	19/01/2023	Bevan Klein	Phone Reimbursement 13/01/2023 - 12/02/2023	\$	100.00
EFT67201	19/01/2023	Blackwoods	NMWF Supplies Nozzle Fire Hose Brass Type 1 Jet	\$	723.80
EFT67202	19/01/2023	CLEANAWAY PTY LTD (acct 53651165)	Facility Bin Collections: Overall (Facility bins, 240L bins, and 4.5 m blue bins (extension to PO 49056) Airport	\$	29,506.74
EFT67203	19/01/2023	COMPNET	New SAM application	\$	2,550.63
EFT67204	19/01/2023	CUSTOMER FIRST CONTRACTING PTY LTD	Newman - miscellaneous	\$	29,447.69

EFT67205	19/01/2023	Centurion Transport Co Pty Ltd	Monthly Freight PO - October 2022 OLS3311513 - Newman - Perth	\$	2,933.20
EFT67206	19/01/2023	Cheeditha Energy Pty Ltd	Building Application Fee	\$	225.85
EFT67207	19/01/2023	Crawford Realty Newman	Rent - staff accommodation	\$	630.00
EFT67208	19/01/2023	Crisdale Group of Companies Pty Ltd ATF The Crisdale Unit Trust	Recruitment services	\$	36,107.04
EFT67209	19/01/2023	DEANS AUTOGLASS	Supply & Fitted windscreen for Rego 163EPS Refer to Quote 00403298	\$	766.70
EFT67210	19/01/2023	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	2022/23 ESL Quarter 2 in accordance with the Department of Fire & Emergency Services of WA Act 1998 Part 6a - Emergency Services Levy - Section 36ZJ and Option B Agreement Arrangements	\$	166,682.82
EFT67211	19/01/2023	DESIGNA AUSTRALIA PTY LTD	Provision of comprehensive car park maintenance services at Newman Airport for FY 22/23	\$	6,457.10
EFT67212	19/01/2023	Department of Mines, Industry Regulation and Safety (Building and Energy)	November and December BSL Payments	\$	3,987.84
EFT67213	19/01/2023	Desert to Coast Training & Assessing	WHS - training 2x Newman 1x Marble Bar.	\$	10,850.00
EFT67214	19/01/2023	ES2 Enterprise Solutions	Additional 25 users EMS E3 8-12-22 to 28-7-23	\$	2,885.85
EFT67215	19/01/2023	GALJO PTY LTD T/A EAST PILBARA TYRE SERVICE	Tyre repairs for NWMF	\$	525.00
EFT67216	19/01/2023	HART SPORT	Volleyball trophies term 4 adult programs- 12 x Jubilee large Volleyball 12 x Millennium Medallion Volleyball	\$	297.59
EFT67217	19/01/2023	Hedland Auto Electrics Pty Ltd	Carry out repairs to Dozer as per quote 21244	\$	2,041.27
EFT67218	19/01/2023	Karen Lesley Hunter	Rates advisory services	\$	1,710.00
EFT67219	19/01/2023	LANDGATE (DOLA)	Marble Bar and Nullagine imagery, DEM, and Cadastre - as per quote provided 28.11.22	\$	1,052.85
EFT67220	19/01/2023	MSS SECURITY PTY LTD	Provide Security Screening Services	\$	137,391.22
EFT67221	19/01/2023	Marble Bar Tourist Association	Quarterly MOU Q1 FY 2022/2023	\$	7,500.00
EFT67222	19/01/2023	Mark Keogh Pty Ltd tas Mark Keogh Training	Annual Life Guard Refresher Training 17-18 December 2022	\$	558.00
EFT67223	19/01/2023	Mathew Scott Pennington	Phone Reimbursement 10/12/22 - 09/01/23	\$	100.00
EFT67224	19/01/2023	NEWMAN HOME HARDWARE & ICE PLUS	Supply 19mm hose fire reel 36mt refer to Quote 0-18847	\$	1,185.09
EFT67225	19/01/2023	Newman Hotel Motel	Catering for Martumili Christmas sale 25/11/2022	\$	3,850.00
EFT67226	19/01/2023	OCLC	AMLIB Subscription FY 21/22	\$	5,906.29
EFT67227	19/01/2023	OFFICEWORKS BUSINESS DIRECT	Martumili Officeworks Order	\$	1,291.12
EFT67228	19/01/2023	ONSITE RENTAL GROUP	2 x portaloos rental for Martumili Christmas sale including delivery 25/11-28/11 (Q277817) Knuckle boom light and 3 phase generate for xmas sale event	\$	1,203.02
EFT67229	19/01/2023	OWEN MARK QUIGLEY	Home Hardware purchases for property 06/01/23	\$	94.00
EFT67230	19/01/2023	On Point Corporation Pty Ltd T/A's Total Chlorine Solutions	Supply new ERP and site specific Chlorine procedures'. As per Quote #QU-0026	\$	2,139.50
EFT67231	19/01/2023	Paul Hudson	Reimbursement	\$	3,300.00
EFT67232	19/01/2023	RENTOKIL INITIAL GROUP	Monthly Servicing of sanitary bins, sharps containers & sanitiser dispensers Newman Waste Management Facility 19/12/2022 - 31/12/2022	\$	291.23
EFT67233	19/01/2023	Ranger Contracting Services WA	Ranger Services - Contract Ranger	\$	8,602.44

EFT67234	19/01/2023	Regional Airport Management Services PL TA RAMS	Provide Management Services, Airside Operation Services, Airside Maintenance Services, Landside Maintenance Services and Other Services specified as per RFT 03-2021/22 at Shire of East Pilbara owned Airports		
				\$	99,846.76
EFT67235	19/01/2023	SHERIDANS	Name Badges	\$	536.97
EFT67236	19/01/2023	SONIC HEALTHPLUS PTY LTD	Pre-Employment Medical	\$	787.60
EFT67237	19/01/2023	STEVEN MARK CAFFIERI	Rates refund for assessment A401223 UNIT 23 1 COWRA DRIVE	\$	423.20
EFT67238	19/01/2023	STOCKMAN ENGINEERING	Emergency works	\$	5,456.00
EFT67239	19/01/2023	Shift Diesel and Earth	Carry out 1000HR Machine service for Rego 1GRV119 Refer to Quote QU-0007	\$	3,745.50
EFT67240	19/01/2023	Sonia Morasutti	Reimbursement	\$	27.00
EFT67241	19/01/2023	TOTAL EDEN PTY LTD	Supply Diaphragm Solenoid Scrub Rainbird 50mm Refer to quote 20423437	\$	2,945.25
EFT67242	19/01/2023	TYREPOWER NEWMAN	Carry out Service for Rego 1HOZ614 Refer to Quote 141664	\$	558.14
EFT67243	19/01/2023	The Good Grocer Newman IGA	Youth Centre Fortnightly Food Shopping for Holiday Program	\$	390.68
EFT67244	19/01/2023	VORGEE	Destroyer- Silver Mirrored lens - 3 boxes - 18 items in total	\$	914.10
EFT67245	19/01/2023	WESTRAC PTY LTD	Filters for Cat Compactor at NWMF.	\$	50.05
EFT67246	19/01/2023	Water Infrastructure Science And Engineering (WISE)	Detailed Design and Project Superintendent Services for Solare Photovoltaic (PV) System - RFQ16-2020/21	\$	3,369.85
EFT67247	19/01/2023	Wilson Parking Australia 1992 Pty Ltd	Provide Car Park Monitoring Services at Newman Airport for FY 22/23	\$	1,650.00
EFT67248	19/01/2023	ZIPFORM STATIONERY	Initial set up with Zipform to produce and distribute shire rate notices, Instalment notices and Final Notices. And the production and distribution of 3rd Instalment Notices for 30.12.2022	\$	4,409.78
EFT67249	20/01/2023	Austindo Engineering Pty Ltd	Replace damaged office door at the Newman WWTP. As per quote #677	\$	1,524.60
EFT67250	20/01/2023	BHP BILLITON IRON ORE PTY LTD	Electricity Charges 181022 - 181222	\$	2,051.08
EFT67251	20/01/2023	BROOKS HIRE SERVICES PTY LTD	Hire of WA320 Loader as per quote 11040 for Newman Landfill	\$	21,098.88
EFT67252	20/01/2023	Beyond Clarity	Proplus Subscription fee for GPS installation Refer to Quote 22-001381-1	\$	303.60
EFT67253	20/01/2023	Dick Tracey Contracting Pty Ltd	PURCHASE ORDER FOR VEGETATION MAINTENANCE SERVICES AS PER TENDER RFT 02-2022/23	\$	47,475.18
EFT67254	20/01/2023	Dunnings	Waste Services Fuel	\$	9,486.15
EFT67255	20/01/2023	Enviroacific Services Limited	Parts for pipework	\$	723.21
EFT67256	20/01/2023	Hydrilla Pty Ltd	Newman Aquatic Centre Pool Liner and Plant Upgrades - as per tender RFT 08 inc - anti slip liner	\$	19,250.00
EFT67257	20/01/2023	Marble Bar Community Resource Centre	Reconciliation Action Plan - Reflect Launch in Marble Bar (Lunch event)	\$	997.85
EFT67258	20/01/2023	NEWMAN HOME HARDWARE & ICE PLUS	Supply 20 Bulka Bags of Red Mulch	\$	10,242.82

EFT67259	20/01/2023	Wilson Parking Australia 1992 Pty Ltd	Provide Car Park Monitoring Services at Newman Airport for FY 22/23	\$	1,650.00
EFT67260	20/01/2023	Woolworths (WA) Ltd	Supplies	\$	1,358.51
EFT67262	23/01/2023	AUSactive	AusActive Annual Registration	\$	650.00
EFT67263	23/01/2023	COOPER, ALLEN RONALD	Pilbara Regional Council wind up administration services	\$	720.00
EFT67264	23/01/2023	Dick Tracey Contracting Pty Ltd	Trim and poison weeds	\$	3,630.00
EFT67265	23/01/2023	SIRVA Pty Ltd t/as Allied - Perth Business	Transfer of office furntiure	\$	946.00
EFT67266	23/01/2023	WATER CORPORATION	Water Charges - Lot 1061 RES 41948 10/11/22 - 10/01/23	\$	154,333.12
EFT67271	25/01/2023	BUGAI WHYOUTLER	Artist Payment Ref # 14907	\$	2,000.00
EFT67272	25/01/2023	KUMPAYA GIRGIRBA	Artist Payment Ref # 14909	\$	300.00
EFT67273	25/01/2023	MULYATINGKI MARNEY	Artist Payment Ref # 14908	\$	300.00
EFT67274	25/01/2023	YIKARTU BUMBA	Artist Payment Ref # 14906	\$	609.23
EFT67275	25/01/2023	HORIZON POWER	Electricity Charges 150722 to 140922	\$	536.05
EFT67276	25/01/2023	ALLIED PICKFORDS (SIRVA PTY LTD)	Relocation costs	\$	9,537.00
EFT67277	25/01/2023	AUSTRALIA DAY COUNCIL OF WA INC	Printing of Certificate of Appreciations for COTY Awards for Newman and Marble Bar	\$	51.50
EFT67278	25/01/2023	AVIAIR	Travel from Newman to Parnngurr on 10/11/2022, Ref #2233410.	\$	285.00
EFT67279	25/01/2023	Austindo Engineering Pty Ltd	Re-paint Gallery Interior walls	\$	9,570.00
EFT67280	25/01/2023	Bhagya Jayasanka	Relocation Costs	\$	847.65
EFT67281	25/01/2023	Blackwoods	Supply Diesel Fuel Pod 200L for Rego 102EPS Refer to Quote BWSQ000320242	\$	2,259.52
EFT67282	25/01/2023	CUSTOMER FIRST CONTRACTING PTY LTD	Solar repairs as per quote	\$	13,194.02
EFT67283	25/01/2023	Centurion Transport Co Pty Ltd	Monthly Freight PO - January 2023 Con Note # OLS3555175 - Perth to Newman	\$	798.47
EFT67284	25/01/2023	Clinton Turley	Relocation expenses	\$	7,140.00
EFT67285	25/01/2023	Corporate Travel Management Group Pty Ltd	Monthly PO November 2022	\$	28,083.73
EFT67286	25/01/2023	Crawford Realty Newman	Rent - Staff accommodation	\$	630.00
EFT67287	25/01/2023	Department of Mines, Industry Regulation and Safety (Building and Energy)	Additional BSL - August - October 2022	\$	3,246.35
EFT67288	25/01/2023	ES2 Enterprise Solutions	Watchguard Firewall Renewal - Newman House	\$	922.70
EFT67289	25/01/2023	Enviropacific Services Limited	Supply and Deliver to Newman Airport 12 x Sodium Hydroxide 8 x Flogard Corrosion Inhibitor 4 x Antiscalant As per Quote #00000146	\$	2,520.23
EFT67290	25/01/2023	FLEX FITNESS	Assorted equipment for Fitness Centre - Slam Balls, Resistance Bands, Cable Attachments	\$	518.22
EFT67291	25/01/2023	GALJO PTY LTD T/A EAST PILBARA TYRE SERVICE	Supply Tyre for Rego 1CY214 Refer to 00046148	\$	935.00
EFT67292	25/01/2023	HOLCIM (AUSTRALIA) PTY LTD	Supply Coarse Sand 13.88 Ton to Newman Aquatic Center	\$	701.57
EFT67293	25/01/2023	MCLEODS BARRISTERS & SOLICITORS	Legal Advice	\$	1,042.76
EFT67294	25/01/2023	Marble Bar General Store	Community Xmas Tree & Dinner supplies	\$	387.90
EFT67295	25/01/2023	NEWMAN HOME HARDWARE & ICE PLUS	Safety gear including gloves, servicing of 6 x Shire rifles, firearms awareness course.	\$	1,453.55
EFT67296	25/01/2023	NEWMAN VETERINARY HOSPITAL	Animal services	\$	616.20
EFT67297	25/01/2023	Newman MM Pty Ltd - Mia Mia Newman	Shire Social Club Event 17 January Board Games - Mia Mia Food Tab	\$	156.20

EFT67298	25/01/2023	Nully Capital Pty Ltd	Accommodation + meals	\$	370.00
EFT67299	25/01/2023	OFFICEWORKS BUSINESS DIRECT	Supplies	\$	1,552.79
EFT67300	25/01/2023	PARKER BLACK & FORREST PTY LTD	quote 2866 - Purchase of A-F Key Stamped F6, Padlock 38m Shackle stamped F6 including packaging and delivery to Newman Works Depot	\$	4,134.35
EFT67301	25/01/2023	PILBARA ELECTRICAL	Sony/ WHCH510B Mid Range BT Headphones - Black	\$	398.85
EFT67302	25/01/2023	PILBARA MOTOR GROUP	Supply and install Hood Sub- Assy, Wheel Alignment for Rego 163EPS Refer to Quote : CE13203739, J132128842		
EFT67303	25/01/2023	PIRTEK NEWMAN	Service to Newman Waste Facilities	\$	3,782.36
EFT67304	25/01/2023	Paul Hudson	Reimbursement	\$	290.54
EFT67305	25/01/2023	Red Sands Accommodation	Accommodation	\$	3,300.00
EFT67306	25/01/2023	SCOPE BUSINESS IMAGING	July 2022 - December 2022 Printing costs (various) and monthly rental (258.50)of Konica Minolta C458 Scanner/Copier	\$	1,600.00
EFT67307	25/01/2023	SEEK LIMITED	SEEK Job Ad	\$	486.78
EFT67308	25/01/2023	SONIC HEALTHPLUS PTY LTD	Pre-Employment Medical	\$	1,331.00
EFT67309	25/01/2023	Shift Diesel and Earth	Carry out GPS installation & repair for Grader Rego 1EPN649 Refer to Quote QU-0006	\$	393.80
EFT67310	25/01/2023	Stephen Leeson	Membership Fees 2023 - CPA Australia	\$	2,145.00
EFT67311	25/01/2023	Sungem Investments T/as Marina Bricklayers	Supply material and labour to construct steel grate for storm water drain and put in place. ☐	\$	790.00
EFT67312	25/01/2023	TENDERLINK	Upload of RFT 07-2022/23 (Nullagine Pool) to Tenderlink Portal	\$	1,496.00
EFT67313	25/01/2023	TYREPOWER NEWMAN	Carry Out Repair for Heater core leaking of Rego 1HOZ614 Refer to Quote Q106582	\$	184.80
EFT67314	25/01/2023	The Good Grocer Newman IGA	Australia Day catering supplies	\$	3,832.18
EFT67315	25/01/2023	Theresa Foster ta Newman Graffiti Removal	Remove graffiti as per quote	\$	286.68
EFT67316	25/01/2023	Vic Flow Civil	Hire of specialist Project Manager	\$	4,051.30
EFT67317	25/01/2023	Water Infrastructure Science And Engineering (WISE)	Newman Liquid Waste Facility Detailed Design and Superintendence	\$	22,701.00
				Total EFT Payments	\$ 10,843,441.84

SHIRE OR EAST PILBARA
Direct Debit Payments

Reference	Date	Name	Description	Amount
DD17572.1	02/12/2022	Aware Super	Superannuation contributions	\$ (186.96)
DD17637.1	11/12/2022	Walters-Huxley Superannuation Fund	Superannuation contributions	\$ 711.78
DD17637.2	11/12/2022	REST SUPERANNUATION	Superannuation contributions	\$ 800.58
DD17637.3	11/12/2022	ANZ SMART CHOICE SUPER	Payroll deductions	\$ 864.14
DD17637.4	11/12/2022	PLUM SUPERANNUATION	Superannuation contributions	\$ 359.92
DD17637.5	11/12/2022	Wereta Family Superannuation	Superannuation contributions	\$ 65.90
DD17637.6	11/12/2022	QSuper	Superannuation contributions	\$ 144.84
DD17637.7	11/12/2022	EQUIPSUPER	Payroll deductions	\$ 1,576.93
DD17637.8	11/12/2022	Voyage Superannuation	Superannuation contributions	\$ 608.29

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DD17637.9	11/12/2022	UNISUPER	Payroll deductions	\$	2,169.27
DD17638.1	11/12/2022	Aware Super	Superannuation contributions	\$	4,830.15
DD17639.1	15/12/2022	Aware Super	Superannuation contributions	\$	(4,830.15)
DD17640.1	11/12/2022	Aware Super	Superannuation contributions	\$	4,830.15
DD17640.2	15/12/2022	Aware Super	Payroll deductions	\$	1,558.11
DD17676.1	25/12/2022	Walters-Huxley Superannuation Fund	Superannuation contributions	\$	282.84
DD17676.2	25/12/2022	IOOF Investments Services Ltd	Superannuation contributions	\$	208.75
DD17676.3	25/12/2022	REST SUPERANNUATION	Superannuation contributions	\$	805.89
DD17676.4	25/12/2022	PLUM SUPERANNUATION	Superannuation contributions	\$	353.37
DD17676.5	25/12/2022	ANZ SMART CHOICE SUPER	Payroll deductions	\$	821.86
DD17676.6	25/12/2022	EQUIPSUPER	Payroll deductions	\$	1,576.93
DD17676.7	25/12/2022	Voyage Superannuation	Superannuation contributions	\$	608.29
DD17676.8	25/12/2022	UNISUPER	Payroll deductions	\$	3,761.75
DD17676.9	25/12/2022	Australian Retirement Trust	Superannuation contributions	\$	840.01
DD17677.1	11/12/2022	Aware Super	Superannuation contributions	\$	17.55
DD17719.1	08/01/2023	Walters-Huxley Superannuation Fund	Superannuation contributions	\$	249.13
DD17719.2	08/01/2023	ANZ SMART CHOICE SUPER	Payroll deductions	\$	846.91
DD17719.3	08/01/2023	PLUM SUPERANNUATION	Superannuation contributions	\$	353.37
DD17719.4	08/01/2023	Wereta Family Superannuation	Superannuation contributions	\$	25.04
DD17719.5	08/01/2023	MLC MASTERKEY SUPER FUNDAMENTALS	Superannuation contributions	\$	243.32
DD17719.6	08/01/2023	EQUIPSUPER	Payroll deductions	\$	1,576.93
DD17719.7	08/01/2023	Voyage Superannuation	Superannuation contributions	\$	608.29
DD17719.8	08/01/2023	UNISUPER	Payroll deductions	\$	2,170.50
DD17719.9	08/01/2023	Australian Retirement Trust	Superannuation contributions	\$	760.66
DD17732.1	08/01/2023	ANZ Smart Choice Super (Retirement Portfolio Service)	Superannuation contributions		
				\$	319.83
DD17733.1	08/01/2023	Aware Super	Superannuation contributions	\$	35.54
DD17734.1	08/01/2023	AMP Signature Super	Superannuation contributions	\$	33.89
DD17735.1	08/01/2023	Australian Retirement Trust	Superannuation contributions	\$	30.82
DD17767.1	22/01/2023	Walters-Huxley Superannuation Fund	Superannuation contributions	\$	355.89
DD17767.2	22/01/2023	ANZ SMART CHOICE SUPER	Payroll deductions	\$	919.91
DD17767.3	22/01/2023	PLUM SUPERANNUATION	Superannuation contributions	\$	353.37
DD17767.4	22/01/2023	Wereta Family Superannuation	Superannuation contributions	\$	55.86
DD17767.5	22/01/2023	EQUIPSUPER	Payroll deductions	\$	1,576.93
DD17767.6	22/01/2023	Voyage Superannuation	Superannuation contributions	\$	608.29
DD17767.7	22/01/2023	UNISUPER	Payroll deductions	\$	2,170.50
DD17767.8	22/01/2023	BT SUPER FOR LIFE	Payroll deductions	\$	1,133.12
DD17767.9	22/01/2023	Australian Retirement Trust	Superannuation contributions	\$	903.19
DD17774.1	22/01/2023	Hostplus	Superannuation contributions	\$	309.21
DD17775.1	22/01/2023	BT SUPER FOR LIFE	Superannuation contributions	\$	175.08
DD17637.10	11/12/2022	BT SUPER FOR LIFE	Payroll deductions		
				\$	1,134.68
DD17637.11	11/12/2022	ESSENTIAL SUPER	Superannuation contributions		
				\$	225.48
DD17637.12	11/12/2022	Aware Super	Payroll deductions		
				\$	30,471.83

DD17637.13	11/12/2022 Australian Retirement Trust	Superannuation contributions	\$	763.07
DD17637.14	11/12/2022 TWU Super	Superannuation contributions	\$	260.48
DD17637.15	11/12/2022 ANZ Smart Choice Super (Retirement Portfolio Service)	Superannuation contributions	\$	319.83
DD17637.16	11/12/2022 AMP Signature Super	Superannuation contributions	\$	134.35
DD17637.17	11/12/2022 Insignia Financial Ltd	Superannuation contributions	\$	79.54
DD17637.18	11/12/2022 The Trustee for Hesta	Superannuation contributions	\$	185.64
DD17637.19	11/12/2022 Mercer Super Trust	Superannuation contributions	\$	1,229.45
DD17637.20	11/12/2022 ESSENTIAL SUPER	Payroll deductions	\$	559.81
DD17637.21	11/12/2022 Aware Super Pty Ltd	Superannuation contributions	\$	1,279.61
DD17637.22	11/12/2022 AMP Super Fund	Superannuation contributions	\$	533.55
DD17637.23	11/12/2022 AUSTRALIAN SUPER	Payroll deductions	\$	9,303.38
DD17637.24	11/12/2022 Brighter Super	Superannuation contributions	\$	274.87
DD17637.25	11/12/2022 Sun Super	Superannuation contributions	\$	404.37
DD17637.26	11/12/2022 GESB	Superannuation contributions	\$	238.15
DD17637.27	11/12/2022 HESTA SUPER FUND	Superannuation contributions	\$	167.69
DD17637.28	11/12/2022 Mobisuper	Superannuation contributions	\$	290.27
DD17637.29	11/12/2022 The Trustee for Retail Employees Superannuation Trust	Superannuation contributions	\$	7.70
DD17637.30	11/12/2022 Hostplus	Superannuation contributions	\$	5,039.11
DD17637.31	11/12/2022 COLONIAL FIRST STATE	Superannuation contributions	\$	767.92
DD17637.32	11/12/2022 AMP	Superannuation contributions	\$	795.50
DD17637.33	11/12/2022 AUSTRALIAN ETHICAL SUPER	Superannuation contributions	\$	1,030.86
DD17637.34	11/12/2022 MLC MASTERKEY SUPER FUNDAMENTALS	Superannuation contributions	\$	288.01
DD17637.35	11/12/2022 IOOF Investments Services Ltd	Superannuation contributions	\$	689.44

DD17676.10	25/12/2022	TWU Super	Superannuation contributions	\$	260.48
DD17676.11	25/12/2022	ANZ Smart Choice Super (Retirement Portfolio Service)	Superannuation contributions	\$	308.88
DD17676.12	25/12/2022	Aware Super	Payroll deductions	\$	28,246.83
DD17676.13	25/12/2022	AMP Signature Super	Superannuation contributions	\$	122.13
DD17676.14	25/12/2022	Insignia Financial Ltd	Superannuation contributions	\$	60.68
DD17676.15	25/12/2022	The Trustee for Hesta	Superannuation contributions	\$	232.05
DD17676.16	25/12/2022	Mercer Super Trust	Superannuation contributions	\$	311.47
DD17676.17	25/12/2022	ESSENTIAL SUPER	Payroll deductions	\$	559.81
DD17676.18	25/12/2022	Aware Super Pty Ltd	Superannuation contributions	\$	1,214.61
DD17676.19	25/12/2022	AMP Super Fund	Superannuation contributions	\$	533.55
DD17676.20	25/12/2022	Brighter Super	Superannuation contributions	\$	224.89
DD17676.21	25/12/2022	Sun Super	Superannuation contributions	\$	404.37
DD17676.22	25/12/2022	GESB	Superannuation contributions	\$	219.34
DD17676.23	25/12/2022	AUSTRALIAN SUPER	Payroll deductions	\$	8,615.71
DD17676.24	25/12/2022	HESTA SUPER FUND	Superannuation contributions	\$	167.69
DD17676.25	25/12/2022	Mobisuper	Superannuation contributions	\$	290.27
DD17676.26	25/12/2022	Hostplus	Superannuation contributions	\$	4,590.86
DD17676.27	25/12/2022	BT SUPER FOR LIFE	Superannuation contributions	\$	2,118.86
DD17676.28	25/12/2022	COLONIAL FIRST STATE	Superannuation contributions	\$	672.14
DD17676.29	25/12/2022	AMP	Superannuation contributions	\$	795.50
DD17676.30	25/12/2022	AUSTRALIAN ETHICAL SUPER	Superannuation contributions	\$	771.35
DD17676.31	25/12/2022	MLC MASTERKEY SUPER FUNDAMENTALS	Superannuation contributions	\$	285.17
DD17719.10	08/01/2023	TWU Super	Superannuation contributions	\$	223.47

DD17719.11	08/01/2023	AMP Signature Super	Superannuation contributions	\$	88.24
DD17719.12	08/01/2023	Aware Super	Payroll deductions	\$	29,232.64
DD17719.13	08/01/2023	The Trustee for Hesta	Superannuation contributions	\$	238.09
DD17719.14	08/01/2023	Mercer Super Trust	Superannuation contributions	\$	242.89
DD17719.15	08/01/2023	ESSENTIAL SUPER	Payroll deductions	\$	559.81
DD17719.16	08/01/2023	Aware Super Pty Ltd	Superannuation contributions	\$	985.54
DD17719.17	08/01/2023	AMP Super Fund	Superannuation contributions	\$	533.55
DD17719.18	08/01/2023	Brighter Super	Superannuation contributions	\$	174.92
DD17719.19	08/01/2023	Sun Super	Superannuation contributions	\$	404.37
DD17719.20	08/01/2023	GESB	Superannuation contributions	\$	172.96
DD17719.21	08/01/2023	HESTA SUPER FUND	Superannuation contributions	\$	132.59
DD17719.22	08/01/2023	Mobisuper	Superannuation contributions	\$	307.45
DD17719.23	08/01/2023	AUSTRALIAN SUPER	Payroll deductions	\$	7,737.32
DD17719.24	08/01/2023	Aware Super	Superannuation contributions	\$	177.69
DD17719.25	08/01/2023	Future Super Fund	Superannuation contributions	\$	200.33
DD17719.26	08/01/2023	Hostplus	Superannuation contributions	\$	5,060.05
DD17719.27	08/01/2023	BT SUPER FOR LIFE	Superannuation contributions	\$	1,456.20
DD17719.28	08/01/2023	COLONIAL FIRST STATE	Superannuation contributions	\$	742.59
DD17719.29	08/01/2023	AMP	Superannuation contributions	\$	795.50
DD17719.30	08/01/2023	AUSTRALIAN ETHICAL SUPER	Superannuation contributions	\$	771.35
DD17719.31	08/01/2023	REST SUPERANNUATION	Superannuation contributions	\$	392.36
DD17767.10	22/01/2023	TWU Super	Superannuation contributions	\$	260.48
DD17767.11	22/01/2023	ANZ Smart Choice Super (Retirement Portfolio Service)	Superannuation contributions	\$	319.83

DD17767.12	22/01/2023	Aware Super	Payroll deductions	\$	30,508.90
DD17767.13	22/01/2023	AMP Signature Super	Superannuation contributions	\$	122.13
DD17767.14	22/01/2023	The Trustee for Hesta	Superannuation contributions	\$	251.13
DD17767.15	22/01/2023	Mercer Super Trust	Superannuation contributions	\$	311.47
DD17767.16	22/01/2023	ESSENTIAL SUPER	Payroll deductions	\$	559.81
DD17767.17	22/01/2023	Aware Super Pty Ltd	Superannuation contributions	\$	1,497.55
DD17767.18	22/01/2023	AMP Super Fund	Superannuation contributions	\$	533.55
DD17767.19	22/01/2023	Brighter Super	Superannuation contributions	\$	249.88
DD17767.20	22/01/2023	Sun Super	Superannuation contributions	\$	404.37
DD17767.21	22/01/2023	GESB	Superannuation contributions	\$	185.57
DD17767.22	22/01/2023	HESTA SUPER FUND	Superannuation contributions	\$	136.49
DD17767.23	22/01/2023	AUSTRALIAN SUPER	Payroll deductions	\$	8,859.38
DD17767.24	22/01/2023	Mobisuper	Superannuation contributions	\$	290.27
DD17767.25	22/01/2023	The Trustee for Retail Employees Superannuation Trust	Superannuation contributions	\$	56.82
DD17767.26	22/01/2023	Aware Super	Superannuation contributions	\$	444.23
DD17767.27	22/01/2023	Chandler and Stewart Superannuation Fund	Superannuation contributions	\$	360.25
DD17767.28	22/01/2023	Hostplus	Superannuation contributions	\$	5,698.37
DD17767.29	22/01/2023	COLONIAL FIRST STATE	Superannuation contributions	\$	842.15
DD17767.30	22/01/2023	AMP	Superannuation contributions	\$	795.50
DD17767.31	22/01/2023	AUSTRALIAN ETHICAL SUPER	Superannuation contributions	\$	771.35
DD17767.32	22/01/2023	MLC MASTERKEY SUPER FUNDAMENTALS	Superannuation contributions	\$	310.28
DD17767.33	22/01/2023	REST SUPERANNUATION	Superannuation contributions	\$	610.20
Total Direct Debit Payments				\$	251,086.87

SHIRE OF EAST PILBARA

APPENDIX 3

Credit Card Payments									
Reference	Date	Name				Description	Amount		
Amy Mukherjee									
	31/01/2023	WOOLWORTHS	4381	NEWMAN	AU		\$	229.36	
	31/01/2023	PIMWICK LLC	8594292733	KY55429503030715090823714	59.00US		\$	83.33	
	30/01/2023	SPOT	8666517768	LA55500363029083453128351	30.69US		\$	43.34	
	24/01/2023	WOOLWORTHS	4381	NEWMAN	AU		\$	33.80	
	23/01/2023	ADOBE PRODUCTS		Sydney	AU		\$	28.59	
	19/01/2023	WOOLWORTHS	4381	NEWMAN	AU		\$	111.47	
	16/01/2023	ADOBE PHOTOGRAPHY PLAN		Sydney	AU		\$	14.29	
	1/10/2023	MAILCHIMP *MISC		MAILCHIMP.COMGA			\$	130.11	
	1/09/2023	MYOB AUSTRALIA		BURWOOD EAST			\$	160.00	
	1/03/2023	SKYMESH		Fortitude ValAU			\$	69.95	
	1/03/2023	AMAZON WEB SERVICES		SYDNEY	NS		\$	5.81	
	30/12/2022	SPOT	8666517768	LA30.69	USD		\$	45.74	
	23/12/2022	ADOBE PRODUCTS		Sydney	AU		\$	28.59	
	19/12/2022	NATIONAL PORTRAIT GA		PARKES	AC		\$	60.00	
	14/12/2022	ADOBE PHOTOGRAPHY PLAN		Sydney	AU		\$	14.29	
	12/12/2022	MAILCHIMP *MISC		MAILCHIMP.COMGA			\$	111.55	
	12/09/2022	MYOB AUSTRALIA		BURWOOD EAST			\$	160.00	
	12/06/2022	OFFICEWORKS		BENTLEIGH EAS			\$	172.00	
	12/05/2022	SKYMESH		Fortitude ValAU			\$	69.95	
	12/05/2022	PAYPAL *COLLIE ART	4029357733	AU			\$	44.00	
	12/01/2022	WOOLWORTHS	4381	NEWMAN	AU		\$	170.57	
	12/01/2022	WOOLWORTHS	4381	NEWMAN	AU		\$	58.90	
Total Credit Card Payments							\$	1,845.64	

Reference	Date	Name	Description			Amount
Eric Plet						
	27/01/2023	PARNAWARRIIGA L0033	NEWMAN	AU	\$ 113.98	
	27/01/2023	PARNAWARRIIGA L0033	NEWMAN	AU	\$ 99.00	
	25/01/2023	PARNAWARRIIGA L0033	NEWMAN	AU	\$ 68.09	
	25/01/2023	WOOLWORTHS 4381	NEWMAN	AU	\$ 112.95	
	25/01/2023	WOOLWORTHS 4381	NEWMAN	AU	\$ 4.25	
	19/01/2023	WOOLWORTHS 4381	NEWMAN	AU	\$ 126.96	
	13/01/2023	Woolworths Online	BELLA VISTA	AU	\$ 457.62	
	1/12/2023	WOOLWORTHS 4381	NEWMAN	AU	\$ 200.00	
	1/09/2023	FACEBK *HDN8ML3HR2	fb.me/ads	IR	\$ 42.14	
	1/09/2023	SMARTMART NEWMAN	NEWMAN	WA	\$ 235.05	
	28/12/2022	KUMARINA ROADHOUSE	KUMARINA		\$ 50.00	
	15/12/2022	WOOLWORTHS 4381	NEWMAN	AU	\$ 31.20	
	15/12/2022	WOOLWORTHS 4381	NEWMAN	AU	\$ 46.00	
	15/12/2022	WOOLWORTHS 4381	NEWMAN	AU	\$ 19.38	
	12/09/2022	FACEBK *S48QQKFGR2	fb.me/ads	IR	\$ 4.09	
	12/08/2022	WOOLWORTHS 4381	NEWMAN	AU	\$ 32.99	

12/05/2022	Marble Bar General St	Marble Bar	WA	\$	135.70
12/01/2022	NORTHFLEET	OSBORNE PARK	WA	\$	2,879.77
				Total Credit Card Payments	\$ 4,659.17

Reference	Date	Name	Description	Amount
Bevan Klein				
	31/01/2023	BP NEWMAN SOUTH 3097	NEWMAN WA	\$ 230.08
	18/01/2023	WOOLWORTHS 4381	NEWMAN AU	\$ 150.60
	18/01/2023	WOOLWORTHS 4381	NEWMAN AU	\$ 191.04
	1/11/2023	PETRO IND BNE	NARANGBA QL	\$ 204.60
	1/05/2023	WOOLWORTHS 4381	NEWMAN AU	\$ 225.17
	1/05/2023	WOOLWORTHS 4381	NEWMAN AU	\$ 51.87
	12/08/2022	WOOLWORTHS 4381	NEWMAN AU	\$ 248.54
	12/07/2022	WOOLWORTHS 4381	NEWMAN AU	\$ 213.17
Total Credit Card Payments				\$ 1,515.07

Reference	Date	Name	Description	Amount
Steven Harding				
	27/01/2023	SEASONS HOTEL NEWMAN	NEWMAN	\$ 599.00
	24/01/2023	APPLE.COM/BILL	SYDNEY NS	\$ 1.49
	23/01/2023	Optus Prepaid	MELBOURNE AU	\$ 30.00
	23/01/2023	ARROW COMPUTERS	OSBORNE PARK	\$ 1,199.00
	20/01/2023	SQ *THE TERRACE PERTH	Perth AU	\$ 20.35
	20/01/2023	UBER *TRIP	Sydney AU	\$ 23.65
	19/01/2023	UBER *TRIP	Sydney AU	\$ 43.22
	18/01/2023	Barretts Bakery	Perth WA	\$ 14.90
	17/01/2023	Live Payments*Live Pa	Barangaroo AU	\$ 50.82
	17/01/2023	AMPOL NEWMAN 54455F	NEWMAN	\$ 122.92
	1/10/2023	Mega Office Supplies	0755243888 NS	\$ 349.73
	1/09/2023	EG GROUP 4275	MANDURAH AU	\$ 264.91
	1/05/2023	COSTCO CASUARINA	CASUARINA AU	\$ 120.00
	1/03/2023	BP BALDIVIS SB 7374	BALDIVIS WA	\$ 150.00
Total Credit Card Payments				\$ 2,989.99

Reference	Date	Name	Description	Amount
Steve Leeson				
	31/01/2023	ADVANCEDPROTECTIONPLUS	JANDAKOT WA	\$ 1,253.56
	31/01/2023	SP VFM GROUP	NORTHGATE QL	\$ 599.50
	30/01/2023	WANEWSDTI	Osborne Park WA	\$ 28.00
	27/01/2023	SP VFM GROUP	NORTHGATE QL	\$ 1,614.00
	25/01/2023	WOOLWORTHS 4381	NEWMAN AU	\$ 24.76
	24/01/2023	CCEP PHONE	NORTHMEAD NS	\$ 1,682.95
	19/01/2023	INSTITUTE OF PUBLIC	NORTH SYDNEY	\$ 935.00

18/01/2023	MY INVESTMENT STRATEGY	NEWMAN		\$	20.00
17/01/2023	WOOLWORTHS	4381	NEWMAN AU	\$	12.20
17/01/2023	CITY TOYOTA	WA	WA	\$	135.76
17/01/2023	MY INVESTMENT STRATEGY	NEWMAN		\$	6.99
13/01/2023	WOOLWORTHS	4381	NEWMAN AU	\$	160.30
13/01/2023	MCLEODS	CLAREMONT	WA	\$	187.00
1/12/2023	XERO AU INV-25888610	HAWTHORN	VI	\$	16.83
1/12/2023	IKEA PTY LTD	TEmp	NS	\$	155.00
1/11/2023	WOOLWORTHS	4381	NEWMAN AU	\$	7.60
1/11/2023	WWW.POSSUPPLY.COM.AU	REDCLIFFE	QL	\$	112.75
1/10/2023	ADVANCEDPROTECTIONPLUS	JANDAKOT	WA	\$	1,253.56
1/09/2023	APPLE.COM/AU	Sydney	AU	\$	3,147.00
1/06/2023	WOOLWORTHS	4381	NEWMAN AU	\$	7.90
1/06/2023	REMARKABLE	OSLO	DU	\$	4.99
1/05/2023	4Cabling	Alexandria		\$	173.15
1/05/2023	4Cabling	Alexandria		\$	113.96
1/05/2023	SEC*ACMA	BELCONNEN	AC	\$	181.00
1/04/2023	XERO AU INV-25772936	HAWTHORN	VI	\$	87.00
1/03/2023	SUPER CHEAP AUTO	BECKENHAM	WA	\$	289.99
1/03/2023	BUNNINGS 368000	ARMADALE		\$	188.00
1/03/2023	WANEWSDTI	Osborne Park	WA	\$	28.00
30/12/2022	BUSSELTON TOYOTA	BUSSELTON	WA	\$	120.00
28/12/2022	BookEasy Australia	Australia Fa	WA	\$	440.00
20/12/2022	WOOLWORTHS	4381	NEWMAN AU	\$	31.35
20/12/2022	UBWH AUSTRALIA	BICTON	WA	\$	1,575.66
19/12/2022	CD Dec22 Interim			\$	5,000.00
19/12/2022	KMART	MULGRAVE		\$	202.50
16/12/2022	WOOLWORTHS	4381	NEWMAN AU	\$	100.00
16/12/2022	WOOLWORTHS	4381	NEWMAN AU	\$	100.00
16/12/2022	WOOLWORTHS	4381	NEWMAN AU	\$	52.95
16/12/2022	BookEasy Australia	Australia Fa	WA	\$	548.90
15/12/2022	COMPLETE OFFICE SUPP	LIDCOMBE		\$	3,969.62
13/12/2022	Woolworths Online	BELLA VISTA	AU	\$	246.80
13/12/2022	WOOLWORTHS	4381	NEWMAN AU	\$	6.10
13/12/2022	DMIRS EAST PERTH	EAST PERTH		\$	287.00
12/12/2022	KMART	MULGRAVE		\$	33.25
12/12/2022	KMART	MULGRAVE		\$	20.00
12/12/2022	KMART	MULGRAVE		\$	133.50
12/12/2022	KMART	MULGRAVE		\$	222.50
12/09/2022	SP IFIXIT OCEANIA	CHATSWOOD	NS	\$	183.60
12/08/2022	APPLE.COM/AU	Sydney	AU	\$	290.00
12/07/2022	WOOLWORTHS	4381	NEWMAN AU	\$	4.70
12/07/2022	ADVANCEDPROTECTIONPLUS	JANDAKOT	WA	\$	940.17
12/06/2022	REMARKABLE	OSLO	DU	\$	4.99
12/06/2022	TELSTRA BSINSS APPS	ADELAIDE	SA	\$	125.24
12/05/2022	XERO AU INV-25244420	HAWTHORN	VI	\$	87.00
12/05/2022	WANEWSDTI	Osborne Park	WA	\$	28.00

12/01/2022 COLES ONLINE HAWTHORN EAST

\$ 99.58

Total Credit Card Payments \$ 27,280.16

Reference	Date	Name	Description	Amount
Emma Landers				
	24/01/2023	DOMES NEWMAN	NEWMAN	\$ 7.95
	20/01/2023	SQ *THE TERRACE PERTH	Perth AU	\$ 40.69
	20/01/2023	DOMES WESTRALIA PLAZA	PERTH	\$ 20.55
	19/01/2023	MADLILYS@140	PERTH WA	\$ 13.50
	19/01/2023	MADLILYS@140	PERTH WA	\$ 12.00
	19/01/2023	MADLILYS@140	PERTH WA	\$ 4.50
	19/01/2023	JK CAFE PTY LTD	PERTH	\$ 24.50
	18/01/2023	Barretts Bakery	Perth WA	\$ 19.10
	18/01/2023	Barretts Bakery	Perth WA	\$ 34.30
	18/01/2023	CITY OF PERTH PARKING-	PERTH WA	\$ 6.56
	16/01/2023	Marble Bar Travellers	Marble Bar WA	\$ 21.50
	16/01/2023	Marble Bar Travellers	Marble Bar WA	\$ 28.00
	16/01/2023	SHORTY'Z TUKKA VAN	Marble Bar AU	\$ 62.42
	12/08/2022	ELIZAS CAFE	WEST PERTH WA	\$ 3.90
	12/08/2022	ELIZAS CAFE	WEST PERTH WA	\$ 9.60
	12/08/2022	NovotelPerMurrayst SPI	Perth WA	\$ 95.00
	12/07/2022	GM CABS PTY LTD	MASCOT	\$ 71.09
	12/07/2022	TRANSPERTH TICKET MIDL	MIDLAND	\$ 5.00
Total Credit Card Payments				\$ 480.16
Total Credit Card Payments				\$ 38,770.19

**11.3 DIRECTOR ORGANISATION DEVELOPMENT / DEPUTY CHIEF
EXECUTIVE OFFICER**

11.3.1 WANGKA LAMPA KUJUNGKA

Attachments: [Appendix 1 Wangka Lampa Kujunka Charter](#)
[Appendix 2 Wangka Lampa Kujunka Message to
Shire](#)

Responsible Officer: Emma Landers
Deputy CEO / Director Organisation
Development

Author: Amy Mukherjee - Manager Martumili

Proposed Meeting Date: 24 February 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 12)

Moved: Cr Mortimer

Seconded: Cr Anick

That Council:

- 1. Supports the Wangka Lampa Kujungka Charter, as at Appendix 1;**
- 2. Acknowledges the Wangka Lampa Kujungka and its role in providing advice to Martumili Artists, including the cultural and strategic direction of the service;**
- 3. Receives and acknowledges the message from the Wangka Lampa Kujunka to the Council and senior leaders at the Shire, as at Appendix 2;**
- 4. Invites the Wangka Lampa Kujungka to wangka (talk) with the Council and the Shire's senior leaders on an annual basis for the purpose of building a positive collaborative relationship, and to further ensure 'the Martu voice' is involved in decision making for MMA.**

**CARRIED UNANIMOUSLY
RECORD OF VOTE: 8/0**

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer, Mortimer
and Smith

Against: Nil

Disclosure of Interest

Cr Lou Lockyer disclosed an impartiality interest in this item, and declared that she will remain in the meeting and consider the item on its merits and vote accordingly.

REPORT PURPOSE

The purpose of this report is for Council to consider supporting the charter for Martumili's governance group 'Wangka Lampa Kujungka' and its ongoing role and relationship with Martumili Artists and the Shire.

BACKGROUND

Martumili Artists (MMA) support around 300 Martu artists every year, across 7 locations in the East Pilbara. Working mostly in acrylic painting- the art centers' practice has expanded into weaving, photography and multimedia. Martu artists create art as a way of connecting to Country, history and culture. MMA are now focusing on Martu governance and art centre sustainability.

Over the last 5 years, MMA have developed a new governance group for the art centre - the 'Wangka Lampa Kujungka' (WLK) - or 'the Martu Voice'. The WLK includes over 20 representatives from 7 locations across the East Pilbara.

Wangka Lampa Kujungka (WLK) means 'One Mob One Voice'. It is 'the Martu Voice'- group of Martu artists chosen to be the voice of Martu artists to the Shire and to the staff of MMA about how MMA should operate as a community project for Martu.

WLK consists of artists chosen from each of the Martu communities where MMA Artists operates: Parnpajinya, Punmu, Parnngurr, Jigalong, Irrungadji, Kunawarritji, and Warralong. Members of WLK give advice to MMA about:

- Cultural knowledge and protocols that frame how MMA operates – the right way of doing things;
- The vision and mission of MMA – the Martu dream for MMA;
- How MMA should work with other organisations such as Kanyirninpa Jukurrpa (KJ) or the government;
- Programs, exhibitions and projects that MMA will undertake;
- Selection of any new manager for the Centre.

Thus far, the WLK have met regularly, to date discussing and deciding upon:

- The WLK Charter (attached at Appendix 1)
- The responsibilities of WLK members
- The preferred format of meetings (Question and Answer format, presented by Manager Martumili and Martu staff)
- The 'Vision statement' of Martumili (informed by the mission statement, which was decided by the founding 'MMA Advisory Committee')

On 26 November 2022, members of the WLK met with the Manager Martumili in an annual meeting of the WLK to discuss:

- Update on MMA Wellbeing and Empowerment project (driven by WLK)
- Key priorities of MMA, to inform 2023-2028 Business planning
- Proposed relationship with Nyiyaparli
- Message to Shire of East Pilbara

In attendance at this meeting were:

- WLK Members – Marianne Burton (Punmu Elder), Gladys Kuru Bidu (Punmu Elder), Lorna Linmurra (Warralong elder), Helen Dale Samson (Jigalong Elder) and Lily Long (Irrungadgi Elder)
- Arts Workers - Judith Anya Samson and Corban Clause Williams
- Shire Staff
- Other Martumili Artists - May Chapman (Warralong artist), Doreen Chapman (Warralong Artist) and Marlene Anderson (Newman Artist)

The WLK decided that at each WLK meeting, members will provide a message to the Shire's leadership and Council to update the Shire on WLK progress and priorities. On 26 November 2022, it was decided that the WLK would like to pass on the below message to the Shire (also at Appendix 2):

*"Wangka Lampa Kujungka is getting stronger! Stronger in our voice. We look forward to working with the Shire, to make the art centre strong for the future. We would like to focus on 2 things – **having a clear money story**, so we can see where the money is going. And making sure **young Martu are involved in the art centre, as artists and workers.**"*

The Administration is working together to implement greater financial efficiency and transparency in systems and reporting, and to ensure Martu have accessible employment pathways.

COMMENTS/OPTIONS/DISCUSSIONS

To date, the development of, and implementation of WLK has been Martu driven.

The Shire have an opportunity to recognise the need for Martu governance and accountability within the strategic operation of MMA, and to work to both endorse the WLK and its role, and to work collaboratively with its members.

It is proposed that Council formally invite WLK to wangka (meet, discuss) each year on the current WLK priorities for the art centre, and any matters that require joint advocacy or collaboration.

STATUTORY IMPLICATIONS/REQUIREMENTS

Nil

POLICY IMPLICATIONS

8.4 ABORIGINAL AFFAIRS POLICY

STRATEGIC COMMUNITY PLAN

2: Social

Social

S1 Safe, connected and family-friendly communities where all people thrive, and have their needs met at all ages and stages of life.

S1.8 Improve inclusion and harmony across the diverse groups in the population.

S1.9 Implement Reconciliation Action Plan and build cultural awareness, understanding and respect across Aboriginal and non-Aboriginal community members.

S1.10 Advocate for resources to support the Aboriginal community's efforts to preserve their language and culture

RISK MANAGEMENT CONSIDERATIONS

Low risk.

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple Majority.

WANGKA LAMPA KUJUNGKA

Statement of Purpose and Role

Governance

Wangka Lampa Kujungka means 'One Mob One Voice'. It is the group of Martu artists chosen to be voice of Martu artists to the Shire and to the staff of Martumili about how Martumili Artists should operate as a community project for Martu.

The Wangka Lampa Kujungka is the way that Martu will work with the Shire of East Pilbara and staff of Martumili Artists to make sure that Martu culture, ways and understandings become part of art centre governance.

Membership

Wangka Lampa Kujungka consists of artists chosen from each of the Martu communities where Martumili Artists operates:

- Parnpajinya
- Punmu
- Parnngurr
- Jigalong
- Irrungadji
- Kunawarritji
- Warralong

The artists of each community may choose at least one senior artist and at least one junior or younger artist. More than one senior or junior artist can be chosen ('alternate members') so that they can take turns at attending meetings. They must be artists who are not artsworkers.

They must be members of Martumili Artists and must normally live in that community. If the artist moves away from the community they represent, the other members of Wangka Lampa Kujungka for that community must decide if that person should stay on the committee or whether another artist who lives in the community should be chosen to replace them.

Meetings

Wangka Lampa Kujungka will meet at least once a year. Meetings will not always be in Newman but will be held in other Martu communities too so that it is not the same people who always have to travel.

Martumili artists will pay for transport, food and accommodation to enable the members of Wangka Lampa Kujungka to come to the meeting.

Martumili Artists will pay each member who attends the meeting \$50

Everyone who comes to the meeting will be able to speak and be listened to.

Martumili Artists' manager, staff and artswomen can attend the meetings but cannot vote in any decisions. The Wangka Lampa Kujungka might ask non-Martu staff to leave the meeting for some discussions.

Artists are welcome to come and listen at the meetings.

A Martu artswoman will be responsible to translate the discussion so that all members can understand and participate.

Martumili Artists must take notes of the meeting ('minutes') so that a record is kept. At the meeting, the members can decide on a message for the Shire so that the Shire knows about the decisions of the Wangka Lampa Kujungka. Martumili Artists will give that message to the Shire.

Wangka Lampa Kujungka may ask a Shire representative to attend a meeting or part of a meeting.

Agenda – the Martumili manager will prepare a list of questions for each meeting which will be things about which Martumili seeks the advice of Wangka Lampa Kujungka. At each meeting, the Martumili manager will also give an update about what Martumili has been doing since the last meeting and what is coming up. Members can add their own questions to the agenda at the meeting or beforehand.

Chair – the discussions at each meeting will be managed by a Martu artswoman with the support of the Martumili manager or another Martumili representative. This is important as part of younger Martu learning leadership skills.

Member Responsibilities

Members of Wangka Lampa Kujungka will give advice to Martumili Artists about:

- Cultural knowledge and protocols that frame how Martumili Artists operates – the right way of doing things;
- The vision and mission of Martumili Artists – the Martu dream for Martumili Artists;
- How Martumili Artists should work with other organisations such as KJ or government.
- Programs, exhibitions and projects that Martumili Artists will undertake;
- Selection of any new manager.

The Wangka Lampa Kujungka is not involved in the Martumili Artist money story (finances) or day to day operations – its role is strategy and culture.

Members of Wangka Lampa Kujungka must:

- Represent their community;
- Try to attend meetings and meet with the manager when she visits their community (twice a year if possible);
- Find out what the artists in their community think about Martumili Artists and bring that information to meetings;
- Make sure they tell the artists in their community what Martumili Artists is doing and how the Wangka Lampa Kujungka is participating in decision-making.

Martumili Artists Responsibilities

Arrange a meeting of Wangka Lampa Kujungka at least once a year and make all arrangements to get members of Wangka Lampa Kujungka to that meeting.

Prepare questions for the meeting to talk about (agenda) and support an artswoker to guide the discussion (chair).

Present a report to each meeting of Wangka Lampa Kujungka about what Martumili Artists is doing (programs, events, exhibitions) and its plans for the next year.

Ensure an artswoker is present at meetings to interpret and a staff member is present to take notes.

After each meeting, give each member a written report with photos about Martumili Artists' activities and projects for the members to take back to their community. If a community's representatives are not able to be at the meeting, Martumili Artists must make sure they get a copy of the report.

The manager will try and visit each community at least twice a year and meet with the Wangka Lampa Kujungka in that community to give them news about Martumili Artists and get their input on Martumili business.

What is our message for the Shire?

- The WLK would like to pass on the below message to the Shire:

“Wangka Lampa Kujungka is getting stronger! Stronger in our voice. We look forward to working with the Shire, to make the art centre strong for the future. We would like to focus on 2 things – having a clear money story, so we can see where the money is going. And making sure young Martu are involved in the art centre, as artists and workers.”

Martumilli 

11.3.2 GRANTS AND SPONSORSHIP GUIDELINES

Attachments: [Appendix 1 Junior Community and Sporting Organisations Assistance Policy](#)
[Appendix 2 Amended Grants and Sponsorship Guidelines](#)

Responsible Officer: Emma Landers
Deputy CEO / Director Organisation Development

Author: Nicole Montgomery
Coordinator Grants & Advocacy

Proposed Meeting Date: 24 February 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 13)

Moved: Cr Kular

Seconded: Cr Landy

That Council:

1. **Revokes Policy 6.10 Junior Community and Sporting Organisations Assistance;**
2. **Endorses the amended Grants and Sponsorship Guidelines as detailed in Appendix 2;**
3. **Authorises the Chief Executive Officer to amend the Grants and Sponsorship Guidelines when aligned to existing 6.4 Grants and Sponsorship Policy.**
4. **Notes a 6-monthly report on cash and in-kind support to organisations, community groups and sporting groups will be submitted to Council for information.**

**CARRIED UNANIMOUSLY
RECORD OF VOTE: 8/0**

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer, Mortimer and Smith

Against: Nil

REPORT PURPOSE

The purpose of this report is for Council to consider the proposed Grants and Sponsorship Guidelines and revocation of Policy 6.10 Junior Community and Sporting Organisations Assistance.

BACKGROUND

At its meeting held 28 August 2020, Council endorsed the Community Assistance Grant Guidelines, which outlined categories for funding and the inclusion of schools as eligible recipients of Shire grants and sponsorships.

At its meeting held 25 November 2022, Council endorsed the new Policy 6.4 Grants and Sponsorship that provides a framework for consistent decision-making for cash and in-kind Grants and Sponsorships provided by the Shire to organisations and individuals.

At its meeting held 29 April 2022, Council endorsed amended Policy 6.10 Junior Community and Sporting Organisations Assistance (**Appendix 1**). The Policy authorises fee-waivers of facility bookings for community organisations and sporting groups offering programmes, activities and events for junior members aged 4-16 years. Under the existing policy, organisations are eligible to apply for up to \$8,000 in fee-waivers per financial year. The fee-waiver is applied automatically at the time of booking.

Policies and guidelines are regularly reviewed to ensure they continue to align to the Shire's strategic objectives, policies and needs of the community; and are consistently applied across the Shire.

COMMENTS/OPTIONS/DISCUSSIONS

Following the adoption of the Policy 6.4 Grants and Sponsorship at the November 2022 Ordinary Council meeting, the Administration has undertaken a review of the Community Assistance Grants Guidelines and have amended the Guidelines to align to the new policy and to provide clear guidance to the Administration and community on the following items:

- Funding categories;
- Applications processes and timelines;
- Amounts that can be applied for;
- Additional grant category specific information including assessment criteria;
- Assessment process;
- Items ineligible for funding;
- Funding agreement; and
- Acquittal processes.

The amended Grants and Sponsorship Guidelines can be read at **Appendix 2**.

In addition, the Administration's review identified a number of areas for improvement, including:

- fee waivers, as opposed to grants and sponsorships, being handled inconsistently throughout the organisation;
- no tracking or appropriate record keeping of fee-waivers and grants and sponsorships;
- no delegated authority in place for Junior Sports and Community Group fee waivers;
- conflicting and unclear fees and charges schedule; and
- the Shire not receiving appropriate recognition for its support of numerous organisations, sporting clubs and community groups.

To address these issues the new Grants and Sponsorship Guidelines and internal processes have been amended to:

- outline the process for assessment and decision making of grants and sponsorship allocations;
- coordinate all fee-waiver, grants and sponsorship requests through one area of the organisation to ensure consistent application and approval processes; and
- introduce SmartyGrants, a cloud-based software, to manage the end-to-end process for grants and sponsorships; including the tracking, monitoring and appropriate record keeping practices;

In addition to the above, it is also proposed Policy 6.10 Junior Community and Sporting Organisations Assistance be revoked and a new 'In-kind Venue Support' category established within the Grants and Sponsorship program.

In-kind Support grants will enable eligible organisations and community groups to apply for up to \$6,000 per financial year to assist with the delivery of ad-hoc events, training and/or competitions and events or activities that support groups within the community.

In-kind Support Grants can include Shire facility and venue costs, waste services, equipment hire, permit costs and fees associated with using Shire Community fleet vehicles.

A review of the existing fees and charges is underway and will be subject to a future report to Council.

As per the new Grants and Sponsorship policy, a report will be provided to Council every 6 months outlining funding request and decisions. In addition, funding provided organisations, groups and individuals will be published in the Shire's annual report.

STATUTORY IMPLICATIONS/REQUIREMENTS

Consistent with Part 3 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

6.4 Grants and Sponsorship

6.10 Junior Community and Sporting Organisations Assistance

STRATEGIC COMMUNITY PLAN

2: Social

Social

- S1 Safe, connected and family-friendly communities where all people thrive, and have their needs met at all ages and stages of life.
- S1.1 *Advocacy, partnerships and delivery of children's, family and young people's services.*
- S1.2 *Support local sporting clubs and Advocate for the improved provision of health and education services*
- S1.4 *Promote healthy and safe lifestyle choices, and uphold public health and safety.*
- S1.5 *Provide facilities, services, and programs that provide opportunities for participation in sport, recreation and fitness.*
- S1.6 *Support local sporting clubs and community organisations to grow their capacity to increase healthy activity and cohesion.*
- S1.7 *Provide facilities, services, and Support art and culture, and events and activities that bring people together in shared experience and celebration.*
- S1.8 *Improve inclusion and harmony across the diverse groups in the population*

RISK MANAGEMENT CONSIDERATIONS

Low compliance risk

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

VOTING REQUIREMENTS

Simple Majority.

6.10 Junior Community and Sporting Organisations Assistance

APPENDIX 1

Responsible Directorate	Corporate Services
Responsible Officer	Manager Corporate Services
File Number	LEG-2-1

Objective

To authorise the waiver of facility user fees for Shire of East Pilbara ("Shire") based community and sporting organisations.

Policy

1. Applications from not-for-profit junior community and sporting organisations (excluding Government departments or agencies), which seek short term free use of Council owned and managed facilities, including sporting ovals; green spaces; playing courts and associated equipment for non-commercial purposes, will be approved where the following eligibility criteria are met:
 - a) Organisations are to be based within the Shire of East Pilbara
 - b) Organisations must be an organisation that is not-for-profit – that is any monies generated are used to carry out the purposes of the organisation and are not distributed to any of its members
 - c) Offers programmes, activities and events for junior members of the community whom are aged between 4 -16 years.
 - d) Organisations must not have any outstanding debts to the Shire
2. Organisations must make application for this support at least 7 days, prior to an event or activity occurring, using the appropriate application form.
3. Organisations must complete the Hire Application Form and sign and agree to the Conditions of Hire together with supplying the appropriate supporting documentation, including details of fixtures and Public Liability insurance with the booking application.
4. The costs associated with lighting and electricity usage, and security bonds are to be met by the applicant and are excluded from subsidy under this policy.
5. This policy does not apply to any otherwise qualifying organisation with an existing debt to the Shire of East Pilbara.
6. The value of the fee waiver cannot exceed \$8,000 per organisation per financial year.
7. The Shire of East Pilbara will maintain records of all user fees waived under this policy.
8. The Chief Executive Officer is authorised to approve applications pursuant to this policy.

References			
Related Procedures	Nil		
Date Adopted by Council	6 March 2015	Item No	11.3.1
Review/Amendment Date	29 April 2022	Item No	11.2.3
Next Review	To be reviewed 3 yearly		



Grants and Sponsorship Guidelines

Shire of EAST
Pilbara
THE HEART OF THE PILBARA

ACKNOWLEDGEMENT OF COUNTRY

The Shire of East Pilbara acknowledges the Traditional Owners throughout this vast region and their continuing connection to land, waters and community. We pay our respects to the members of these Aboriginal communities, their cultures, and to their Elders past, present and emerging.





THE SHIRE OF EAST PILBARA, THROUGH THE PROVISION OF GRANTS AND SPONSORSHIPS, AIMS TO:

- Strengthen the community by supporting a diverse range of activities, projects and initiatives that are responsive and representative of community needs;
- Build the capacity of individuals, community groups and local organisations to develop and implement sustainable solutions at a local level
- Create community connections which drive activities that achieve strategic priorities as identified in the Shire's Strategic Community Plan;
- Recognise and celebrate the Shire's diversity, history, lifestyle, environment and uniqueness; and
- Support projects that deliver an economic benefit for the Shire's local businesses.

KEY RESULT AREAS AND OUTCOMES

It is important when considering to submit an application that you familiarise yourself with the Shire's Strategic Community Plan 2022-2032 and Access and Inclusion Plan 2020-2025.

Strategic Community Plan 2022-2023

ECONOMIC- A diverse and sustainable economy, with a balanced population, providing equal opportunities and prosperity for all, and a fair share of the returns from our resources.

SOCIAL: Safe, connected and family-friendly communities where all people thrive and have their needs met at all ages and stages of life.

BUILT ENVIRONMENT: Distinctive places, with safe, easy and affordable travel, reliable communications, housing choice, and capacity for residential, industrial and commercial expansion.

NATURAL ENVIRONMENT: Clean, green towns, using resources sustainably, and preserving landscapes and cultural places for current and future generations.

GOVERNANCE: Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources.

More information of both these documents can be found on the Shire's website:
www.eastpilbara.wa.gov.au

The Shire's Access and Inclusion Plan

2020-2025 identified the following areas to ensure accessible and inclusive places, services and programs for all community members:

OUTCOME 1: People with disability have the same opportunities as other people to access the services of, and any events organised by the Shire of East Pilbara

OUTCOME 2: People with disability have the same opportunities as other people to access the buildings and facilities of a public authority

OUTCOME 3: People with disability receive information from the Shire of East Pilbara in a format that enables them to access the information as readily as other people are able to access

OUTCOME 4: People with disability have the same opportunities as other people to make complaints to the Shire of East Pilbara

OUTCOME 5: People with disability have the same opportunities as other people to participate in public consultations conducted by or for the Shire of East Pilbara

OUTCOME 6: People with disability have the same opportunities as other people to obtain and maintain employment with the Shire of East Pilbara

OUTCOME 7: Shire advocates for a more inclusive community



FUNDING AVAILABLE

Program	Value	Applications Open	Who Can Apply
Small Grant	Up to \$1,000	All year	Organisations
Events & Activations Grant	Up to \$1,000	All year	Organisations
Participation Grant	Teams Travel: Up to \$1,500 State Travel: Up to \$300 Natioal Travel: Up to \$500 International Travel: Up to \$700	All year	Individuals, Clubs and Associations
In-kind Support Grant	Up to \$6,000	All year	Organisations (once per year)
Community Grant	Up to \$10,000	1st week of March (2023/24 Financial year)	Organisations
Sponsorship	More than \$5,000	1st week of March (2023/24 Financial year)	Organisations



ELIGIBILITY

Applicants must meet the following criteria:

- Reside, operate or provide a service that directly benefits people within the Shire of East Pilbara
- Have no outstanding debts or acquittals with the Shire
- Be registered as a not-for-profit body or registered charity within the Australian Charities and not-for-profit Commission (excluding Participation Grants applicants)
- Use funding solely for the purposes outlined by the Shire in the agreement
- Must be able to provide a current Australian Business Number (ABN) and current Public Liability Insurance for duration of the funding term (excluding Participation Grants)
- Submit their application within the timeframes

An eligible applicant may include:

- Community groups
- Sporting clubs, groups and associations
- Arts and Culture organisations
- Not-for-profit and charitable organisations
- Individuals residing within the Shire of East Pilbara seeking Professional Development opportunities
- Organisations providing a direct benefit to the Shire of East Pilbara community
- Youth groups
- Schools
- Organisations or groups that can demonstrate in-kind contribution or contribution from other services or organisations
- Businesses

The Shire will not consider applications where:

- Activities that have already commenced or have been completed (retrospective funding)
- Cash prizes, gifts or fundraising activities
- Recurrent operating expenses eg. Administration costs, staff wages and utilities
- Activities that promote racism, violence, discrimination or segregation
- To service outstanding debts or loans
- Activities or events that are the responsibility of State or Federal Government
- Purchasing or provision of alcohol, or the costs associated with meeting Liquor Licensing requirements
- An individual's personal expenses eg. Living and medical
- Political activities
- Religious activities
- Activities or events that conflict with planned Shire events
- Activities or events that duplicate what another organisation is already delivering
- State or Federal Government Departments, Agencies and Organisations (excludes Schools)
- Activities that generate income which is not used for the purposes of the project
- An applicant who has already received funding or in-kind support within the same financial year

*Canvassing of or lobbying of councillors and/or Shire of East Pilbara employees will disqualify applicants.



SMALL GRANT

The Small Grant program is designed to assist in the delivery of small scale initiatives that provide a direct benefit to our community. The purpose of the Small Grants is to provide applicants with the opportunity to deliver initiatives that cater to specific cohorts or address an identified need within the community.

Grants of up to \$1,000 are available to eligible applicants and must be applied for at least 3 weeks prior to the commencement of the initiative start date.

Once applications have been submitted, applicants will be notified of the outcome within 14 days.

Selection Criteria

Applications will be assessed according to the following criteria:

- Meets all eligibility criteria
- Clearly defined and measurable aims, objectives and outcomes
- Well-planned and achievable with clear and detailed timelines
- Demonstrated alignment to the Shire’s Strategic Community Plan
- Demonstrated alignment to the Shire’s Access and Inclusion Plan
- Demonstrated in-kind support or other external funding
- Demonstrated collaboration with other community stakeholders
- Applicants capacity to meet and deliver the requirements of the initiative

What may be covered?

- Facilitator fees including travel and accommodation
- Equipment hire
- Purchase of materials for activity
- Upgrades to digital equipment
- Venue hire and associated costs
- Equipment or uniforms for teams or clubs use and ownership (not for personal use or for specific players)

Examples of projects supported:

- School holiday programs
- Weekend or evening activities for children and young people
- Sporting activities
- Art and culture exhibitions
- Weekend community program
- Establishment of new community groups and/or initiatives that meet a demonstrated need in the community



EVENT AND ACTIVATION

The Event and Activation Grant program is designed to assist applicants to deliver an event and/or activation initiatives to help promote vibrant, connected communities. The purpose of the Event and Activation Grants is to provide eligible applicants with the financial assistance to deliver initiatives that are family-friendly, promote connection, inclusion and celebrate the diversity of the Shire.

Grants of up to \$1,000 are available to eligible applicants and must be applied for at least 3 weeks prior to the commencement of the initiative start date.

Once applications have been submitted, applicants will be notified of the outcome within 14 days.

Selection Criteria

Applications will be assessed according to the following criteria:

- Meets all the required eligibility criteria
- Demonstrated alignment to the Shire’s Strategic Community Plan
- Demonstrated alignment to the Shire’s Access and Inclusion Plan
- Demonstrated in-kind support or other external funding
- Demonstrated collaboration with other community stakeholders
- Applicants capacity to meet and deliver the requirements of the initiative
- Demonstrated opportunities for local economy growth and engagement with local businesses
- Targets a specific public space, underutilised or vacant retail space and delivered during the evening or weekend day-time

What may be covered?

- Hire of venue
- Facilitator, artist and/or special guest costs including fees, accommodation and travel
- Equipment hire
- Purchase of materials
- Entertainment costs

Examples of projects supported:

- Multi-cultural events
- Mass participation events
- Carnivals
- Live music events
- Markets
- Arts and cultural activity- visual arts, exhibitions and/or dance performances
- Fashion event



PARTICIPATION GRANT

The Participation Grant is designed to provide opportunities for community members to develop professionally in the areas of art, culture, sport education, social development or inclusion at a Regional, State, National or International level. The purpose of the Participation Grant is to engage and develop our community members to strengthen sustainability and enhance skills development.

Grants of between \$100 to \$700 are available to eligible applicants and must be applied for at least 3 weeks prior to the commencement of the training/competition start date.

If more than 3 members of one club or association are applying for a Participation Grant then the maximum allocation is \$1,500 for the activity.

Eligible applicants can apply for a maximum of one Participation Grant per financial year.

Once applications have been submitted, applicants will be notified of the outcome within 14 days.

Selection Criteria

Applications will be assessed according to the following criteria:

- Meets all the required eligibility criteria
- Provides professional development and training or learning opportunities for volunteers, officials, participants and committee members
- Facilitates increased capacity of local community members
- Demonstrated excellence or a proven commitment to applicants area of endeavor/interest
- Presented compelling case towards the professional development/ training opportunity
- Demonstrated that the professional development, training or competition is being delivered by a registered and accredited organisation

What may be covered?

- Registration fees, travel, accommodation and uniforms
- Purchase of required equipment

Examples of projects supported:

- Activities at Country Week
- Invitation to attend a State, National or International competition and/or training
- Invitation to trial for a State team and competition
- Training course to develop as an artist



IN-KIND SUPPORT GRANT

The In-kind Support Grant program is designed to provide opportunities for applicants to deliver initiatives that encourage identified target groups to thrive and have their needs met at all ages and stages of life. The purpose is to increase the capacity of local community groups to provide free or low cost initiatives to community members.

In-kind support is considered the use of Shire facilities, equipment or services where there is a cost associated.

Grants of up to \$6,000 are available to eligible applicants per financial year and must be applied for at least 2 months prior to the commencement of the initiative start date.

When submitting an In-kind Support Grant, applicants are required to submit with their application booking requests.

Please note that costs associated with facility or equipment bond requirements will not be covered under the In-kind Support Grant.

Once applications have been submitted, applicants will be notified of the outcome within 60 days.

Selection Criteria

Applications will be assessed according to the following criteria:

- Meets all the required eligibility criteria
- Clearly defined and measurable aims, objectives and outcomes
- Well-planned and achievable with clear and detailed timelines
- Demonstrated alignment to the Shire’s Strategic Community Plan
- Demonstrated alignment to the Shire’s Access and Inclusion Plan
- Demonstrated in-kind support or other external funding
- Applicants capacity to meet and deliver the requirements of the initiative

What may be covered?

- Permit and food permits fees
- Costs to hire Shire owned facilities including

Newman Recreation Centre, Sporting Ovals and Pavilions, East Pilbara Arts Centre, Gallop Hall, Civic Centre

- Equipment hire
- Waste rubbish bin collection
- Use of Shire Community fleet vehicles (ie. Youth Centre Funky Bus, Variety Bus)

Examples of projects supported:

- Sporting venue hire to host the North West Regional Championship
- Youth Development program to provide weekend activities
- Host a Professional Development course for volunteers and/or committee members
- Free all-inclusive community event
- Art Exhibition



COMMUNITY GRANT

The Community Grant program is designed to provide applicants with funding to deliver initiatives that foster collaboration, target specific cohorts within the community, address an identified gap and create opportunities for applicants to become sustainable. The purpose of the Community Grant is fund initiatives that directly link to the Shire’s Strategic Community Plan, providing a great benefit to the community.

Grants of up to \$10,000 are available to eligible applicants once per year opening on the 1st week of March for initiatives that will be delivered in the 2023/24 Financial Year.

Once applications have been submitted, applicants will be notified of the outcome within 2 months.

Key Dates:

Applications Open: 1st Week of March 2023

Applications Close: 30th April 2023

Selection Criteria

Applications will be assessed according to the following criteria:

- Meets all the required eligibility criteria
- Demonstrated alignment to the Shire’s Strategic Community Plan
- Demonstrated alignment to the Shire’s Access and Inclusion Plan
- Demonstrated in-kind support or other external funding
- Demonstrated support and collaboration with other community stakeholders
- Applicants capacity to meet and deliver the requirements of the initiative
- Demonstrated opportunities for local economy growth and engagement with local businesses
- Increase the capacity of local community groups to deliver free inclusive initiatives to target cohorts
- Demonstrated need within the community

- Demonstrated ability to improve livability of the Shire of East Pilbara

What may be covered?

- Upgrades in equipment
- Facilitator, artist or special guest fees including travel and accommodation
- Materials to deliver specific activities
- Marketing and brand promotion

Examples of projects supported:

- Youth Leadership programs
- Community public art projects
- Community Garden
- Markets or fetes open to the whole community
- Annual events
- Regional sporting events



SPONSORSHIP

The Sponsorship program is designed to provide applicants with financial assistance that have a direct economic impact on the Shire of East Pilbara and will attract increased numbers of people to the Shire. The purpose of the Sponsorship program is to increase the dwell time visitors spend within the region and increase capacity and production of local businesses.

Sponsorship for amount over \$5,000 are available all year round to eligible applicants once per year opening on the 1st week of March for initiatives that will be delivered in the 2023/24 Financial Year.

Once applications have been submitted, applicants will be notified of the outcome within 2 months from adoption of new financial year budget.

Key Dates:

Applications Open: 1st week of March 2023

Applications Close: 30th April 2023

Selection Criteria

Applications will be assessed according to the following criteria:

- Meets all the required eligibility criteria
- Demonstrated alignment to the Shire’s Strategic Community Plan
- Demonstrated alignment to the Shire’s Access and Inclusion Plan
- Demonstrated in-kind support or other external funding
- Demonstrated support and collaboration with other community stakeholders
- Applicants capacity to meet and deliver the requirements of the initiative
- Demonstrated opportunities and benefits for local economy growth and engagement with local businesses
- Explanation and plan to attract a large number of people to the Shire and average dwell time of visitors
- Increase the capacity of local community groups to deliver free inclusive initiatives to target cohorts

- Demonstrated opportunities for the Shire to receive an agreed reciprocal benefit beyond a modest acknowledgement

What may be covered?

- Bands, musicians, artist fees including travel and accommodation
- Hire of equipment
- Materials needed for project
- Special guest’s such as Event MC fees including travel and accommodation
- Sponsor of a particular race, award or competition

Examples of projects supported:

- Large scale Event
- Festival or Celebration weekend, Community project
- Award Nights
- Major sporting event
- Major economic or tourism project
- Public art and culture project



ADDITIONAL INFORMATION

Documents

The Shire may request the following documents:

- Quotes for items over \$200;
- Confirmation of attendance or invitation (Participation Grants only);
- Copy of current Certificate of Incorporation (excluding Participation Grants);
- Confirmation of other funding sourced (if any); and
- Confirmation of collaboration with other organisations/community groups

Assessment

All eligible applications for grants and sponsorships will be assessed against the selection criteria identified in these guidelines.

Applications will be prioritised in accordance with the Shire's Strategic Community Outcomes and Objectives and the allocated budget for grants and sponsorship.

Applications that do not require Council approval will be assessed and approved by the Chief Executive Officer or authorised sub-delegate. The decision maker will not be involved in the assessment of applications.

An internal Assessment Panel will be established and will meet to discuss and assess applications requiring Council approval. The panel will make recommendations to the Chief Executive Officer to report to Council for approval.

Applications may only be approved subject to the availability of funds in the approved Annual Budget.

Decision Making

Funding applications are assessed independently of the decision maker (Council, delegate or sub-delegate.)

Applications up to a value not exceeding \$3,000 may be made by the Chief Executive Officer or sub-delegate.

The Chief Executive Officer may determine certain categories of grant, and set Council approval thresholds below \$3,000.

Funding Agreement

All successful applicants will be required to enter into a formal written funding agreement which will set out:

- Purpose;
- Term of funding;
- Shire contribution and approved activities;
- Confirmation of any co-contributions;
- Grant and sponsorship terms and conditions including requirement for successful applicant to complete an acquittal within 28 days of the project completion; termination of agreement and repayment of funds;
- Expected Shire benefits;
- Shire branding requirements;
- Media, communications and other promotional opportunities; and
- Declaration of behalf of recipient

Acquittal

An acquittal must be provided to the Shire within 28 days of the conclusion of approved grant or sponsorship initiative.

The acquittal must include:

- Financial statements including receipts;
- Details of the project including how many people attended, benefit to the community, outcomes;
- Evidence of how the Shire was acknowledged; and
- Photos, survey results or feedback provided from attendees

Acquittals are to be submitted through the SmartyGrants portal.

Confidentiality

Grants and Sponsorship requests are required to be submitted for approval by Council at an Ordinary Council meeting. It is important to note that Agendas and Minutes for Council meetings are public record, thus submissions will be made available to the public.

How to Apply

Prior to submitting an application to the Shire, applicants are required to contact the Coordinator Grants and Advocacy on 9175 8000 to discuss their application.

To apply for a Community Grant or Sponsorship please visit the Shire's website: www.eastpilbara.wa.gov.au/our-community/grants-funding

All applications are submitted through the Shire's SmartyGrants online system.



FREQUENTLY ASKED QUESTIONS

If our office isn't located within the Shire of East Pilbara but we provide a service to the towns can we still apply?

Yes, provided the project, activity or event is carried out within the Shire of East Pilbara, and meets an identified need/gap.

Does our group need to be incorporated to be eligible to apply for grant?

No, your group does not need to be incorporated but you will need to apply through an incorporated group under an auspice arrangement.

Do applicants have to contact the Shire to discuss their application prior to submitting?

Yes, this will assist to ensure you apply for the appropriate category.

Can an auspicing organisation also apply for a grant at the same time?

Yes, as long as it meets the eligibility and criteria.

Can I use grant or sponsorship funding to purchase equipment?

Yes, equipment is only eligible under the Community Grants.

Can an organisation apply for funding from another funding body?

Yes, the Shire encourages applicants to seek funding from other sources as seeking other funding opportunities can improve your chances of receiving funding from the Shire.

Can organisations apply for multiple grants?

Organisations can only apply for several projects but only one initiative will be funded with the exception of the In-kind Support Grant.

Should the budget include GST?

No, the GST will be added to the funding amount by the Shire.

If my initiative was previously funded by the Shire, does this guarantee me further funding?

No, applicants being funded are not guaranteed and will be assessed on a case by case basis.

Once I've been approved for a grant, how long does it take to get the money?

For most grants it can take up to 14 days for the money to be deposited into the nominated bank account.

Grants and Sponsorship money, may take longer to be deposited into the nominated bank account as they are pending Budget approvals.

For more information on any of the Shire's Grants and Sponsorship program please contact the Coordinator Grants and Advocacy on **9175 8000** or grants@eastpilbara.wa.gov.au

Grants and Sponsorship Guidelines

Corner Kalgan & Newman Drives,
Newman WA 6753

8:30am - 4:30pm, Monday to Friday
(08) 9175 8000

11.3.3 CEO KPI 2 – STAKEHOLDER SATISFACTION SURVEY – PROGRESS REPORT

Attachments: [Appendix 1 Stakeholder List](#)
Responsible Officer: Steven Harding
Chief Executive Officer
Author: Emma Landers
Deputy CEO / Director Organisation
Development
Proposed Meeting Date: 24 February 2023
Location/Address: N/A
Name of Applicant: N/A
Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 14)

Moved: Cr Kular

Seconded: Cr Anick

That Council:

1. Endorses the list of stakeholders to be engaged in the Stakeholder Satisfaction Survey, as found at Appendix 1; and
2. Endorses the objectives of the Stakeholder Satisfaction Survey to:
 - Measure stakeholder satisfaction with the Shire overall.
 - Measure satisfaction with services and facilities provided by the Shire.
 - Identify important priority areas which the Shire should consider.
3. Acknowledges the time required to successfully complete two surveys within a 12-month period and amend the CEO's KPI 2 measure to; 6 months for establishment of baseline data with further survey 6 months following the release of the results from the initial survey, accounting for holiday periods; with progress report at 3 months.

**CARRIED UNANIMOUSLY
RECORD OF VOTE: 8/0**

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer, Mortimer and Smith

Against: Nil

REPORT PURPOSE

The purpose of this report is to provide Council with a progress report on the implementation of CEO KPI 2, and to seek endorsement of the list of stakeholders to be targeted to complete the survey.

BACKGROUND

At its meeting held 28 October 2022, Council adopted four key performance indicators for the attention of the Chief Executive Officer over the following 12-month period. This included KPI 2:

Undertake a Shire wide survey on organisational performance with regards to engagement and consultation with all stakeholder groups, a list of which has been endorsed by Council.

The measure of KPI 2 is:

6 months for establishment of baseline data with further survey 6 months following and with progress report at 3 months.

COMMENTS/OPTIONS/DISCUSSIONS

The Administration has reviewed the Council's request to seek feedback from a wide range of stakeholders on overall organisational performance in engagement and consultation on two occasions over a 12-month period.

The first survey, planned to be launched in May 2023, will set baseline data on the organisation's performance followed by a survey 6 months later to measure any change. Following the second survey the Administration is proposing a stakeholder perceptions and satisfaction survey is undertaken on an annual basis in April/May.

The objectives of the survey are proposed as follows:

- Measure stakeholder satisfaction with the Shire overall.
- Measure satisfaction with services and facilities provided by the Shire.
- Identify important priority areas which the Shire should consider.

As request by Council, a detailed list of stakeholders has been collated and categorised into the following areas:

- Community
 - Sport & Recreation Groups
 - Community Groups
 - Faith-based Groups
 - Community Services (Not for Profits)
- Businesses
 - Business Support
 - Hospitality, Accommodation and Food
 - Retail
 - Freight & Transport
 - Plant & Equipment Hire
 - General Contractors

- Fuel Services
- Civil Construction and Engineering
- Other Mining Contractors
- Fluid Systems
- Waste Services
- Mechanical
- Real Estate & Property Management
- Other
- Industry
- Aboriginal Corporations, Representative Bodies and Businesses
- Health Services
- Education
- Tourism/Economic Development
- Emergency Services
- Aviation Services
- External Groups with Shire representation
- Other

The complete list of stakeholders can be found at **Appendix 1**.

To successfully undertake two surveys within a 12-month period, a timeline is proposed for Council's consideration.

Deliverable	Deadline
Progress report to Council and Stakeholder List endorsed	24 February 2023
Advertise RFQs	28 February 2023
RFQ deadline	13 March 2023
Contract awarded and successful supplier notified	17 March 2023
Project Initiation Meeting	22 March 2023
Final engagement methodology and survey submitted.	14 April 2023
Round 1: Survey period (accounting for school holiday period)	3 to 31 May 2023
Round 1: Survey analysis and Final Outcomes Report submitted	30 June 2023
Round 1: Survey results presented to Council	28 July 2023
Round 1: Survey results released to stakeholders	1 August 2023
Round 2: Survey period (accounting for Christmas and New Year's holiday period)	4 to 30 March 2024
Round 2: Survey analysis and Final Outcomes Report submitted	30 April 2024

Round 2: Survey results presented to Council	May OCM
Round 2: Survey results released to stakeholders	June 2024
Annual Perceptions and Satisfaction Survey every 12 months following.	April/May each year

The timeline accounts for procurement processes, survey development, survey engagement period, data analysis, reporting to the Council and closing the feedback loop to the community. The timeline also accommodates holiday periods, particularly Christmas, New Years and Easter, when engagement levels are traditionally low, and takes into account engagement fatigue.

Whilst the timeline does not meet the current measures put in place by Council, the Administration considers this approach will provide engagement that is more meaningful with stakeholders.

To accommodate the proposed timeline, the Administration requests Council to consider reviewing the endorsed measure for CEO's KPI 2 to the following:

6 months for establishment of baseline data with further survey 6 months following the release of the results from the initial survey, accounting for holiday periods; with a progress report at 3 months.

STATUTORY IMPLICATIONS/REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC COMMUNITY PLAN

5: Governance

G1 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of community's assets and resources.

G1.1 Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.

G1.4 Ensure a high standard of organisational management and effectiveness.

RISK MANAGEMENT CONSIDERATIONS

Low Risk

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

VOTING REQUIREMENTS

Simple Majority.

APPENDIX 1 - STAKEHOLDER LIST

Sport & Recreation Group
Centrals Football and Sporting Club
East Pilbara BMX Club
Fortescue Golf Club
Hillview Speedway
Newman Amateur Swimming Club
Newman Crushers Rugby League
Newman Brazilian Jiu Jitsu
Newman Junior Cricket Association
Newman Junior Football Council
Newman Junior Soccer Association
Newman Motorcycle Club
Newman National Football League
Newman Netball Association
Newman Rifle Club
Newman Soccer Association
Newman Taekwondo & Hapkido Club
Newman Teeball Association
Newman Touch Association
Newman Vets Football Club
Pioneer Football and Sporting Club
Saints Football & Sporting Club
Tigers Football and Sporting Club
Newman Little Athletics Centre
Newman Cricket Association
Newman Pistol Club
East Pilbara Race Club
Newman Gymnastics Club
Iron Person Gym
Whaleback Ladies Dart Association
Newman Basketball Association
Newman Horse Club
Marble Bar Race Club
Reach Dance

Community Groups
Newman Playgroup
Newman Lions Club
Newman RSL
Freemasons
Newman Scouts
Girl Guides
Newman Neighbourhood Centre
Newman Community Radio
Newman SAFE
Newman Club
Red Desert Events trading as The Beach
Marble Bar Community Resource Centre
Nullagine Community Resource Centre
Faith-Based Groups
Newman Baptist Church
Newman Congregation of Jehovah's Witnesses
Newman Catholic Church
Anglican Church
Martu Christian Fellowship
Raising Hope Ministries
St Joseph's Church
Seventh-day Adventist Church
Newman Mosque
Community Services (Not for Profits)
54 Reasons (Save the Children)
Mission Australia
Newman Women's Shelter
Hope Community Services
Creating Communities
Pilbara Community Legal Services
Pilbara Disability Advocacy

West Coast Eagles
KIN Advocacy
East Pilbara Independence Services (EPIS)
Foodbank WA
Bloodwood Tree Association Inc.
YMCA
Headspace Pilbara
Aboriginal Corporations, Representative Bodies & Businesses
Yamatji Marlpa Aboriginal Corporation
Central Desert Native Title Services Ltd
Karlka Nyiyaparli Aboriginal Corporation
Nyamal Aboriginal Corporation
Jamukurnu Yapalikurnu Aboriginal Corporation
Banjima Native Title Aboriginal Corporation
Palyku-Jartayi Aboriginal Corporation
Tjamu Tjamu (Aboriginal Corporation)
Wanparta Aboriginal Corporation
Parna Ngururpa (Aboriginal Corporation)
Ngurra Kayanta Aboriginal Corporation
Nyangumarta Warrarn Aboriginal Corporation
Yinhawangka Aboriginal Corporation
Ngarlawangga Aboriginal Corporation
Karajarri Traditional Lands Association
Rapi (Aboriginal Corporation)
Martingunya Aboriginal Art Gallery (Nullagine)
Ashburton Aboriginal Corporation
Gumala Aboriginal Corporation (GAC)
Pilbara Meta Maya Regional Aboriginal Corporation
Kanyirninpa Jukurrpa (KJs)
Aboriginal Men's Healing Centre
Wangka Maya Pilbara Aboriginal Language Centre
Yanunijarra Aboriginal Corporation RNTBC
Kulyakartu (Aboriginal Corporation)

Industry
BHP
Rio Tinto
Fortescue Metal Group
Atlas Iron
Novo Resources
Global Lithium
Hancock Prospecting – Roy Hill
Calidus Resources
*Smaller mines to be captured through rate payers
Health Services
Sonic Health Plus Newman
WACHS Newman Hospital
WACHS Nullagine Nursing Post
WACHS Marble Bar Nursing Post
WA Primary Health Alliance
Royal Flying Doctors WA
Puntukurnu Aboriginal Medical Service (PAMS)
Newman Allied Health Clinic
Country Chiropractic
Education
Newman Senior High School
Newman Primary School
South Newman Primary School
Nullagine Primary School
North West Regional Tafe
Marble Bar Primary School
Jigalong Remote Community School
Warralong Remote Community School
Parngurr Remote Community School
Kiwirrkurra Remote Community School
Polly Farmer Foundation
Follow the Dream Program

Star Foundation Program
Clontarf Foundation Program
Newman Day Care Centre
YMCA Day Care Centre
Remote School Attendance Strategy - YMCA
Tourism / Economic Development
Pilbara Development Commission
Pilbara Tourist Association
Newman Visitors Centre
Marble Bar Museum & Visitors Centre
Businesses
Business Support
Newman Chamber of Commerce
Core - Newman Innovation Hub
Apprentice Support Australia
Hospitality, Accommodation & Food
Mia Mia House in the Desert
Seasons Hotel Newman
Capricorn Village
The Red Sands Accommodation Park
Newman Hotel
Oasis @ Newman
Newman Visitors Centre Chalets
Bludger's Rest
Nullagine Hotel & General Store
Bonney Downs Station
Limestone Station WA
Marble Bar Travellers Rest
Marble Bar Holiday Park
Iron Clad Hotel
Muzz Buzz Newman
Pitstop

Ozman Kebab's
Dôme Café
Chill Newman
East West Kitchen
KG Thai & Chinese
Chicken Treat Newman
Bar 68
Retail
Cellarbrations
Mt Newman Furniture & Bedding
Heart & Home WA
Woolworths Newman
Smoke Mart – Newman
Autopro Newman
Newman New Agent & Post Office
The Good Grocer IGA
Sports Power Newman
Hilditch Pharmacy
Boulevard Pharmacy
Newman Home Hardware & Ice Plus
Blackwoods Newman
Galvins Plumbing
AutoPro Newman
The Place
Pilbara Electrical
The Bar General (Marble Bar)
Freight & Transport
MTA Transport
RGR Road Haulage
Wonbon Supply and Logistics
Linfox Newman
Bruce Avery Transport
Centurion

Linden Logistics
Nor-West Freight
Go West
Plant & Equipment Hire
Brookes Hire Services
Coates Hire Newman
EJMC Earthmoving and Plant Hire
Pilbara Car & Truck Rental
Corefleet Newman
Pinjarra Crane Hire
Onsite Rental Group
NSR Hire Newman
Axis Hire
Cosa Cranes
Aggreko
Freo Group
WATM Newman
ESM Resources
Pilbara Access
Liebherr Australia Newman
Pilbara Access
Northfleet
Avis Budget Group
Europe Car
Hertz Australia
Raw Hire Pty Ltd
Cedrent Enterprises
General Contractors
Austindo
Global Testing Services
Customer First Contracting
EM Electrical Movement
Marina Bricklayers & Concreters
Pilbara Sand Supply

Pilbara Glazing Services
Holcim
Wormald
Froggy Services
Allrid Pest Management
T & K Crawshaw Earthmoving
Fine Line Painting & Decorating
Fuel Services
Dunnings Fuel & Services
Capricorn Road House
Smart Mart Newman
AMPOL
Civil Construction and Engineering
Downer Group
Linkforce Engineering
Monadelphous
Centrals Systems
Stockman Engineering
Schlam Engineering
Ahrens
Southern Cross Electrical Engineering
RSK Contracting
Plummers Industries Pty Ltd
CADD Construction
North West Mining & Civil
Other Mining Contractors
PROK Pilbara
Ausblast
McKay Drilling
Ranger Drilling
NRW Holdings Limited
Rema Tip Top
Fenner Conveyors
Epiroc Newman
Borex

Metso
Selcouth Pty
ISS
Compass Group
Fluid Systems
Pirtek
Cooper Fluids Systems
Ryco Hydraulics
ENZED Service Centre
Waste Services
North West Waste Alliance
Cleanaway Newman
Mechanical
Ulti-Mech
BTP Group
Westrac
Swan Towing
Komatsu
East Pilbara Smash Repairs
Tyrepower Newman
East Pilbara Tyre Services
Gold Touch Detailing
Deans Autoglass
Complete Tyre Solutions
CWC Lube Mechanical Services
Pilbara Motor Group
Shift Mechanical
Daltech
Mader Group
Real Estate & Property Management
Polaris Realty Newman
Crawford Realty Newman
First National
Strata Property Manager?

APPENDIX 1 - STAKEHOLDER LIST

4

VPG Property Group
Cockles
Other
Snap Fitness
Newman Veterinary Hospital
Bank West
Serene Bedlam Photography
Chasing Stars Photography
Programmed
Spic and Span Cleaning
Mark Keogh Training
Bowman Maintenance Services
WA Billboards
Parnawarri Beauty - Glow Beauty
Elevate Hair Lab Newman
*List not inclusive of home businesses
Emergency Services
The Pilbara Regiment
WA Police
St John Ambulance
Newman Volunteer Fire Brigade
SES Newman
Nullagine Fire Brigade
Marble Bar Fire Brigade
Aviation Services
North West Aviation
Aviair
Fortescue Helicopters
MSS Security
Aviation Fire and Rescue Services

External Groups with SoEP Representation
Pilbara District Leadership Group
BHP Joint Technical Working Group
Newman Inter-agency Group
Other
Other Rate Payers inclusive of Pastoralists & Mining Companies
Home Businesses
Residents

11.3.4 BLOODY SLOW CUP 2022 SPONSORSHIP

Responsible Officer: Emma Landers
Deputy CEO/ Director Organisation
Development

Author: Nikki Montgomery
Coordinator Grants and Advocacy

Proposed Meeting Date: 24 February 2023

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER RECOMMENDATION

(Resolution No: 2023/ 15)

Moved: Cr Lockyer

Seconded: Cr Kular

That Council declines the request from Western Australia Police Legacy for additional \$12,194 in-kind support for the Bloody Slow Cup 2022.

**CARRIED UNANIMOUSLY
RECORD OF VOTE: 8/0**

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer, Mortimer and Smith

Against: Nil

REPORT PURPOSE

For Council to consider increasing the Annual Sponsorship of Western Australia Police Legacy's Bloody Slow Cup received in 2022.

BACKGROUND

At its meeting held 28 August 2020, Council adopted new guidelines for the Community Assistance Grants and Sponsorship, which saw the addition of the Sponsorship category.

As per the Guidelines, organisations are required to submit a sponsorship application four months prior to their event and requests for assistance must be approved by Council.

Providing sponsorship to local community groups and organisations aligns to the Shire's Community vision to build on our strengths to grow and create opportunities for all and to be proud, connected and resourced. The Sponsorship recommendation is based on the impacts and outcomes these proposed activities will deliver for the community whilst aligning to the Shire's Community Vision and Strategic Community Plan.

On the 30 September 2022 at the September Ordinary Council meeting, Council endorsed sponsorship for the Western Australia Police Legacy to deliver the Bloody Slow Cup 2022 event in Newman to the value of \$12,000 in-kind support.

At its meeting held 25 November 2022, Council adopted the revised Grant and Sponsorship Policy which provides a framework for consistent decision-making.

COMMENTS/OPTIONS/DISCUSSIONS

The Shire has received a request from Western Australia Police Legacy in Newman for further Sponsorship of the Bloody Slow Cup, held in October 2022.

The Shire supported the Bloody Slow Cup event by providing in-kind support for the use of Shire facilities including Newman Recreation Centre, sporting ovals and venues. The total cost of the all bookings from Western Australia Policy Legacy for the Bloody Slow Cup 2022 was \$24,194.09, with \$12,000 being provided in-kind by the Shire and the remaining \$12,194.09 to be covered by Western Australia Police Legacy.

On the 22 November 2022 the Shire received a request from Western Australia Police Legacy in Newman (Attachment 1) to cover the complete costs of the event due to an increase in bookings made for Bloody Slow Cup 2022.

Under Policy 6.5 Grants and Sponsorship, an applicant is unable to apply for a Grant or Sponsorship if the activity has already commenced or have been completed (retrospective funding).

OPTIONS

The Shire can proceed with the following options in regards to the request from the Western Australia Police Legacy for the Bloody Slow Cup:

Option 1:

Decline the request for additional in-kind support of \$12,194.09 to WA Policy Legacy for the 2022 Bloody Slow Cup, as per Policy 6.5 Grants and Sponsorship (Simple Majority).

Option 2:

Approve additional retrospective in-kind support of \$6,097.05 (50% of the costs outstanding to the Shire), for a total allocation to WA Policy Legacy for the 2022 Bloody Slow Cup of \$18,097.05. The additional funds reallocated from 81014 – Community Assistance Grants to 111598 – Bloody Slow Cup In-Kind (Absolute Majority).

Option 3:

Approve additional retrospective in-kind support of \$12,194.09, for a total allocation to WA Policy Legacy for the 2022 Bloody Slow Cup of \$24,194.09. The additional funds to be reallocated from 81014 – Community Assistance Grants to 111598 – Bloody Slow Cup In-Kind (Absolute Majority).

STATUTORY IMPLICATIONS/REQUIREMENTS

Consistent with s.6.2 of the *Local Government Act 1995*

POLICY IMPLICATIONS

6.5 Grant and Sponsorship

STRATEGIC COMMUNITY PLAN

2: Social

Safe, connected and family-friendly communities where all people thrive, and have their needs met at all ages and stages of life

- 2.6. Support local sporting clubs and community organisations to grow their capacity to increase healthy activity and cohesion
- 2.7. Support art and culture, and events and activities that bring people together in shared experience and celebration
- 2.8. Improve inclusion and harmony across the diverse groups in the population

RISK MANAGEMENT CONSIDERATIONS

Reputational – Moderate

FINANCIAL IMPLICATIONS

There is currently no budget for additional costs requested.

If Council were to support the additional sponsorship request, the budget would need to be reallocated from the Community Assistance Grants budget. The current balance of this budget is \$36,926.80.

VOTING REQUIREMENTS

Simple Majority.

Cr Landy left the Chamber at 11.38am and returned at 11.39am.

11.3.5 REGIONAL ECONOMIC DEVELOPMENT GRANT

Responsible Officer: Emma Landers
Deputy CEO / Director Organisation
Development

Author: Nicole Montgomery
Coordinator Grants & Advocacy

Proposed Meeting Date: 24 February 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 16)

Moved: Cr Lockyer

Seconded: Cr Anick

That Council:

1. Approves the acceptance of a \$150,000 (excluding GST) grant from the Pilbara Development Commission under the Regional Economic Development Grants program for the delivery of an app and augmented and virtual reality experience at Martumili;
2. Authorises the Chief Executive Officer to enter into a Grant Agreement between the Shire of East Pilbara and the Pilbara Development Commission;
3. Pursuant to section 6.8 of the *Local Government Act 1995* authorises an amendment to the Shire's 2022-2023 Annual Budget to increase the existing Martumili budget by \$150,000, and recognise income of \$150,000, as per the following table:

Account	Description	Current Budget	Amendment	Revised Budget
NEW-Revenue	Martumili RED Grant Income	\$0	(\$150,000)	(\$150,000)
NEW-Expenses	Martumili RED Grant Expenditure	\$0	\$150,000	\$150,000
Total Balance	\$0	\$0	\$0	\$0

**CARRIED BY AN ABSOLUTE MAJORITY
RECORD OF VOTE: 8/0**

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer, Mortimer and Smith

Against: Nil

REPORT PURPOSE

The purpose of this report is for Council to consider unbudgeted income and expenditure from the Pilbara Development Commission through the Regional Economic Development Grants program, for the development of a mobile based app and development of augmented reality storytelling at Martumili.

BACKGROUND

The Regional Economic Development Grants program is a State Government initiative investing \$45.8 million over eight years (2018-19 to 2025-26) in local projects to stimulate economic growth and development in regional Western Australia.

Delivered through the Pilbara Development Commission (PDC), up to \$250,000 was available for individual projects that promote sustainable jobs and workforce solutions, productivity, skills and capability building, as well as stimulating new investment and industry diversification across the region. The grants boost investment in regional projects that contribute to population and economic growth initiatives and innovative pilots, and importantly are driven by the community.

The Regional Economic Development grants opened on the 22 June 2022 and closed on the 24 August 2022, with outcomes of successful applications being released early 2023.

COMMENTS/OPTIONS/DISCUSSIONS

The Shire submitted two applications under the Regional Economic Development Grants program and have been successful in the partial funding for one of the applications for \$150,000.

The successful application under the grants program is for the development of a Martumili mobile based app with an arts mural trail incorporating virtual and augmented reality. The new app for Martumili will link to the current Pilbara East tourism app providing opportunities for further reach and increase use of the app.

The project will include:

- showcasing Martumili artist's artworks
- videos from the artists about their artwork
- a digital tour of communities
- provide a framework for a Rolling Exhibition Tour
- an interactive kids activity
- activate large murals and artworks through augmented reality in conjunction with the original artists

The Regional Economic Development grant funding will contribute to the creation of the app, content design and development, maintenance and hosting for 1 year. All other costs associated with the project will need to be sourced via other funding avenues.

STATUTORY IMPLICATIONS/REQUIREMENTS

Nil

POLICY IMPLICATIONS

3.4 BUDGET AMENDMENTS

4.9 TOURISM – OBJECTIVES AND GUIDELINES

STRATEGIC COMMUNITY PLAN

1: Economic

Economic

- E1 A diverse and sustainable economy, with a balanced population, providing equal opportunities and prosperity for all, and a fair share of the returns from our resources.
- E1.2 Work with local entrepreneurs, existing businesses and artists to increase their internal capacity and explore business opportunities that will reduce leakage from the local economy.

2: Social

Social

- S1 Safe, connected and family-friendly communities where all people thrive, and have their needs met at all ages and stages of life.
- S1.7 Provide facilities, services, and Support art and culture, and events and activities that bring people together in shared experience and celebration.

RISK MANAGEMENT CONSIDERATIONS

Low

FINANCIAL IMPLICATIONS

Payments will be made by the Pilbara Development Commission in 3 instalments across both the 2022/23 and 2023-24 financial years.

It is recommended that an adjustment made to the Martumili budget as follows:

Account	Current Budget	Amendment	Revised Budget
TBA- Revenue	\$0	\$150,000	\$150,000
TBA- Expenses	\$0	\$150,000	\$150,000

VOTING REQUIREMENTS

Absolute Majority.

11.4 DIRECTOR COMMUNITY SERVICES

**11.4.1 CLOSED CIRCUIT TELEVISION (CCTV) MONITORING EQUIPMENT
POLICY**

The Chief Executive Officer advised the Chamber that this report was withdrawn from the Agenda and will be held over to a future meeting following advice that additional changes to the Draft Policy are required.

11.4.2 DELEGATION OF POWER - APPLICATIONS TO KEEP ADDITIONAL DOG

Attachments: [Confidential Appendix 1 Application to Keep Additional Dogs \(Under Separate Cover\)](#)

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Joshua Brown
Manager Governance, Risk and Procurement

Proposed Meeting Date: 24 February 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION (Resolution No: 2023/ 17)

Moved: Cr Lockyer
Seconded: Cr Kular

That Council:

- 1. Approves the application to keep an additional dog attached as Confidential Appendix 1.**
- 2. Delegates the following powers to the Chief Executive Officer pursuant to section 10AA of the *Dog Act 1976*:**

Express Power or Duty Delegated:	<i>Dog Act 1976</i> : s.26(3) Grant exemption to limit as to number of dogs kept in or at premises in the local government's district
Delegate:	Chief Executive Officer
Function:	Authority to approve an application to keep additional dogs [s.26 (3)]. Revoke an approved application to keep addition dogs [s.26 (3)(c)].
Council Conditions on this Delegation:	Nil.
Sub-Delegate/s Appointed by CEO	Director Community Services (Function 2) Manager Community Safety (Function 2)

CEO Conditions on this
Sub-Delegation:

Nil.

3. **Authorises the Chief Executive Officer to amend the Register of Delegations and Authorisations accordingly.**

**CARRIED BY AN ABSOLUTE MAJORITY
RECORD OF VOTE: 8/0**

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer, Mortimer and Smith

Against: Nil

REPORT PURPOSE

For Council to consider an application to keep an additional dog, and delegating the power to authorise future applications to keep additional dogs to the Chief Executive Officer.

BACKGROUND

An application has been received to keep an additional dog on a premises situated within the townsite of Marble Bar. The applicant is an employee of the Shire. At present only Council may approve such an application. The details of the applicant are contained with the **Confidential Appendix 1**.

Clause 2.2(2)(a) of the *Shire of East Pilbara Dogs Local Law 2020* limits to two (2), the number of dogs over the age of 3 months and the young of those dogs under that age permitted to be kept on any premises situated within a town site. An exemption to this limit may be granted pursuant to section 26(3) of the *Dog Act 1976*. This power is not currently delegated and is retained by Council.

Section 10AA of the *Dog Act 1976*, permits a local government to delegate to the Chief Executive Officer (and for the Chief Executive Officer to sub-delegate) the exercise of any power or duty of the *Dog Act 1976*, except the power to delegate. Delegations granted are to be in writing and may be general or as otherwise provided in the instrument of delegation.

COMMENTS/OPTIONS/DISCUSSIONS

Application Received

The Shire's rangers have assessed the application and inspected the site. The fence is suitable and satisfactorily encloses the two other dogs. No objections have been raised by any neighbouring properties. It is recommended that the application be approved by Council.

Power to Approve Future Applications

The consideration and assessment of applications to keep additional dogs is operation in nature, however the power to approve applications has not been delegated to the Chief Executive Officer. Council's Register of Delegations and Authorisations approved at the July 2022 ordinary council meeting includes provision for the Chief Executive Officer and sub-delegates to approve the keeping of additional cats. However, the power to approve the keeping of additional dogs is currently retained by the Council.

These largely administrative processes, which are operational in nature, are most suitably determined by Shire Officers directly. This will also improve the efficient administration of such applications by reducing processing and approval times.

It is recommended that Council delegate these powers in accordance with the following draft delegation:

8.1.9 Determine Applications to Keep Dogs

Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.26(3) Grant exemption to limit as to number of dogs kept in or at premises in the local government's district
Delegate:	Chief Executive Officer
Function:	Authority to approve an application to keep additional dogs [s.26 (3)]. Revoke an approved application to keep addition dogs [s.26 (3)(c)].
Council Conditions on this Delegation:	Nil.
Sub-Delegate/s Appointed by CEO	Director Community Services (Function 2) Manager Community Safety (Function 2)
CEO Conditions on this Sub-Delegation:	Nil.

OPTIONS

Option 1

Accept the recommendation to approve the application and delegation future assessment of applications to the Chief Executive Officer.

Option 2

Approve the application and not delegate the power to approve future applications.

Option 3

Reject the application and not delegate the power to approve future applications.

STATUTORY IMPLICATIONS/REQUIREMENTS

Consistent with section 10AA of the *Dog Act 1976*.

POLICY IMPLICATIONS

Delegating the power to approve applications to keep additional dogs is consistent with the policy approach adopted by Council with respect to applications to keep additional cats.

STRATEGIC COMMUNITY PLAN

5: Governance

Governance

G1 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources.

G1.1 Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans

RISK MANAGEMENT CONSIDERATIONS

Reputation – Low

Compliance – Insignificant

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Absolute Majority.

**11.4.3 MEMORANDUM OF UNDERSTANDING BETWEEN DFES AND
NORTHERN LOCAL GOVERNMENTS TO ASSIST EACH OTHER DURING
NATURAL DISASTERS**

Attachment: [Appendix 1 Proposed Pilbara District Local
Government Mutual Aid Agreement 2022](#)

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Eric Plet
Director Executive Officer

Proposed Meeting Date: 24 February 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 18)

Moved: Cr Lockyer

Seconded: Cr Mortimer

That Council:

1. Notes the proposed Memorandum of Understanding (MOU) with the Department of Fire and Emergency Services (DFES) and other local governments;
2. Declines the invitation to enter the MOU; and
3. Reaffirms the commitment of the Shire of East Pilbara to providing support to local government authorities across the region and further afield in times of natural or non-natural disasters.

**CARRIED UNANIMOUSLY
RECORD OF VOTE: 8/0**

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer, Mortimer and Smith

Against: Nil

REPORT PURPOSE

For Council to consider a proposed Memorandum of Understanding (MOU) with the Department of Fire and Emergency Services (DFES) and the below listed Local Governments to promote cooperation and assistance should a disaster event affect one or more of the partnering Local Governments.

1. Shire of Ashburton
2. City of Karratha
3. Town of Port Hedland
4. Shire of Exmouth

BACKGROUND

An MOU similar to that proposed and attached as Appendix 1 was entered into in 2017 and expired in 2020. DFES recently identified the need for renewal and is seeking a new MOU to be signed and continue the agreement between the five Local Government Authorities.

The MOU seeks to:

1. Facilitate the provision of mutual aid between partnering Local Governments during emergencies and post incident recovery.
2. Enhance the capacity of our communities to cope in times of difficulty.
3. Demonstrate the capacity and willingness of participating Local Governments to work cooperatively and share resources within the region.

Partners to this MOU, in times of community distress due to an emergency incident, agree where possible to:

1. Provide whatever resources may reasonably be available within the capacity of that Local Government to respond to the emergency incident if requested.
2. Provide at, its absolute discretion, whatever resources may be available within the means of that Local Governments to assist with the response to an emergency, or in the post incident recovery within the effected community.

COMMENTS/OPTIONS/DISCUSSIONS

Every local government authority has responsibilities to have adequate arrangements in place to be able to respond to non-natural and natural disasters, and in times of crises and emergency, local government has always been at the ready to assist both neighbouring and distant local governments in times of need.

Council has delegated to the Chief Executive Officer the power to undertake functions outside the District (Delegation 1.2.2 Performing Functions outside the District) where there is a relevant allocation within the Annual Budget and the performance of the functions does not adversely impact service levels within the District.

This proposed MOU does not appear to add any value to this existing arrangement. It would possibly however place a moral obligation on the Shire to meet the costs of a request of another local government, even where that request was unreasonable. Whilst the MOU is not legally enforceable, and such circumstance are highly unlikely, Shire officers do not support the entering of the MOU.

It should be noted that the Shire of East Pilbara will continue to provide support to any local government if reasonably requested, and should not be limited to the local governments listed in this MOU.

Notwithstanding, the MOU sets out the following:

The parties acknowledge that the provisions of this document are not intended to create binding legal obligations between them.

The parties acknowledge that:

1. Nothing in this document authorises a party to incur costs or expenses on behalf of the other party; and
2. A party has no authority to act for, or to create or assume any responsibility obligation or liability on behalf of, the other party.

The MOU will come into effect at the date which all parties have signed the agreement. This MOU can be reviewed at any time but cannot be amended except with the written consent of all partners.

Any partner may withdraw from this MOU by giving 90 days written notice to the partnering Local Governments and the District Emergency Management Committee.

It is therefore requested that Council note and not sign this MOU.

OPTIONS

Option 1

Support the recommendation and decline to enter into the MOU.

Option 2

Authorise the Chief Executive Officer to respond to the offer to enter the MOU, seeking changes to the current draft to remove clauses that may create unreasonable obligations on the Shire.

Option 3

Authorise the Chief Executive Officer to enter the MOU on the Shire's behalf.

STATUTORY IMPLICATIONS/REQUIREMENTS

No known statutory implications.

POLICY IMPLICATIONS

Council has previously provided its 'in principle' agreement to entering an MOU of this type at its April 2018 ordinary meeting:

That Council:

1. *That Council approve in principal agreement on entering into the Memorandum of Understanding (MOU) with the Department Fire and Emergency Services (DFES) for the management and control of the Bushfire Brigades, bush fires and emergency services in the Pilbara region of Western Australia for a trial period of 3 years. This will enable DFES to investigate and develop a business case to enhance the Bush Fire Firefighting capabilities of the Newman VFRS.*

2. *That Council authorise the Chief Executive Office to sign the MOU.*
3. *Request that the Fire and Emergency Services Commissioner be responsible for designating a person employed by DFES to act as the Chief Bush Fire Control Officer in accordance with Section 38A of the Bush Fires Act 1954 during the trial period."*

The recommended action is a departure from this previous decision, which is not binding on the Council.

STRATEGIC COMMUNITY PLAN

2: Social

- 2 Safe, connected and family-friendly communities where all people thrive, and have their needs met at all ages and stages of life.
- 2.3 Advocacy and partnerships for addressing issues impacting safety of communities, and improving information sharing and coordination.
- 2.4 Promote healthy and safe lifestyle choices, and uphold public health and safety.

RISK MANAGEMENT CONSIDERATIONS

Health – Minor
Service Interruption – Moderate
Reputation – Major
Compliance – Major
Safety - Major

FINANCIAL IMPLICATIONS

The Disaster Recovery Funding Arrangements WA (DRFAWA) provide for the reimbursement of eligible expenditure incurred by Local Governments during a declared event.

If an impacted Local Government has an approved DRFAWA claim for a declared event, it may seek to have the costs incurred, in the use of partnering Local Governments' resources to undertake eligible reinstatement activities for that eligible event, reimbursed under DRFAWA.

Shire officers are concerned that the MOU may create an obligation to meet the costs of a request of another local government, even where that request was unreasonable. Such costs would not be reimbursed under DRFAWA and would have to be met by the Shire.

VOTING REQUIREMENTS

Simple Majority.

11.5 ACTING DIRECTOR INFRASTRUCTURE SERVICES

11.5.1 MINUTES OF PLANT COMMITTEE – 15 DECEMBER 2022 AND 23 FEBRUARY 2023

Attachments: [Appendix 1 Unconfirmed Minutes 15 December 2022 Plant Committee](#)

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Joshua Brown
Manager Governance, Risk and Procurement

Proposed Meeting Date: 24 February 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 19)

Moved: Cr Mortimer

Seconded: Cr Lockyer

That Council notes the Unconfirmed Minutes of the Plant Committee meetings held on 15 December 2022 and 23 February 2023.

**CARRIED UNANIMOUSLY
RECORD OF VOTE: 8/0**

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer, Mortimer and Smith

Against: Nil

REPORT PURPOSE

To report the minutes of meetings of the Plant Committee.

BACKGROUND

Council has established committees to assist the Council and to provide advice and recommendations.

At its meeting on 25 January 2019, Council resolved to establish a Plant Committee to provide guidance on the Shire's plant replacement program. The Chief Executive and/or delegate will attend meetings of the Committee to provide technical advice as required.

The Plant Committee's current membership is as follows:

Members	Deputy Members
Cr Coppin (Chair)	Cr Smith
Cr Lockyer (Deputy Chair)	Cr Middleton
Cr Baer	Cr McWhirter-Brooks
Cr Anick	Cr Mortimer

COMMENTS/OPTIONS/DISCUSSIONS

A meeting of the Plant Committee was held on Thursday, 15 December 2022. A further meeting of the Plant Committee is scheduled for 23 February 2023.

The unconfirmed minutes of the December meeting are attached as **Appendix 1**. Unconfirmed minutes of the February meeting will be circulated to Councillors prior to the 24 February 2023 ordinary meeting.

The next meeting of the Committee is scheduled for Thursday, 25 May 2023.

STATUTORY IMPLICATIONS/REQUIREMENTS

Consistent with subdivision 2 of Division 2 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

No known policy implications.

STRATEGIC COMMUNITY PLAN

5: Governance

G1 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources.

G1.1 Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.

G1.4 Ensure a high standard of organisational management and effectiveness Governance.

RISK MANAGEMENT CONSIDERATIONS

Compliance – Minor

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple Majority.



SHIRE OF EAST PILBARA

MINUTES

ORDINARY COMMITTEE MEETING

NOTICE IS HEREBY GIVEN that an Ordinary Meeting of the **PLANT COMMITTEE** will be held, in Council Chambers, Newman, 4.00pm, Thursday, 15 December 2022

Steve Harding
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.

A handwritten signature in black ink, appearing to read 'Steve Harding'.

Signed: _____
Steve Harding
Chief Executive Officer

PLANT COMMITTEE
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1 DECLARATION OF OPENING

Councillor Karen (Lou) Lockyer, Deputy Presiding Member declared the Shire of East Pilbara Plant Committee Meeting of 15 December 2022 open at 4.01pm, held at the Council Chambers, Newman.

The Deputy Presiding Member acknowledged the Traditional Owners of the land on which the meeting took place, the Nyiyaparli People, and the Martu People as the Custodians. Council also paid its respects to their Elders, past, present and emerging.

All present at the meeting were requested to turn off and refrain from using their mobile phones for the duration of the meeting. Tablets and laptops were permitted for the purpose of accessing agenda items and notes.

The Presiding Member also advised all those in attendance that the meeting was being audio recorded and Councillors should refrain from making any defamatory statements.

2 ATTENDANCE BY ELECTRONIC MEANS

Nil

3 RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE

3.1 ATTENDANCES

Committee Members

Cr Karen Lockyer	Deputy Presiding Member
Cr Matthew Anick	Member
Cr Anthony Middleton	Deputy Member (voting)
Cr McWhirter-Brooks	Deputy Member (voting)

Officers

Steven Harding	Chief Executive Officer
Emma Landers	Deputy CEO/ Director Organisational Development
Joshua Brown	Manager Governance Risk and Procurement

3.2 APOLOGIES

Committee Member Apologies

Cr Langtree Coppin	Councillor
Cr Peta Baer	Councillor

Officer Apologies

Bevan Klein	Manager Operations
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3.3 LEAVE OF ABSENCE

Nil

4 DISCLOSURES OF INTEREST

Nil

5 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING

5.1 CONFIRMATION OF MINUTES

[Plant Committee\Minutes\Ordinary Minutes 26 May 2022](#)

COMMITTEE DECISION / OFFICER RECOMMENDATION

Moved: Cr Middleton

Seconded: Cr McWhirter-Brooks

That the Minutes of the Plant Committee Meeting held on 26 May 2022 as circulated be confirmed as a true and accurate record of proceedings.

**CARRIED UNANIMOUSLY
RECORD OF VOTE 4/0**

For: Crs Lockyer, Anick, Middleton, McWhirter-Brooks

Against: Nil

6 OFFICER'S REPORTS

6.1 GENERAL

6.1.1 PLANT REPLACEMENT PROGRAM UPDATE

Attachments: [Appendix 1 - Plant Replacement 2021/22 and 2022/23](#)

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Emma Landers
Deputy Chief Executive Officer/Director
Organisation Development

Proposed Meeting Date: 16 December 2022

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COMMITTEE RECOMMENDATION / OFFICER RECOMMENDATION

Moved: Cr Middleton
Seconded: Cr McWhirter-Brooks

That the Plant Committee:

1. **Notes the progress update and increased estimated delivery timelines in the Plant Replace Program at Appendix 1;**
2. **Authorises the Chief Executive Officer to provide a report to the Plant Committee of suitable alternative vehicles based on supply constraints.**

**CARRIED UNANIMOUSLY
RECORD OF VOTE 4/0**

For: Crs Lockyer, Anick, Middleton, McWhirter-Brooks

Against: Nil

REPORT PURPOSE

To provide an update to the Plant Committee on the 2022/23 plant replacement program.

BACKGROUND

At the Ordinary Council Meeting held on Friday, 25 January 2019, Council resolved to establish a Plant Committee to provide Council with input into the Shire's plant replacement program.

Fleet underpins Council's operations and plays a vital role in the provision of a range of services for the Shire's communities.

To ensure that plant and vehicles are replaced with optimum timing, purchased items are suitable for use, are durable and able to tolerate weather extremes/conditions, it was deemed important that Councillors are involved in the formulation and decision making process of the annual plant replacement program.

The Plant Replacement program for 2022/23 was supported by the Plant Committee at its last meeting held 26 May 2022, and adopted by Council with the 2022/23 Annual Budget at its Special Council Meeting held 18 August 2022.

COMMENTS/OPTIONS/DISCUSSIONS

As a direct result of the COVID-19 epidemic and the financial impact this had on Council's resources/cash flow, the FY 21/22 Plant Replacement Program was adjusted in order to minimise cost to Council.

As outlined in the previous financial year, this reduction has had a direct flow on effect on future plant replacement by either increasing future replacement costs or by pushing fleet purchases out over longer periods of time.

This has increased the age of Council's fleet which may have a direct long term implication on future trade/disposal values and may also result in increased maintenance costs.

Since the Plant Committee last met in May 2022 there have been further delays to the original estimated timeframes for the delivery of vehicles; particularly Toyota. Following support from the Plant Committee the plant replacement program for 2023 was adjusted to include Isuzu vehicles as a replacement option.

Appendix 1 provides an update on 2021/22 and 2022/23 Plant Replacement Costs and Delivery Timelines.

STATUTORY IMPLICATIONS/REQUIREMENTS

Part 5 - Administration (Division 2 - Council meetings, committees and their meetings and electors' meetings) (Subdivision 3 - Matters affecting council and committee meetings) 5.20. Decisions of councils and committees (pg 140)

Part 5 - Administration (Division 2 - Council meetings, committees and their meetings and electors' meetings) (Subdivision 3 - Matters affecting council and committee meetings) 5.21. Voting (pg 140)

Part 5 - Administration (Division 2 - Council meetings, committees and their meetings and electors' meetings) (Subdivision 3 - Matters affecting council and committee meetings) 5.22. Minutes of council and committee meetings (pg 141)

Part 5 - Administration (Division 5 - Annual reports and planning) 5.56. Planning for the future (pg. 160)

POLICY IMPLICATIONS

3.2 Asset Management

3.3 Budget Preparation

10.6 Light Vehicle Policy

10.8 Plant Replacement Policy

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.

3: Built Environment

Connected and accessible communities.

- B1 Optimise places to live, work and enjoy.
- B1.2 Provide and maintain open spaces for the community to recreate and connect.
- B1.3 Maintain and facilitate community infrastructure and urban heritage, including roads and buildings

RISK MANAGEMENT CONSIDERATIONS

Medium – Financial and Safety Risk

FINANCIAL IMPLICATIONS

For consideration in the 2022/23 Annual Budget.

VOTING REQUIREMENTS

Simple Majority.

Appendix 1 - Plant Replacement Costs and Timeframes (2021/22 and 2022/23)

Plant Replacement 2021/22

Purchase Order No	PMG Reference No	PMG Quote No	Model	PMG Comment	Possible Production Date	Finish ETA in Perth	Previous ETA to Newman	NEW ETA
45443	10328471	128607	Prado			23-Mar	Delivered	Nov-24
45994	10312076	129528	Hilux 4x2			19-May	3rd june	Nov-24
45611	202196483	129528	Hilux 4x2	Still waiting on Toyota to manufacture	August	if produced Mid November	Late November	Nov-24
45611	202196484	129528	Hilux 4x2	Still waiting on Toyota to manufacture	August	if produced Mid November	Late November	Nov-24
45617	202196477	129530	Hilux 4x4	Still waiting on Toyota to manufacture	September	if produced Mid December	Late December	Nov-24
45619	202196478	129529	Hilux 4x4	Still waiting on Toyota to manufacture	September	if produced Mid December	Late December	Nov-24
45619	202196479	129529	Hilux 4x4	Still waiting on Toyota to manufacture	September	if produced Mid December	Late December	Nov-24
45619	202196480	129529	Hilux 4x4	Still waiting on Toyota to manufacture	September	if produced Mid December	Late December	Nov-24
45621	202196482	129552	Prado	Still waiting on Toyota to manufacture	September	if produced Mid December	Late December	Nov-24
45621	202110846	129552	Prado	Still waiting on Toyota to manufacture	September	if produced Mid December	Late December	Nov-24
45621	202210847	129552	Prado	Still waiting on Toyota to manufacture	September	if produced Mid December	Late December	Nov-24
45634	10691119	129557	LC70 with Crane	allocated one from a cancelled order	In June build	Mid September	Late September	Nov-24
		134332	GXL Prado	Prado are an Estimated 8 month production wait from time of order		Generally allow 6-8 weeks for us to fit option and transport		Nov-24
		134333	GX Prado	Prado are an Estimated 8 month production wait from time of order		Generally allow 6-8 weeks for us to fit option and transport		Nov-24
		134334	Hilux 4x4	Hilux are an Estimated 10 month production wait from time of order		Generally allow 6-8 weeks for us to fit option and transport		Nov-24
		134336	LC70 Dual Cab	LC70 Dual are an Estimated 22-24 month production wait from time of order		Generally allow 6-8 weeks for us to fit option and transport		Nov-24
		134350	LC70 Single Cab	LC70 Dual are an Estimated 18-20 month production wait from time of order		Generally allow 6-8 weeks for us to fit option and transport		Nov-24
		134353	Camry Hybrid	Hybrid are an estimated 11-12 month production wait from time of order		Generally allow 6-8 weeks for us to fit option and transport		Nov-24
		134447	LC300 Landcruiser	LC300 are an estimated 11-12 month production wait from time of order		Generally allow 6-8 weeks for us to fit option and transport		Nov-24
		134508	Rav4 insurance claim	Hybrid are an estimated 11-12 month production wait from time of order		Generally allow 6-8 weeks for us to fit option and transport		Nov-24

Plant Replacement 2022/23

Plant Number	Original Vehicle Description	New Vehicle Description (based on availability)	Department	Year Built	Speedo Reading	Allocation	Rego Number	Original New Vehicle Cost	New Vehicle Cost	Estimated Trade In Value	Change Over Cost	Location	Estimated Delivery Timeline
2707	Toyota L/C 79 Series Workmate C/C	Isuzu D Max	Infrastructure Services	2017	114557	WS Nullagine - Owen	117 EPS	\$85,000.00	\$81,786.00	\$35,000.00	\$50,000.00	Nullagine	Dec-22
41218	Toyota LC 300 GXL	Toyota 300 Series Wagon	Executive Services	2018	108793	CEO - Steven	100 EPS	\$130,000.00	\$125,540.00	\$110,000.00	\$20,000.00	Newman	Jan-24
41224	Toyota Prado GX T/D A/T	Toyota Prado	EM Corporate Services	2019	107000	Director Infrastructure	107 EPS	\$90,000.00	\$85,000.00	\$35,000.00	\$55,000.00	Newman	Jan-24
51113	Toyota Hilux Xtra Cab	Isuzu D Max	Customer & Community Services	2018	77432	Ranger (Chris)	167 EPS	\$85,000.00	\$81,786.00	\$28,500.00	\$56,500.00	Newman	Feb-23
51114	Toyota Hilux Xtra Cab	Isuzu D Max	Customer & Community Services	2017	84076	Ranger Cape Keraudren	114 EPS	\$85,000.00	\$81,786.00	\$31,250.00	\$53,750.00	Newman	Feb-23
81119	Toyota Prado GX	Isuzu MUX	Customer & Community Services	2016	130390	MWB Nikki Montgomery (Acting)	112 EPS	\$75,000.00	\$50,443.00	\$37,000.00	\$38,000.00	Newman	Feb-23
81121	Toyota Prado GX	Isuzu MUX	Customer & Community Services	2017	97135	Paul Miller	184 EPS	\$75,000.00	\$50,443.00	\$39,000.00	\$36,000.00	Newman	Feb-23
131113	Toyota Prado GX T/D M/T	Isuzu MUX	Commercial Services	2018	87292	MDS-Building	111 EPS	\$75,000.00	\$50,443.00	\$36,000.00	\$39,000.00	Newman	Feb-23
141115	Toyota Prado GXL	TBC	Director Organisation Development	2016	96518	Emma Landers	101 EPS	\$90,000.00	\$90,000.00	\$38,000.00	\$52,000.00	Newman	TBA
141118	Toyota 79 Series GX C/C	Isuzu MUX	Technical Services_Supervision	2016	109600	WS Marble Bar Wayne Ball	110EPS	\$105,000.00	\$50,443.00	\$35,000.00	\$70,000.00	Marble Bar	Feb-23
141119	Toyota Hilux SR 4x4 Dual Cab	Isuzu D Max	Technical Services_Supervision	2015	73517	Stephen Agett	1HDH957	\$65,000.00	\$81,786.00	\$40,000.00	\$25,000.00	Newman	Dec-22
New	Toyota Hilux SR 4x4 Dual Cab	Isuzu D Max	General			Pool Car		\$65,000.00	\$81,786.00	\$0.00	\$65,000.00	Newman	Dec-22
New	Toyota Hilux SR 4x4 Dual Cab	Isuzu D Max	Infrastructure Services			Coordinator Rural		\$85,000.00	\$81,786.00	\$0.00	\$85,000.00	Newman	Dec-22
New	Toyota Camry	Isuzu MUX				Manager psrtnership and Strategy		\$37,000.00	\$50,443.00	\$0.00	\$37,000.00	Newman	Feb-23
New	Toyota Camry	Isuzu D Max				IT Manager		\$65,000.00	\$81,786.00	\$0.00	\$65,000.00	Newman	Dec-22
New	Toyota Corolla	Suzuki Swift	Infrastructure Services			Coordinator Design		\$29,000.00	\$26,774.00	\$0.00	\$29,000.00	Newman	Delivered
New	Toyota Corolla	Suzuki Swift	Community Services			Manager of Events		\$29,000.00	\$26,774.00	\$0.00	\$29,000.00	Newman	Delivered
								\$1,270,000.00	\$1,178,805.00	\$464,750.00	\$805,250.00		

Plant Number	Plant Description		Department	Year Built	Speedo Reading	Allocation	Rego Number	New Vehicle Cost	Estimated Trade In Value	Change Over Cost	Location	Estimated Delivery Timeline
2731	Fuso Canter 918 with MJ UR-6 Rear Compactor		Town Crew	2015		Nullagine		\$350,000.00	\$35,000.00	\$315,000.00	Nullagine	
New	Toro Groundmaster 360 Mower	Investigating options	Parks and Gardens			Newman		\$55,000.00	\$10,000.00	\$45,000.00	Newman	
New	Toro Groundmaster 7210 Mower	John Deere	Parks and Gardens			Newman		\$28,000.00	\$4,000.00	\$24,000.00	Newman	Apr-23
2742	Komatsu GD 655-5 Motor Grader		Maintenance Grading	2014		Marble Bar		\$400,000.00	\$100,000.00	\$300,000.00	Marble Bar	
2711	30,000 liter Tri Axle Water Tank	Investigating options	Construction	1995		Construction Crew		\$170,000.00	\$5,000.00	\$165,000.00	Marble Bar	
129123	Road Grader	CAT 140										Dec-22
								\$1,003,000.00	\$154,000.00	\$849,000.00		

7 GENERAL BUSINESS

No general business discussed.

8 DATE OF NEXT MEETING

To be confirmed.

9 CLOSURE

The Presiding Member declared the meeting closed at 4.38pm.

**11.5.2 UNBUDGETED EXPENDITURE FOR THE INSTALLATION OF THE
NEWMAN WASTE WATER TREATMENT**

Responsible Officer: Etienne Vorster
Acting Director Infrastructure Services

Author: Mathew Pennington
Manager Waste Services

Proposed Meeting Date: 24 February 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 20)

Moved: Cr Anick

Seconded: Cr Lockyer

That Council, pursuant to section 6.8 of the *Local Government Act 1995*, authorises an amendment to the Shire's 2022-2023 Annual Budget to allocate funds from the existing grant fund, and to recognise expenditure for the installation of the large clarifier unit and the purchase and installation of a new Inlet system at the Newman Waste Water Treatment Plant, of \$878,000, as per the following table:

Account	Description	Current Budget	Amendment	Revised Budget
109002	Grant Funding	\$1,650,000	-\$878,000.00	\$772,000
NEW	WWTP Project Works 22/23	\$0.00	\$878,000	\$878,000

**CARRIED BY AN ABSOLUTE MAJORITY
RECORD OF VOTE: 8/0**

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer, Mortimer and Smith

Against: Nil

REPORT PURPOSE

The purpose of this report is for Council to consider unbudgeted expenditure for the large clarifier installation and the purchase and installation of a new Inlet system at the Newman Waste Water Treatment Plant (WWTP).

BACKGROUND

In 2018, the Shire of East Pilbara awarded a contract to Liquitek Pty Ltd for the refurbishment of the existing primary clarifier at the Newman Waste Water Treatment Plant (WWTP) for a lump sum amount of \$570,582.474 (including GST).

All the deliverables of the Tender were provided by Liquitek with the exception of the final installation of the clarifier unit, which was postponed in April 2019 at the request of the Shire's Infrastructure team due to the lack of available storage, method and inability to take the clarifier offline for the repairs. The existing clarifier has remained in full time operation during the postponement of the works. However, recent inspections have identified the clarifier unit is irredeemable and the replacement is now deemed urgent. Consequently, due to the Emergency Bypass Works being recently completed at the WWTP the Shire now has the required method and storage available to allow the unit to be taken offline, and the necessary works to be completed.

The Inlet system at the WWTP has been heavily deteriorating for some time and has now fully failed. As the initial receival point of the process, the quality of water passing further downstream for treatment is heavily contaminated with solids and other waste materials, which would ordinarily be captured via a functioning Inlet system.

COMMENTS/OPTIONS/DISCUSSIONS

It is proposed the large clarifier works are completed as soon as possible, as the likelihood of a failure is extremely high. As per RFT06-2017/18 these works were originally scheduled for 2019 but owing to the lack of method and storage capacity at the time, the works were postponed. Subsequently, the clarifier has extended beyond its original proposed upgrade date and is now in desperate need of replacement.

The clarifier is critical to the operation of the WWTP and without its function the quality of water that is treated at the facility will heavily decline, and will not be suitable for the Shire's reuse water scheme to irrigate the Town's sporting ovals. In addition, the quality of water discharged to the environment could potentially have significant, detrimental impacts to the land.

The Shire's Waste Services team has recently commenced planning for the installation of the clarifier, which was delivered as part of a previous contract by Liquitek Pty Ltd. Upon confirmation of the funding allocation, Shire officers will make the necessary arrangements for the works to be completed. The anticipated timeframe to complete the works is 2-3 weeks.

The Inlet system is the focal point of the treatment process at the WWTP and without its function, increased pressure and strain will be added to the downstream components of the facility, with the level of manual and operational interaction significantly increasing, in order to combat the lack of process.

The funding to facilitate these works is requested to be allocated from the BHP funding received for WWTP maintenance projects. A breakdown of the funding allocation is in the attached Table 1.

Table 1	
Total BHP Fund Received	\$1,650,000
Proposed Expenditure of Funds:	
Supply and installation of a new Inlet system at the Newman Waste Water Treatment Plant	\$500,000
Installation of Newman Waste Water Treatment Plant Large Clarifier	\$378,000
Total Requested Expenditure	\$878,000

An amount of \$865,000 (excluding GST) has been requested to be allocated to the 2022/23 Annual Budget to complete the installation of the large clarifier unit and the purchase and installation of a new Inlet system at the Newman WWTP.

STATUTORY IMPLICATIONS/REQUIREMENTS

Consistent with the *Local Government Act 1995* Part 6 - Financial management (Division 4 - General financial provisions), section 6.8. Expenditure from municipal fund not included in the annual budget.

POLICY IMPLICATIONS

3.4 Budget Amendments

STRATEGIC COMMUNITY PLAN

2: Social

Social

- S1 Safe, connected and family-friendly communities where all people thrive, and have their needs met at all ages and stages of life.
- S1.7 Provide facilities, services, and Support art and culture, and events and activities that bring people together in shared experience and celebration.
- S1.8 Improve inclusion and harmony across the diverse groups in the population

RISK MANAGEMENT CONSIDERATIONS

Low – Financial

The requested allocation of budget for the installation of the large clarifier unit and the purchase and installation of the new inlet system. Will be funded by the existing grant.

Low – Operational

The Inlet system at the Newman WWTP requires urgent replacement. Without this unit in place, the quality of water being treated downstream is extremely poor, which ultimately causes mechanical disruption, resulting in downtime, reduction in operations and additional financial outlay.

The clarifier is critical to the operation of the WWTP and without its operation and function the quality of water that is treated at the facility will heavily decline, and will not be suitable for the Shire's reuse water scheme to irrigate the Town's sporting ovals.

FINANCIAL IMPLICATIONS

If the Council accepts this adjustment to the 2022/23 Annual Budget, the total budget for the installation of the large clarifier unit and the purchase and installation of a new Inlet system at the Newman Waste Water Treatment Plant will be \$878,000 excluding GST.

There will be no net financial impact to the existing 2022/23 Annual Budget, given the BHP Funding will cover the entire cost of the installation.

VOTING REQUIREMENTS

Absolute Majority.

12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None received for this meeting.

13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

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

Nil

15 CONFIDENTIAL MATTERS BEHIND CLOSED DOORS

The Shire President approved the attendance at the meeting of Cr McWhirter-Brooks by Electronic Means (MS Teams) in accordance with regulation 14C of the Local Government (Administration) Regulations 1996.

Cr Wendy McWhirter-Brooks joined the meeting by Electronic Means (MS Teams) at 11.56am. The MS Teams network connection was lost shortly thereafter briefly during the procedural vote to close the meeting to the public.

Crs Lou Lockyer, Langtree Coppin, Stacey Smith and Wendy McWhirter-Brooks, who were attending the meeting via electronic means each declared that in accordance with regulation 14CA(5) of the Local Government (Administration) Regulations 1996, they would maintain confidentiality during the closed part of meeting in accordance with regulation.

COUNCIL RESOLUTION

Moved: Cr Anick

Seconded: Cr Lockyer

That the meeting be closed to the public in accordance with section 5.23{2} of the *Local Government Act 1995* to consider items; 15.2.1 to 15.1.4 and 15.2.1 to 15.2.3 behind closed doors at 11.26am.

CARRIED UNANIMOUSLY

RECORD OF VOTE: 8/0

(Cr McWhirter-Brooks was absent and did not vote)

For: Shire President, Crs Anick, Coppin, Landy, Lockyer, Kular, Mortimer, Smith

Against: Nil

15.1 DIRECTOR CORPORATE SERVICES

15.1.1 SHIRE DEBT

Responsible Officer: Steve Leeson
Director Corporate Services

Author: Jo Dimov
Rates Officer

Karen Hunter
Rating Consultant

Proposed Meeting Date: 24 February 2023

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 21)

Moved: Cr Mortimer

Seconded: Cr Coppin

That Council:

1. **Receives the report on Shire debt; and**
2. **Writes off \$879.18 in rates outstanding as per Appendix 3; and**
3. **Notes the commencement of legal recovery proceedings; and**
4. **Writes off the rates/rubbish debt for the Pipunya Community Incorporated and make the land exempt; and**
5. **Authorises the donation of an amount of \$1,043 to clear the Emergency Service Levy on accounts held by the Pipunya Community Incorporated, and provide for an annual equivalent until such time as the incorporated community is wound up and assets dispersed; and**
6. **Delegates authority to the CEO to engage directly with the Ashburton Aboriginal Corporation in regards to the outstanding rates and charges on accounts held by the Irrungadji Group Association Incorporated; and**
7. **Approves the write off of the interest and legal charges accrued on accounts held by the Irrungadji Group Association Inc. subsequent to an agreement to pay the outstanding debts.**

**CARRIED UNANIMOUSLY
RECORD OF VOTE: 6/0**

For: Deputy President McWhirter-Brooks, Crs Coppin, Kular, Landy, Mortimer and Smith

Against Nil

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.
-

Disclosure of Interest

The Shire President, Cr Middleton having declared a financial interest in this item, left the Council Chamber at 12.01pm, and was absent for the discussion and vote. Cr Middleton returned to the Chamber at 12.07pm

Cr Matthew Anick having declared a financial interest in this item, left the Council Chamber at 12.01pm, and was absent for the discussion and vote. Cr Anick returned to the Chamber at 12.07pm

Cr Lou Lockyer having declared a financial interest in this item, disconnected from MS Teams at 12.01pm, and was absent for the discussion and vote. Cr Lockyer reconnected to MS Teams at 12.07pm

In the absence of the Shire President, the Deputy President, Cr McWhirter-Brooks assumed the chair at 12.01pm and presided over Council's consideration of this Item. Cr McWhirter-Brooks vacated the chair and the Shire President, Cr Middleton.

15.2 DIRECTOR AVIATION AND REGULATORY SERVICES

15.2.1 PROPOSED LICENCE NEWMAN AIRPORT

Responsible Officer: Vic Etherington
Director Aviation and Regulatory Services

Author: Malcolm Jenkinson
Organisational Advisor

Proposed Meeting Date: 24 February 2023

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 22)

Moved: Cr Lockyer

Seconded: Cr Kular

That Council:

1. Authorises the Chief Executive Officer to enter into a licence between the Shire and Virgin Australia over Area FS01 (shared) and AREA FS03 within Reserve 44775, Newman Airport, for a period of one (1) year (2023 to 2024) for an annual licence fee of \$5,000 (excluding GST) and minimum of \$1,000 in outgoing costs, subject to the necessary approval from the Minister for Lands;
2. Authorises the Chief Executive Officer to extend the licence with the same conditions for a second period of one (1) year (2024 to 2025) on expiry of the initial Licence period;
3. Authorises the Chief Executive Officer to extend the licence with the same conditions for a third period of one (1) year (2025 to 2026) on expiry of the second Licence period;
4. Authorises an increase in the annual licence fee of 3% or indexed to CPI, whichever is the greater;
5. Authorises the Chief Executive Officer to enter into any minor variations to the Licence over the Licence term; and
6. Authorises the Shire President and Chief Executive Officer to affix the Common Seal to the licence.

**CARRIED UNANIMOUSLY
RECORD OF VOTE: 9/0**

For: Shire President, Deputy Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer, Mortimer and Smith

Against: Nil

Cr McWhirter-Brooks disconnected from MS Teams and left the meeting at 12.10pm.

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.
-

15.2.2 PROPOSED LICENCE NEWMAN AIRPORT NUMBER 2

Responsible Officer: Vic Etherington
Director Aviation and Regulatory Services

Author: Malcolm Jenkinson
Organisational Advisor

Proposed Meeting Date: 24 February 2023

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 23)

Moved: Cr Kular

Seconded: Cr Mortimer

That Council:

1. Authorises the Chief Executive Officer to enter into a licence between the Shire and QANTAS Australia over Area FS01 (shared) and AREA FS02 within Reserve 44775, Newman Airport, for a period of one (1) year (2023 to 2024) for an annual licence fee of \$5,000 (excluding GST) and minimum of \$1,000 in outgoing costs subject to the necessary approval from the Minister for Lands;
2. Authorises the Chief Executive Officer to extend the licence with the same conditions for a second period of one (1) year (2024 to 2025) on expiry of the initial Licence period;
3. Authorises the Chief Executive Officer to extend the licence with the same conditions for a third period of one (1) year (2025 to 2026) on expiry of the second Licence period;
4. Authorises an increase in the annual licence fee of 3% or indexed to CPI, whichever is the greater;
5. Authorises the Chief Executive Officer to enter into any minor variations to the Licence over the Licence term; and
6. Authorises the Shire President and Chief Executive Officer to affix the Common Seal to the licence.

**CARRIED UNANIMOUSLY
RECORD OF VOTE: 8/0**

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer, Mortimer and Smith

Against: Nil

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.

**15.2.3 AWARD OF TENDER - RFT 04-2022/23 - AIRFIELD LIGHTING UPGRADE
(NEWMAN AIRPORT)**

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Vic Etherington
Director Aviation and Regulatory Services

Proposed Meeting Date: 24 February 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 24)

Moved: Cr Kular

Seconded: Cr Mortimer

That Council:

1. Awards Tender RFT 04-2022/23 for Airfield Lighting Upgrade to Airport Alliance Contracting (Alternative Offer) for the tendered price of \$2,766,984.42 (ex GST);
2. Approves the additional maximum provisional sum amount of \$585,000 (ex GST). The maximum total contract price will be \$3,351,984.42 ex GST;
3. Approves the Chief Executive Officer to enter into any minor variations to the Contract over the Contract term; and
4. Authorises the Chief Executive Officer to affix the Common Seal of the Shire of East Pilbara to the Contract between Airport Alliance Contracting and the Shire of East Pilbara with respect to this Tender.

**CARRIED BY AN ABSOLUTE MAJORITY
RECORD OF VOTE: 8/0**

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer, Mortimer and Smith

Against: Nil

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.

15.3 ACTING DIRECTOR INSTRUCTURE SERVICES

15.3.1 AWARD OF TENDER - WEQ 02-2022/23 - SUPPLY AND DELIVERY OF ONE (1) NEW LANDFILL COMPACTOR

Responsible Officer: Etienne Vorster
Acting Director Infrastructure Services

Author: Bevan Klein
Manager Operations

Proposed Meeting Date: 24 February 2023

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 25)

Moved: Cr Lockyer

Seconded: Cr Mortimer

That Council:

- 1. Awards Tender WEQ 02-2022/23 for the Supply and Delivery of One (1) New Landfill Compactor to GCM Enviro Pty Ltd for the total price of \$742,000.00 ex GST.**
- 2. Approves the Chief Executive Officer to enter into any minor variations to the Contract.**

**CARRIED UNANIMOUSLY
RECORD OF VOTE: 8/0**

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer, Mortimer and Smith

Against: Nil

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.

15.3.2 AWARD OF TENDER – RFT 05-2022/23 – PANEL OF QUALIFIED SUPPLIERS – PLANT HIRE (WET/DRY)

Responsible Officer: Etienne Vorster
Acting Director Infrastructure Services

Author: Bevan Klein
Manager Operations

Proposed Meeting Date: 24 February 2023

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER RECOMMENDATION

(Resolution No: 2023/ 26)

Moved: Cr Lockyer

Seconded: Cr Kular

That Council:

1. Awards Tender RFT 05-2022/23 for Panel of Prequalified Suppliers – Plant Hire Services – Wet Hire Panel to the following six (6) Tenderers for their tendered rates for a period of one (1) year commencing on the date of contract execution:
 - Binbirri Pty Ltd
 - East Pilbara Earthmoving Pty Ltd
 - Goldplay Civil Pty Ltd
 - Robbro Road Construction Pty Ltd
 - Vicflow Civil Pty Ltd
 - Youngs Earthmoving Pty Ltd
2. Awards Tender RFT 05-2022/23 for Panel of Prequalified Suppliers – Plant Hire Services – Dry Hire Panel to the following four (4) Tenderers for their tendered rates for a period of one (1) year commencing on the date of contract execution:
 - Binbirri Pty Ltd
 - Brooks Hire Service Pty Ltd
 - Robbro Road Construction Pty Ltd
 - Vicflow Civil Pty Ltd
3. Authorises the Chief Executive Officer to enter into two x one year further terms with any of the Contractors on the Wet Hire or Dry Hire Panels; subject to contractor performance and the Shire's operational requirements.

4. Authorises the Shire President and Chief Executive Officer to affix the Common Seal of the Shire of East Pilbara to the Contract between each of the Tenderers and the Shire of East Pilbara with respect to this Tender.

**CARRIED UNANIMOUSLY
RECORD OF VOTE: 8/0**

For: Shire President, Crs Anick, Coppin, Kular, Landy, Lockyer, Mortimer and Smith

Against: Nil

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.

COUNCIL RESOLUTION

Moved: Cr Mortimer

Seconded: Cr Kular

That the meeting return to Open Council in accordance with 5.23(2) of the *Local Government Act 1995* at 12.16pm.

**CARRIED UNANIMOUSLY
RECORD OF VOTE: 8/0**

For: Shire President, Crs Anick, Coppin, Landy, Kular, Lockyer, Mortimer, Smith

Against: Nil

The meeting returned to an open forum at 12.16pm.

16 DATE OF NEXT MEETING

24 March 2023

17 CLOSURE

The Ordinary Meeting of the Shire of East Pilbara Council on 24 February 2023 was declared closed by the Presiding Member at 12.17pm. The Presiding Member thanked Councillors and Staff for their attendance.