

SHIRE OF EAST PILBARA

These minutes were confirmed by the council
as a true and accurate record at the ordinary
council meeting held on 15/12/2023



Unconfirmed copy of Minutes from Ordinary
Council Meeting held on 24 November 2023
subject to confirmation at Ordinary Council
Meeting to be held on 15 December 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 NOVEMBER 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 this Agenda may include the names of people who are deceased.



Steven Harding
CHIEF EXECUTIVE OFFICER

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President and Presiding Member declared the Shire of East Pilbara Ordinary Council Meeting of 24 November 2023 open at 10.30am at the Newman Council Chambers.

The President acknowledged the Traditional Owners of the land on which the Council met, the Niyaparli People, and their continuing connection to the land, waters and community. Council also acknowledged the Martu People as the Custodians of Jigalong which sits in Niyaparli Country. The Council paid its respects to all 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 live streamed and audio recorded which can be accessed by members of the public and the media, as such Council Members were reminded to refrain from making any defamatory statements.

2 ATTENDANCE BY ELECTRONIC MEANS

Nil for this meeting.

3 RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE

3.1 ATTENDANCES

Council Members

Anthony Middleton	Shire President
Cr Wendy McWhirter-Brooks	Deputy Shire President / Councillor
Cr Lee Anderson	Councillor
Cr Peta Baer	Councillor
Cr David Evrett	Councillor
Cr David Kular	Councillor
Cr Karen Lockyer	Councillor
Cr Annabel Landy	Councillor

Officers

Steven Harding
Paul Miller
Cherie Delmage
Malcolm Somers
Etienne Vorster
Joshua Brown

Chief Executive Officer
Acting Director Community Experience
Acting Director Corporate Services
Director Aviation and Regulatory Services
Acting Director Infrastructure Services
Manager Governance, Risk and
Procurement
Governance Administration Officer
Governance Administration Officer (*MS Teams*)

Public Gallery

Nil

3.2 APOLOGIES

Councillor Apologies

Nil

Officer Apologies

Nil

3.3 LEAVE OF ABSENCE

Nil

4 DISCLOSURE OF INTEREST

Name	Cr Wendy McWhirter-Brooks
Item No and Title of Report	12.1.6 Marble Bar Heritage Item – Government Buildings
Nature of Interest	Pursuant to section of 5.60A of the <i>Local Government Act 1995</i> , the nature of the interest is <u>'Financial'</u> .
Interest Description	I am the treasurer of the Marble Bar Tourism Association, which is a tenant of the building.
Action Taken	Cr McWhirter-Brooks declared that she will remain in the meeting and consider the Item on its merits and vote accordingly.

Item No and Title of Report	17.2.3 Proposed Lease – Newman Airport
Nature of Interest	Pursuant to section of 5.60A of the <i>Local Government Act 1995</i> , the nature of the interest is <u>'Financial'</u> .
Interest Description	Closely associated persons to me have business associations with one of the applicants detailed in the report
Action Taken	Cr McWhirter-Brooks will leave the Council Chamber and take no part in the discussion or vote for this item

Name	Cr Lee Anderson
Item No and Title of Report	12.1.6 Marble Bar Heritage Item – Government Buildings
Nature of Interest	Pursuant to section of 5.60A of the <i>Local Government Act 1995</i> , the nature of the interest is <u>'Financial'</u> .
Interest Description	I am the chairperson of the Marble Bar Tourism Association, which is a tenant of the building.
Action Taken	Cr Anderson declared that he will remain in the meeting and consider the Item on its merits and vote accordingly.

Name	Cr Peta Baer
Item No and Title of Report	17.2.3 Proposed Lease – Newman Airport
Nature of Interest	Pursuant to section of 5.60A of the <i>Local Government Act 1995</i> , the nature of the interest is <u>'Financial'</u> .
Interest Description	One of the applicants detailed in the report donated to my workplace.
Action Taken	Cr Baer will leave the Council Chamber and take no part in the discussion or vote for this item

Name	Steven Harding, Chief Executive Officer
Item No and Title of Report	17.2.5 Minutes of the Meeting of the Chief Executive Officer Performance Review Committee – 6 October 2023
Nature of Interest	Pursuant to section of 5.60A of the <i>Local Government Act 1995</i> , the nature of the interest is <u>'Financial'</u> .
Interest Description	The Performance Review is my review of the last 12 Months and considers past and new KPI's, in addition to the consideration of financial remuneration.
Action Taken	Steven Harding will leave the Council Chamber and take no part in the discussion or vote for this item

5 DECLARATIONS BY COUNCIL MEMBERS TO HAVE GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPER BEFORE THE MEETING

Declarations were made by the following Council Members:

Anthony Middleton	Shire President
Cr Wendy McWhirter-Brooks	Deputy Shire President / Councillor
Cr Lee Anderson	Councillor
Cr Peta Baer	Councillor
Cr David Evrett	Councillor
Cr David Kular	Councillor
Cr Karen Lockyer	Councillor
Cr Annabel Landy	Councillor

6 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Cr Wendy McWhirter-Brooks

Can the gates at the Marble Bar RSL Park be realigned to avoid sagging?

The Acting Director Infrastructure Services provided the following response:

The gates will be attended to.

The Shire vehicle with registration 114 EPS is marked to be auctioned in the lists provided to Council Members, however an officer was seen driving the vehicle in Marble Bar.

The Acting Director Infrastructure Services provided the following response:

The officer identified was driving Shire vehicle with registration 104 EPS. Vehicle 114 EPS has been sitting in the Newman depot for the last six weeks.

7 PUBLIC QUESTION TIME

Nil

8 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

9 APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL DECISION

Moved: Cr Lockyer

Seconded: Cr Evrett

That a Leave of Absence for Cr David Kular from 16 December 2023 to 25 January 2024 be granted.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Evrett, Kular, Landy

Against: Nil

10 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETINGS

10.1 CONFIRMATION OF MINUTES

[Ordinary Minutes September 29 2023 Council](#)

[Confidential Minutes September 29 2023 Council](#)

[Special Council Meeting Minutes - 27 October 23 - FINAL](#)

[Confidential Minutes SCM October 27 2023.pdf](#)

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 166)

Moved: Cr McWhirter-Brooks

Seconded: Cr Lockyer

That the Ordinary and Confidential Minutes of:

1. **Ordinary Council Meeting held on 29 September 2023**
2. **Special Meeting of Council held on 27 October 2023**

be confirmed as true and correct records of proceedings.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Evrett, Kular, Landy

Against: Nil

11 MEMBER REPORTS

President Anthony Middleton

President Middleton advised that Himself, the CEO and the Manager Airport Operations attended the National Airports Conference in Melbourne, and presented on the Marble Bar Airport Redevelopment.

Cr Wendy McWhirter-Brooks

Cr McWhirter-Brooks advised she had been elected Chair of the WALGA Pilbara Country Zone and as State Councillor on WALGA State Council.

Month	Date	Time	Whom	Title	Organisation	Meduim	Topic	Discussion Notes
	30/10/2021	8.30am			Shire of East Pilbara	Teams	New Councillor Training	
	2/11/2021	4.00pm	Board		Pilbara Tourist Association	Phone	Warlu Way release	
	3/11/2021	5.25pm	Committee		Marble Bar CRC	Phone		
	3/11/2021	5.30pm	AGM		Marble Bar CRC	Phone		
	3/11/2021	6:00pm	Planning Committee		City of Fremantle	In Person (Observer)	Discretionary decisions	Residential - overshadowing, overlooking -Uniformity of street scape, access, parking, strata title considerations Commercial -trading times, residential impact, concentration of like businesses

8/11/2021	6:00pm	Ratepayer			Phone	Asking about progress of airport	
9/11/2021	11:30am		PA to MD	Global Lithium Resources	Phone	Arranging a time to meet (NA this month)	
9/11/2021	3:30pm	Brian Higgins	Nurse	Marble Bar Nursing Post	Phone	Community Recreation Plan	Regarding location of existing walking trail and proposed Pump Track
10/11/2021	2:00pm	Valicia McDonald	Coordinator	Kellerberrin CRC	In person	Operation of CRCs	Scope of Services of CRC - Fee for services, product sales (Getting people through the door), DVD sales, 2nd hand books, travel services
13/11/2021	5.00pm	Felicity Brown (Chief Pilot) and Noel Schwartz	Owners	Chinta Air, Ceduna	In person at Jurien Bay	Tourism post COVID, developing the East Pilbara tourist experience with reference to Uluru, Lake Eyre, Kangaroo and South Australian tourist learnings	Tourists are preferring to stay in 'trust' groups rather than join in group tag-along tours. Informs staffing and exclusivity of tour groups and guiding.
14/11/2021	11:30am	Catherine Norgett		Glass Artist	In person at Jurien Bay	High end tourist products, designing art for destination specific markets	

18/11/2021	1:10pm	Anthony Anderson	DMIRS	Phone	Section 19 conversion of 4 mile tenement at Marble Bar. Tengraph training opportunities for Marble Bar CRC	
19/11/2021	8.58pm	Ratepayer	Limestone Station	Phone	Grid replacement on the Marble Bar Road/ Bsamboo Creek Road intersection	soEP removed the damaged grid MRDWA had originally provided to the road fencing project. MRDWA will supply a grid for soEP to install.

12 OFFICER REPORTS

12.1 CHIEF EXECUTIVE OFFICER

12.1.1 POLICY REVIEW - MODEL CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES

Attachments: [Appendix 1 Code of Conduct for Council Members Committee Members and Candidates](#)

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Joshua Brown
Manager Governance, Risk and Procurement

Proposed Meeting Date: 24 November 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 167)

Moved: Cr McWhirter-Brooks

Seconded: Cr Everett

That Council adopts the Shire of East Pilbara Code of Conduct for Council Members, Committee Members and Candidates attached as Appendix 1.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

REPORT PURPOSE

The purpose of this report is for Council to consider a review of the Shire's Code of Conduct for Council Members, Committee Members and Candidates ("the Code").

BACKGROUND

Council may from time to time adopt policies to establish agreed positions and to provide a framework for consistent decision making. Section 2.7(2)(b) of the *Local Government Act 1995* ("the Act") provides that a key role for a Council is to determine the local government's policies.

Policies should be subject to timely reviews to ensure they are relevant and fit for purpose.

COMMENTS/OPTIONS/DISCUSSIONS

A review has been undertaken of the Code of Conduct for Council Members, Committee Members and Candidates.

The review recommends no changes to the Code, which is established and mandated pursuant to ss.5.103 and 5.104 of the *Local Government Act 1995* and the *Local Government (Model Code of Conduct) Regulations 2021*. A Council may include in the adopted Code requirements in addition to those included in the Model Code requirements. There are no additional requirements recommended. The reviewed version is attached as **Appendix 1**.

STATUTORY IMPLICATIONS/REQUIREMENTS

The recommended action is consistent with section 2.7(2) of the Act.

POLICY IMPLICATIONS

The recommendation reaffirms Council's commitment to the Model of Conduct for Council Members, Committee Members and Candidates.

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

RISK MANAGEMENT CONSIDERATIONS

Failure to adopt the reviewed Code of Conduct or Attendance at Events Policy represents a compliance and reputational risk, as at the previous meetings where these two policy documents were considered, neither was designated as requiring an absolute majority, which in effect means neither was properly adopted.

Adoption of the reviewed policies on this occasion will eliminate these risks.

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Absolute Majority.

Shire of EAST
Pilbara
THE HEART OF THE PILBARA

**Code of Conduct
for Council Members,
Committee Members
and Candidates**

References	<i>Local Government Act 1995</i> section 5.103 and <i>Local Government (Model Code of Conduct) Regulations 2021</i>		
Related Documents	<ul style="list-style-type: none"> • Policy 1.11 Dress Standard for Council Chambers • Policy 1.7 Councillor Allowances & Expenses • Policy 4.13 Social Media Policy • Public Interest Disclosure Guidelines 		
Date Adopted by Council			
Review/Amendment Date	24 June 2011	Item No	9.2.2
Review/Amendment Date	22 June 2012	Item No	9.2.4
Review/Amendment Date	28 June 2013	Item No	9.2.10
Review/Amendment Date	27 June 2014	Item No	9.2.4
Review/Amendment Date	23 October 2015	Item No	10.1.6
Review/Amendment Date	24 June 2016	Item No	9.2.6
Review/Amendment Date	30 June 2017	Item No	9.2.8
Review/Amendment Date	29 June 2018	Item No:	9.2.5
Review/Amendment Date	26 June 2020	Item No:	9.1.3
Review/Amendment Date	3 February 2021	N/A	Model CoC as gazetted
Review/Amendment Date	26/03/2021	Item No.	9.1.4
Review/Amendment Date	25/03/2022	Item No	11.1.3
Next Review	2023		

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Item 12.1.1 Appendix 1

Division 1 — Preliminary provisions

1. Citation

This is the *Shire of East Pilbara Code of Conduct for Council Members, Committee Members and Candidates*.

2. Terms used

- (1) In this code —

Act means the *Local Government Act 1995*;

candidate means a candidate for election as a council member;

complaint means a complaint made under clause 11(1);

publish includes to publish on a social media platform.

- (2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — General principles

3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

4. Personal integrity

- (1) A council member, committee member or candidate should —

- (a) act with reasonable care and diligence; and
- (b) act with honesty and integrity; and
- (c) act lawfully; and
- (d) identify and appropriately manage any conflict of interest; and
- (e) avoid damage to the reputation of the local government.

- (2) A council member or committee member should —

- (a) act in accordance with the trust placed in council members and committee members; and
- (b) participate in decision-making in an honest, fair, impartial and timely manner; and
- (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
- (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

5. Relationship with others

- (1) A council member, committee member or candidate should —
 - (a) treat others with respect, courtesy and fairness; and
 - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. Accountability

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

Division 3 — Behaviour

7. Overview of Division

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

8. Personal integrity

- (1) A council member, committee member or candidate —
 - (a) must ensure that their use of social media and other forms of communication complies with this code; and
 - (b) must only publish material that is factually correct.
- (2) A council member or committee member —
 - (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
 - (b) must comply with all policies, procedures and resolutions of the local government.

9. Relationship with others

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and

- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and
- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. Complaint about alleged breach

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —
 - (a) in writing in the form approved by the local government; and
 - (b) to a person authorised under subclause (3); and
 - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

12. Dealing with complaint

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.

- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
 - (a) take no further action; or
 - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
 - (a) engage in mediation;
 - (b) undertake counselling;
 - (c) undertake training;
 - (d) take other action the local government considers appropriate.
- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
 - (a) its finding and the reasons for its finding; and
 - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

13. Dismissal of complaint

- (1) The local government must dismiss a complaint if it is satisfied that —
 - (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
 - (b) either —
 - (i) the behaviour was dealt with by the person presiding at the meeting; or
 - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

14. Withdrawal of complaint

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.

- (2) The withdrawal of a complaint must be —
 - (a) in writing; and
 - (b) given to a person authorised under clause 11(3).

15. Other provisions about complaints

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

Division 4 — Rules of conduct

Notes for this Division:

1. Under section 5.105(1) of the Act a council member commits a minor breach if the council member contravenes a rule of conduct. This extends to the contravention of a rule of conduct that occurred when the council member was a candidate.
2. A minor breach is dealt with by a standards panel under section 5.110 of the Act.

16. Overview of Division

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

17. Misuse of local government resources

- (1) In this clause —

electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;

resources of a local government includes —

- (a) local government property; and
 - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. Securing personal advantage or disadvantaging others

- (1) A council member must not make improper use of their office —
 - (a) to gain, directly or indirectly, an advantage for the council member or any other person; or
 - (b) to cause detriment to the local government or any other person.

- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

19. Prohibition against involvement in administration

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

20. Relationship with local government employees

- (1) In this clause —

local government employee means a person —

- (a) employed by a local government under section 5.36(1) of the Act; or
- (b) engaged by a local government under a contract for services.

- (2) A council member or candidate must not —

- (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
- (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
- (c) act in an abusive or threatening manner towards a local government employee.

- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —

- (a) make a statement that a local government employee is incompetent or dishonest; or
- (b) use an offensive or objectionable expression when referring to a local government employee.

- (5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

21. Disclosure of information

- (1) In this clause —

closed meeting means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;

confidential document means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

document includes a part of a document;

non-confidential document means a document that is not a confidential document.

- (2) A council member must not disclose information that the council member —
 - (a) derived from a confidential document; or
 - (b) acquired at a closed meeting other than information derived from a non-confidential document.
- (3) Subclause (2) does not prevent a council member from disclosing information —
 - (a) at a closed meeting; or
 - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
 - (c) that is already in the public domain; or
 - (d) to an officer of the Department; or
 - (e) to the Minister; or
 - (f) to a legal practitioner for the purpose of obtaining legal advice; or
 - (g) if the disclosure is required or permitted by law.

22. Disclosure of interests

- (1) In this clause —

interest —

 - (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
 - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
 - (a) in a written notice given to the CEO before the meeting; or
 - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
 - (a) that they had an interest in the matter; or
 - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.

- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
 - (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
 - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —
 - (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
 - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.

23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

**12.1.2 POLICY REVIEW – COUNCILLORS’ PROFESSIONAL DEVELOPMENT
AND TRAINING POLICY**

Attachments: [Attachment 1 Councillors’ Continuing Professional Development Policy Review](#)

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Joshua Brown
Manager Governance

Proposed Meeting Date: 24 November 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 168)

Moved: Cr McWhirter-Brooks

Seconded: Cr Lockyer

That Council endorses the review of the Councillors’ Professional Development and Training Policy and adopts the renamed Council Members’ Continuing Professional Development Policy attached as Appendix 1 (without tracked changes).

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

REPORT PURPOSE

The purpose of this report is for Council to consider a post-election review of the Councillors' Professional Development and Training Policy in accordance with section 5.128 of the *Local Government Act 1995*.

BACKGROUND

Council may from time to time adopt policies to establish agreed positions and to provide a framework for consistent decision making. Section 2.7(2)(b) of the *Local Government Act 1995* ("the Act") provides that a key role for a Council to determine the local government's policies.

Policies should be subject to timely reviews to ensure they are relevant and fit for purpose.

COMMENTS/OPTIONS/DISCUSSIONS

Section 5.128 of the Act requires Council to adopt a policy in relation to the continuing professional development of Council Members. The Policy must be reviewed after each Ordinary election. The last review of the policy was adopted by Council on 25 February 2022, following the last ordinary election.

A review of the policy against the requirements of the Act and the *Local Government (Administration) Regulations 1996* ("the Regulations") has shown the policy continues to be consistent with the statutory requirements. Minor changes are recommended, amending references from 'Councillors' to 'Council Members' in the title and within the text of the policy document. This updated term reflects the consequential change arising from the election of the President by electors.

It is also recommend that Council maintain the policy position that all mandatory training should be completed before Council Members access funds for other training and conferences.

STATUTORY IMPLICATIONS/REQUIREMENTS

Consistent with sections 2.7(2)(b) and 5.128 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

Adoption of the reviewed policy will modify the existing policy position of the Council.

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.

RISK MANAGEMENT CONSIDERATIONS

Compliance – Moderate

FINANCIAL IMPLICATIONS

The existing budget for mandatory and other routine Council Member training is \$60,000 in total for all training for the financial year, which does not reflect the current policy position. Re-confirmation of the existing training expense allocation for each Councillor will result in a budget shortfall in the order of \$95,000 per year. This will need to be considered as part of next budgetary process.

VOTING REQUIREMENTS

Absolute Majority.

1.7 CouncillorsCouncil Members' Continuing Professional Development

Objective

To provide all CouncillorsCouncil Members of the Shire of East Pilbara with the necessary professional development and training to support them in the discharge of their responsibilities, obligations and duties as a CouncillorCouncil Member.

Background

Section 5.128 of the *Local Government Act 1995* ("the Act") requires Council to adopt a policy in relation to the continuing professional development of CouncillorsCouncil Members. The Policy must be reviewed after each Ordinary election.

Section 5.127 of the Act requires the Local Government to report on the training completed by CouncillorsCouncil Members each financial year, and that the report is to be published on the Local Government's website within 1 month after the end of the financial year to which to report relates.

Policy

The Shire of East Pilbara recognises the importance of providing CouncillorsCouncil Members with the knowledge and resources that will enable them to fulfil their role in accordance with statutory obligations and community expectations.

1. *Training schedule (provided by the Shire of East Pilbara)*

CouncillorsCouncil Members must complete the following mandatory training units:

- (a) Understanding Local Government
- (b) Conflicts of Interest
- (c) Serving on Council
- (d) Meeting Procedures and Debating
- (e) Understanding Financial Report and Budgets

All units will be paid for by the Shire. Regulations 35 and 36 of the *Local Government (Administration) Regulations 1996* ("the Regulations") require the training units must be completed by CouncillorsCouncil Members within 12 months from the day on which the CouncillorCouncil Member is elected. CouncillorsCouncil Members are exempt from undertaking the mandatory training if a CouncillorCouncil Member passed either the above units or 52756WA — Diploma of Local Government (Elected Member) within the period of 5 years ending immediately before the day on which the CouncillorCouncil Member is elected.

CouncillorsCouncil Members who are returned to Council at an election and not required by the Regulation to undertake the training are strongly encouraged to complete the units listed above, as a refresher.

In addition to the training units listed above, the Shire will also arrange a Good Governance

Workshop to be presented to all ~~Councillors~~Council Members after an election.

Additional training will not be accessible by ~~Councillors~~Council Members until completion of the mandatory training units required by the Regulations.

2. Training expenses

Following completion of the mandatory training units detailed above in paragraph 1, training expenses shall be made available to ~~Councillors~~Council Members to undertake training and professional development in areas relevant to their role as ~~Councillors~~Council Members. Training is subject to sufficient funds being available in the budget allocation approved by Council.

In addition, each ~~Councillor~~Council Member may attend the Western Australian Local Government Association (WALGA) annual conference.

Approval

(a) Where there are sufficient funds remaining, the Chief Executive Officer is authorised to approve applications for ~~Councillors~~Council Members to attend training.

(b) Where there are insufficient funds remaining, the approval must be sought from Council.

3. Booking arrangements

All registration, travel and accommodation bookings will be arranged by the Chief Executive Officer.

The costs associated with all registration, travel and accommodation bookings will be met by the Shire in accordance with the ~~Councillor~~Council Member Allowances & Expenses Policy.

Authorisation Details

Authorised by:	Council		
Date:	25 October 2019	Item No.	9.1.2
Review/Amendment Date	25 February 2022	Item No.	11.2.4
<u>Review/Amendment Date</u>	<u>24 November 2023</u>	<u>Item No.</u>	
Next Review	Following the 2025 3 Ordinary Local Government Election		
Responsible Directorate	Corporate Services <u>Chief Executive Officer</u>		
Responsible Officer	Manager Governance, Risk and Procurement		
File No.			

12.1.3 ANNUAL REPORT OF COUNCIL MEMBER TRAINING

Attachments:	Appendix 1 Council Member Training Register Current
Responsible Officer:	Steven Harding Chief Executive Officer
Author:	Joshua Brown Manager Governance, Risk and Procurement
Proposed Meeting Date:	24 November 2023
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 169)

Moved: Cr Lockyer

Seconded: Cr McWhirter-Brooks

That Council accepts the report of Council Member training in accordance with section 5.127 of the *Local Government Act 1995*.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

REPORT PURPOSE

To provide Council with the annual report of training completed by Council Members for the period 1 July 2022 to 7 November 2023.

BACKGROUND

Local governments are required to publish a report each financial year detailing the training completed by Council Members.

COMMENTS/OPTIONS/DISCUSSIONS

The Shire of East Pilbara recognises the importance of providing Council Members with the knowledge and resources that will enable them to fulfil their role in accordance with statutory obligations and community expectations.

Councillors must complete the following mandatory training units to meet their statutory obligations:

- Understanding Local Government
- Conflicts of Interest
- Serving on Council
- Meeting Procedures and Debating
- Understanding Financial Report and Budgets

Regulations 35 and 36 of the *Local Government (Administration) Regulations 1996*

(“the Regulations”) require the training units must be completed by Council Members within 12 months from the day on which the Council Member is elected. Council Members are exempt from undertaking the mandatory training if a Council Member passed either the above units or *52756WA — Diploma of Local Government (Elected Member)* within the period of 5 years ending immediately before the day on which the Council Member is elected.

Council Members who are returned to Council at an election and not required by the Regulation to undertake the training are strongly encouraged to complete the units listed above, as a refresher.

A copy of the annual report of training completed for the 2022/23 financial year to 7 November 2023 is attached to the report as **Appendix 1** in accordance with s.5.127 of the *Local Government Act 1995*. The report is updated in real time on the Shire’s website.

STATUTORY IMPLICATIONS/REQUIREMENTS

Consistent with s.5.127 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

No known policy implications.

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

Compliance – Minor

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

VOTING REQUIREMENTS

Simple Majority.

Council Member Name	Course Name	Date Course Completed	Course Location	Course Provider
Anthony Middleton	Council Member Induction and Refresher Training	6 November 2023	Newman	Steven Tweedie
Lou Lockyer	Council Member Induction and Refresher Training	6 November 2023	Newman	Steven Tweedie
Wendy McWhirter-Brooks	Council Member Induction and Refresher Training	6 November 2023	Newman	Steven Tweedie
David Kular	Council Member Induction and Refresher Training	6 November 2023	Newman	Steven Tweedie
Lee Anderson	Council Member Induction and Refresher Training	6 November 2023	Newman	Steven Tweedie
David Evrett	Council Member Induction and Refresher Training	6 November 2023	Newman	Steven Tweedie
Peta Baer	Understanding Financial Reports and Budgets	8 August 2022	Newman	WALGA Training
Annabell Landy	Understanding Financial Reports and Budgets	8 August 2022	Newman	WALGA Training
Peta Baer	Serving on Council	29 July 2022	Newman	WALGA Training
Annabell Landy	Serving on Council	29 July 2022	Newman	WALGA Training
Matthew Anick	Serving on Council	29 July 2022	Newman	WALGA Training
Peta Baer	Meeting Procedures	7 July 2022	Newman	WALGA Training
Annabell Landy	Meeting Procedures	7 July 2022	Newman	WALGA Training
Matthew Anick	Meeting Procedures	7 July 2022	Newman	WALGA Training
David Kular	Meeting Procedures	7 July 2022	Newman	WALGA Training
David Kular	Understanding Local Government	6 July 2022	Newman	WALGA Training
David Kular	Conflicts of Interest	6 July 2022	Newman	WALGA Training
Matthew Anick	Understanding Local Government	6 July 2022	Newman	WALGA Training
Matthew Anick	Conflicts of Interest	6 July 2022	Newman	WALGA Training
Annabell Landy	Understanding Local Government	6 July 2022	Newman	WALGA Training
Annabell Landy	Conflicts of Interest	6 July 2022	Newman	WALGA Training
Peta Baer	Understanding Local Government	6 July 2022	Newman	WALGA Training
Peta Baer	Conflicts of Interest	6 July 2022	Newman	WALGA Training

12.1.4 COUNCIL COMMITTEE TERMS OF REFERENCE REVIEW

Attachments:	Appendix 1 Audit Committee Terms of Reference Appendix 2 CEO Performance Review Committee Terms of Reference Appendix 3 LEMC Marble Bar Terms of Reference Appendix 4 LEMC Newman Terms of Reference Appendix 5 LEMC Nullagine Terms of Reference
Responsible Officer:	Steven Harding Chief Executive Officer
Author:	Joshua Brown Manager Governance, Risk and Procurement
Proposed Meeting Date:	24 November 2023
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 170)

Moved: Cr McWhirter-Brooks

Seconded: Cr Anderson

That Council adopts the reviewed Terms of Reference for the following Committees:

- (a) Audit, Risk and Governance Committee (Appendix 1);**
- (b) Chief Executive Officer Performance Review Committee (Appendix 2);**
- (c) Local Emergency Management Committee Marble Bar (Appendix 3) as amended;**
- (d) Local Emergency Management Committee Newman (Appendix 4); and**
- (e) Local Emergency Management Committee Nullagine (Appendix 5).**

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

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)

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 and Local Emergency Management Committee/s. The Chief Executive Officer Performance Review Committee is established in accordance with Council’s policy and schedule 2 of the *Local Government (Administration) Regulations 1996*.

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.

The terms of reference for each committee were last reviewed and formally adopted by Council on 24 February 2023. It is good governance practice to review the terms of reference for committees following each ordinary election and at the commencement of the term of a new Council.

At its Special Meeting on 27 October 2023, Council determined to abolish the Plant Committee and Shire Airports Advisory Committee.

Officers have conducted a review of the terms of reference and make no recommended changes. It is noted that following feedback from Council Members, the Marble Bar CRC and Department of Primary Industries and Regional Development will be added to the list of non-voting members of the Marble Bar Local Emergency Management Committee.

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

- 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.

AUDIT, RISK AND GOVERNANCE COMMITTEE

TERMS OF REFERENCE

(Adopted 24 ~~February~~ ~~November~~ 2023)

Name	Audit, Risk and Governance Committee
Definitions	<p>CEO means the Chief Executive Officer</p> <p>Committee means the Audit, Risk and Governance Committee</p> <p>Shire means the Shire of East Pilbara</p> <p>The Act means the <i>Local Government Act 1995</i></p>
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; and 6. 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; and 5. 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) Councillor<u>Council</u> members 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<u>Council member</u> is entitled to be a member of at least one committee of the Council (where either only Councillor<u>Council members</u> or only Councillor<u>Council members</u> and employees are members of such a committee) and if a Councillor<u>Council member</u> nominates themselves to be a member of the Committee and is not a member of any other committee (constituted only by Councillor<u>Council members</u> or by Councillor<u>Council members</u> and Shire employees), Council must appoint that Councillor<u>Council member</u> to

	<p>the Committee as one of the three (3) members [s.5.10(2)].</p> <ol style="list-style-type: none"> 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) CouncillorCouncil members to be deputy members of the Committee. Any deputy member may perform the functions of any CouncillorCouncil 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 councillorcouncil member 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>]. 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.	11.1.3
Review/Amendment Date	<u>24 November 2023</u>	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.			

Item 12.1

Appendix 1

**CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW
COMMITTEE
TERMS OF REFERENCE**

(Adopted 24 ~~February~~ ~~November~~ 2023)

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 b. Three (3) Councillor<u>Council members</u> appointed by an absolute majority of the Council [5.10(a)(1) of the Act]. 2. At any given time each Councillor<u>Council member</u> is entitled to be a member of at least one committee of the Council (where either only Councillor<u>Council member</u>s or only Councillor<u>Council members</u> and employees are members of such a committee) and if a Councillor<u>Council member</u> nominates themselves to be a member of the Committee and is not a member of any other committee (constituted only by Councillor<u>Council members</u> or by Councillor<u>Council member</u>s and Shire employees), Council must appoint that

	<p>Councillor<u>Council member</u> to the Committee as one of the three (3) members [s.5.10(2)].</p> <ol style="list-style-type: none"> 3. Council may appoint by an absolute majority up to four (4) Councillor<u>Council member</u>s 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]. 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. 5. 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 next ordinary elections day [s.5.11(2)]. 6. The Shire President's committee membership is ex officio. 7. Members must comply with the <i>Shire of East Pilbara Code of Conduct for Council Members, Committee Members and Candidates</i>. 8. The Committee has authority to second individuals from outside of the Committee, for their expert advice.
Training	<p>All Councillor<u>Council member</u>s 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.</p>
Operating Procedures	<ol style="list-style-type: none"> 1. Presiding Member <ol style="list-style-type: none"> a. The Shire President will be the Presiding Member of the Committee. b. 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 <i>Shire of East Pilbara Meeting Procedures Local Law 2019</i> and the Code of Conduct for Council Members, Committee Members and Candidates. 2. Meetings <ol style="list-style-type: none"> 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

	<p>the Committee, or at the request of the President 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 any deputy members) at least 72 hours prior to each meeting, and must be published on the Shire's website.</p> <p>d. The Chief Executive Officer shall ensure that detailed minutes of all meetings are kept.</p> <p>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> <p>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.</p> <p>4. Reporting</p> <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> <p>5. Procedure for the Review 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.	11.1.3
Review/Amendment Date	<u>24 November 2023</u>	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

Adopted:

Last reviewed: 02 November 2023

Review Date: Every 5 years or as required

Associated Legislation: Emergency Management Act 2005

Associated Documents: State Emergency Management Policy and Procedure

1.0 Name

Marble Bar Local Emergency Management Committee (LEMC).

2.0 Aim

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

3.0 Objectives

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

4.0 Duties and Responsibilities:

- Advise and assist the Shire of East Pilbara in ensuring that local emergency management arrangements are established for its district.
- Liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements.
- Carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed by the regulations.
- Perform at least one emergency training exercise a year or use the lessons learnt from attending incidents throughout the year to improve the capabilities of their community to prepare for, respond to and recover from emergencies.

- Prepare and submit an annual report on activities undertaken by the LEMC during the financial year to the District Emergency Management Committee for the district.

5.0 Membership

- The Committee shall consist of the following representatives:
 - 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].
- Special guests may be invited to attend committee meetings as determined by the LEMC Executive Officer, in consultation with the LEMC Chair.
- Each voting member should nominate a proxy to the Executive Officer within their agency or organisation to attend if the appointed member is absent.
- Non-attendance at meetings of voting members without a justifiable apology, or that have not been represented by their proxy will be asked to provide an explanation to the Chairperson. Repeated nonattendance may result in the Chairperson notifying the District Emergency Management Committee.
- Members representing agencies and organisations that can no longer participate in the committee should advise the Executive Officer of their resignation and nominate an alternative representative for membership.
- Committee membership will be reviewed at each meeting by the LEMC Executive to ensure that it is representative of the community and the potential risks and scenarios.
- New members may join the LEMC via resolution of the committee.

6.0 Meeting Management

6.1 Chairperson

- The Chairperson should be an elected member of Council. Council is to appoint the Chairperson and an elected member as the Chairpersons proxy. In the absence of the Chair, the appointed proxy will act as the Chairperson.

6.2 Deputy Chair

- The Local Emergency Coordinator should be appointed as Deputy Chair.

6.3 Executive Office

- The LEMC Executive Officer is the Manager Community Safety.

6.4 Quorum

- A quorum for the committee will be at least 50% of its voting membership.

6.5 Minutes/Agendas

- The Executive Officer is responsible for preparing agendas and minutes of all business transacted at each meeting.

- A draft agenda will be emailed to members 1 week prior to the meeting. Members have a few days to include agenda items and/or comments. The final agenda will be issued to members 3 days prior to the scheduled meeting.
- Copies of the meeting minutes will be made available to Council by way of an Ordinary Council Report at least one month after the committee meeting. Meeting minutes will be forwarded to Committee members two (2) weeks post the meeting.

6.6 Schedule

- Meetings will be held quarterly throughout the financial year and scheduled by the Chairperson. The schedule will be advised by the Executive Officer.
- Additional meetings will be convened if and as required at the discretion of the Chairperson.

6.7 Authority

- The LEMC does not have the authority or power to commit the Council or Shire of East Pilbara or any association, organisation, group or individual to expenditure without the City's/Shires endorsement.
- The LEMC is required to gain Council approval if the Committee wishes to alter these Terms of Reference.

7.0 Schedule 1 - Membership

7.1 Community/Agency LEMC Members (Voting):

- Marble Bar Police
- Marble Bar Volunteer Fire & Emergency Services
- Department of Fire & Emergency Services
- WA Country Health Service

7.2 Local Government LEMC Member (Voting):

- Chairperson
- The Chief Executive Officer of the Shire of East Pilbara or their nominee
- Executive Officer
- Local Recovery Coordinator

7.3 Invited Guests (Non-voting):

- Main Roads WA
- Department of Communities
- Department of Primary Industries and Regional Development
- Department of Biodiversity, Conservation & Attractions
- Marble Bar Primary School
- Marble Bar CRC
- St Johns Ambulance
- Atlas Iron
- Roy Hill
- Telfer Newcrest Mining
- Kanyirninpa Jukurrpa
- Warralong Community Representative
- Punmu Community Representative
- Kunawarritji Community Representative
- Kiwirrkurra Community Representative

- Ashburton Aboriginal Community
- Pardoo Station
- Corunna Downs Station
- Yarrie Station
- Limestone Station
- Bamboo Downs Station
- Eginbah Station
- De Grey Station
- Meentheena Station
- Muccan Station
- Warrawagine Station
- Strelley Pastoral Co Station
- Panorama Station

References:	Nil		
Authorised by:	Council		
Date:	24 February 2023	Item No.	11.1.3
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

Adopted:

Last reviewed: 02 November 2023

Review Date: Every 5 years or as required

Associated Legislation: Emergency Management Act 2005

Associated Documents: State Emergency Management Policy and Procedure

1.0 Name

Newman Local Emergency Management Committee (LEMC).

2.0 Aim

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

3.0 Objectives

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

4.0 Duties and Responsibilities:

- Advise and assist the Shire of East Pilbara in ensuring that local emergency management arrangements are established for its district.
- Liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements.
- Carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed by the regulations.
- Perform at least one emergency training exercise a year or use the lessons learnt from attending incidents throughout the year to improve the capabilities of their community to prepare for, respond to and recover from emergencies.

- Prepare and submit an annual report on activities undertaken by the LEMC during the financial year to the District Emergency Management Committee for the district.

5.0 Membership

- The Committee shall consist of the following representatives:
 - 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].
- Special guests may be invited to attend committee meetings as determined by the LEMC Executive Officer, in consultation with the LEMC Chair.
- Each voting member should nominate a proxy to the Executive Officer within their agency or organisation to attend if the appointed member is absent.
- Non-attendance at meetings of voting members without a justifiable apology, or that have not been represented by their proxy will be asked to provide an explanation to the Chairperson. Repeated nonattendance may result in the Chairperson notifying the District Emergency Management Committee.
- Members representing agencies and organisations that can no longer participate in the committee should advise the Executive Officer of their resignation and nominate an alternative representative for membership.
- Committee membership will be reviewed at each meeting by the LEMC Executive to ensure that it is representative of the community and the potential risks and scenarios.
- New members may join the LEMC via resolution of the committee.

6.0 Meeting Management

6.1 Chairperson

- The Chairperson should be an elected member of Council. Council is to appoint the Chairperson and an elected member as the Chairpersons proxy. In the absence of the Chair, the appointed proxy will act as the Chairperson.

6.2 Deputy Chair

- The Local Emergency Coordinator should be appointed as Deputy Chair.

6.3 Executive Office

- The LEMC Executive Officer is the Manager Community Safety.

6.4 Quorum

- A quorum for the committee will be at least 50% of its voting membership.

6.5 Minutes/Agendas

- The Executive Officer is responsible for preparing agendas and minutes of all business transacted at each meeting.

- A draft agenda will be emailed to members 1 week prior to the meeting. Members have a few days to include agenda items and/or comments. The final agenda will be issued to members 3 days prior to the scheduled meeting.
- Copies of the meeting minutes will be made available to Council by way of an Ordinary Council Report at least one month after the committee meeting. Meeting minutes will be forwarded to Committee members two (2) weeks post the meeting.

6.6 Schedule

- Meetings will be held quarterly throughout the financial year and scheduled by the Chairperson. The schedule will be advised by the Executive Officer.
- Additional meetings will be convened if and as required at the discretion of the Chairperson.

6.7 Authority

- The LEMC does not have the authority or power to commit the Council or Shire of East Pilbara or any association, organisation, group or individual to expenditure without the City's/Shires endorsement.
- The LEMC is required to gain Council approval if the Committee wishes to alter these Terms of Reference.

7.0 Schedule 1 - Membership

7.1 Community/Agency LEMC Members (Voting):

- Newman Police
- Newman Volunteer Fire & Emergency Services
- Department of Fire & Emergency Services
- WA Country Health Service

7.2 Local Government LEMC Member (Voting):

- Chairperson
- The Chief Executive Officer of the Shire of East Pilbara or their nominee
- Executive Officer
- Local Recovery Coordinator

7.3 Invited Guests (Non-voting):

- Main Roads WA
- Department of Communities
- Department of Primary Industries and Regional Development
- Department of Biodiversity, Conservation & Attractions
- Department of Defence
- Newman SES
- St Johns Ambulance
- Atlas Iron
- Roy Hill
- Fortescue Metals Group
- BHP Billiton
- RIO Tinto
- Mineral Resources
- Fortescue Helicopters
- Kanyirninpa Jukurrpa
- Jigalong Council

- Parnngurr Aboriginal Corporation
- Ethel Creek Station
- Marillana Station
- Roy Hill Station
- Juna Downs Station
- Prairie Downs Station
- Sylvania Station

References:	Nil		
Authorised by:	Council		
Date:	24 February 2023	Item No.	11.1.3
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.			

Item 12.1.4 Appendix A

LOCAL EMERGENCY MANAGEMENT COMMITTEE NULLAGINE TERMS OF REFERENCE

Adopted:

Last reviewed: 02 November 2023

Review Date: Every 5 years or as required

Associated Legislation: Emergency Management Act 2005

Associated Documents: State Emergency Management Policy and Procedure

1.0 Name

Nullagine Local Emergency Management Committee (LEMC).

2.0 Aim

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

3.0 Objectives

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

4.0 Duties and Responsibilities:

- Advise and assist the Shire of East Pilbara in ensuring that local emergency management arrangements are established for its district.
- Liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements.
- Carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed by the regulations.
- Perform at least one emergency training exercise a year or use the lessons learnt from attending incidents throughout the year to improve the capabilities of their community to prepare for, respond to and recover from emergencies.

- Prepare and submit an annual report on activities undertaken by the LEMC during the financial year to the District Emergency Management Committee for the district.

5.0 Membership

- The Committee shall consist of the following representatives:
 - 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].
- Special guests may be invited to attend committee meetings as determined by the LEMC Executive Officer, in consultation with the LEMC Chair.
- Each voting member should nominate a proxy to the Executive Officer within their agency or organisation to attend if the appointed member is absent.
- Non-attendance at meetings of voting members without a justifiable apology, or that have not been represented by their proxy will be asked to provide an explanation to the Chairperson. Repeated nonattendance may result in the Chairperson notifying the District Emergency Management Committee.
- Members representing agencies and organisations that can no longer participate in the committee should advise the Executive Officer of their resignation and nominate an alternative representative for membership.
- Committee membership will be reviewed at each meeting by the LEMC Executive to ensure that it is representative of the community and the potential risks and scenarios.
- New members may join the LEMC via resolution of the committee.

6.0 Meeting Management

6.1 Chairperson

- The Chairperson should be an elected member of Council. Council is to appoint the Chairperson and an elected member as the Chairpersons proxy. In the absence of the Chair, the appointed proxy will act as the Chairperson.

6.2 Deputy Chair

- The Local Emergency Coordinator should be appointed as Deputy Chair.

6.3 Executive Office

- The LEMC Executive Officer is the Manager Community Safety.

6.4 Quorum

- A quorum for the committee will be at least 50% of its voting membership.

6.5 Minutes/Agendas

- The Executive Officer is responsible for preparing agendas and minutes of all business transacted at each meeting.

- A draft agenda will be emailed to members 1 week prior to the meeting. Members have a few days to include agenda items and/or comments. The final agenda will be issued to members 3 days prior to the scheduled meeting.
- Copies of the meeting minutes will be made available to Council by way of an Ordinary Council Report at least one month after the committee meeting. Meeting minutes will be forwarded to Committee members two (2) weeks post the meeting.

6.6 Schedule

- Meetings will be held quarterly throughout the financial year and scheduled by the Chairperson. The schedule will be advised by the Executive Officer.
- Additional meetings will be convened if and as required at the discretion of the Chairperson.

6.7 Authority

- The LEMC does not have the authority or power to commit the Council or Shire of East Pilbara or any association, organisation, group or individual to expenditure without the City's/Shires endorsement.
- The LEMC is required to gain Council approval if the Committee wishes to alter these Terms of Reference.

7.0 Schedule 1 - Membership

7.1 Community/Agency LEMC Members (Voting):

- Nullagine Police
- Nullagine Bush Fire & Emergency Services
- Department of Fire & Emergency Services
- WA Country Health Service

7.2 Local Government LEMC Member (Voting):

- Chairperson
- The Chief Executive Officer of the Shire of East Pilbara or their nominee
- Executive Officer
- Local Recovery Coordinator

7.3 Invited Guests (Non-voting):

- Main Roads WA
- Department of Communities
- Department of Primary Industries and Regional Development
- Department of Biodiversity, Conservation & Attractions
- Nullagine Primary School
- St Johns Ambulance
- Novo Resources
- Roy Hill
- Fortescue Metals Group
- Hillside Station
- Bonney Downs Station
- Noreena Downs Station
- Balfour Downs Station
- Mt Divide Station

References:	Nil		
Authorised by:	Council		
Date:	24 February 2023	Item No.	11.1.3
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.			

Item 12.1.4 Appendix 5

LOCAL EMERGENCY MANAGEMENT COMMITTEE MARBLE BAR TERMS OF REFERENCE

Adopted:

Last reviewed: 02 November 2023

Review Date: Every 5 years or as required

Associated Legislation: Emergency Management Act 2005

Associated Documents: State Emergency Management Policy and Procedure

1.0 Name

Marble Bar Local Emergency Management Committee (LEMC).

2.0 Aim

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

3.0 Objectives

- Develop local emergency management arrangements (LEMA) that are practical to all stakeholders and service agencies.
- Ensure that LEMA are contemporary and relevant to the community and addresses all possible risks and scenarios.
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- Advise and assist the Shire of East Pilbara in ensuring that local emergency management arrangements are established for its district.
- Liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements.
- Carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed by the regulations.
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 - 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].
- Special guests may be invited to attend committee meetings as determined by the LEMC Executive Officer, in consultation with the LEMC Chair.
- Each voting member should nominate a proxy to the Executive Officer within their agency or organisation to attend if the appointed member is absent.
- Non-attendance at meetings of voting members without a justifiable apology, or that have not been represented by their proxy will be asked to provide an explanation to the Chairperson. Repeated nonattendance may result in the Chairperson notifying the District Emergency Management Committee.
- Members representing agencies and organisations that can no longer participate in the committee should advise the Executive Officer of their resignation and nominate an alternative representative for membership.
- Committee membership will be reviewed at each meeting by the LEMC Executive to ensure that it is representative of the community and the potential risks and scenarios.
- New members may join the LEMC via resolution of the committee.

6.0 Meeting Management

6.1 Chairperson

- The Chairperson should be an elected member of Council. Council is to appoint the Chairperson and an elected member as the Chairpersons proxy. In the absence of the Chair, the appointed proxy will act as the Chairperson.

6.2 Deputy Chair

- The Local Emergency Coordinator should be appointed as Deputy Chair.

6.3 Executive Office

- The LEMC Executive Officer is the Manager Community Safety.

6.4 Quorum

- A quorum for the committee will be at least 50% of its voting membership.

6.5 Minutes/Agendas

- The Executive Officer is responsible for preparing agendas and minutes of all business transacted at each meeting.

- A draft agenda will be emailed to members 1 week prior to the meeting. Members have a few days to include agenda items and/or comments. The final agenda will be issued to members 3 days prior to the scheduled meeting.
- Copies of the meeting minutes will be made available to Council by way of an Ordinary Council Report at least one month after the committee meeting. Meeting minutes will be forwarded to Committee members two (2) weeks post the meeting.

6.6 Schedule

- Meetings will be held quarterly throughout the financial year and scheduled by the Chairperson. The schedule will be advised by the Executive Officer.
- Additional meetings will be convened if and as required at the discretion of the Chairperson.

6.7 Authority

- The LEMC does not have the authority or power to commit the Council or Shire of East Pilbara or any association, organisation, group or individual to expenditure without the City's/Shires endorsement.
- The LEMC is required to gain Council approval if the Committee wishes to alter these Terms of Reference.

7.0 Schedule 1 - Membership

7.1 Community/Agency LEMC Members (Voting):

- Marble Bar Police
- Marble Bar Volunteer Fire & Emergency Services
- Department of Fire & Emergency Services
- WA Country Health Service

7.2 Local Government LEMC Member (Voting):

- Chairperson
- The Chief Executive Officer of the Shire of East Pilbara or their nominee
- Executive Officer
- Local Recovery Coordinator

7.3 Invited Guests (Non-voting):

- Main Roads WA
- Department of Communities
- Department of Primary Industries and Regional Development
- Department of Biodiversity, Conservation & Attractions
- Marble Bar Primary School
- Marble Bar CRC
- St Johns Ambulance
- Calidus Resources
- Atlas Iron
- Roy Hill
- Telfer Newcrest Mining
- MACA/Thiess Mining Services
- Fortescue Metal Groups – Iron Bridge
- Bamboo Creek Mine
- Kanyirninpa Jukurrpa

- Warralong Community Representative
- Punmu Community Representative
- Kunawarritji Community Representative
- Kiwirrkurra Community Representative
- Ashburton Aboriginal Community
- Pardoo Station
- Corunna Downs Station
- Yarrie Station
- Limestone Station
- Bonney Downs Station
- Eginbah Station
- De Grey Station
- Meentheena Station
- Muccan Station
- Warrawagine Station
- Strelley Pastoral Co Station
- Hillside Station

References:	Nil		
Authorised by:	Council		
Date:	24 February 2023	Item No.	11.1.3
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.			

12.1.5 ALTERNATIVE KING'S BIRTHDAY PUBLIC HOLIDAY

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Joshua Brown
Manager Governance, Risk and Procurement

Proposed Meeting Date: 24 November 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION

(Resolution No: 2023/ 171)

Moved: Cr Lockyer

Seconded: Cr McWhirter-Brooks

That Council:

- 1. Confirms its ongoing support for the retention of the declared Celebration Day for the Anniversary of the Birthday of the Reigning Sovereign (“the King’s Birthday public holiday”) as Monday, 23 September 2024; and**
- 2. Authorises the Chief Executive Officer to undertake a community consultation concerning alternative options for the date of the 2025 King’s Birthday public holiday.**

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

With the agreement of the Mover and Seconder the original Officers Recommendation:

OFFICERS RECOMMENDATION:

That Council confirms its ongoing support for the retention of the declared Celebration Day for the Anniversary of the Birthday of the Reigning Sovereign (“the King’s Birthday public holiday”) as Monday, 23 September 2024.

was replaced with the alternative motion detailed above.

REPORT PURPOSE

To consider alternative dates for the King's Birthday public holiday in 2024.

BACKGROUND

The Governor has declared that the Celebration Day for the Anniversary of the Birthday of the Reigning Sovereign ("the King's Birthday public holiday") will next be observed on Monday, 23 September 2024.

Local governments may request that the public holiday be celebrated on an alternative day of significance within their districts, instead of the date proclaimed as the public holiday for the rest of the State.

COMMENTS/OPTIONS/DISCUSSIONS

Local Governments may request an alternative date declared for the King's Birthday public holiday in 2024 in writing, outlining:

- The boundaries of the area that will be affected by the change (if it is other than the local government's boundary); and
- The reason/s for the alternative date; and
- The consultation undertaken.

Written submissions are to be made by Friday, 15 December 2023.

In past years, the Queen's Birthday holiday had been set on the Monday of the annual Marble Bar Race weekend for Marble Bar and Nullagine, and the Monday of the Fortescue Festival weekend in Newman.

The last time a poll was convened through social media in 2020, a majority of participants favoured observing the public holiday on the same date as the rest of the State. Based on the status quo, officers have not recommended a change for the date in subsequent years.

Notice of the Governor's declaration was provided by the Department of Local Government, Sport and Cultural Industries on 8 November 2023.

Should an alternative date be identified for either the whole or part of the District, a process of consultation would be required to demonstrate that community support exists for the change in date.

Given the timeframe provided to the Shire by the Department, it would be suggested that should Council be minded to seek an alternative date, that to allow for a proper consultation process, the change be planned for the 2025 holiday.

OPTIONS

1. Accept the recommendation to not change the date;
2. Council may determine to support an alternative date/s for either the whole or parts of the District of East Pilbara. However, it this would be subject to a consultation process by the Shire.

STATUTORY IMPLICATIONS/REQUIREMENTS

No known statutory implications.

POLICY IMPLICATIONS

The recommendation is consistent with the policy decision made in relation to this matter in 2020 and 2021.

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

RISK MANAGEMENT CONSIDERATIONS

The decision to continue to observe the King's Birthday public holiday on 23 September 2024 may not be supported by all in the community. However, the reputational risk is rated as minor.

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple Majority.

Cr McWhiter-Brooks and Cr Anderson having declared interests in this item each read Impartiality Statements before deliberation.

12.1.6 MARBLE BAR HERITAGE ITEM – GOVERNMENT BUILDINGS

Attachments: [Appendix 1 Site plan](#)
[Appendix 2 State Heritage Register Entry](#)
[Appendix 3 State Heritage Council Website Entry](#)

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Joshua Brown
Manager Governance, Risk and Procurement

Proposed Meeting Date: 24 November 2023

Location/Address: 31 Station Street, Marble Bar

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 172)

Moved: Cr Lockyer

Seconded: Cr Anderson

That Council authorises the Chief Executive Officer to negotiate the transfer of 31 Station Street, Marble Bar to the Shire of East Pilbara and management order that reflects Council's vision for the economic, tourism and community development of Marble Bar.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

REPORT PURPOSE

For Council to consider a proposal to express interest in the transfer a heritage listed building in Marble Bar from the State Government to the Shire.

BACKGROUND

The WA Government has approached the Shire of East Pilbara in relation to the possible acquisition by the Shire of a heritage listed building and land at 31 Station Street, Marble Bar.

The building was constructed between 1895 and 1896 and known as the Government buildings. It was included on the Register of the National Estate in 1978 and the State Heritage Register in 2002.

The State Heritage Council website describes the building as follows:

The complex was built to house a Warden's Court, Mining Registrar's Office, Clerk of Courts, Police Station and quarters, native Welfare Office, Mines Department office and Post and Telegraph Office. It is a very handsome, unified and harmonious collection of government offices. Roofed with corrugated galvanised iron, it is constructed in local stone which blends with the countryside, and is decorated with stucco window dressings and quoins, painted white.

(Source: <https://inherit.dplh.wa.gov.au/Public/Inventory/Details/b0b8b23a-f7cb-4680-8055-dcfb65c25668>)

The building currently accommodates the WA Police and Marble Bar Visitor Information Centre. The Department of Mines, Industry Regulation also has space within the building, which is currently unoccupied. Officers and a number of Councillors undertook an inspection of the building on 24 March 2023. The site is 6,844 square metres in area (**Appendix 1**). Copies of the Heritage Register entry and details from the State Heritage Council website are attached as **Appendices 2 and 3** respectively.

At its ordinary meeting held 30 June 2023, Council resolved as follows:

COUNCIL DECISION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 102)

Moved: Cr Lockyer

Seconded: Cr Landy

That Council authorises the Chief Executive Officer to commence negotiations with the party identified in the report for the possible acquisition of the heritage item identified in the report and provide Council with a further report on the outcome of the negotiations and any recommendations to proceed with the acquisition.

CARRIED UNANIMOUSLY
RECORD OF VOTE 9/0

Previous reports concerning this matter have been considered in confidential session in accordance with section 5.23(2). However Shire Officers consider that it is in the public interest for Council to consider this matter in open session.

COMMENTS/OPTIONS/DISCUSSIONS

The WA Department of Finance (DoF) approached the Shire to initiate discussions in relation to the acquisition of the land and building. The DoF is the agency responsible for the facilitation of such land transfers and has current management responsibility of the site.

The DoF's process requires the Shire to lodge an expression of interest in purchasing / acquiring the property addressing a number of criteria in support of the proposal, including:

- Its location and importance to the Shire and town of Marble Bar;
- Heritage and historical value to the region, tourism, benefits, mining history, etc;

- Concerns with the condition of the building and its appearance; and
- Revenue opportunities for the Shire to fund maintenance, renovations and building upgrades.

The DoF advises that the Marble Bar building has had more than \$1.8 million invested in remediation and upgrade works between 2010 and the present time. Going forward there no funding available for such further works from the DoF. It is understood that funds are available from other sources that Council may be able to access for heritage works.

DoF advises the budget restrictions placed on the Minister for Works Property Portfolio (CBD and Regional) over the past financial years has made it near impossible to allocate funding required to bring the building back to a suitable condition.

Typically, the Department of Planning, Lands and Heritage and Landgate would be involved in the transfer process.

The Chief Executive Officer has met with DoF to discuss the possible transfer of the land, leasing arrangements with WA Police and opportunities to source other external heritage funds to continue with the ongoing restoration and conservation of the building. It is noted that the limited State Government funds available for heritage buildings tend to be directed towards heritage items in the metropolitan area.

The DoF has agreed to transfer the land and building to the Shire under a management order in exchange for consideration of \$1.00. It is recommended that Council authorises the Chief Executive Officer to prepare and submit a proposal for a management order to transfer ownership of the building in an “as is” condition, accepting that it will be unaccompanied by a budget or any commitment of future funding from the Department of Finance.

If Council accepts management responsibility for the land and buildings, it would be the Shire’s responsibility to meet any restoration costs and all ongoing maintenance costs. These may be offset by revenue from existing and future tenancies, and funds made available from time to time by external funding partners at the State and Commonwealth level. There is also scope for the Shire to undertake further community development of the site, which is just under one hectare in size.

Acquisition of the heritage item aligns with Council’s vision for economic, tourism and community development of Marble Bar, and it is recommended that the CEO be authorised to proceed to negotiate the transfer of the land.

STATUTORY IMPLICATIONS/REQUIREMENTS

No known statutory implications at this stage of the process.

POLICY IMPLICATIONS

No known policy implications at this stage of the process.

STRATEGIC COMMUNITY PLAN

3: Built Environment

- B1 Distinctive places, with safe, easy and affordable travel, reliable communications, housing choice, and capacity for residential, industrial and commercial expansion.
- B1.5 Continue to invest in public spaces, amenities and heritage protection across the Shire

RISK MANAGEMENT CONSIDERATIONS

Financial – Moderate

FINANCIAL IMPLICATIONS

No financial resource impact at this stage of the process. Should Council wish to proceed with the acquisition of the heritage building, there will be ongoing whole of life costs for the upkeep of the building, which may be offset by revenue generated by tenancies. Additional resources will need to be authorised from the Budget.

VOTING REQUIREMENTS

Simple Majority.

LR3136/420

31 Station Street, MARBLE BAR 6760

Title Details

Plan Details

Reserve Details

General Details

Reserve Land Listing

Additional Details

Reserve Report

Reserve Number	2339
Reserve Name	N/A
File Number	02409-1990-01RO;2838/1892
Legal Area (ha)	0.6844
Status	CURRENT
Current Purpose	PUBLIC BUILDINGS
Class	C
Responsible Agency	DEPARTMENT OF FINANCE
Date of Last Change	20/02/2015
Management Orders	MINISTER FOR WORKS
Document Number	M900865
Local Government Authority	SHIRE OF EAST PILBARA
Land Use	PUBLIC BUILDINGS
Type	N/A
Notes	WITH POWER TO LEASE FOR ANY TERM NOT EXCEEDING 21 YEARS
Additional Reserve Information	RESERVE COMPRISES LOT 352 ON DP40579 (J434511)
Reserve Land Listing	View Land Listing
Additional Details	View Details
Reserve Report	View Report



[Click to Launch Map Viewer Plus](#)

Item 12.1.6



HERITAGE
COUNCIL
OF WESTERN AUSTRALIA

REGISTER OF HERITAGE PLACES

Permanent Entry

1. DATA BASE No. 00814
2. NAME *Government Buildings, Marble Bar (1895-1896)*
3. LOCATION Bohemia Street, Marble Bar
4. DESCRIPTION OF PLACE INCLUDED IN THIS ENTRY
Marble Bar Lot 276 on Land Administration Plan 16242, being Crown Reserve 2339 and being the whole of the land comprised in Crown Land Record Volume 3028 Folio 85.
5. LOCAL GOVERNMENT AREA Shire of East Pilbara
6. OWNER The State of Western Australia
7. HERITAGE LISTINGS

• Register of Heritage Places:	Interim Entry	16/10/1992
	Permanent Entry	01/10/2002
• National Trust Classification:	Classified	11/06/1973
• Town Planning Scheme:		-----
• Municipal Inventory:	Adopted	27/08/1999
• Register of the National Estate:	Permanent	-----
8. CONSERVATION ORDER

9. HERITAGE AGREEMENT

10. STATEMENT OF SIGNIFICANCE
Government Buildings, Marble Bar built in the Federation Arts & Crafts style and comprising the main Government building, original outbuildings (earth closets), river gums at the front of the main building, evidence of pathways, gardens and landscapes in the immediate vicinity and deposits of artefacts within the boundary of the site, have cultural significance for the following reasons:
 - the place is associated with the early gold and tin boom of the Pilbara Region and the development of Marble Bar;
 - the place is a rare example of a government complex located in the East Pilbara gold fields, and is one of three built to a similar design;
 - the place has been associated with various government agencies crucial to the development of regional towns;

the place is located on a prominent ridge overlooking the town and creek, and so is a dominant landmark;

the well-proportioned buildings were designed by prominent Western Australian architect George Temple Poole during his time as Superintendent of Works at the Public Works Department;

the place is representative of buildings designed by the PWD during the period of the gold boom;

the place has provided the community with government services since 1896; and,

the place has scientific value for its potential to contain archaeological deposits.

There are numerous elements that are either intrusive or of little significance. For a detailed analysis of these elements refer to Palassis Architects, 'Conservation and Management Plan, Government Buildings, Marble Bar, Western Australia', prepared for the Department of Contract and Management Services, October 1996.

Item 12.1.6 Appendix 2



[Home](#)

[Contact Us](#)



Our heritage places

Links

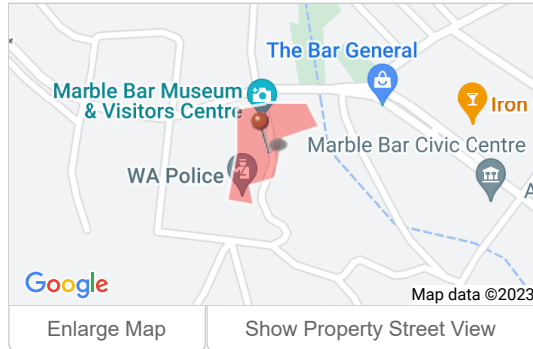
- [Feedback Form](#)

[Print this record](#) | [Back to prev search](#) | [New search](#)

Government Buildings

AUTHOR Heritage Council

PLACE NUMBER 00814



LOCATION

26 Station St Marble Bar

LOCATION DETAILS

Address also includes: 31 Station St & Lot 500 Station St, Marble Bar.

LOCAL GOVERNMENT

East Pilbara

REGION

Pilbara

CONSTRUCTION DATE

Constructed from 1895 to 1896

DEMOLITION YEAR

N/A

Statutory Heritage Listings

TYPE	STATUS	DATE	DOCUMENTS	MORE INFORMATION
State Register	Registered	01 Oct 2002	Register Entry Assessment Documentation	

Heritage Council Decisions and Deliberations

TYPE	STATUS	DATE	DOCUMENTS
(no listings)			

Other Heritage Listings and Surveys

TYPE	STATUS	DATE	GRADING/MANAGEMENT		MORE INFORMATION
			CATEGORY	DESCRIPTION	
Register of the National Estate	Registered	21 Mar 1978			
Classified by the National Trust	Classified	11 Jun 1973			
Municipal Inventory	Adopted	27 Aug 1999			Shire of East Pilbara

Condition

[more](#)

The complex was built to house a Warden's Court, Mining Registrar's Office, Clerk of Courts, Police Station and quarters, native Welfare Office, Mines Department office and Post and Telegraph Office. It is a very handsome, unified and harmonious collection of government

Associations

NAME	TYPE	YEAR FROM	YEAR TO
George Temple-Poole	Architect	-	-

State Heritage Office library entries

LIBRARY ID	TITLE	MEDIUM	YEAR OF PUBLICATION
1272	Conservation Management Plan: Government Buildings Marble Bar Western Australia	Heritage Study (Cons'n Plan)	1996
9739	Marble Bar Police Station: cell block heritage archival report	Archival Record	2011

[hide categories](#)

Place Type

Individual Building or Group

Uses

EPOCH	GENERAL	SPECIFIC
Original Use	GOVERNMENTAL	Office or Administration Bldg
Other Use	GOVERNMENTAL	Office or Administration Bldg
Present Use	GOVERNMENTAL	Police Station or Quarters

Construction Materials

TYPE	GENERAL	SPECIFIC
Wall	STONE	Other Stone
Roof	METAL	Corrugated Iron

Architectural Styles

STYLE
Federation Arts and Crafts

Historic Themes

GENERAL	SPECIFIC
OCCUPATIONS	Mining (incl. mineral processing)
SOCIAL & CIVIC ACTIVITIES	Community services & utilities

Creation Date 30 May 1989**Last Update** 01 Jan**Publish place record online (inHerit):** Approved

2017

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Item 12.1.6 Appendix 3

12.1.7 AFFIXING COMMON SEAL UNDER DELEGATED AUTHORITY

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Tehsin Ali
Governance Administration Officer

Proposed Meeting Date: 24 November 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 173)

Moved: Cr McWhirter-Brooks

Seconded: Cr Kular

That Council notes the report.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson,
Everett, Kular, Landy

Against: Nil

REPORT PURPOSE

This report is to advise Council of the documents that have had the Shire of East Pilbara Common Seal affixed under delegated authority since the May 2023 Council meeting.

BACKGROUND

There have been two (2) documents having had the Shire's Common Seal affixed under delegated authority since the last Council meeting.

Comments/Options/Discussions

Document	Details	Other Party/ies
Deed of Variation and Extension of Lease	Lease Areas 3 and 4, Reserve 44775 (Lot 571, DP 71045), Newman Airport	Raw Hire Pty Ltd
Lease	Portion of Reserve 44775 (Lot 571, DP 71045), Newman Airport	Aurora West Pty Ltd Geoff Booth

Statutory Implications/Requirements

Consistent with section 5.42 of the *Local Government Act 1995*.
Delegation of some powers and duties to Chief Executive Officer

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.

* *Absolute majority required.*

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

POLICY IMPLICATIONS

4.5 Execution of Documents

The Policy states the following:

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

STRATEGIC COMMUNITY PLAN

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

RISK MANAGEMENT CONSIDERATIONS

Should Council not be informed of the documents that have had the Common Seal affixed under delegated authority, the Shire will be in breach of Council's Execution of Documents Policy.

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple Majority.

12.1.8 STATUS OF COUNCIL DECISIONS

Attachments:	Appendix 1 Status of Council Decision Register
Responsible Officer:	Steven Harding Chief Executive Officer
Author:	Tehsin Ali Governance Administration Officer
Proposed Meeting Date:	24 November 2023
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 174)

Moved: Cr McWhirter-Brooks

Seconded: Cr Lockyer

That Council notes the report.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

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.

SHIRE OF EAST PILBARA
24/11/2023 - Status of Council Decisions

Item No	Responsible Officer	Report Title	Accepted Recommendation	Council Resolution No.	Comments / Action Taken	Completion Date
ORDINARY COUNCIL MEETING 25 AUGUST 2023						
CONFIDENTIAL AGENDA						
CHIEF EXECUTIVE OFFICER						
15.1.1	Steven Harding Chief Executive Officer	PROPOSED LEASE – NEWMAN AIRPORT (AIR SERVICES AUSTRALIA)	That Council: 1. Gives local public notice in accordance with s.3.58(3)(a) of the Local Government Act 1995 of the proposed disposition of land in the form of a Lease between the Shire and Airservices Australia over Lease Area 5, within Reserve 44775, Newman Airport, for an initial term of ten (10) years (2023 to 2033) with options for two (2) further terms of five (5) years. The rent payable is \$1 per annum plus GST; 2. Delegates authority under s.3.58(3)(b) to the Chief Executive Officer to consider any submissions made in response to the local public notice given and to enter into a Lease on the terms of (1) of this resolution, subject to the necessary approval from the Minister for Lands; 3. Authorises the Chief Executive Officer to extend the Lease with the same conditions for a the First Further Term of five (5) years (2033 to 2038) on the expiry of the initial Lease Term, subject to the Lessee not being in default; 4. Authorises the Chief Executive Officer to extend the Lease with the same conditions for the Second Further Term of five (5) years (2038 to 2043) on the expiry of the First Further Term, subject to the Lessee not being in default; 5. Authorises the Chief Executive Officer to enter into any Minor Variations to the Lease over the life of the Lease, in accordance with Council's Minor Variations Policy.	2023/ 139	Public Notice given 30/8/2023. Draft Lease prepared. Awaiting response from Lessee.	Ongoing
15.1.2		PROPOSED LEASE – NEWMAN AIRPORT (AMPLITEL PTY LTD)	That Council: 1. Gives local public notice in accordance with s.3.58(3)(a) of the Local Government Act 1995 of the proposed disposition of land in the form of a Lease between the Shire and Amplitel Pty Ltd over a portion of Reserve 44775, Newman Airport, for an initial term of five (5) years (2023 to 2028) with options for three (3) further terms of five (5) years exercisable at the discretion of the Lessor. The initial rent payable is \$2,000 per annum plus GST, subject to an annual fixed increase of 3% on each anniversary of the commencement of the Lease, and any Further Term; 2. Delegates authority under s.3.58(3)(b) to the Chief Executive Officer to consider any submissions made in response to the local public notice given and to enter into a Lease on the terms of (1) of this resolution, subject to the necessary approval from the Minister for Lands; 3. Authorises the Chief Executive Officer to extend the Lease with the same conditions for a the First Further Term of five (5) years (2028 to 2033) on the expiry of the initial Lease Term, subject to the Lessee not being in default; 4. Authorises the Chief Executive Officer to extend the Lease with the same conditions for the Second Further Term of five (5) years (2033 to 2038) on the expiry of the First Further Term, subject to the Lessee not being in default; 5. Authorises the Chief Executive Officer to extend the Lease with the same conditions for the Third Further Term of five (5) years (2038 to 2043) on the expiry of the Second Further Term, subject to the Lessee not being in default; and 6. Authorises the Chief Executive Officer to enter into any Minor Variations to the Lease over the life of the Lease, in accordance with Council's Minor Variations Policy.	2023/ 140	Public Notice given 30/8/2023. Draft Lease prepared. Awaiting response from Lessee.	Ongoing
ACTING DIRECTOR INFRASTRUCTURE SERVICES						
15.2.1	Etienne Vorster A/Director Infrastructure Services	AWARD OF TENDER - RFT 14-2022/23 – PROVISION OF WASTE MANAGEMENT SERVICES (NEWMAN)	That Council: 1. Not accept any Tender received for Tender RFT 14-2022/23 – Provision of Waste Management Services (Newman) and to authorise the Chief Executive Officer, or delegated officer, to negotiate with any Party for all Services except the Town Litter Control/Collection Services for an initial Contract period of five (5) years commencing on the 1st September 2023 and expiring on the 31st August 2028. 2. Endorse the proposed initiative for the Town Litter Control/Collection Services to be undertaken in-house. 3. Authorises in the event of unsuccessful negotiations, the Chief Executive Officer to invite Tenders for the Waste Collection and Disposal Services thereof.	2023/ 141	Tenderers have been advised of the outcome. CEO to enter into negotiations with either party.	Ongoing
ORDINARY COUNCIL MEETING 29 SEPTEMBER 2023						
11 CHIEF EXECUTIVE OFFICER						
11.1.1	Steven Harding Chief Executive Officer	EXTRAORDINARY ELECTION – EAST WARD – FIXING THE DATE	That Council declares, in accordance with section 4.20(4) of the <i>Local Government Act 1995</i> , the Electoral Commissioner to be responsible for the conduct of the extraordinary election on date to be confirmed by the Electoral Commissioner.	2023/ 144	Letter to WA Electoral Commissioner sent advising of Council's declaration	3/11/2023
11.1.2	Steven Harding Chief Executive Officer	STATUS OF COUNCIL DECISIONS	That Council notes the report.	2023/ 145	No further action required.	29/09/2023
ACTING DIRECTOR CORPORATE SERVICES						
11.2.1	Cherie Delmage Acting Director Corporate Services	MONTHLY FINANCIAL STATEMENTS, INSURANCE AND INVESTMENT REPORT SEPTEMBER 2023	That Council adopts the Monthly Financial Statements for the period ending 31 August 2023 of the 2023/2024 financial year included as Appendix 1 to the report.	2023/ 146	No further action required.	29/09/2023
11.2.2	Cherie Delmage Acting Director Corporate Services	CREDITORS FOR PAYMENT AUGUST 2023	That Council endorses the below payments for the period of 1 August 2023 to 31 August 2023: Cheques EFT Payments MasterCard \$575.20 \$ 5,474,687.86 \$ 36,110.34 Direct Debit Payments \$ 217,489.95 \$ 5,728,863.35	2023/ 147	No further action required.	29/09/2023
ACTING DIRECTOR COMMUNITY EXPERIENCE						
DIRECTOR AVIATION AND REGULATORY SERVICES						
11.4.1	Vic Etherington Director Aviation and Regulatory Services	MINUTES OF LOCAL EMERGENCY MANAGEMENT COMMITTEES - MAY 2023	That Council receives the unconfirmed Minutes of the meeting of the Shire of East Pilbara joint Local Emergency Management Committee held on 24 August 2023.	2023/ 149	No further action required.	29/09/2023
NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF COUNCIL						
CHIEF EXECUTIVE OFFICER						

14.1.1	Council	NEW BUSINESS OF AN URGENT NATURE	That the meeting be closed to the public in accordance with section 5.23(2) of the Local Government Act 1995 to consider item: 15.1.1 SENIOR STAFF APPOINTMENT	2023 / 150	No further action required.	29/09/2023
CONFIDENTIAL MATTERS BEHIND CLOSED DOORS CHIEF EXECUTIVE OFFICER						
15.1.1	Steven Harding Chief Executive Officer	SENIOR STAFF APPOINTMENT	That Council accepts the Chief Executive Officer's proposal to employ the senior as detailed in the confidential report in accordance with section 5.37(2) of the Local Government Act 1995.	2023 / 151	No further action required.	29/09/2023
SPECIAL COUNCIL MEETING 27 OCTOBER 2023 ELECTION OF DEPUTY SHIRE PRESIDENT						
6	Council		Declaration of Election: Cr Wendy McWhirter-Brooks was elected to the office of Deputy Shire President of the Council of the Shire of East Pilbara for a two year term expiring on 18 October 2023.	2023 / 153	No further action required.	27/10/2023
ALLOCATION OF COUNCILLOR SEATING						
7	Council		S:\Document Centre\COUNCIL MINUTES AGENDAS\AAA New Folder Structure\Council Meetings\2023\20231027 October SCM\Hyperlinks for Council Resolutions Register\Council Chambers Seating Plan - Final.docx	2023 / 154	No further action required	27/10/2023
CHIEF EXECUTIVE OFFICER						
8.1	Steven Harding Chief Executive Officer	COUNCIL COMMITTEES – APPOINTMENT OF MEMBERS	That Members for appointment to Committees and External Groups be determined by election using optional preferential voting method.	2023 / 155	No further action required.	27/10/2023
8.1	Steven Harding Chief Executive Officer	COUNCIL COMMITTEES – APPOINTMENT OF MEMBERS	1. That Council abolishes the Plant Committee and the Shire Airports Advisory Committee; 2. Amends the Register of Delegations and Authorisations and Procurement and Tenders Procedures Policy by replacing all references to the Plant Committee with Council; and 3. That Council appoints the following Councillors to the following Committees of Council for a term which expires at the 2025 Ordinary Local Government Elections: Audit Risk and Governance Committee Members Deputy Members 1. Cr Middleton 1. Cr Lockyer 2. Cr Baer 2. Cr McWhirter-Brooks 3. Cr Anderson 3. Cr Evrett Chief Executive Officer Performance Review Committee Members Deputy Members 1. Cr Middleton 1. Cr Anderson 2. Cr Lockyer 2. Cr Baer 3. Cr McWhirter-Brooks 3. Cr Landy 4. Cr Kular 4. Cr Evrett	2023 / 156	Membership lists updated. Registration of Delegations and Authorisations Amended and Procurement and Tenders Procedures Policy updated.	30/10/2023
8.2	Steven Harding Chief Executive Officer	LOCAL EMERGENCY MANAGEMENT COMMITTEES – APPOINTMENT OF MEMBERS	S:\Document Centre\COUNCIL MINUTES AGENDAS\AAA New Folder Structure\Council Meetings\2023\20231027 October SCM\Hyperlinks for Council Resolutions Register\LOCAL EMERGENCY MANAGEMENT COMMITTEES – APPOINTMENT OF MEMBERS.docx	2023 / 157	Updated membership lists provided to Community Safety Team	9/11/2023
8.3	Steven Harding Chief Executive Officer	EXTERNAL GROUPS – APPOINTMENT OF REPRESENTATIVES	That Council: 1. Declares vacant all representative positions to external groups held by Council Members on behalf of Council; 2. Appoints the following representatives to external groups for a two year term concluding at the 2025 Local Government Elections; and 3. That Council endorses a Delegate to nominate as Chair of the WALGA Pilbara County Zone. Group Appointee/s Deputy Appointee/s Pilbara Regional Road Group (1 Member) Cr McWhirter-Brooks Cr Anderson Regional Area Joint Development Assessment Panel (from 26 January 2024) (2 Members) Cr Kular Cr Lockyer Cr Evrett Cr McWhirter-Brooks WALGA Pilbara Country Zone (2 Delegates) President Middleton Cr Anderson Cr McWhirter-Brooks Cr Kular Newman Chamber of Commerce and Industry Inc. (Non-Voting Member) Shire President Cr McWhirter-Brooks North West Defence Alliance Shire President Deputy President Chief Executive Officer CEO's Delegate	2023 / 158	Organisations notified of appointments	9/11/2023
8.4	Steven Harding Chief Executive Officer	ORDER OF BUSINESS	That Council determines that the Order of Business at any Ordinary Meeting of the Council is to be as follows: 1. Declaration of Opening/Announcement of Visitors; 2. Attendance by Electronic Means; 3. Record of Attendance/Apologies/Leave of Absence; 4. Disclosure of Interests; 5. Declarations by Council Members to have given due consideration to all matters contained in the Business Paper before the Meeting; 6. Response to Previous Public Questions Taken on Notice; 7. Public Question Time; 8. Petitions/Deputations/Presentations; 9. Applications for Leave of Absence; 10. Confirmation of Minutes of Previous Council Meeting; 11. Member Reports; 12. Officer Reports; 13. Committee Reports; 14. Motions for Which Previous Notice Has Been Given; 15. Questions by Members For Which Due Notice Has Been Given; 16. New Business of an Urgent Nature Introduced by a Decision of Council; 17. Confidential Matters Behind Closed Doors; 18. Date of Next Meeting; 19. Closure.	2023 / 159	No further action	27/10/2023
8.5	Steven Harding Chief Executive Officer	COUNCIL MEETING DATES FOR 2023/24	OFFICER'S RECOMMENDATION That Council adopts the dates, times and places for Ordinary Council Meetings for the next twelve months as listed below, to be published in accordance with regulation 12(2) of the Local Government (Administration) Regulations 1996: Date Time Location 24 November 2023 10:30am Newman 15 December 2023 10:30am Newman 23 February 2024 10:30am Newman 22 March 2024 10:30am Marble Bar 26 April 2024 10:30am Newman 24 May 2024 10:30am TBC 21 June 2024 10:30am Nullagine 26 July 2024 10:30am Newman 23 August 2024 10:30am Newman 27 September 2024 10:30am Marble Bar 25 October 2024 10:30am Newman	2023 / 160	Meeting details published on website in accordance with reg 12(2) of LG Admin Regs	9/11/2023

8.6	Steven Harding Chief Executive Officer	PROPOSED COMMITTEE MEETING DATES FOR 2023/24	1. Adopts the dates, times and places for Committee meetings for the next twelve months, as listed below, to be published in accordance with regulation 12(2) of the Local Government (Administration) Regulations 1996. 2. Authorises the Shire President to change the date and time of committee meetings in accordance with the Shire of East Pilbara Meeting Procedures Local Law 2019. <u>Audit, Risk and Governance Committee:</u> <u>Meeting Date Time Place</u> 14 December 2023 4:00pm Newman 22 February 2024 4:00pm Newman 23 May 2024 4:00pm Newman 22 August 2024 4:00pm Newman <u>CEO Performance Review Committee:</u> <u>Meeting Date Time Place</u> 4 October 2024 8:00am Newman	2023 / 161	Meeting details published on website in accordance with reg 12(2) of LG Admin Regs	9/11/2023
8.7	Steven Harding Chief Executive Officer	PETITION – DANGEROUS DOGS	That Council authorises the Chief Executive Officer to review the Shire's internal procedures relating to responding to dog attacks.	2023 / 162	Review of procedure has commenced.	Ongoing
CONFIDENTIAL SESSION						
CHIEF EXECUTIVE OFFICER						
9.1	Steven Harding Chief Executive Officer	AWARD OF CONTRACT – PROVISION OF WASTE MANAGEMENT SERVICES (NEWMAN)	REASONS FOR CONFIDENTIALITY That in accordance with section 5.23 (2) of the Local Government Act 1995 the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter: (c) A contract entered into or which may be entered into by the Local Government and relates to matters to be discussed at the meeting. OFFICER'S RECOMMENDATION That Council: 1. Awards the Waste Management Services (Newman) Contract to Cleanaway Pty Ltd for an initial Contract period of five (5) years commencing on 1 November 2023 and expiring on 31 October 2028. 2. Authorises the Chief Executive Officer to approve annual pricing escalation variations (capped to a maximum increase of 5.8% per annum) for years two to five of the initial contract term. 3. Approves the Chief Executive Officer to extend the Contract with the same conditions for a further period of two (2) years on expiry of the initial Contract period. 4. Approve the Chief Executive Officer to apply the common seal of the Shire of East Pilbara to the Contract between the Cleanaway Pty Ltd and the Shire of East Pilbara with respect to the Waste Management Services.	2023 / 162	Supplier notified of outcome. Contract documents being prepared.	30/10/2023
9.2	Etienne Vorster A/Director Infrastructure Services	AWARD OF TENDER – VP 01- 2023/24 – SUPPLY AND DELIVERY OF ONE (1) NEW LOADER (WASTE SERVICES)	OFFICER'S RECOMMENDATION That Council: 1. Awards Tender VP 01-2023/24 for the Supply and Delivery of One (1) New Loader to Westrac Pty Ltd for the total tendered price of \$425,132.61 gst ex. 2. Authorises the Chief Executive Officer to enter into any minor variations to the Contract.	2023 / 163	Supplier notified of outcome. Contract documents being prepared.	30/10/2023
9.3	Paul Miller A/Director Community Experience	AWARD OF TENDER - RFT 02- 2023/24 – SUPPLY AND INSTALLATION OF A RAGE CAGE – NULLAGINE	That Council: 1. Not accept any Tender received for RFT 02-2023/24 – Supply & Installation of a Rage Cage in accordance with Regulation 18(5) of the Local Government (Functions & General) Regulations 1996; 2. Authorises the Chief Executive Officer (or delegate) to enter into direct negotiations with any suitably qualified supplier for a contract for the Supply and Installation of a Rage Cage and Steel Shade Structure at Nullagine; and 3. Authorises, in the event of unsuccessful negotiations, the Chief Executive Officer to invite Tenders for the supply and installation of a Rage Cage and Steel Shade Structure with a variation to the Scope of Works to include the works under contract to be offered as Separable Portions.	2023 / 164	Supplier notified of outcome. Contract documents being prepared.	30/10/2023

Item 12.1.8 Appendix

12.1.9 REMOTE AIRSTRIP UPGRADE PROGRAM ROUND 10 – GRANT FUNDING APPLICATION

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Steven Gould
Manager Strategy & Partnerships

Proposed Meeting Date: 24 November 2023

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 175)

Moved: Cr Baer

Seconded: Cr Everett

That Council authorises the Chief Executive Officer to prepare and submit an application for funding under the Remote Airstrip Upgrade Program Round 10 for a grant up to \$3,000,000 towards the Newman New Airport New Apron and Filleting Upgrade Project.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

REPORT PURPOSE

The purpose of this report is for Council to consider endorsing an application for funding under the Australian Government's Remote Airstrip Upgrade Program for upgrades to taxiway and apron infrastructure at Newman Airport, and to commit a budget allocation in support of the project.

BACKGROUND

The Remote Airstrip Upgrade Program is part of the Australian Government's Regional Aviation Access Program. The objective of the Remote Airstrip Upgrade Program is to enhance the safety and accessibility of aerodromes in remote and very remote areas of Australia. Safe, operational aerodromes are vital in the delivery of essential goods and services in remote and very remote communities, particularly where road access is unavailable, unreliable or disrupted for extended periods due to seasonal weather conditions. An effective airstrip, accessible all year round, improves the delivery of health care services such as those provided by the Royal Flying Doctor Service or other aeromedical providers, improves access to work and education opportunities and helps connect residents of remote communities.

As part of the 2023-24 Budget, the Australian Government announced \$12 million for a further round of the RAU.

Round 10 has recently been announced with applications due by 15 December 2023. Program Guidelines and other program information is available on <https://business.gov.au/raup>

COMMENTS/OPTIONS/DISCUSSIONS

Council through its Strategic Community Plan has adopted the key strategy to upgrade Newman Airport in support of delivering on the vision for the community for enhanced travel and connections and economic development for the District.

The Shire continues to work on the plans for the redevelopment of the terminal and enhancements to the operation and capacity of Newman airport. The current round of funding available under the Commonwealth RAU program aligns with the Shire's current planning for Newman airport and provides an opportunity to access additional funds in support of the community vision.

The Remote Airstrip Upgrade Program provides grants to enhance the safety and accessibility of aerodromes in remote and very remote areas of Australia. It will provide year-round all-weather access, particularly where road access is unavailable or unreliable.

This will:

- improve the safety of aircraft, operators and passengers using remote and very remote airstrips;
- facilitate improved delivery of essential goods and services such as food supplies, health care, community mail and passenger air services;
- complement air services delivery to communities subsidised under the Australian Government's Remote Aviation Access Program (RAAP) through the Remote Air Services Subsidy (RASS) Scheme; and/or
- meet operational requirements of the RFDS or operators providing similar aeromedical services.

The maximum grant amount is \$3,000,000, and may cover up to 50% of eligible project costs. (It is noted that exceptions exist which do not apply in the present case).

The Shire proposes the following project for funding:

Project Details: Newman Airport New Apron Filleting Upgrades

The proposed project for the grant submission is the Newman Airport Apron Filleting Upgrades. This project seeks to improve safety and functionality of parking pads, aprons and transiting of aircraft at Newman Airport.

As the annual passenger and movement numbers at Newman airport trigger the CASA requirements to implement a technical inspection program, the Shire of East Pilbara has engaged qualified personnel to complete the required annual inspections. In 2023 there were two Newman Airport Technical Inspections completed in July and August. The first inspection was completed by Jasko Airport Services as an ATI Technical Inspection and OLS Survey. The second inspection were undertaken by Regional Airport Management Services, with a focus on pavement and drainage contexts.

Results from observations made in the inspections, provide sound suggestions and recommendations to improve the safety and efficiencies of Newman Airport operations. The 2023 inspections have highlighted and make several recommendations for the need to make repairs on Newman Airport aprons, pavements and drainage assets. Other additional recommendations support upgrades to pavements, turning bays, markings and foliage reductions.

The benefits of implementing suggested upgrades and improvements to airport operations, and assets, will ensure and current apron designs will increase Newman aviation safety and efficiencies to expanding airport capacities to meet growing aviation demands. The existing taxiway aprons limit the capability of swept wing tip aircraft clearances, thus limit aircrafts ability to pass behind other aircraft, thus limiting effective use of parking bays and apron traffic movements. The upgrades of adding additional apron fillets will increase the number of parking bays, transiting efficiencies of aircraft and improve apron surfaces. Therefore,

The proposed **Newman Airport New Apron Filleting Upgrades** project seeks to be completed in four (4) phases. These are explained below in the following diagram.

Phase 1 Construct the 2 new bays to the east of bay 1 - **red shape** to the right.

Phase 2 Construct the fillet widening off Bravo behind bays 4 and 3, resurface and strengthen Bays 3 and 4 as part of this work. **Green shape** to the left.

Phase 3 Reconstruct Alpha pavement. **Blue shape** in the middle.

Phase 4 Resurface and strengthen bays 1 and 2 **Orange shape** in the middle.



Grant Funding Conditions

A condition of the grant is at least 50% of the total project must be met from other sources. The Shire's Newman Airport Reserve has sufficient funds to leverage the grant monies necessary for 50% of the cost of the project. It is recommended that to support the application, Council authorise the allocation of up to \$3 million conditional upon a successful grant application.

OPTIONS

1. Council accepts the Officer recommendation; or
2. Council rejects the Officer recommendation. This will create an opportunity cost of up to \$3 million in missed capital funding for the redevelopment and is not recommended.

STATUTORY IMPLICATIONS/REQUIREMENTS

No statutory implications.

POLICY IMPLICATIONS

Recommendation is consistent with previous Council decisions supporting grant applications.

STRATEGIC COMMUNITY PLAN

1: Economic

- 1 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.
 - 1.1 Develop strong networks for collaboration within and across the corporate and public sectors for growing exports, with a focus on agriculture, mining services, Aboriginal business and tourism.
 - 1.2 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.
 - 1.4 Collaborate with key stakeholders on brand promotion, tourist accommodation, investment in attractions and product development, and supporting infrastructure such as wayfinding and signage.

3: Built Environment

- 3 Distinctive places, with safe, easy and affordable travel, reliable communications, housing choice, and capacity for residential, industrial and commercial expansion.
 - 3.2 Infrastructure and facilities for liveability and economic growth, with an initial focus on:
 - Upgrade Marble Bar and Newman Airport
 - Progress a General Industrial Area (GIA) and Mining Services Hub
 - Expand Light Industrial Area (LIA)

5: Governance

- 5 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources.
- 5.2 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.).

RISK MANAGEMENT CONSIDERATIONS

Reputational – Moderate

Financial – Major

FINANCIAL IMPLICATIONS

If the Officer Recommendation is supported, and the grant application is successful, the Shire is required to match the grant dollar for dollar to a maximum of up to \$3,000,000.

If the application is successful, the funds to meet the matching requirements are able to be accessed from the Newman Airport Reserve which has a balance of \$58,430,521 at 30 June 2023.

VOTING REQUIREMENTS

Simple Majority.

12.2 ACTING DIRECTOR CORPORATE SERVICES

12.2.1 MONTHLY FINANCIAL STATEMENTS, INSURANCE AND INVESTMENT REPORT OCTOBER 2023

Attachments: [Appendix 1 Monthly Financial Report – Sept 2023](#)
[Appendix 2 Monthly Financial Report – Oct 2023](#)
[Appendix 2 Investments Report – Sept 2023](#)
[Appendix 4 Investments Report – Oct 2023](#)

Responsible Officer: Cherie Delmage
Acting Director Corporate Services

Author: Thomas Gorman
Manager Corporate Services

Proposed Meeting Date: 24 November 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 176)

Moved: Cr McWhirter-Brooks

Seconded: Cr Lockyer

That Council adopts the Monthly Financial Statements for the period ending 30 September 2023 and 31 October 2023 of the 2023/2024 financial year included as Appendices 1 and 2 to the report.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

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 2023/2024 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").

Appendices 1 & 2 detail the financial activities of the Shire for the period 1 September 2023 to 30 September 2023 and 1 October 2023 to 31 October 2023 respectively.

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 \$20,000 for operating, and 10% or \$50,000 for capital, whichever is higher; and
4. A Capital Projects schedule detailing all expenditure.

Appendices 3 & 4 are 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 2023/2024 annual budget are disclosed within **Appendices 1 & 2**.

Investments – September 2023

The Shire's portfolio accrued over \$337,000 in interest and returned 5.01%pa compared to the current bank bill benchmark of 4.18%. New deposits invested in over the month are yielding around 5.5%. Over the past 12 months the portfolio has returned 3.67% exceeding the bank bill index benchmark of 3.56%.

Investments – October 2023

The Shire's portfolio accrued over \$434,000 in interest and returned 5.05%pa compared to the current bank bill benchmark of 4.01%. New deposits invested in over the month are yielding around 5.5%. Over the past 12 months the portfolio has returned 3.98% exceeding the bank bill index benchmark of 3.66%.

Investment portfolio details are disclosed within **Appendices 3 & 4**.

Insurance Report – September 2023

12 claim were closed and settled to the value of \$42,000. There are 8 Pending Claims awaiting relevant documents before submitting and 25 open claims in various stages of progress.

MAU.190063 | PC0495 | TC Ilsa

Progress on the Residential, Plant & Equipment and Miscellaneous assets is still ongoing.

Insurance Report – October 2023

13 claims were closed and settled to the value of approximately \$44,000. There are 2 Pending Claims awaiting relevant documents before submitting and 19 open claims in various stages of progress.

MAU.190063 | PC0495 | TC Ilsa

We are nearing the end of the process for the Residential building, the last of the repairs should be completed by the end of November. The Plant & Equipment and some miscellaneous assets are still ongoing.

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

There are no financial implications at the time of writing this report.

VOTING REQUIREMENTS

Simple Majority

Shire Of East Pilbara

Monthly Financial Statements

For The Period Ending 30 September 2023

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

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Item 12.2.1 Appendix 1

SHIRE OF EAST PILBARA
Statement of Comprehensive Income By Nature and Type
For The Period Ending 30 September 2023

	2023-24	2023-24	2023-24	2023-24	Monthly Budget vs Actual \$ Variance
	Original Budget	Current Budget	YTD Budget	YTD Actual	
	\$			\$	
Revenue					
Rates	31,397,825	31,397,825	31,397,825	32,557,735	1,159,910
Grants, subsidies and contributions	10,753,760	12,255,671	3,279,413	269,829	(3,009,584)
Fees and charges	27,620,158	27,620,158	11,291,673	7,441,647	(3,850,026)
Service charges	148,800	148,800	148,800	143,344	(5,456)
Interest revenue	2,740,000	2,740,000	685,000	141,384	(543,616)
Other revenue	1,608,600	1,608,600	402,150	219,105	(183,045)
	74,269,143	75,771,054	47,204,861	40,773,044	(6,431,817)
Expenses					
Employee costs	20,510,091	20,461,033	5,282,913	4,334,340	(948,573)
Materials and contracts	27,004,321	26,047,096	8,258,886	5,289,048	(2,969,838)
Utility charges	2,245,898	2,267,902	566,954	370,902	(196,052)
Depreciation	16,755,434	16,670,943	4,167,687	2,695,521	(1,472,166)
Finance costs	489,119	489,119	215,939	3,119	(212,820)
Insurance	1,578,689	1,573,776	1,573,254	1,675,637	102,383
Other expenditure	1,956,414	1,872,190	467,539	114,291	(353,248)
	70,539,966	69,382,059	20,533,172	14,482,858	(6,050,314)
	3,729,177	6,388,995	26,671,689	26,290,185	(381,504)
Capital grants, subsidies and contributions	5,288,298	3,651,387	1,262,784	1,037,108	(225,676)
Profit/ Loss on asset disposals	121,893	587,893	194,250	21,508	(172,742)
	5,410,191	4,239,280	1,457,034	1,058,616	(398,418)
Net result for the period	9,139,368	10,628,275	28,128,723	27,348,802	(779,921)
Total comprehensive income for the period	9,139,368	10,628,275	28,128,723	27,348,802	(779,921)

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

SHIRE OF EAST PILBARA
Statement of Comprehensive Income By Function
For The Period Ending 30 September 2023

	2023-24	2023-24	2023-24	2023-24	Monthly Budget vs Actual \$ Variance
	Original Budget	Current Budget	YTD Budget	YTD Actual	
	\$			\$	
Revenue other than Capital Grants					
General Purpose Funding	35,749,825	35,749,825	31,985,825	32,742,151	756,326
Governance	2,040,200	254,700	682,053	22,383	(659,670)
Law, Order & Public Safety	360,479	454,453	215,735	150,268	(65,467)
Health	63,600	63,600	15,895	18,357	2,462
Education & Welfare	62,000	62,000	29,779	15,000	(14,779)
Housing	375,000	396,000	98,994	89,582	(9,412)
Community Amenities	7,655,308	7,537,440	6,332,500	3,051,068	(3,281,432)
Recreation & Culture	4,626,326	5,418,626	1,315,859	462,739	(853,120)
Transport	21,233,300	24,143,805	6,083,608	3,725,502	(2,358,106)
Economic Services	952,998	1,142,498	321,113	433,183	112,070
Other Property & Services	1,272,000	1,286,000	317,750	84,321	(233,429)
	74,391,036	76,508,947	47,399,111	40,794,552	(6,604,559)
Expenses					
General Purpose Funding	656,656	656,656	163,118	48,428	(114,690)
Governance	3,489,865	3,404,865	1,220,783	1,201,591	(19,192)
Law, Order & Public Safety	1,543,091	1,625,591	419,620	289,744	(129,876)
Health	827,904	827,904	213,651	115,980	(97,671)
Education & Welfare	3,175,049	3,187,761	848,449	506,384	(342,065)
Housing	2,250,710	2,250,710	696,349	660,091	(36,258)
Community Amenities	7,835,991	7,835,992	2,149,898	1,465,520	(684,378)
Recreation & Culture	15,996,005	15,996,005	4,223,132	3,341,586	(881,546)
Transport	28,853,507	27,893,099	9,009,013	5,360,142	(3,648,871)
Economic Services	3,712,648	3,654,936	896,097	672,038	(224,059)
Other Property & Services	2,198,539	2,198,539	693,062	821,355	128,293
	70,539,966	69,532,059	20,533,172	14,482,858	(6,050,314)
Capital Grants					
Capital grants, subsidies and contributions	5,288,298	3,651,387	1,262,784	1,037,108	
<i>General Purpose Funding</i>		0	0	0	
<i>Governance</i>		0	0	0	
<i>Law, Order & Public Safety</i>		22,626	5,656	9,495	
<i>Health</i>		0	0	0	
<i>Education & Welfare</i>		0	0	0	
<i>Housing</i>		0	0	0	
<i>Community Amenities</i>		167,368	41,842	167,614	
<i>Recreation & Culture</i>		0	0	0	
<i>Transport</i>		3,461,393	1,215,286	860,000	
<i>Economic Services</i>		0	0	0	
<i>Other Property & Services</i>		0	0	0	
	5,288,298	3,651,387	1,262,784	1,037,108	
Total comprehensive income for the period	9,139,368	10,628,275	28,128,723	27,348,802	

SHIRE OF EAST PILBARA
Statement of Financial Activity By Nature and Type
For The Period Ending 30 September 2023

	2023-24 Original Budget	2023-24 Current Budget	2023-24 YTD Budget	2023 YTD Actual
		\$	\$	\$
OPERATING ACTIVITIES				
Revenue from operating activities				
Rates	31,397,825	31,397,825	31,397,825	32,557,735
Grants, subsidies and contributions	10,753,760	12,255,671	3,279,413	269,829
Fees and charges	27,620,158	27,620,158	11,291,673	7,441,647
Service charges	148,800	148,800	148,800	143,344
Interest revenue	2,740,000	2,740,000	685,000	141,384
Other revenue	1,608,600	1,608,600	402,150	219,105
Profit on asset disposals	121,893	481,000	120,250	0
	<u>74,391,036</u>	<u>76,252,054</u>	<u>47,325,111</u>	<u>40,773,044</u>
Expenditure from operating activities				
Employee costs	20,510,091	20,461,033	5,282,913	4,334,340
Materials and contracts	27,004,321	26,047,096	8,258,886	5,289,048
Utility charges	2,245,898	2,267,902	566,954	370,902
Depreciation	16,755,434	16,670,943	4,167,687	2,695,521
Finance costs	489,119	489,119	215,939	3,119
Insurance	1,578,689	1,573,776	1,573,254	1,675,637
Other expenditure	1,956,414	1,872,190	467,539	114,291
	<u>70,539,966</u>	<u>69,382,059</u>	<u>20,533,172</u>	<u>14,482,858</u>
Non-cash amounts excluded from operating activities	16,755,434	16,189,943	4,047,437	2,695,521
Amount attributable to operating activities	<u>20,606,504</u>	<u>23,059,938</u>	<u>30,839,376</u>	<u>28,985,706</u>
INVESTING ACTIVITIES				
Inflows from investing activities				
Capital grants, subsidies and contributions	5,288,298	3,651,387	1,262,784	1,037,108
Proceeds from disposal of assets	481,000	106,893	74,000	21,508
	<u>5,769,298</u>	<u>3,758,280</u>	<u>1,336,784</u>	<u>1,058,616</u>
Outflows from investing activities				
Purchase of property, plant and equipment	2,598,994	6,277,229	2,539,175	774,203
Purchase and construction of infrastructure	13,343,006	9,664,772	4,320,011	3,251,109
	<u>15,942,000</u>	<u>15,942,001</u>	<u>6,859,186</u>	<u>4,025,313</u>
Non-cash amounts excluded from investing activities	0	0	0	0
Amount attributable to investing activities	<u>(10,172,702)</u>	<u>(12,183,721)</u>	<u>(5,522,402)</u>	<u>(2,966,696)</u>
FINANCING ACTIVITIES				
Inflows from financing activities				
Proceeds from borrowings	630,000	630,000	0	0
Transfers from reserve accounts	325,000	325,000	0	0
	<u>955,000</u>	<u>955,000</u>	<u>0</u>	<u>0</u>
Outflows from financing activities				
Repayment of borrowings	3,417,822	3,417,823	1,586,806	16,524
Transfers to reserve accounts	7,970,981	7,970,981	0	0
	<u>11,388,803</u>	<u>11,388,804</u>	<u>1,586,806</u>	<u>16,524</u>
Amount attributable to financing activities	<u>(10,433,803)</u>	<u>(10,433,804)</u>	<u>(1,586,806)</u>	<u>(16,524)</u>
MOVEMENT IN SURPLUS OR DEFICIT				
Amount attributable to operating activities	20,606,504	23,059,938	30,839,376	28,985,706
Amount attributable to investing activities	(10,172,702)	(12,183,721)	(5,522,402)	(2,966,696)
Amount attributable to financing activities	(10,433,803)	(10,433,804)	(1,586,806)	(16,524)
Surplus or deficit after imposition of general rates	<u>(0)</u>	<u>442,413</u>	<u>23,730,168</u>	<u>26,002,485</u>

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

SHIRE OF EAST PILBARA
Statement of Financial Activity By Function
For The Period Ending 30 September 2023

	2023-24 Original Budget	2023-24 Current Budget	2023-24 YTD Budget	2023 YTD Actual
	\$	\$	\$	\$
OPERATING ACTIVITIES				
Revenue from operating activities				
General Purpose Funding	35,749,825	35,749,825	31,985,825	32,742,151
Governance	2,040,200	254,700	682,053	22,383
Law, Order & Public Safety	360,479	477,079	221,391	159,762
Health	63,600	63,600	15,895	18,357
Education & Welfare	62,000	62,000	29,779	15,000
Housing	375,000	396,000	98,994	89,582
Community Amenities	7,655,308	7,704,808	6,374,342	3,218,682
Recreation & Culture	4,626,326	5,418,626	1,315,859	462,739
Transport	21,233,300	27,605,198	7,298,894	4,585,502
Economic Services	952,998	1,142,498	321,113	433,183
Other Property & Services	1,272,000	1,286,000	317,750	84,321
	74,391,036	80,160,334	48,661,895	41,831,660
Expenditure from operating activities				
General Purpose Funding	656,656	656,656	163,118	48,428
Governance	3,489,865	3,404,865	1,254,783	1,201,591
Law, Order & Public Safety	1,543,091	1,755,110	445,276	299,239
Health	827,904	827,904	213,651	115,980
Education & Welfare	3,175,049	3,187,761	848,449	506,384
Housing	2,250,710	2,250,710	696,349	660,091
Community Amenities	7,835,991	8,003,360	2,211,740	1,653,089
Recreation & Culture	15,996,005	15,996,005	4,223,132	3,341,586
Transport	28,853,507	31,354,492	10,224,299	6,221,695
Economic Services	3,712,648	3,654,936	896,097	672,038
Other Property & Services	2,198,539	2,198,539	693,062	821,355
	70,539,966	73,290,339	21,869,956	15,541,475
Non-cash amounts excluded from operating activities	16,755,434	16,189,943	4,047,437	2,695,521
Amount attributable to operating activities	20,606,504	23,059,938	30,839,376	28,985,706
INVESTING ACTIVITIES				
Inflows from investing activities				
Capital grants, subsidies and contributions	5,288,298	3,651,387	1,262,784	1,037,108
Proceeds from disposal of assets	481,000	106,893	74,000	21,508
Proceeds from financial assets at amortised cost - self supporting loans				
Distributions from investments in associates	5,769,298	3,758,280	1,336,784	1,058,616
Outflows from investing activities				
Less: CAPITAL WORKS PROGRAMME				
General Purpose Funding	0	0	0	0
Governance	90,000	90,000	152,500	238,184
Law, Order & Public Safety	35,994	35,994	26,998	110,426
Health	0	0	0	0
Education & Welfare	0	0	55,000	313
Housing	1,520,500	1,520,500	425,875	36,077
Community Amenities	1,147,000	1,147,000	513,229	277,717
Recreation & Culture	3,819,118	3,819,118	1,628,425	819,062
Transport	9,139,388	9,139,389	3,867,159	2,534,454
Economic Services	190,000	190,000	190,000	9,080
Other Property & Services	0	0	0	0
	15,942,000	15,942,001	6,859,186	4,025,313
Non-cash amounts excluded from investing activities	0	0	0	0
Amount attributable to investing activities	(10,172,702)	(12,183,721)	(5,522,402)	(2,966,696)
FINANCING ACTIVITIES				
Inflows from financing activities				
Proceeds from borrowings	630,000	630,000	0	0
Transfers from reserve accounts	325,000	325,000	0	0
	955,000	955,000	0	0
Outflows from financing activities				
Repayment of borrowings	3,417,822	3,417,823	1,586,806	16,524
Transfers to reserve accounts	7,970,981	7,970,981	0	0
	11,388,803	11,388,804	1,586,806	16,524
Amount attributable to financing activities	(10,433,803)	(10,433,804)	(1,586,806)	(16,524)
MOVEMENT IN SURPLUS OR DEFICIT				
Amount attributable to operating activities	20,606,504	23,059,938	30,839,376	28,985,706
Amount attributable to investing activities	(10,172,702)	(12,183,721)	(5,522,402)	(2,966,696)
Amount attributable to financing activities	(10,433,803)	(10,433,804)	(1,586,806)	(16,524)
Surplus or deficit after imposition of general rates	(0)	442,413	23,730,168	26,002,485

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

Adjusted Net Current Assets	YTD Actuals	ADJUSTED NET CURRENT
	\$	
Current Assets		
Cash and cash equivalents		
Cash at bank and on hand	26,697,038	
Short-term term deposits	78,779,159	
Bank overdraft	0	
Total Cash and cash equivalents	105,476,197	
Trade and other receivables		
Rates and statutory receivables	14,600,988	
Trade receivables	2,121,865	
Other receivables	611,429	
Total Trade and other receivables	17,334,282	
Inventories		
Fuel and materials	54,015	
Baskets	17,973	
Total Inventories	71,988	
Other assets		
Prepayments	102,228	
Accrued income	1,564,614	
Total Other Assets	1,666,842	
Total Current Assets	124,549,309	
Current Liabilities		
Trade and other payables		
Sundry creditors	3,857,973	
Prepaid rates	26,605	
Bonds and deposits held	3,940,938	
Accrued salaries and wages	0	
Other accruals	794,117	
Accrued interest on long term borrowings	0	
Total Trade and other payables	8,619,633	
Other Liabilities		
Capital grant/contributions liabilities	849,409	
Other Liabilities	849,409	
Total Current Liabilities	9,469,042	

Item 12.2.1 Appendix 1

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

NOTE 2

For The Period Ending 30 September 2023

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 2022/23 year is \$20,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
VARIANCE BY FUNCTION & ACTIVITY					
	\$	%			
Revenue from operating activities					
General Purpose Funding - Other	756,326	2.4%	▲	Permanent	Increased land valuations prior to rates modelling estimates
Governance	(659,670)	-96.7%	▼	Timing	LRCIP Phase 1, 2 & 3 Claims Outstanding
Law, Order & Public Safety	(65,467)	-30.3%	▼	Timing	Plant disposal to occur
Health	2,462	15.5%			
Education and Welfare	(14,779)	-49.6%	▼	Timing	RYDE Grant acquittal
Housing	(9,412)	-9.5%			
Community Amenities	(3,281,432)	-51.8%	▼	Timing	CDS & Liquid Waste Revenue Down
Recreation and Culture	(853,120)	-64.8%	▼	Timing	Reserve Interest still to be allocated; grant funding still to occur - to be considered at budget review
Transport	(2,358,106)	-38.8%	▼	Timing	Grant funding for RRG still to be received, FAGs Road Contribution reduced due to prepayment in 2022/2023; MB Airport Revenue to commence - to be considered at budget review
Economic Services	112,070	34.9%	▲	Timing	Increase in Caravan Park & Building Fees - to be considered at Budget Review
Other Property and Services	(233,429)	-73.5%	▼	Timing	DRFAWA Claims not yet submitted - to be considered at budget review
Expenditure from operating activities					
General Purpose Funding	(114,690)	-70.3%	▲	Timing	No Rates or Sundry Debtors yet actioned - report to be presented to Council in 2024 on outstanding debt recovery
Governance	(19,192)	-1.6%			
Law, Order and Public Safety	(129,876)	-31.0%	▲	Timing	Non-cash internal allocations to be applied, after hours surveillance & monitoring costs yet to be incurred
Health	(97,671)	-45.7%	▲	Timing	Salaries & wages under budget - to be considered at budget review
Education and Welfare	(342,065)	-40.3%	▲	Timing	Salaries & wages under budget - to be considered at budget review
Housing	(36,258)	-5.2%	▲	Timing	Housing maintenance under budget
Community Amenities	(684,378)	-31.8%	▲	Timing	Waste Contract & Consultant fees under budget, Pollution Liability Insurance under - to be considered at budget review
Recreation and Culture	(881,546)	-20.9%	▲	Timing	Non-cash internal allocations to be applied, EPAC insurance under, recreation salaries & wages under - to be considered at budget review
Transport	(3,648,871)	-40.5%	▲	Timing	Non-cash internal allocations to be applied, Marble Bar Airport operational costs to incur, Newman Airport safety & security costs down - to be considered at budget review
Economic Services	(224,059)	-25.0%	▲	Timing	Cape K Coastal Mgmt Plan to occur, Yurlu Caravan Park Grounds Maintenance under budget, Economic Develop Strategy to occur,
Other Property and Services	128,293	18.5%	▼	Timing	Internal Plant Recovery Rates under review

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

NOTE 2

For The Period Ending 30 September 2023

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 2022/23 year is \$20,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
VARIANCE BY FUNCTION & ACTIVITY	\$	%			
VARIANCE BY NATURE & TYPE					
<u>Operating Revenue</u>					
Rates	1,159,910	3.7%	▲	Timing	Increased land valuations prior to rates modelling estimates
Grants And Subsidies	(3,009,584)	-91.8%	▼	Timing	LRCIP, RTR & RRG claims to be received
Gain On Asset Disposals	(172,742)	-88.9%	▼	Timing	Sale/Disposal of plant to occur
Fees and Charges	(3,850,026)	-34.1%	▼	Permanent	Liquid Waste & Newman Tip Disposal Fees under budget - to be considered at budget review
Interest	(543,616)	-79.4%	▼	Permanent	Interest not yet accrued
Other Revenue/Income	(183,045)	-45.5%	▼	Timing	March 2023 Flood & Cyclone Ilsa April 2023 Claims Pending

Item 12.2.1 Appendix 1

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

NOTE 2

For The Period Ending 30 September 2023

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 2022/23 year is \$20,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
VARIANCE BY FUNCTION & ACTIVITY	\$	%			
<u>Operating Expenditure</u>					
Employee Costs	(948,573)	-18.0%	▼	Permanent	Lower FTE
Materials And Contracts	(2,969,838)	-36.0%	▼	Timing	Contractor costs across Newman & Marble Bar Airports (Security & General) - to be considered at budget review
Depreciation On Non Current Assets	(1,472,166)	-35.3%	▼	Timing	Depreciation estimated until sign off by OAG
Insurance Expenses	102,383	6.5%	▲	Permanent	Increase in insurance costs
Interest Expenses	(212,820)	-79.4%	▼	Timing	Budget timing requires review
Utilities (Gas, Electricity, Water Etc)	(196,052)	-34.6%	▼	Timing	Budget timing requires review
Other Expenditure	(353,248)	-75.6%	▼	Timing	Budget timing requires review

Item 12.2.1 Appendix 1

Shire Of East Pilbara

Monthly Financial Statements

For The Period Ending 31 October 2023

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

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Item 12.2.2.1 Appendix 2

SHIRE OF EAST PILBARA
Statement of Comprehensive Income By Nature and Type
For The Period Ending 31 October 2023

	2023-24	2023-24	2023-24	2023-24	Monthly Budget vs Actual \$ Variance
	Original Budget	Current Budget	YTD Budget	YTD Actual	
	\$			\$	
Revenue					
Rates	31,397,825	31,397,825	31,397,825	32,597,015	1,199,190
Grants, subsidies and contributions	10,753,760	14,941,994	3,280,663	1,132,327	(2,148,336)
Fees and charges	27,620,158	27,620,158	13,037,283	9,652,989	(3,384,294)
Service charges	148,800	148,800	148,800	143,344	(5,456)
Interest revenue	2,740,000	2,740,000	735,000	209,514	(525,486)
Other revenue	1,608,600	1,608,600	402,150	265,549	(136,601)
	74,269,143	78,457,377	49,001,721	44,000,738	(5,000,983)
Expenses					
Employee costs	20,510,091	20,725,033	6,901,678	5,809,754	(1,091,924)
Materials and contracts	27,004,321	26,679,324	8,675,886	6,861,927	(1,813,959)
Utility charges	2,245,898	2,267,902	566,954	474,993	(91,961)
Depreciation	16,755,434	16,670,943	5,556,916	5,390,233	(166,683)
Finance costs	489,119	489,119	215,939	3,119	(212,820)
Insurance	1,578,689	1,573,776	1,573,254	1,675,637	102,383
Other expenditure	1,956,414	1,872,190	467,539	159,016	(308,523)
	70,539,966	70,278,287	23,958,166	20,374,679	(3,583,487)
	3,729,177	8,179,090	25,043,555	23,626,059	(1,417,496)
Capital grants, subsidies and contributions	5,288,298	5,051,137	1,262,784	1,037,108	(225,676)
Profit/ Loss on asset disposals	121,893	1,097,893	240,250	21,508	(218,742)
	5,410,191	6,149,030	1,503,034	1,057,253	(444,418)
Net result for the period	9,139,368	14,328,120	26,546,589	24,683,312	(1,861,914)
Total comprehensive income for the period	9,139,368	14,328,120	26,546,589	24,683,312	(1,861,914)

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

SHIRE OF EAST PILBARA
Statement of Comprehensive Income By Function
For The Period Ending 31 October 2023

	2023-24	2023-24	2023-24	2023-24	Monthly Budget vs Actual \$ Variance
	Original Budget	Current Budget	YTD Budget	YTD Actual	
	\$			\$	
Revenue other than Capital Grants					
General Purpose Funding	35,749,825	35,749,825	32,035,825	32,849,651	813,826
Governance	2,040,200	2,761,911	648,053	27,632	(620,421)
Law, Order & Public Safety	360,479	504,453	228,425	157,899	(70,526)
Health	63,600	63,600	20,360	23,438	3,078
Education & Welfare	62,000	224,117	64,779	15,000	(49,779)
Housing	375,000	396,000	130,242	122,403	(7,839)
Community Amenities	7,655,308	7,637,440	6,335,644	3,372,780	(2,962,864)
Recreation & Culture	4,626,326	5,443,626	1,391,752	1,427,191	35,439
Transport	21,233,300	24,143,805	7,645,455	5,439,445	(2,206,010)
Economic Services	952,998	1,434,493	378,686	485,557	106,871
Other Property & Services	1,272,000	1,371,000	362,750	101,250	(261,500)
	74,391,036	79,730,270	49,241,971	44,022,246	(5,219,725)
Expenses					
General Purpose Funding	656,656	656,656	179,824	77,089	(102,735)
Governance	3,489,865	3,712,216	1,093,946	824,230	(269,716)
Law, Order & Public Safety	1,543,091	1,650,971	520,238	423,590	(96,648)
Health	827,904	827,904	265,285	166,510	(98,775)
Education & Welfare	3,175,049	3,211,559	1,061,964	827,652	(234,312)
Housing	2,250,710	2,250,710	738,856	836,243	97,387
Community Amenities	7,835,991	8,099,992	2,438,574	1,947,581	(490,993)
Recreation & Culture	15,996,005	16,121,005	5,139,726	4,851,459	(288,267)
Transport	28,853,507	27,893,099	10,622,254	8,870,239	(1,752,015)
Economic Services	3,712,648	3,830,635	1,055,019	997,428	(57,591)
Other Property & Services	2,198,539	2,198,539	842,480	554,023	(288,457)
	70,539,966	70,453,287	23,958,166	20,376,043	(3,582,123)
Capital Grants					
Capital grants, subsidies and contributions	5,288,298	5,051,137	1,262,784	1,037,108	
<i>General Purpose Funding</i>		0	0	0	
<i>Governance</i>		0	0	0	
<i>Law, Order & Public Safety</i>		22,626	5,656	9,495	
<i>Health</i>		0	0	0	
<i>Education & Welfare</i>		0	0	0	
<i>Housing</i>		0	0	0	
<i>Community Amenities</i>		167,368	41,842	167,614	
<i>Recreation & Culture</i>		0	0	0	
<i>Transport</i>		4,861,143	1,215,286	860,000	
<i>Economic Services</i>		0	0	0	
<i>Other Property & Services</i>		0	0	0	
	5,288,298	5,051,137	1,262,784	1,037,108	
Total comprehensive income for the period	9,139,368	14,328,120	26,546,589	24,683,312	

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

	2023-24 Original Budget	2023-24 Current Budget	2023-24 YTD Budget	2023 YTD Actual
		\$	\$	\$
OPERATING ACTIVITIES				
Revenue from operating activities				
Rates	31,397,825	31,397,825	31,397,825	32,597,015
Grants, subsidies and contributions	10,753,760	14,941,994	3,280,663	1,132,327
Fees and charges	27,620,158	27,620,158	13,037,283	9,652,989
Service charges	148,800	148,800	148,800	143,344
Interest revenue	2,740,000	2,740,000	735,000	209,514
Other revenue	1,608,600	1,608,600	402,150	265,549
Profit on asset disposals	121,893	481,000	120,250	0
	<u>74,391,036</u>	<u>78,938,377</u>	<u>49,121,971</u>	<u>44,000,738</u>
Expenditure from operating activities				
Employee costs	20,510,091	20,725,033	6,901,678	5,809,754
Materials and contracts	27,004,321	26,679,324	8,675,886	6,861,927
Utility charges	2,245,898	2,267,902	566,954	474,993
Depreciation	16,755,434	16,670,943	5,556,916	5,390,233
Finance costs	489,119	489,119	215,939	3,119
Insurance	1,578,689	1,573,776	1,573,254	1,675,637
Other expenditure	1,956,414	1,872,190	467,539	159,016
	<u>70,539,966</u>	<u>70,278,287</u>	<u>23,958,166</u>	<u>20,373,315</u>
Non-cash amounts excluded from operating activities	16,755,434	16,189,943	5,436,666	5,388,869
Amount attributable to operating activities	<u>20,606,504</u>	<u>24,850,033</u>	<u>30,600,471</u>	<u>29,016,292</u>
INVESTING ACTIVITIES				
Inflows from investing activities				
Capital grants, subsidies and contributions	5,288,298	5,051,137	1,262,784	1,037,108
Proceeds from disposal of assets	481,000	616,893	120,000	20,145
	<u>5,769,298</u>	<u>5,668,030</u>	<u>1,382,784</u>	<u>1,057,253</u>
Outflows from investing activities				
Purchase of property, plant and equipment	2,598,994	9,788,144	2,811,239	1,239,032
Purchase and construction of infrastructure	13,343,006	19,268,310	6,217,130	4,836,393
	<u>15,942,000</u>	<u>29,056,454</u>	<u>9,028,369</u>	<u>6,075,425</u>
Non-cash amounts excluded from investing activities	0	0	0	0
Amount attributable to investing activities	<u>(10,172,702)</u>	<u>(23,388,424)</u>	<u>(7,645,585)</u>	<u>(5,018,172)</u>
FINANCING ACTIVITIES				
Inflows from financing activities				
Proceeds from borrowings	630,000	630,000	0	0
Transfers from reserve accounts	325,000	4,325,000	0	0
	<u>955,000</u>	<u>4,955,000</u>	<u>0</u>	<u>0</u>
Outflows from financing activities				
Repayment of borrowings	3,417,822	3,417,823	1,586,806	16,524
Transfers to reserve accounts	7,970,981	7,970,981	0	0
	<u>11,388,803</u>	<u>11,388,804</u>	<u>1,586,806</u>	<u>16,524</u>
Amount attributable to financing activities	<u>(10,433,803)</u>	<u>(6,433,804)</u>	<u>(1,586,806)</u>	<u>(16,524)</u>
MOVEMENT IN SURPLUS OR DEFICIT				
Amount attributable to operating activities	20,606,504	24,850,033	30,600,471	29,016,292
Amount attributable to investing activities	(10,172,702)	(23,388,424)	(7,645,585)	(5,018,172)
Amount attributable to financing activities	(10,433,803)	(6,433,804)	(1,586,806)	(16,524)
Surplus or deficit after imposition of general rates	<u>(0)</u>	<u>(4,972,195)</u>	<u>21,368,080</u>	<u>23,981,595</u>

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

SHIRE OF EAST PILBARA
Statement of Financial Activity By Function
For The Period Ending 31 October 2023

	2023-24	2023-24	2023-24	2023
	Original Budget	Current Budget	YTD Budget	YTD Actual
		\$	\$	\$
OPERATING ACTIVITIES				
Revenue from operating activities				
General Purpose Funding	35,749,825	35,749,825	32,035,825	32,849,651
Governance	2,040,200	2,761,911	648,053	27,632
Law, Order & Public Safety	360,479	527,079	234,081	167,393
Health	63,600	63,600	20,360	23,438
Education & Welfare	62,000	224,117	64,779	15,000
Housing	375,000	396,000	130,242	122,403
Community Amenities	7,655,308	7,804,808	6,377,486	3,540,393
Recreation & Culture	4,626,326	5,443,626	1,391,752	1,427,191
Transport	21,233,300	29,004,948	8,860,741	6,299,445
Economic Services	952,998	1,434,493	378,686	485,557
Other Property & Services	1,272,000	1,371,000	362,750	101,250
	74,391,036	84,781,407	50,504,755	45,059,354
Expenditure from operating activities				
General Purpose Funding	656,656	656,656	179,824	77,089
Governance	3,489,865	3,882,216	1,093,946	824,230
Law, Order & Public Safety	1,543,091	1,830,490	545,894	433,084
Health	827,904	827,904	265,285	166,510
Education & Welfare	3,175,049	3,316,559	1,096,964	827,652
Housing	2,250,710	2,250,710	738,856	836,243
Community Amenities	7,835,991	8,367,360	2,500,416	2,135,150
Recreation & Culture	15,996,005	16,121,005	5,139,726	4,851,459
Transport	28,853,507	32,754,242	11,837,540	9,731,792
Economic Services	3,712,648	3,830,635	1,055,019	997,428
Other Property & Services	2,198,539	2,283,539	887,480	554,023
	70,539,966	76,121,317	25,340,950	21,434,659
Non-cash amounts excluded from operating activities	16,755,434	16,189,943	5,436,666	5,388,869
Amount attributable to operating activities:	20,606,504	24,850,033	30,600,471	29,013,564
INVESTING ACTIVITIES				
Infloes from investing activities				
Capital grants, subsidies and contributions	5,288,298	5,051,137	1,262,784	1,037,108
General Purpose Funding		0	0	0
Governance		0	0	0
Law, Order & Public Safety		22,626	5,656	9,495
Health		0	0	0
Education & Welfare		0	0	0
Housing		0	0	0
Community Amenities		167,368	41,842	167,614
Recreation & Culture		0	0	0
Transport		4,861,143	1,215,286	860,000
Economic Services		0	0	0
Other Property & Services		0	0	0
Proceeds from disposal of assets	481,000	616,893	120,000	21,508
General Purpose Funding		0	0	0
Governance		170,000	0	0
Law, Order & Public Safety		156,893	20,000	0
Health		0	0	0
Education & Welfare		105,000	35,000	0
Housing		0	0	0
Community Amenities		100,000	20,000	19,955
Recreation & Culture		0	0	0
Transport		0	0	1,553
Economic Services		0	0	0
Other Property & Services		85,000	45,000	0
Proceeds from financial assets at amortised cost - self supporting loans				
Distributions from investments in associate	5,769,298	5,668,030	1,382,784	1,058,616
Outflows from investing activities				
Less: CAPITAL WORKS PROGRAMME				
General Purpose Funding	0	0	0	0
Governance	90,000	562,404	237,575	353,460
Law, Order & Public Safety	35,994	229,233	32,237	110,426
Health	0	0	0	0
Education & Welfare	0	220,000	55,000	313
Housing	1,520,500	1,520,500	425,875	72,012
Community Amenities	1,147,000	1,863,656	644,979	441,246
Recreation & Culture	3,819,118	6,948,007	1,860,759	1,020,147
Transport	9,139,388	17,194,570	5,581,944	4,067,376
Economic Services	190,000	518,084	190,000	9,080
Other Property & Services	0	0	0	0
	15,942,000	29,056,454	9,028,369	6,074,061
Non-cash amounts excluded from investing activities	0	0	0	0
Amount attributable to investing activities:	(10,172,702)	(23,388,424)	(7,645,585)	(5,015,445)
FINANCING ACTIVITIES				
Infloes from financing activities				
Proceeds from borrowings	630,000	630,000	0	0
Transfers from reserve accounts	325,000	4,325,000	0	0
	955,000	4,955,000	0	0
Outflows from financing activities				
Repayment of borrowings	3,417,822	3,417,823	1,586,806	16,524
Transfers to reserve accounts	7,970,981	7,970,981	0	0
	11,388,803	11,388,804	1,586,806	16,524
Amount attributable to financing activities:	(10,433,803)	(6,433,804)	(1,586,806)	(16,524)
MOVEMENT IN SURPLUS OR DEFICIT				
Amount attributable to operating activities	20,606,504	24,850,033	30,600,471	29,013,564
Amount attributable to investing activities	(10,172,702)	(23,388,424)	(7,645,585)	(5,015,445)
Amount attributable to financing activities	(10,433,803)	(6,433,804)	(1,586,806)	(16,524)
Surplus or deficit after imposition of general rates	(0)	(4,972,195)	21,368,080	23,981,595

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

Adjusted Net Current Assets	<u>YTD Actuals</u> \$	ADJUSTED NET CURRENT
Current Assets		
Cash and cash equivalents		
Cash at bank and on hand	25,439,316	
Short-term term deposits	78,779,159	
Bank overdraft	0	
Total Cash and cash equivalents	104,218,475	
Trade and other receivables		
Rates and statutory receivables	12,428,809	
Trade receivables	1,930,775	
Other receivables	634,118	
Total Trade and other receivables	14,993,703	
Inventories		
Fuel and materials	(5,419)	
Baskets	17,973	
Total Inventories	12,554	
Other assets		
Prepayments	102,228	
Accrued income	1,563,954	
Total Other Assets	1,666,182	
Total Current Assets	<u>120,890,914</u>	
Current Liabilities		
Trade and other payables		
Sundry creditors	3,874,857	
Prepaid rates	126,052	
Bonds and deposits held	2,220,105	
Accrued salaries and wages	0	
Other accruals	776,667	
Accrued interest on long term borrowings	0	
Total Trade and other payables	<u>6,997,681</u>	
Other Liabilities		
Capital grant/contributions liabilities	849,409	
Other Liabilities	849,409	
Total Current Liabilities	<u><u>7,847,090</u></u>	

Item 12.2.1 Appendix 2

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

NOTE 2

For The Period Ending 31 October 2023

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 2022/23 year is \$20,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
VARIANCE BY FUNCTION & ACTIVITY					
Revenue from operating activities					
General Purpose Funding - Other	813,826	2.5%	▲	Permanent	Increased land valuations prior to rates modelling estimates
Governance	(620,421)	-95.7%	▼	Timing	LRCIP Phase 1, 2 & 3 Claims Outstanding
Law, Order & Public Safety	(70,526)	-30.9%	▼	Timing	Plant disposal to occur
Health	3,078	15.1%			
Education and Welfare	(49,779)	-76.8%	▼	Timing	RYDE Grant acquittal
Housing	(7,839)	-6.0%			
Community Amenities	(2,962,864)	-46.8%	▼	Timing	CDS & Liquid Waste Revenue Down
Recreation and Culture	35,439	2.5%	▲	Timing	Reserve Interest still to be allocated; grant funding still to occur - to be considered at budget review
Transport	(2,206,010)	-28.9%	▼	Timing	Grant funding for RRG still to be received, FAGs Road Contribution reduced due to prepayment in 2022/2023; MB Airport Revenue to commence - to be considered at budget review
Economic Services	106,871	28.2%	▲	Timing	Increase in Caravan Park & Building Fees - to be considered at Budget Review
Other Property and Services	(261,500)	-72.1%	▼	Timing	DRFAWA Claims not yet submitted - to be considered at budget review
Expenditure from operating activities					
General Purpose Funding	(102,735)	-57.1%	▲	Timing	Rates Bad Debts not yet used. There will be a report [resented to council on the status of all Rates Debtor Accounts
Governance	(269,716)	-24.7%	▲	Timing	
Law, Order and Public Safety	(96,648)	-18.6%	▲	Timing	Non-cash internal allocations to be applied, after hours surveillance & monitoring costs yet to be incurred
Health	(98,775)	-37.2%	▲	Timing	Salaries & wages under budget - to be considered at budget review
Education and Welfare	(234,312)	-22.1%	▲	Timing	Salaries & wages under budget - to be considered at budget review
Housing	97,387	13.2%	▼	Timing	Increase in housing maintenance expenditure
Community Amenities	(490,993)	-20.1%	▲	Timing	Waste Contract & Consultant fees under budget, Pollution Liability Insurance under - to be considered at budget review
Recreation and Culture	(288,267)	-5.6%	▲	Timing	Non-cash internal allocations to be applied, EPAC insurance under, recreation salaries & wages under - to be considered at budget review
Transport	(1,752,015)	-16.5%	▲	Timing	Non-cash internal allocations to be applied, Marble Bar Airport operational costs to incur, Newman Airport safety & security costs down - to be considered at budget review
Economic Services	(57,591)	-5.5%	▲	Timing	Cape K Coastal Mgmt Plan to occur
Other Property and Services	(288,457)	-34.2%	▲	Timing	Salaries & wages under budget - to be considered at budget review

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

NOTE 2

For The Period Ending 31 October 2023

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 2022/23 year is \$20,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
VARIANCE BY FUNCTION & ACTIVITY	\$	%			
VARIANCE BY NATURE & TYPE					
<u>Operating Revenue</u>					
Rates	1,199,190	3.8%	▲	Timing	Increased land valuations prior to rates modelling estimates
Grants And Subsidies	(2,148,336)	-65.5%	▼	Timing	LRCIP, RTR & RRG claims to be received
Gain On Asset Disposals	(218,742)	-91.0%	▼	Timing	Plant disposals budgeted not yet enacted
Fees and Charges	(3,384,294)	-26.0%	▼	Permanent	Lower Newman Tip & Liquid Waste Fees than budgeted - to be considered at budget review
Interest	(525,486)	-71.5%	▼	Timing	Interest not yet accrued
Other Revenue/Income	(136,601)	-34.0%	▼	Timing	March 2023 Flood & Cyclone Ilsa April 2023 Claims Pending

Item 12.2.1 Appendix 2

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

NOTE 2

For The Period Ending 31 October 2023

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 2022/23 year is \$20,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
VARIANCE BY FUNCTION & ACTIVITY	\$	%			
Operating Expenditure					
Employee Costs	(1,091,924)	-15.8%	▲	Permanent	Lower FTE Contractor costs across Newman & Marble Bar
Materials And Contracts	(1,813,959)	-20.9%	▲	Timing	Airports (Security & General) - to be considered at budget review
Depreciation On Non Current Assets	(166,683)	-3.0%	▲	Timing	Depreciation estimated until sign off by OAG
Insurance Expenses	102,383	6.5%	▼	Permanent	Increase in insurance costs
Interest Expenses	(212,820)	-71.5%	▲	Timing	Budget timing requires review
Utilities (Gas, Electricity, Water Etc)	(91,961)	-16.2%	▲	Timing	Budget timing requires review
Other Expenditure	(308,523)	-66.0%	▲	Timing	Budget timing requires review

Item 12.2.1 Appendix 2



Shire of EAST
Pilbara
AUSTRALIA'S LARGEST SHIRE

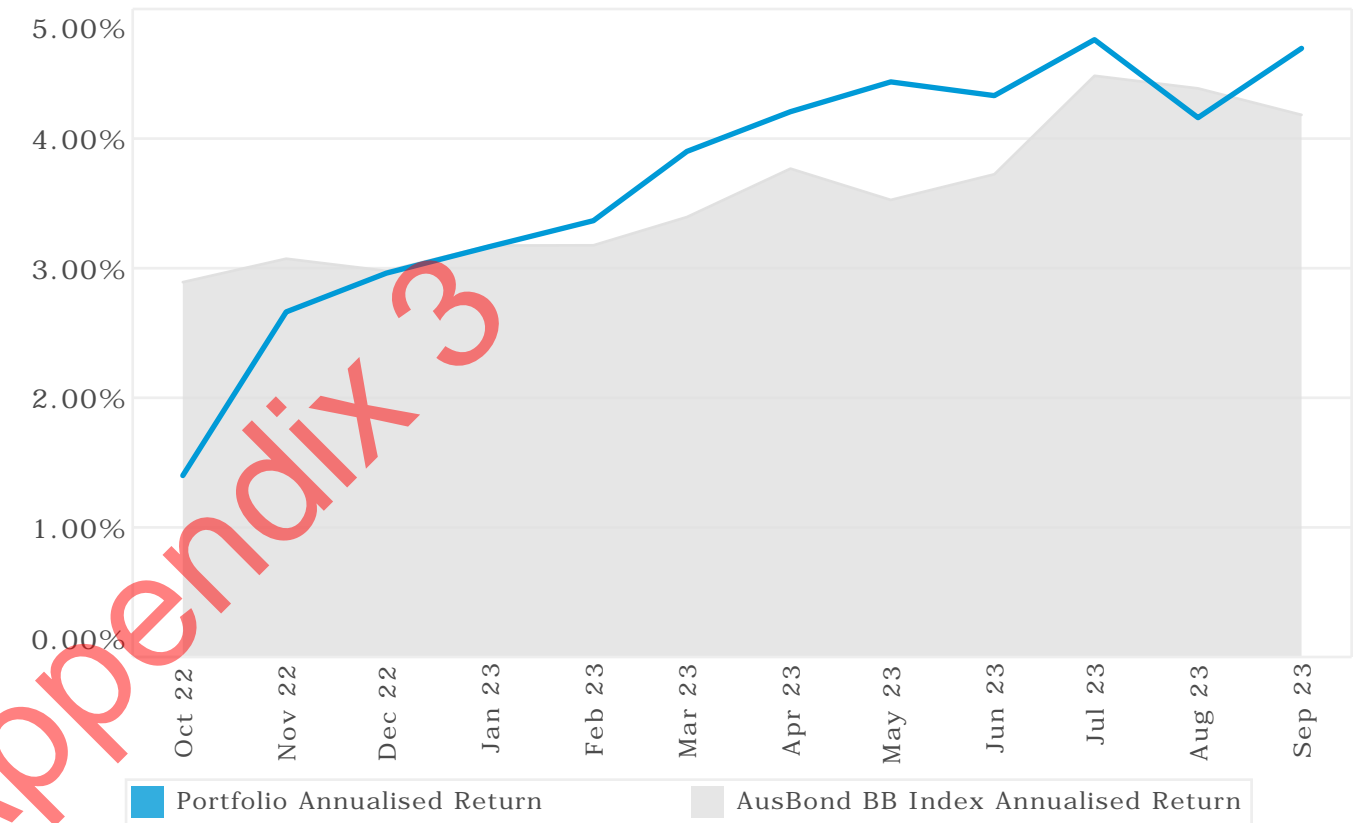
Investment Summary Report
September 2023

Item 122. Appendix 3

Investment Holdings

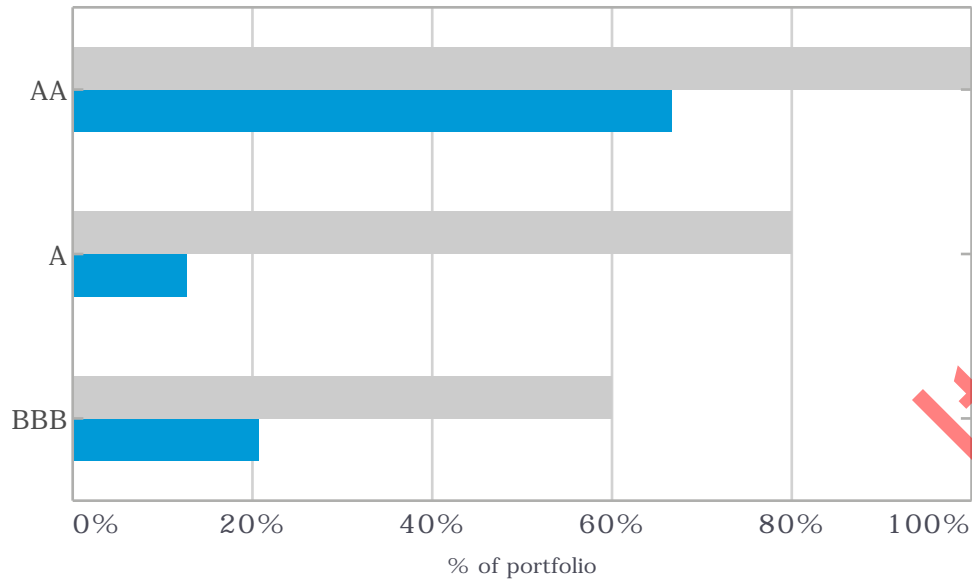
	Face Value (\$)	Current Value (\$)	Current Yield (%)
Cash	5,503,470	5,503,470	0.0042
Term Deposit	101,000,000	102,687,406	5.0730
	106,503,470	108,190,877	4.8111

Investment Performance

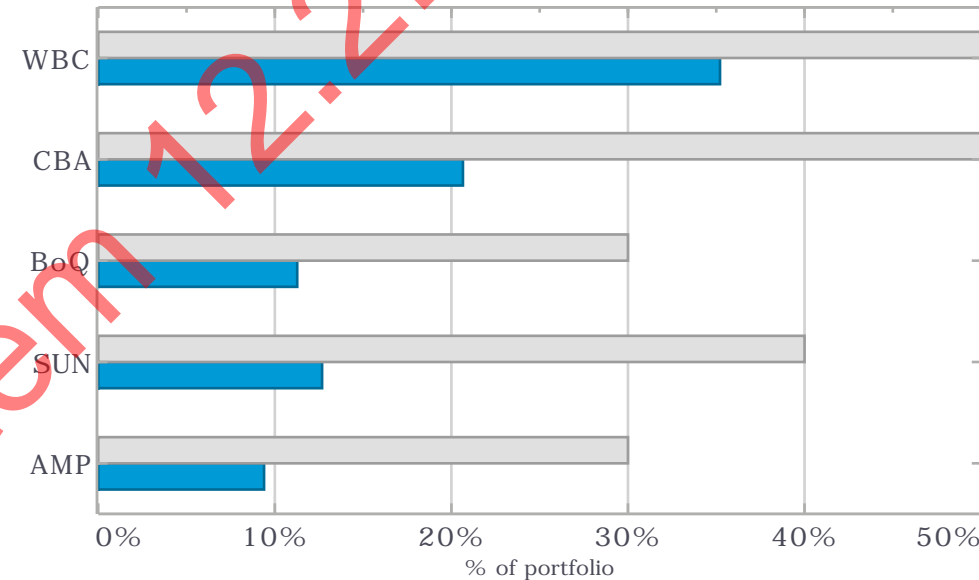


Investment Policy Compliance

Total Credit Exposure



Individual Institutional Exposures



Term to Maturities

	Face Value (\$)	Policy Max
Between 0 and 1 years	101,503,470	95% 100% a
Between 1 and 3 years	5,000,000	5% 60% a
	106,503,470	

g Portfolio Exposure g Investment Policy Limit

Shire of East Pilbara

Investment Holdings Report - September 2023



Cash Accounts

Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Current Value (\$)	Deal No.	Reference
8,559.40	2.6762%	Macquarie Bank	A+	8,559.40	541691	Accelerator
5,494,911.02	0.0000%	Bankwest	AA-	5,494,911.02	541653	
5,503,470.42	0.0042%			5,503,470.42		

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
20-Oct-23	2,500,000.00	4.6200%	Suncorp Bank	A+	2,500,000.00	20-Apr-23	2,551,895.89	544025	51,895.89	At Maturity	
26-Oct-23	2,500,000.00	4.6500%	Westpac Group	AA-	2,500,000.00	26-Apr-23	2,550,321.92	544063	50,321.92	At Maturity	
4-Nov-23	5,000,000.00	4.7200%	Westpac Group	AA-	5,000,000.00	4-Nov-22	5,214,016.44	543568	214,016.44	At Maturity	
7-Nov-23	5,000,000.00	4.8000%	AMP Bank	BBB	5,000,000.00	7-Nov-22	5,215,671.23	543521	215,671.23	At Maturity	
8-Nov-23	2,500,000.00	4.7000%	Westpac Group	AA-	2,500,000.00	8-Nov-22	2,605,267.12	543569	105,267.12	At Maturity	
14-Nov-23	3,000,000.00	4.7800%	Suncorp Bank	A+	3,000,000.00	10-May-23	3,056,574.25	544087	56,574.25	At Maturity	
26-Nov-23	2,500,000.00	4.6600%	Westpac Group	AA-	2,500,000.00	26-Apr-23	2,550,430.14	544064	50,430.14	At Maturity	
12-Dec-23	2,500,000.00	4.4000%	Commonwealth Bank of Australia	AA-	2,500,000.00	12-Dec-22	2,588,301.37	543646	88,301.37	At Maturity	
12-Dec-23	3,000,000.00	4.5500%	Suncorp Bank	A+	3,000,000.00	12-Apr-23	3,064,323.29	544018	64,323.29	At Maturity	
16-Jan-24	2,500,000.00	4.7500%	National Australia Bank	AA-	2,500,000.00	12-May-23	2,546,198.63	544096	46,198.63	At Maturity	
13-Feb-24	1,500,000.00	5.0100%	Commonwealth Bank of Australia	AA-	1,500,000.00	13-Feb-23	1,547,354.79	543823	47,354.79	At Maturity	
13-Feb-24	3,000,000.00	5.3900%	Commonwealth Bank of Australia	AA-	3,000,000.00	10-Aug-23	3,023,036.71	544378	23,036.71	At Maturity	
22-Feb-24	5,000,000.00	5.2200%	Westpac Group	AA-	5,000,000.00	22-Sep-23	5,006,435.62	544552	6,435.62	At Maturity	
12-Mar-24	10,000,000.00	4.9000%	Bank of Queensland	BBB+	10,000,000.00	9-Mar-23	10,276,547.95	543919	276,547.95	At Maturity	
3-Apr-24	5,000,000.00	5.0600%	Commonwealth Bank of Australia	AA-	5,000,000.00	1-Jun-23	5,084,564.38	544144	84,564.38	At Maturity	
16-Apr-24	5,000,000.00	5.4700%	Suncorp Bank	A+	5,000,000.00	19-Jul-23	5,055,449.32	544326	55,449.32	At Maturity	
24-Apr-24	5,000,000.00	5.2700%	Westpac Group	AA-	5,000,000.00	22-Sep-23	5,006,497.26	544551	6,497.26	At Maturity	
13-May-24	4,000,000.00	4.7200%	National Australia Bank	AA-	4,000,000.00	12-May-23	4,073,450.96	544097	73,450.96	At Maturity	
4-Jun-24	1,500,000.00	5.3000%	Commonwealth Bank of Australia	AA-	1,500,000.00	7-Jun-23	1,525,265.75	544169	25,265.75	At Maturity	
12-Jun-24	2,000,000.00	5.4800%	Bank of Queensland	BBB+	2,000,000.00	15-Jun-23	2,032,429.59	544205	32,429.59	At Maturity	
3-Jul-24	5,000,000.00	5.7000%	AMP Bank	BBB	5,000,000.00	4-Jul-23	5,069,493.15	544289	69,493.15	At Maturity	

Shire of East Pilbara

Investment Holdings Report - September 2023



Maturity Date	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
17-Jul-24	5,000,000.00	5.3300%	Westpac Group	AA-	5,000,000.00	22-Sep-23	5,006,571.23	544553	6,571.23	At Maturity	
30-Jul-24	5,000,000.00	5.3300%	Westpac Group	AA-	5,000,000.00	22-Sep-23	5,006,571.23	544554	6,571.23	At Maturity	
20-Aug-24	3,000,000.00	5.4700%	Commonwealth Bank of Australia	AA-	3,000,000.00	23-Aug-23	3,017,533.97	544411	17,533.97	At Maturity	
22-Sep-24	5,000,000.00	5.3600%	Westpac Group	AA-	5,000,000.00	22-Sep-23	5,006,608.22	544555	6,608.22	At Maturity	
1-Oct-24	5,000,000.00	5.3500%	National Australia Bank	AA-	5,000,000.00	22-Sep-23	5,006,595.89	544530	6,595.89	Annually	
	101,000,000.00	5.0730%			101,000,000.00		102,687,406.30		1,687,406.30		

Item 12.2.1 Appendix 3

Shire of East Pilbara

Accrued Interest Report - September 2023



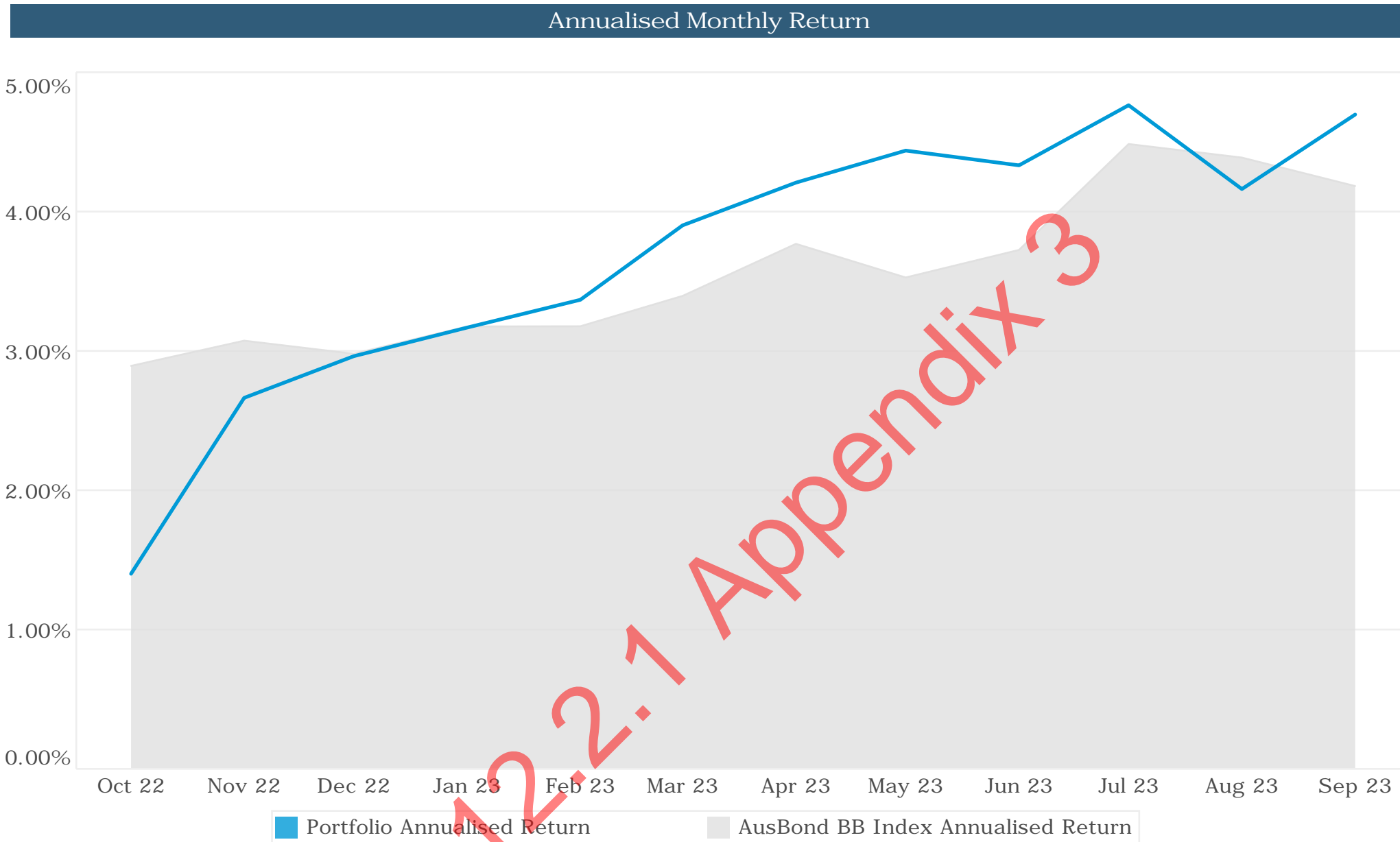
Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Yield Accrued (\$)	Interest Yield (% pa)
Cash									
Bankwest	541653					0.00	0	0.00	0.00%
Macquarie Bank	541691					18.56	0	18.56	2.68%
						18.56		18.56	0.00%
Term Deposits									
Suncorp Bank	544200		3,000,000.00	14-Jun-23	20-Sep-23	40,596.16	19	7,870.68	5.04%
Suncorp Bank	544025		2,500,000.00	20-Apr-23	20-Oct-23	0.00	30	9,493.15	4.62%
Westpac Group	544063		2,500,000.00	26-Apr-23	26-Oct-23	0.00	30	9,554.80	4.65%
AMP Bank	543521		5,000,000.00	7-Nov-22	7-Nov-23	0.00	30	19,726.02	4.80%
Suncorp Bank	544087		3,000,000.00	10-May-23	14-Nov-23	0.00	30	11,786.30	4.78%
Westpac Group	543568		5,000,000.00	4-Nov-22	4-Nov-23	0.00	30	19,397.26	4.72%
Westpac Group	543569		2,500,000.00	8-Nov-22	8-Nov-23	0.00	30	9,657.53	4.70%
Westpac Group	544064		2,500,000.00	26-Apr-23	26-Nov-23	0.00	30	9,575.35	4.66%
Commonwealth Bank of Australia	543646		2,500,000.00	12-Dec-22	12-Dec-23	0.00	30	9,041.10	4.40%
Suncorp Bank	544018		3,000,000.00	12-Apr-23	12-Dec-23	0.00	30	11,219.18	4.55%
National Australia Bank	544096		2,500,000.00	12-May-23	16-Jan-24	0.00	30	9,760.27	4.75%
Commonwealth Bank of Australia	543823		1,500,000.00	13-Feb-23	13-Feb-24	0.00	30	6,176.71	5.01%
Commonwealth Bank of Australia	544378		3,000,000.00	10-Aug-23	13-Feb-24	0.00	30	13,290.41	5.39%
Westpac Group	544552		5,000,000.00	22-Sep-23	22-Feb-24	0.00	9	6,435.62	5.22%
Bank of Queensland	543919		10,000,000.00	9-Mar-23	12-Mar-24	0.00	30	40,273.98	4.90%
Commonwealth Bank of Australia	544144		5,000,000.00	1-Jun-23	3-Apr-24	0.00	30	20,794.52	5.06%
Suncorp Bank	544326		5,000,000.00	19-Jul-23	16-Apr-24	0.00	30	22,479.46	5.47%
Westpac Group	544551		5,000,000.00	22-Sep-23	24-Apr-24	0.00	9	6,497.26	5.27%
National Australia Bank	544097		4,000,000.00	12-May-23	13-May-24	0.00	30	15,517.81	4.72%
Bank of Queensland	544205		2,000,000.00	15-Jun-23	12-Jun-24	0.00	30	9,008.22	5.48%
Commonwealth Bank of Australia	544169		1,500,000.00	7-Jun-23	4-Jun-24	0.00	30	6,534.24	5.30%
AMP Bank	544289		5,000,000.00	4-Jul-23	3-Jul-24	0.00	30	23,424.66	5.70%

Shire of East Pilbara
Accrued Interest Report - September 2023



Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Yield Accrued (\$)	Interest Yield (% pa)
Westpac Group	544553		5,000,000.00	22-Sep-23	17-Jul-24	0.00	9	6,571.23	5.33%
Westpac Group	544554		5,000,000.00	22-Sep-23	30-Jul-24	0.00	9	6,571.23	5.33%
Commonwealth Bank of Australia	544411		3,000,000.00	23-Aug-23	20-Aug-24	0.00	30	13,487.67	5.47%
Westpac Group	544555		5,000,000.00	22-Sep-23	22-Sep-24	0.00	9	6,608.22	5.36%
National Australia Bank	544530		5,000,000.00	22-Sep-23	1-Oct-24	0.00	9	6,595.89	5.35%
						40,596.16		337,348.77	5.01%
<u>Grand Totals</u>						<u>40,614.72</u>		<u>337,367.33</u>	<u>4.70%</u>

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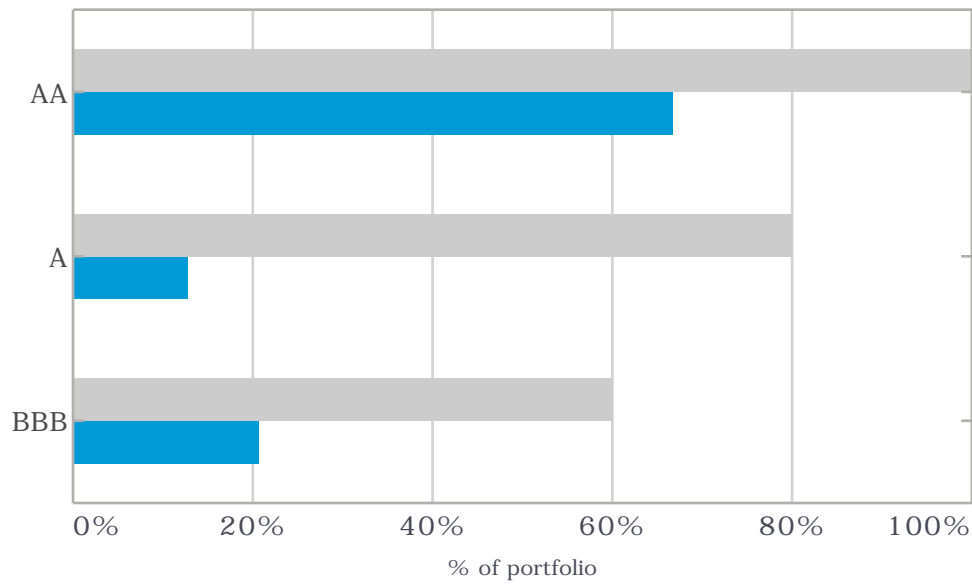
Historical Performance Summary (% pa)			
	Portfolio	Annualised BB Index	Outperformance
Sep 2023	4.70%	4.18%	0.52%
Last 3 months	4.54%	4.35%	0.19%
Last 6 months	4.43%	4.01%	0.42%
Financial Year to Date	4.54%	4.35%	0.19%
Last 12 months	3.67%	3.56%	0.11%

Shire of East Pilbara

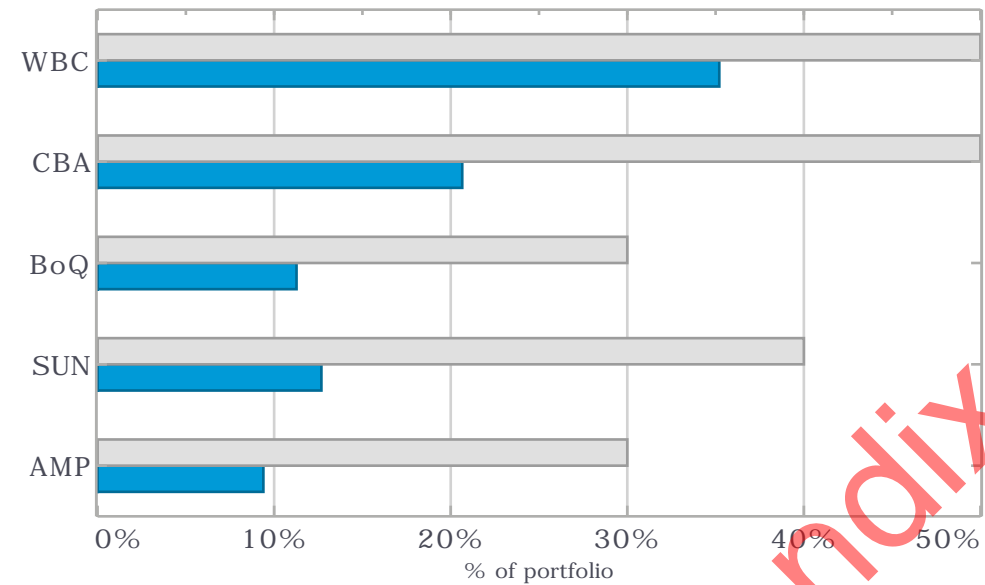
Investment Policy Compliance Report - September 2023



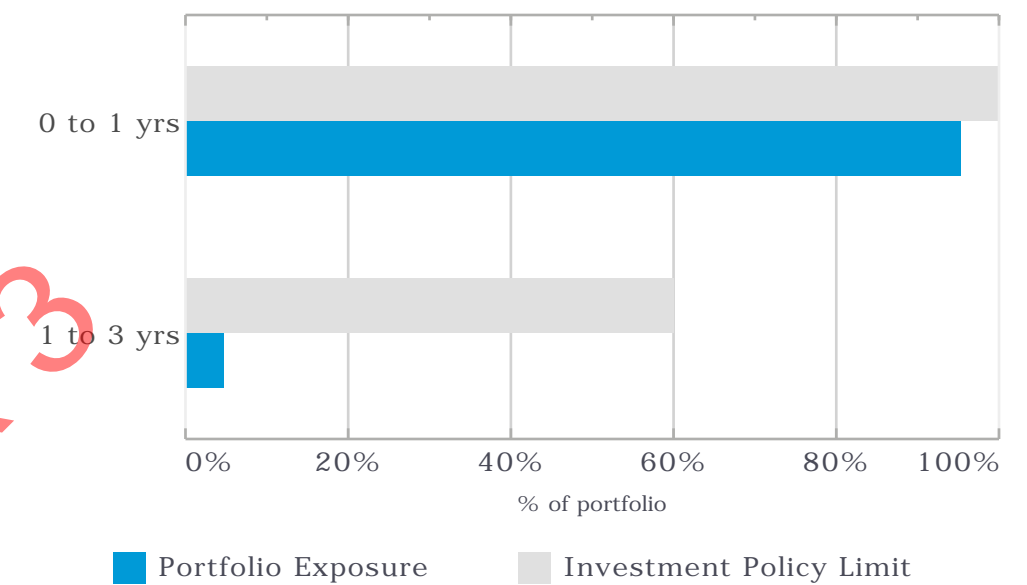
Total Credit Exposure



Individual Institutional Exposures



Term to Maturities



Credit Rating Group	Face Value (\$)	Policy Max
AA	70,994,911	100%
A	13,508,559	80%
BBB	22,000,000	60%
	106,503,470	

Institution	% of portfolio	Investment Policy Limit
Westpac Group (AA-)	35%	50%
Commonwealth Bank of Australia (AA-)	21%	50%
Bank of Queensland (BBB+)	11%	30%
Suncorp Bank (A+)	13%	40%
AMP Bank (BBB)	9%	30%
National Australia Bank (AA-)	11%	50%

	Face Value (\$)	Policy Max
Between 0 and 1 years	101,503,470	95% 100%
Between 1 and 3 years	5,000,000	5% 60%
	106,503,470	

a = compliant
r = non-compliant

Item 12.2.1 Appendix 3

Shire of East Pilbara

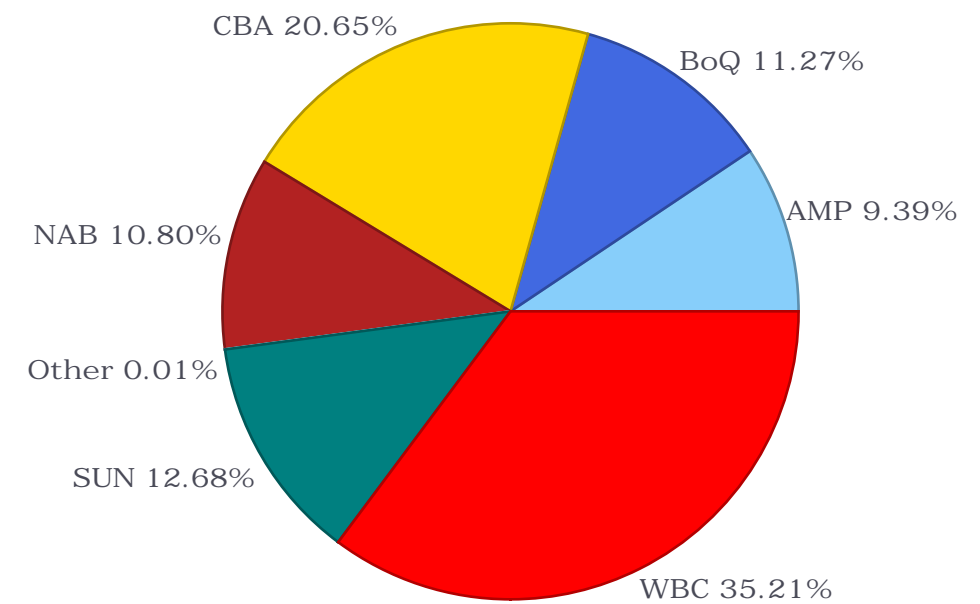
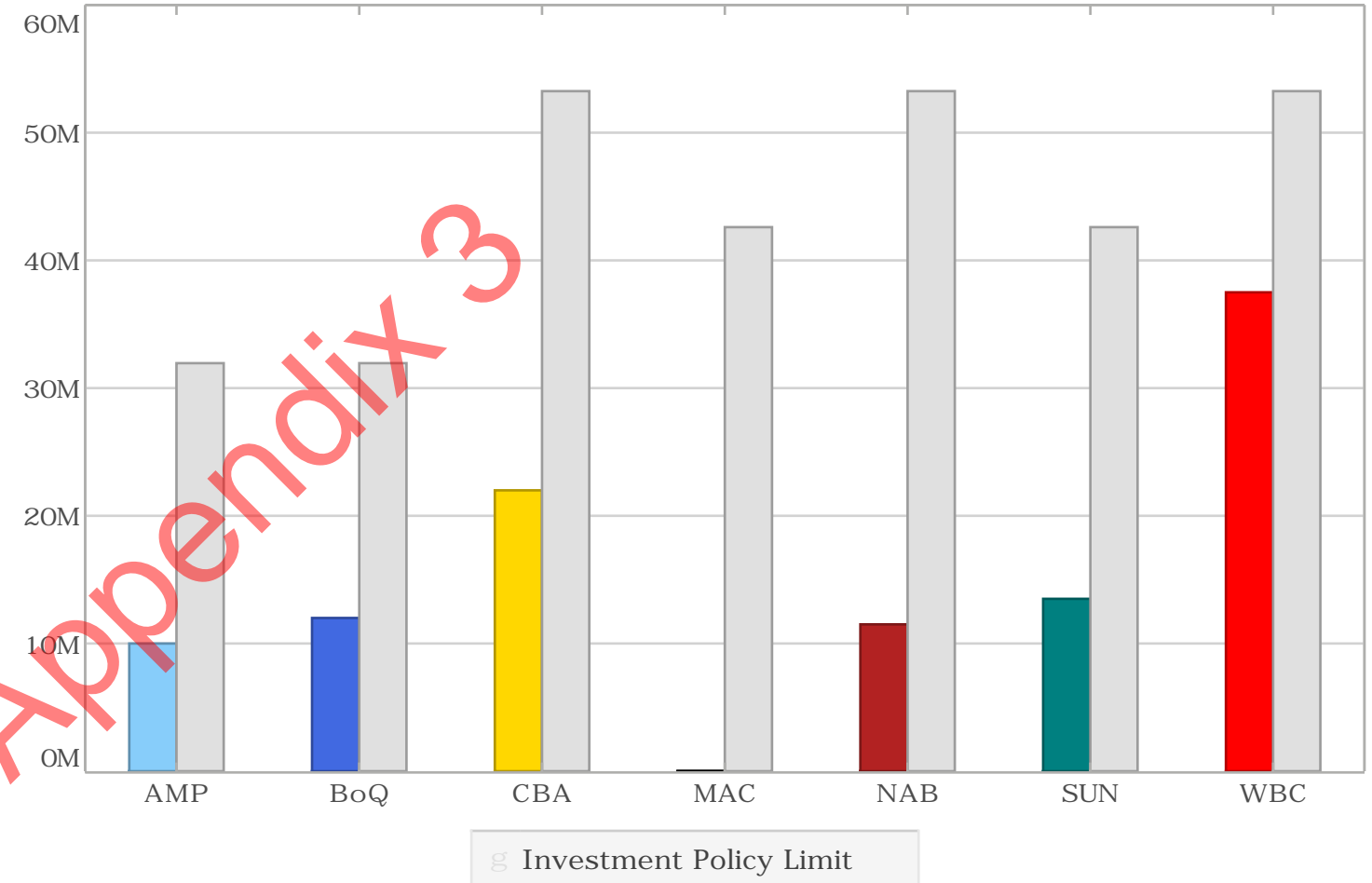
Individual Institutional Exposures Report - September 2023



Individual Institutional Exposures

	Current Exposures		Policy Limit		Capacity
AMP Bank (BBB)	10,000,000	9%	31,951,041	30%	21,951,041
Bank of Queensland (BBB+)	12,000,000	11%	31,951,041	30%	19,951,041
Commonwealth Bank of Australia (AA-)	21,994,911	21%	53,251,735	50%	31,256,824
Macquarie Bank (A+)	8,559	0%	42,601,388	40%	42,592,829
National Australia Bank (AA-)	11,500,000	11%	53,251,735	50%	41,751,735
Suncorp Bank (A+)	13,500,000	13%	42,601,388	40%	29,101,388
Westpac Group (AA-)	37,500,000	35%	53,251,735	50%	15,751,735
	106,503,470				

Individual Institutional Exposure Charts



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Shire of East Pilbara

Cashflows Report - September 2023



Actual Cashflows for September 2023

Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
20-Sep-23	544200	Suncorp Bank	Term Deposit	Maturity: Face Value	3,000,000.00
		Suncorp Bank	Term Deposit	Maturity: Interest Received/Paid	40,596.16
<u>Deal Total</u>					<u>3,040,596.16</u>
<u>Day Total</u>					<u>3,040,596.16</u>
22-Sep-23	544530	National Australia Bank	Term Deposit	Settlement: Face Value	-5,000,000.00
<u>Deal Total</u>					<u>-5,000,000.00</u>
22-Sep-23	544551	Westpac Group	Term Deposit	Settlement: Face Value	-5,000,000.00
<u>Deal Total</u>					<u>-5,000,000.00</u>
22-Sep-23	544552	Westpac Group	Term Deposit	Settlement: Face Value	-5,000,000.00
<u>Deal Total</u>					<u>-5,000,000.00</u>
22-Sep-23	544553	Westpac Group	Term Deposit	Settlement: Face Value	-5,000,000.00
<u>Deal Total</u>					<u>-5,000,000.00</u>
22-Sep-23	544554	Westpac Group	Term Deposit	Settlement: Face Value	-5,000,000.00
<u>Deal Total</u>					<u>-5,000,000.00</u>
22-Sep-23	544555	Westpac Group	Term Deposit	Settlement: Face Value	-5,000,000.00
<u>Deal Total</u>					<u>-5,000,000.00</u>
<u>Day Total</u>					<u>-30,000,000.00</u>
<u>Total for Month</u>					<u>-26,959,403.84</u>

Forecast Cashflows for October 2023

Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
20-Oct-23	544025	Suncorp Bank	Term Deposit	Maturity: Face Value	2,500,000.00
		Suncorp Bank	Term Deposit	Maturity: Interest Received/Paid	57,908.22
<u>Deal Total</u>					<u>2,557,908.22</u>
<u>Day Total</u>					<u>2,557,908.22</u>
26-Oct-23	544063	Westpac Group	Term Deposit	Maturity: Face Value	2,500,000.00

Shire of East Pilbara

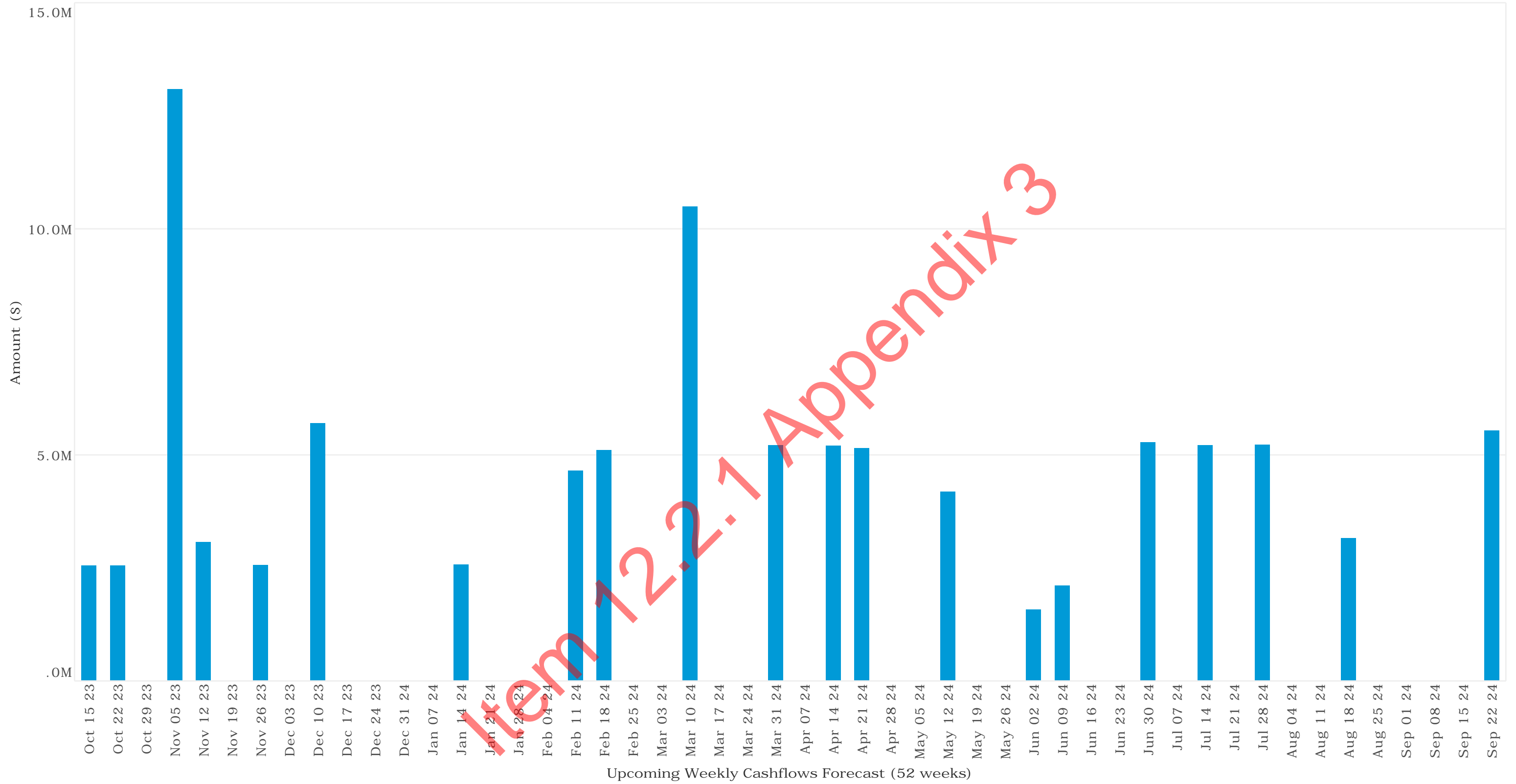
Cashflows Report - September 2023



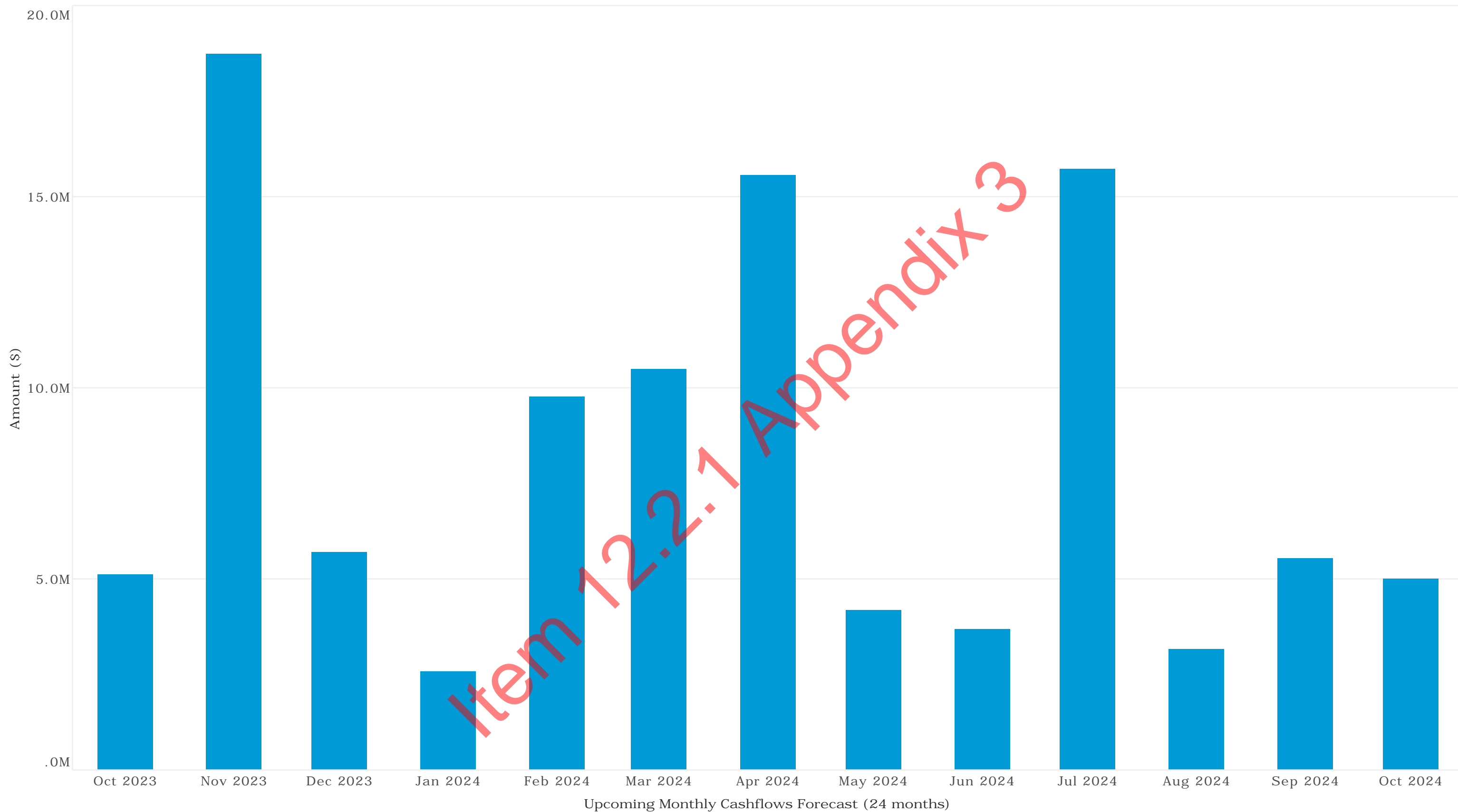
Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
26-Oct-23	544063	Westpac Group	Term Deposit	Maturity: Interest Received/Paid	58,284.25
				<u>Deal Total</u>	<u>2,558,284.25</u>
				Day Total	2,558,284.25
				<u>Total for Month</u>	<u>5,116,192.46</u>

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Shire of East Pilbara Cashflows Report - September 2023



Shire of East Pilbara Cashflows Report - September 2023





Shire of EAST
Pilbara
AUSTRALIA'S LARGEST SHIRE

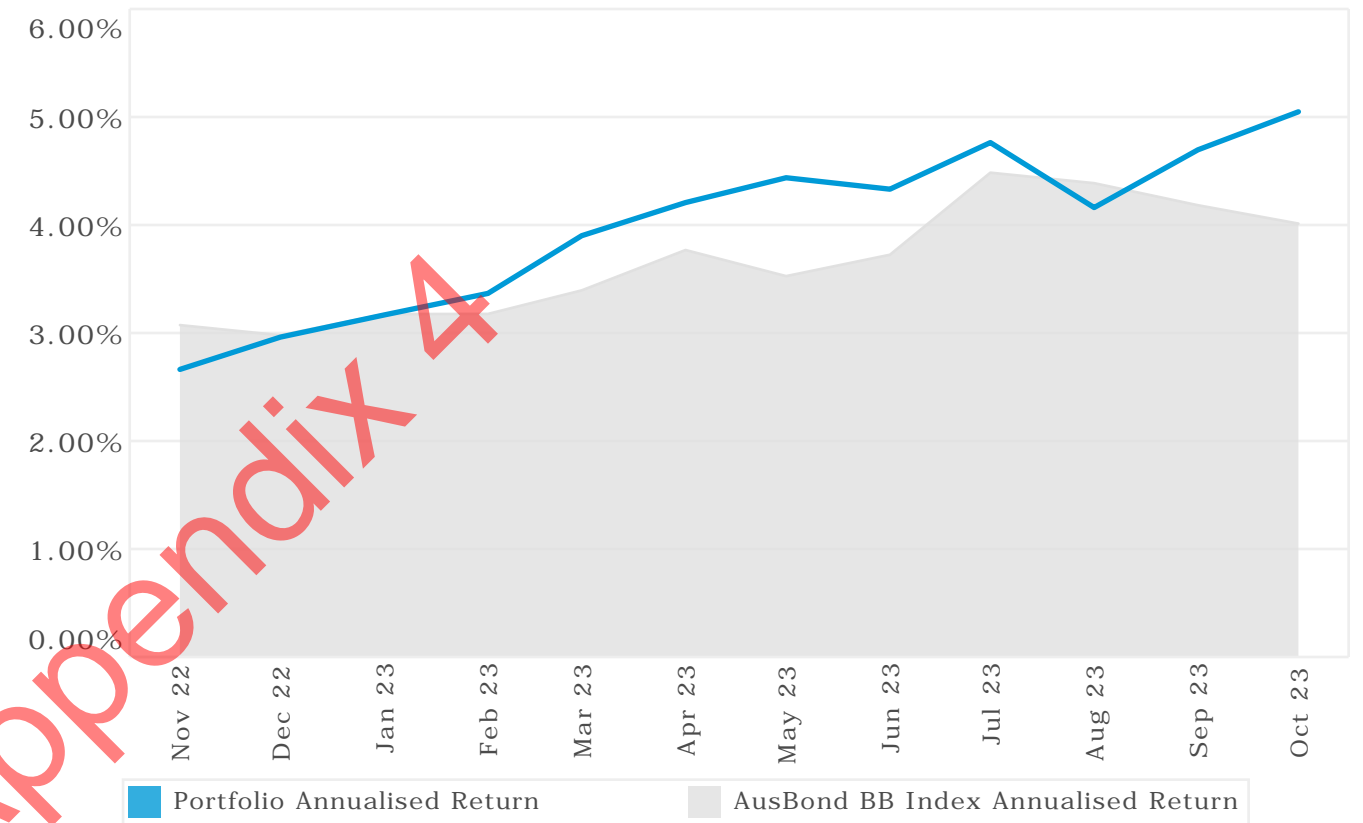
Investment Summary Report
October 2023

Item 122. Appendix 4

Investment Holdings

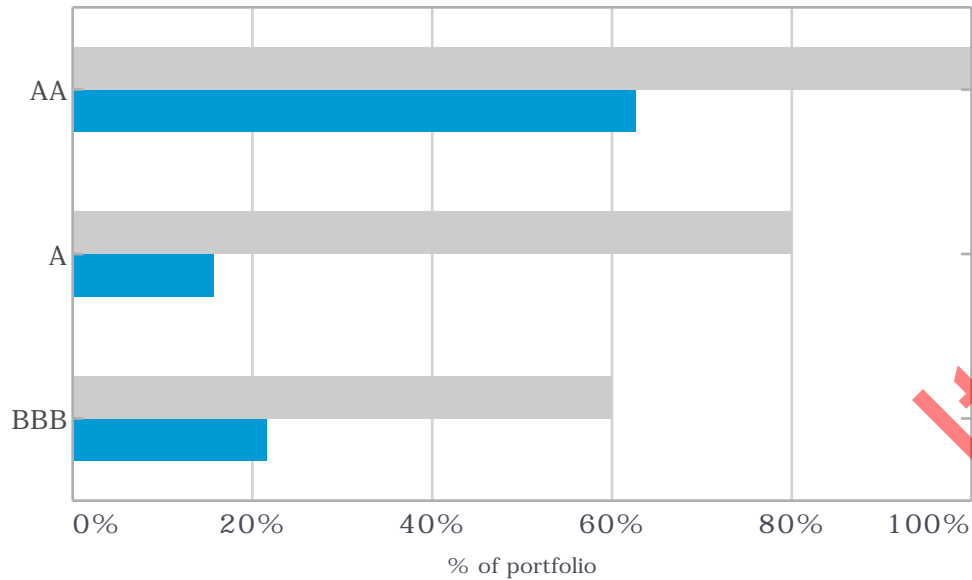
	Face Value (\$)	Current Value (\$)	Current Yield (%)
Cash	653,193	653,193	0.0375
Term Deposit	101,000,000	103,005,302	5.1059
	101,653,193	103,658,495	5.0734

Investment Performance

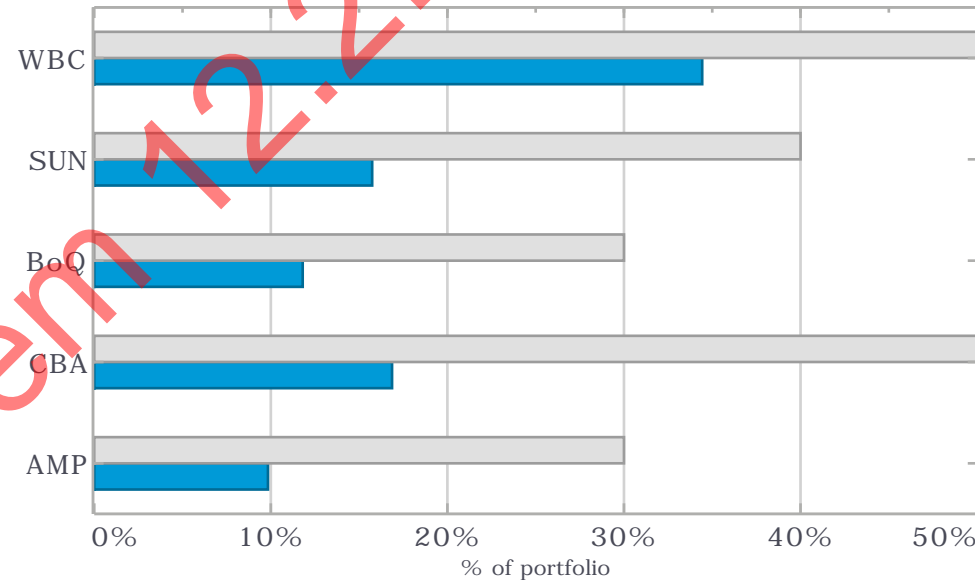


Investment Policy Compliance

Total Credit Exposure



Individual Institutional Exposures



Term to Maturities

	Face Value (\$)	Policy Max
Between 0 and 1 years	101,653,193	100% a
	101,653,193	

g Portfolio Exposure g Investment Policy Limit

Shire of East Pilbara

Investment Holdings Report - October 2023



Cash Accounts

Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Current Value (\$)	Deal No.	Reference
8,579.88	2.8538%	Macquarie Bank	A+	8,579.88	541691	Accelerator
644,612.97	0.0000%	Bankwest	AA-	644,612.97	541653	
653,192.85	0.0375%			653,192.85		

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
4-Nov-23	5,000,000.00	4.7200%	Westpac Group	AA-	5,000,000.00	4-Nov-22	5,234,060.27	543568	234,060.27	At Maturity	
7-Nov-23	5,000,000.00	4.8000%	AMP Bank	BBB	5,000,000.00	7-Nov-22	5,236,054.79	543521	236,054.79	At Maturity	
8-Nov-23	2,500,000.00	4.7000%	Westpac Group	AA-	2,500,000.00	8-Nov-22	2,615,246.58	543569	115,246.58	At Maturity	
14-Nov-23	3,000,000.00	4.7800%	Suncorp Bank	A+	3,000,000.00	10-May-23	3,068,753.42	544087	68,753.42	At Maturity	
26-Nov-23	2,500,000.00	4.6600%	Westpac Group	AA-	2,500,000.00	26-Apr-23	2,560,324.66	544064	60,324.66	At Maturity	
12-Dec-23	2,500,000.00	4.4000%	Commonwealth Bank of Australia	AA-	2,500,000.00	12-Dec-22	2,597,643.84	543646	97,643.84	At Maturity	
12-Dec-23	3,000,000.00	4.5500%	Suncorp Bank	A+	3,000,000.00	12-Apr-23	3,075,916.44	544018	75,916.44	At Maturity	
16-Jan-24	2,500,000.00	4.7500%	National Australia Bank	AA-	2,500,000.00	12-May-23	2,556,284.25	544096	56,284.25	At Maturity	
13-Feb-24	1,500,000.00	5.0100%	Commonwealth Bank of Australia	AA-	1,500,000.00	13-Feb-23	1,553,737.40	543823	53,737.40	At Maturity	
13-Feb-24	3,000,000.00	5.3900%	Commonwealth Bank of Australia	AA-	3,000,000.00	10-Aug-23	3,036,770.14	544378	36,770.14	At Maturity	
22-Feb-24	5,000,000.00	5.2200%	Westpac Group	AA-	5,000,000.00	22-Sep-23	5,028,602.74	544552	28,602.74	At Maturity	
12-Mar-24	10,000,000.00	4.9000%	Bank of Queensland	BBB+	10,000,000.00	9-Mar-23	10,318,164.38	543919	318,164.38	At Maturity	
3-Apr-24	5,000,000.00	5.0600%	Commonwealth Bank of Australia	AA-	5,000,000.00	1-Jun-23	5,106,052.05	544144	106,052.05	At Maturity	
16-Apr-24	5,000,000.00	5.4700%	Suncorp Bank	A+	5,000,000.00	19-Jul-23	5,078,678.08	544326	78,678.08	At Maturity	
24-Apr-24	5,000,000.00	5.2700%	Westpac Group	AA-	5,000,000.00	22-Sep-23	5,028,876.71	544551	28,876.71	At Maturity	
30-Apr-24	2,500,000.00	5.1800%	Suncorp Bank	A+	2,500,000.00	20-Oct-23	2,504,257.53	544586	4,257.53	At Maturity	
13-May-24	4,000,000.00	4.7200%	National Australia Bank	AA-	4,000,000.00	12-May-23	4,089,486.03	544097	89,486.03	At Maturity	
28-May-24	2,500,000.00	5.4200%	Suncorp Bank	A+	2,500,000.00	31-Oct-23	2,500,371.23	544605	371.23	At Maturity	
4-Jun-24	1,500,000.00	5.3000%	Commonwealth Bank of Australia	AA-	1,500,000.00	7-Jun-23	1,532,017.81	544169	32,017.81	At Maturity	
12-Jun-24	2,000,000.00	5.4800%	Bank of Queensland	BBB+	2,000,000.00	15-Jun-23	2,041,738.08	544205	41,738.08	At Maturity	
3-Jul-24	5,000,000.00	5.7000%	AMP Bank	BBB	5,000,000.00	4-Jul-23	5,093,698.63	544289	93,698.63	At Maturity	

Shire of East Pilbara

Investment Holdings Report - October 2023



Maturity Date	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
17-Jul-24	5,000,000.00	5.3300%	Westpac Group	AA-	5,000,000.00	22-Sep-23	5,029,205.48	544553	29,205.48	At Maturity	
30-Jul-24	5,000,000.00	5.3300%	Westpac Group	AA-	5,000,000.00	22-Sep-23	5,029,205.48	544554	29,205.48	At Maturity	
20-Aug-24	3,000,000.00	5.4700%	Commonwealth Bank of Australia	AA-	3,000,000.00	23-Aug-23	3,031,471.23	544411	31,471.23	At Maturity	
22-Sep-24	5,000,000.00	5.3600%	Westpac Group	AA-	5,000,000.00	22-Sep-23	5,029,369.86	544555	29,369.86	At Maturity	
1-Oct-24	5,000,000.00	5.3500%	National Australia Bank	AA-	5,000,000.00	22-Sep-23	5,029,315.07	544530	29,315.07	Annually	
	101,000,000.00	5.1059%			101,000,000.00		103,005,302.18		2,005,302.18		

Item 12.2.1 Appendix A

Shire of East Pilbara

Accrued Interest Report - October 2023



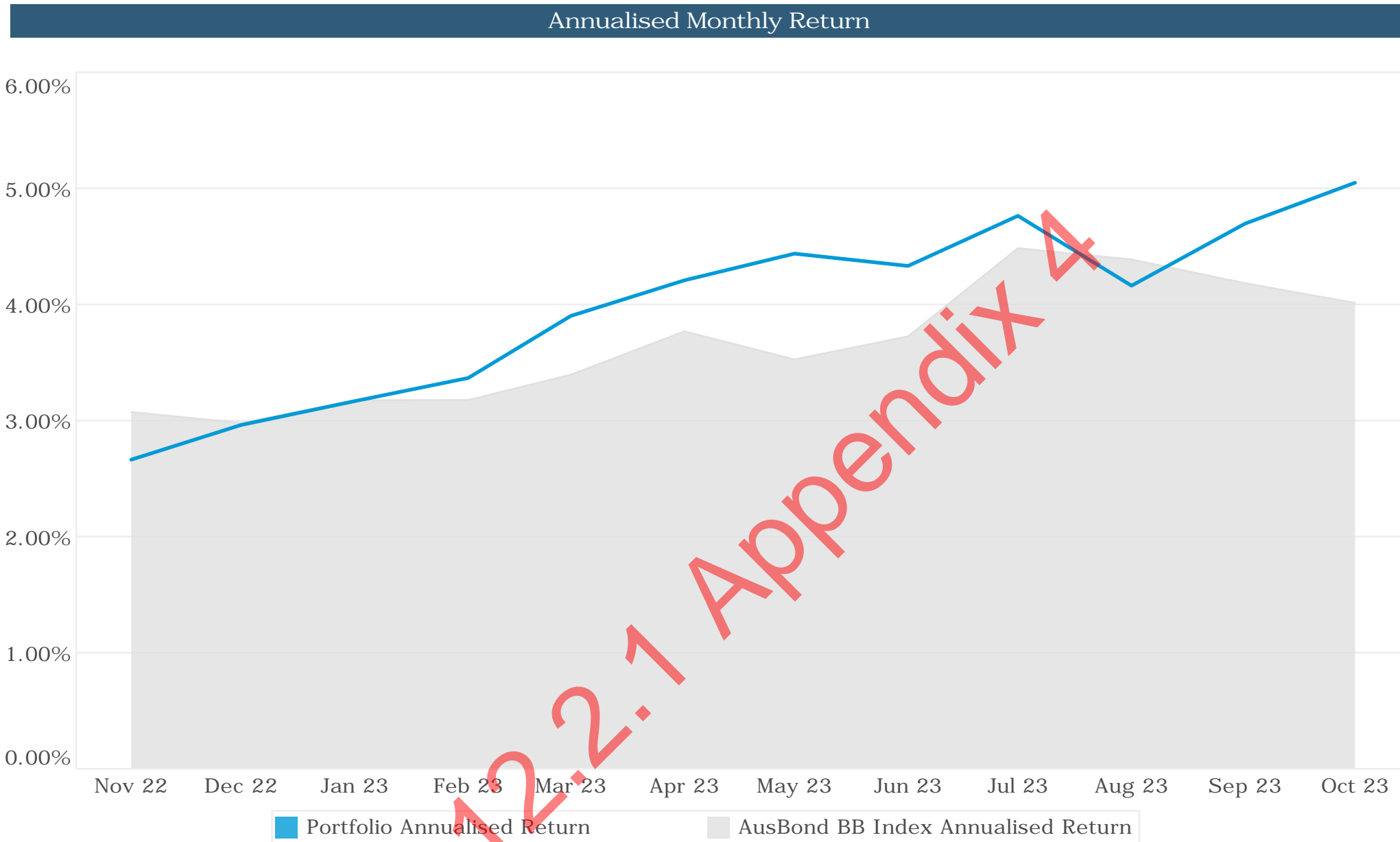
Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Yield Accrued (\$)	Interest Yield (% pa)
Cash									
Bankwest	541653					0.00	0	0.00	0.00%
Macquarie Bank	541691					20.48	0	20.48	2.85%
						20.48		20.48	0.04%
Term Deposits									
Suncorp Bank	544025		2,500,000.00	20-Apr-23	20-Oct-23	57,908.22	19	6,012.33	4.62%
Westpac Group	544063		2,500,000.00	26-Apr-23	26-Oct-23	58,284.25	25	7,962.33	4.65%
AMP Bank	543521		5,000,000.00	7-Nov-22	7-Nov-23	0.00	31	20,383.56	4.80%
Suncorp Bank	544087		3,000,000.00	10-May-23	14-Nov-23	0.00	31	12,179.17	4.78%
Westpac Group	543568		5,000,000.00	4-Nov-22	4-Nov-23	0.00	31	20,043.83	4.72%
Westpac Group	543569		2,500,000.00	8-Nov-22	8-Nov-23	0.00	31	9,979.46	4.70%
Westpac Group	544064		2,500,000.00	26-Apr-23	26-Nov-23	0.00	31	9,894.52	4.66%
Commonwealth Bank of Australia	543646		2,500,000.00	12-Dec-22	12-Dec-23	0.00	31	9,342.47	4.40%
Suncorp Bank	544018		3,000,000.00	12-Apr-23	12-Dec-23	0.00	31	11,593.15	4.55%
National Australia Bank	544096		2,500,000.00	12-May-23	16-Jan-24	0.00	31	10,085.62	4.75%
Commonwealth Bank of Australia	543823		1,500,000.00	13-Feb-23	13-Feb-24	0.00	31	6,382.61	5.01%
Commonwealth Bank of Australia	544378		3,000,000.00	10-Aug-23	13-Feb-24	0.00	31	13,733.43	5.39%
Westpac Group	544552		5,000,000.00	22-Sep-23	22-Feb-24	0.00	31	22,167.12	5.22%
Bank of Queensland	543919		10,000,000.00	9-Mar-23	12-Mar-24	0.00	31	41,616.43	4.90%
Commonwealth Bank of Australia	544144		5,000,000.00	1-Jun-23	3-Apr-24	0.00	31	21,487.67	5.06%
Suncorp Bank	544326		5,000,000.00	19-Jul-23	16-Apr-24	0.00	31	23,228.76	5.47%
Suncorp Bank	544586		2,500,000.00	20-Oct-23	30-Apr-24	0.00	12	4,257.53	5.18%
Westpac Group	544551		5,000,000.00	22-Sep-23	24-Apr-24	0.00	31	22,379.45	5.27%
National Australia Bank	544097		4,000,000.00	12-May-23	13-May-24	0.00	31	16,035.07	4.72%
Suncorp Bank	544605		2,500,000.00	31-Oct-23	28-May-24	0.00	1	371.23	5.42%
Bank of Queensland	544205		2,000,000.00	15-Jun-23	12-Jun-24	0.00	31	9,308.49	5.48%
Commonwealth Bank of Australia	544169		1,500,000.00	7-Jun-23	4-Jun-24	0.00	31	6,752.06	5.30%

Shire of East Pilbara
Accrued Interest Report - October 2023



Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Yield Accrued (\$)	Interest Yield (% pa)
AMP Bank	544289		5,000,000.00	4-Jul-23	3-Jul-24	0.00	31	24,205.48	5.70%
Westpac Group	544553		5,000,000.00	22-Sep-23	17-Jul-24	0.00	31	22,634.25	5.33%
Westpac Group	544554		5,000,000.00	22-Sep-23	30-Jul-24	0.00	31	22,634.25	5.33%
Commonwealth Bank of Australia	544411		3,000,000.00	23-Aug-23	20-Aug-24	0.00	31	13,937.26	5.47%
Westpac Group	544555		5,000,000.00	22-Sep-23	22-Sep-24	0.00	31	22,761.64	5.36%
National Australia Bank	544530		5,000,000.00	22-Sep-23	1-Oct-24	0.00	31	22,719.18	5.35%
						116,192.47		434,088.35	5.08%
<u>Grand Totals</u>						<u>116,212.95</u>		<u>434,108.83</u>	<u>5.05%</u>

Item 12.2.1 Appendix A



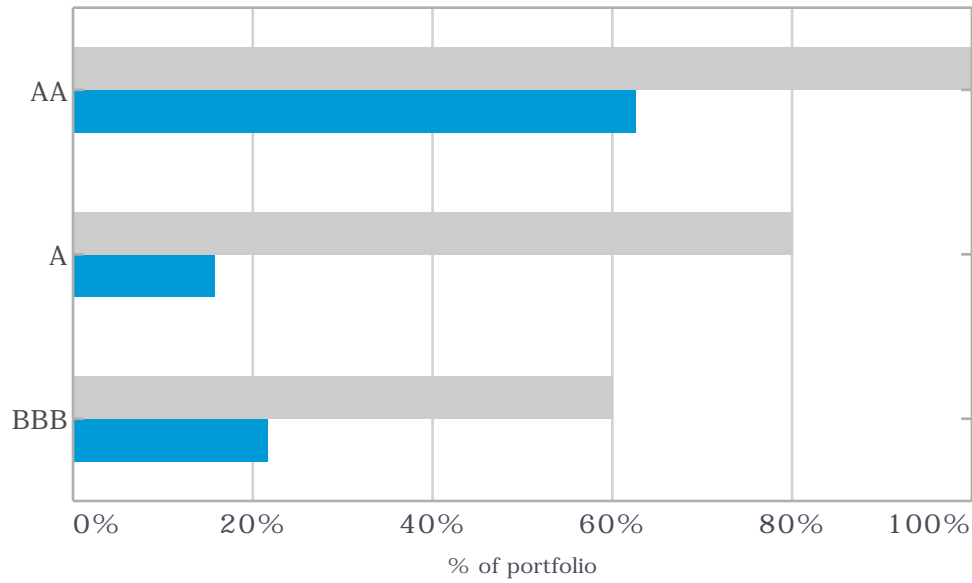
Historical Performance Summary (% pa)			
	Portfolio	Annualised BB Index	Outperformance
Oct 2023	5.05%	4.01%	1.04%
Last 3 months	4.63%	4.19%	0.44%
Last 6 months	4.57%	4.05%	0.52%
Financial Year to Date	4.67%	4.27%	0.40%
Last 12 months	3.98%	3.66%	0.32%

Shire of East Pilbara

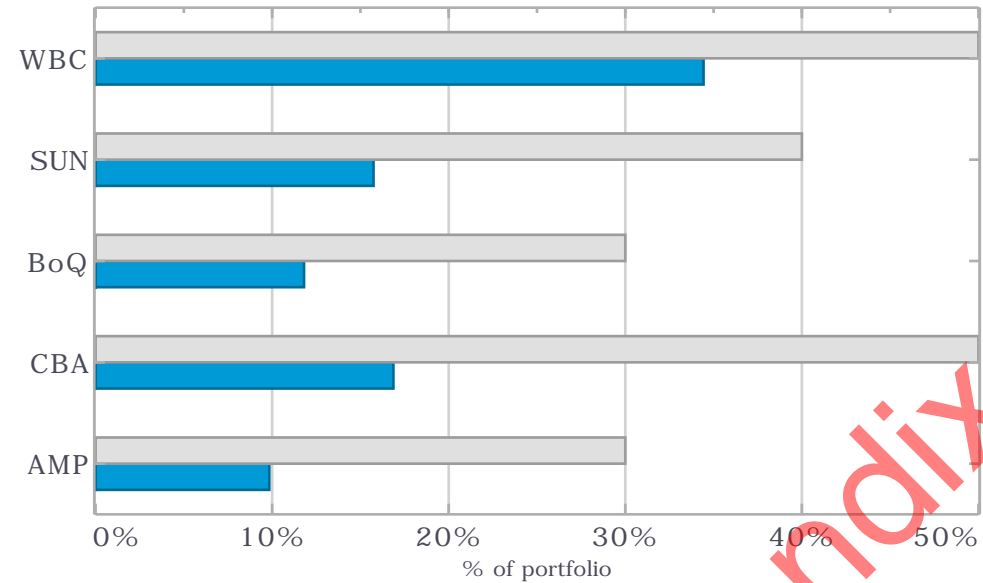
Investment Policy Compliance Report - October 2023



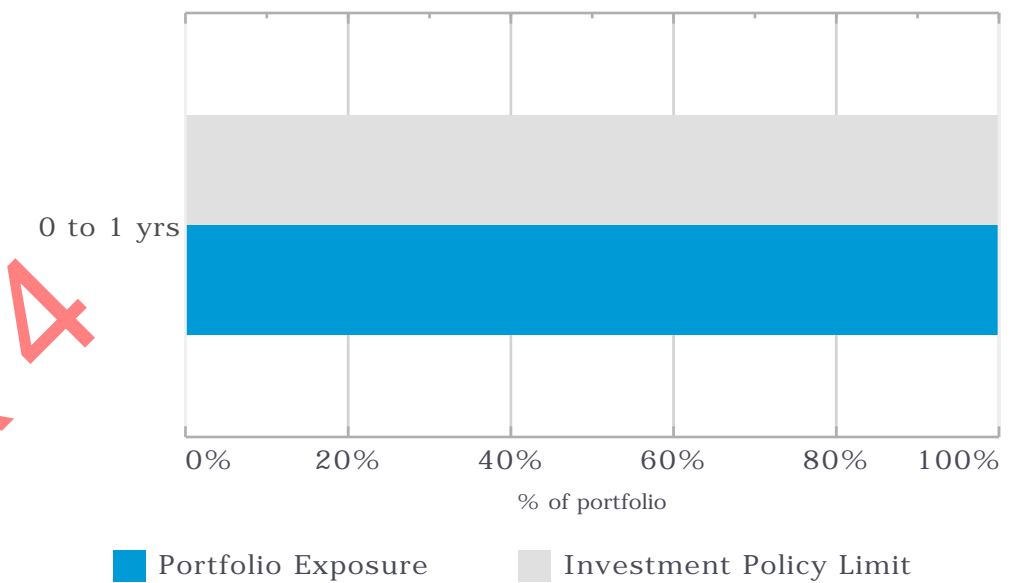
Total Credit Exposure



Individual Institutional Exposures



Term to Maturities



Credit Rating Group	Face Value (\$)	Policy Max
AA	63,644,613	100%
A	16,008,580	80%
BBB	22,000,000	60%
	101,653,193	

Institution	% of portfolio	Investment Policy Limit
Westpac Group (AA-)	34%	50%
Suncorp Bank (A+)	16%	40%
Bank of Queensland (BBB+)	12%	30%
Commonwealth Bank of Australia (AA-)	17%	50%
AMP Bank (BBB)	10%	30%
National Australia Bank (AA-)	11%	50%

Term	Face Value (\$)	Policy Max
Between 0 and 1 years	101,653,193	100%
	101,653,193	

a = compliant
r = non-compliant

Item 1221 Appendix 4

Shire of East Pilbara

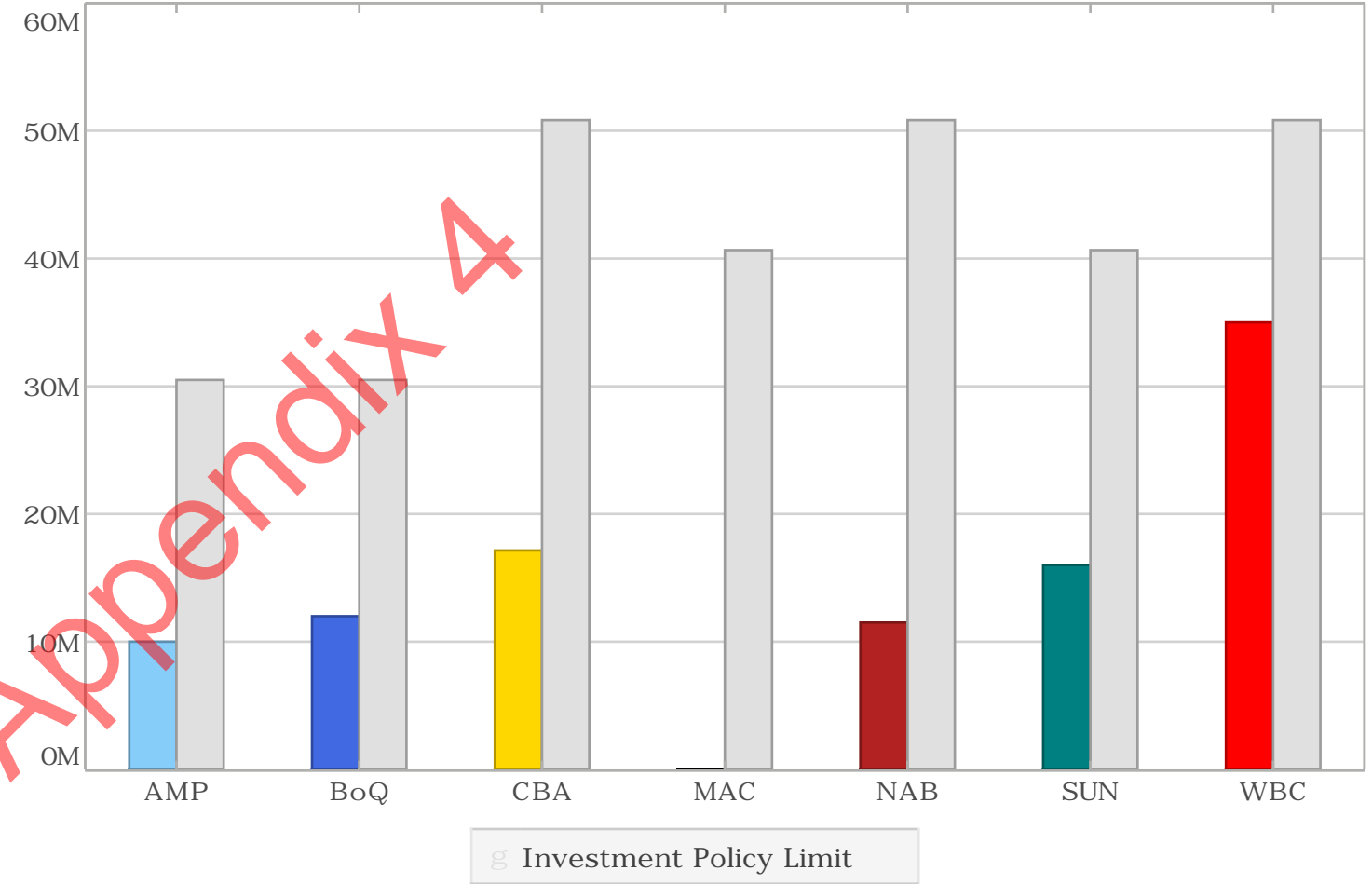
Individual Institutional Exposures Report - October 2023



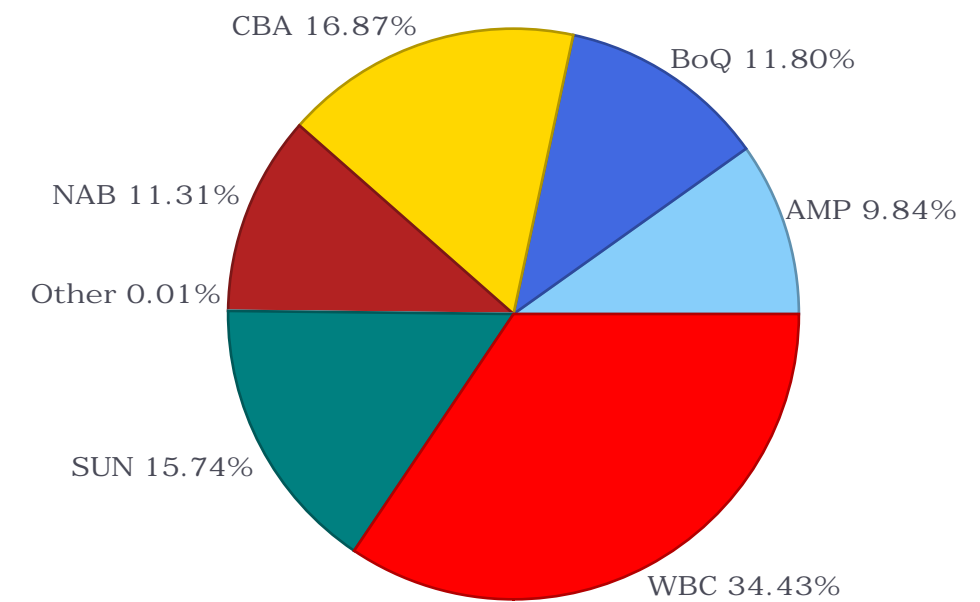
Individual Institutional Exposures

Individual Institutional Exposure Charts

	Current Exposures		Policy Limit		Capacity
AMP Bank (BBB)	10,000,000	10%	30,495,958	30%	20,495,958
Bank of Queensland (BBB+)	12,000,000	12%	30,495,958	30%	18,495,958
Commonwealth Bank of Australia (AA-)	17,144,613	17%	50,826,596	50%	33,681,983
Macquarie Bank (A+)	8,580	0%	40,661,277	40%	40,652,697
National Australia Bank (AA-)	11,500,000	11%	50,826,596	50%	39,326,596
Suncorp Bank (A+)	16,000,000	16%	40,661,277	40%	24,661,277
Westpac Group (AA-)	35,000,000	34%	50,826,596	50%	15,826,596
	101,653,193				



Item 12.2.1 Appendix 4



Shire of East Pilbara

Cashflows Report - October 2023



Actual Cashflows for October 2023

Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
20-Oct-23	544025	Suncorp Bank	Term Deposit	Maturity: Face Value	2,500,000.00
		Suncorp Bank	Term Deposit	Maturity: Interest Received/Paid	57,908.22
				<u>Deal Total</u>	<u>2,557,908.22</u>
20-Oct-23	544586	Suncorp Bank	Term Deposit	Settlement: Face Value	-2,500,000.00
				<u>Deal Total</u>	<u>-2,500,000.00</u>
				Day Total	57,908.22
26-Oct-23	544063	Westpac Group	Term Deposit	Maturity: Face Value	2,500,000.00
		Westpac Group	Term Deposit	Maturity: Interest Received/Paid	58,284.25
				<u>Deal Total</u>	<u>2,558,284.25</u>
				Day Total	2,558,284.25
31-Oct-23	544605	Suncorp Bank	Term Deposit	Settlement: Face Value	-2,500,000.00
				<u>Deal Total</u>	<u>-2,500,000.00</u>
				Day Total	-2,500,000.00
				<u>Total for Month</u>	<u>116,192.46</u>

Forecast Cashflows for November 2023

Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
6-Nov-23	543568	Westpac Group	Term Deposit	Maturity: Face Value	5,000,000.00
		Westpac Group	Term Deposit	Maturity: Interest Received/Paid	237,293.16
				<u>Deal Total</u>	<u>5,237,293.16</u>
				Day Total	5,237,293.16
7-Nov-23	543521	AMP Bank	Term Deposit	Maturity: Face Value	5,000,000.00
		AMP Bank	Term Deposit	Maturity: Interest Received/Paid	240,000.00
				<u>Deal Total</u>	<u>5,240,000.00</u>
				Day Total	5,240,000.00
8-Nov-23	543569	Westpac Group	Term Deposit	Maturity: Face Value	2,500,000.00

Shire of East Pilbara

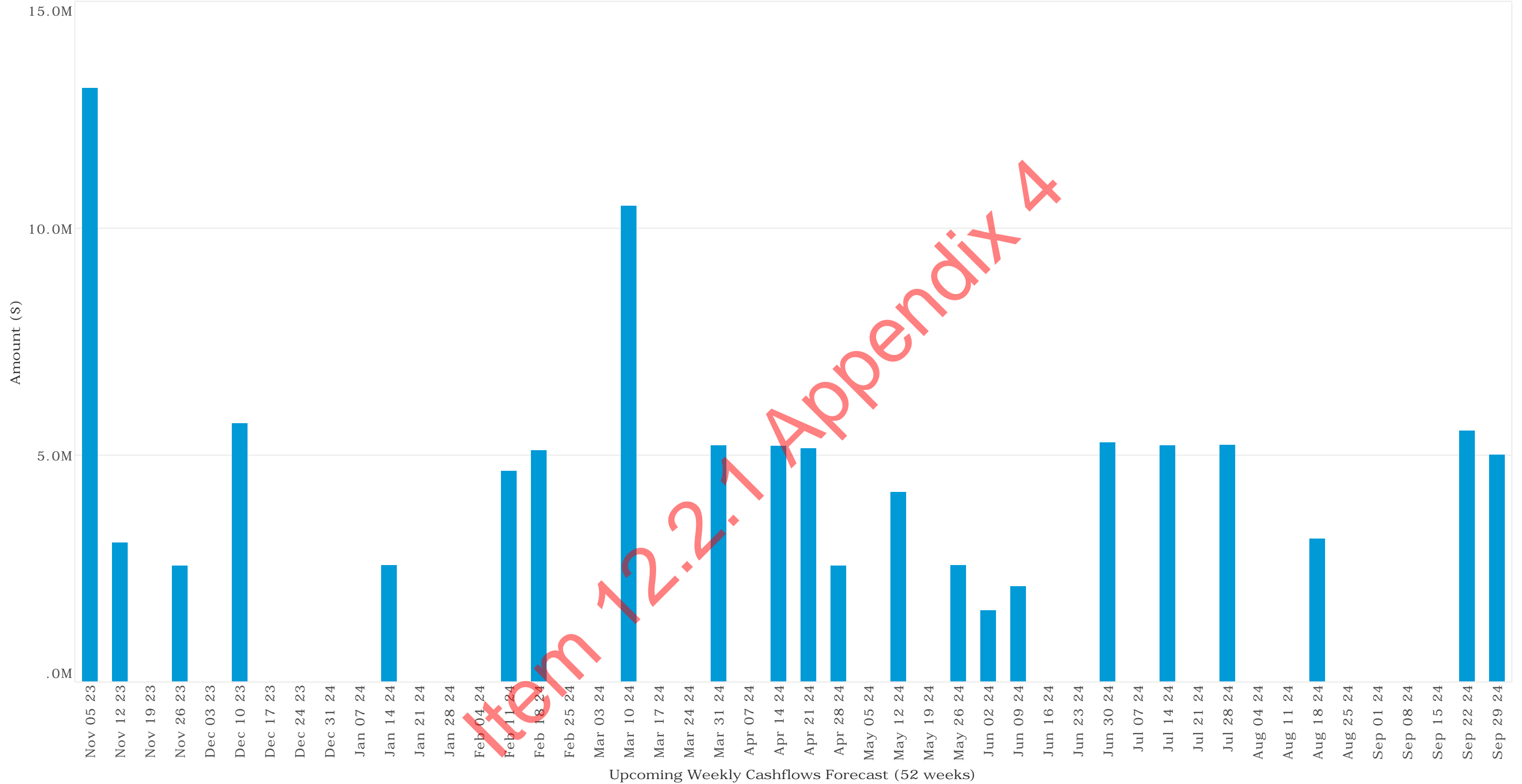
Cashflows Report - October 2023



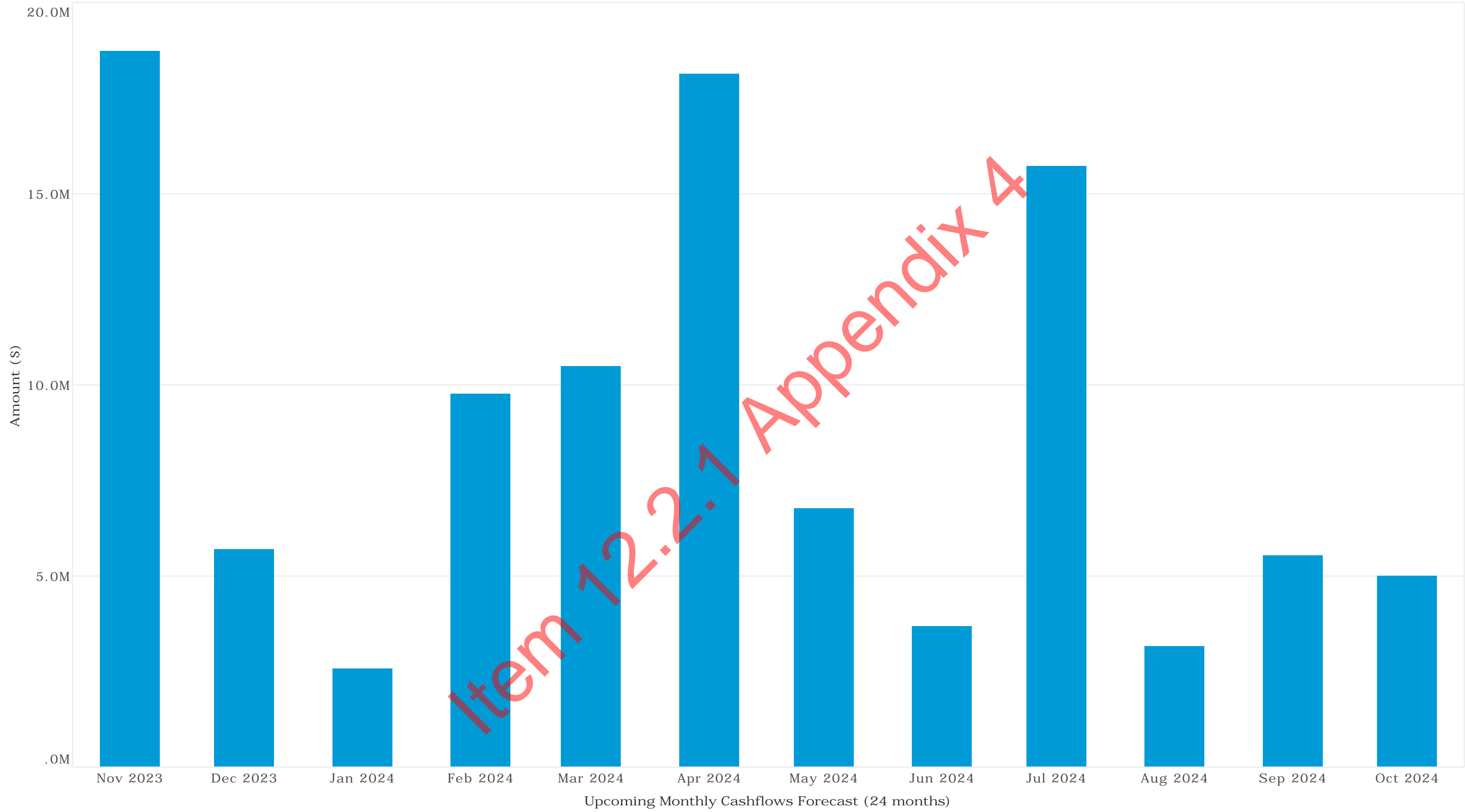
Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
8-Nov-23	543569	Westpac Group	Term Deposit	Maturity: Interest Received/Paid	117,500.00
				<u>Deal Total</u>	<u>2,617,500.00</u>
				Day Total	2,617,500.00
14-Nov-23	544087	Suncorp Bank	Term Deposit	Maturity: Face Value	3,000,000.00
		Suncorp Bank	Term Deposit	Maturity: Interest Received/Paid	73,860.82
				<u>Deal Total</u>	<u>3,073,860.82</u>
				Day Total	3,073,860.82
27-Nov-23	544064	Westpac Group	Term Deposit	Maturity: Face Value	2,500,000.00
		Westpac Group	Term Deposit	Maturity: Interest Received/Paid	68,623.29
				<u>Deal Total</u>	<u>2,568,623.29</u>
				Day Total	2,568,623.29
				<u>Total for Month</u>	<u>18,737,277.27</u>

Item 12.2.1 Appendix A

Shire of East Pilbara Cashflows Report - October 2023



Shire of East Pilbara Cashflows Report - October 2023



12.2.2 LIST OF PAYMENTS FOR THE MONTHS ENDING 30 SEPTEMBER 2023 &
31 OCTOBER 2023

Attachments: [Appendix 1 List of Payments – September 2023](#)
[Appendix 2 List of Payment – October 2023](#)

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Cherie Delmage
Acting Director Corporate Services

Proposed Meeting Date: 24 November 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 177)

Moved: Cr McWhirter-Brooks

Seconded: Cr Kular

That Council notes the Lists of Payments to creditors (Appendices 1 and 2 to this report) as follows:

For the month ending: **30 September 2023**

<u>Type</u>	<u>Details</u>	<u>\$</u>
Cheque Payments	25241-25242	503.90
EFT Payments	EFT70828-EFT71316	4,350,745.99
MasterCard Payments		12,883.83
Direct Payments		167,865.44
TOTAL		<u>4,531,999.66</u>

For the month ending: **31 October 2023**

<u>Type</u>	<u>Details</u>	<u>\$</u>
EFT Payments	EFT71317-EFT71718	4,979,724.15
MasterCard Payments		42,742.70
Direct Payments		252,696.90
TOTAL		<u>5,275,164.75</u>

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

REPORT PURPOSE

To seek Council endorsement of payments made for the months ending 30 September 2023 & 31 October 2023.

BACKGROUND

A list of payments is prepared for Council to endorse each month to ensure legislative compliance.

COMMENTS/OPTIONS/DISCUSSIONS

The breakdown of these payments are included in the Officer's Recommendation.

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

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

Payments made to creditors for the month of August 2023 total \$5,771,961.35.

VOTING REQUIREMENTS

Simple Majority

SHIRE OF EAST PILBARA
List of Payments Made September 2023

Reference	Date	Name	Description	Amount
Cheques				
25241	12/09/2023	SoEP Newman Petty Cash	Reimbursement Of Administration Petty Cash	293.90
25242	28/09/2023	SoEP - Recreation Centre Petty Cash	Reimbursement Of Petty Cash	210.00
				503.90
EFT70828	04/09/2023	Adrienne Mortimer	Councillors Fees - August 2023	2,305.84
EFT70829	04/09/2023	Annabell Landy	Councillors Fees - August 2023	2,305.84
EFT70830	04/09/2023	Anthony Middleton	Councillors Fees - August 2023	8,485.42
EFT70831	04/09/2023	David Kular	Councillors Fees - August 2023	2,305.84
EFT70832	04/09/2023	Karen Lockyer	Councillors Fees - August 2023	2,305.84
EFT70833	04/09/2023	Lang Tree Eric Coppin	Councillors Fees - August 2023	2,305.84
EFT70834	04/09/2023	Matthew Anick	Councillors Fees - August 2023	2,305.84
EFT70835	04/09/2023	Peta Baer	Councillors Fees - August 2023	2,305.84
EFT70836	04/09/2023	Stacey Smith	Councillors Fees - August 2023	2,305.84
EFT70837	04/09/2023	Wendy McWhirter-Brooks	Councillors Fees - August 2023	3,679.01
EFT70838	06/09/2023	Bianca Simpson	Artist Payment	300.00
EFT70839	06/09/2023	Bugai Whyoulter	Artist Payment	2,000.00
EFT70840	06/09/2023	Carol Williams	Artist Payment	294.00
EFT70841	06/09/2023	Corban Clause Williams	Artist Payment	2,000.00
EFT70842	06/09/2023	Carleston Miller	Artist Payment	432.00
EFT70843	06/09/2023	Chloe Jadaï	Artist Payment	431.26
EFT70844	06/09/2023	Cynthia Richards	Artist Payment	159.00
EFT70845	06/09/2023	Denise Atkins	Artist Payment	1,187.50
EFT70846	06/09/2023	Doreen Chapman	Artist Payment	935.25
EFT70847	06/09/2023	Derrick Butt	Artist Payment	3,394.80
EFT70848	06/09/2023	Gladys Bidu	Artist Payment	200.00
EFT70849	06/09/2023	Helen Dale Samson	Artist Payment	1,000.00
EFT70850	06/09/2023	Judith Anya Samson	Artist Payment	880.00
EFT70851	06/09/2023	Kathleen Maree Sorensen	Artist Payment	861.00
EFT70852	06/09/2023	Kumpaya Girgirba	Artist Payment	300.00
EFT70853	06/09/2023	Levina Biljabu	Artist Payment	220.80
EFT70854	06/09/2023	Marianne Burton	Artist Payment	800.00
EFT70855	06/09/2023	Marlene Anderson	Artist Payment	723.00
EFT70856	06/09/2023	Muuki Taylor	Artist Payment	1,000.00
EFT70857	06/09/2023	Ngamaru Bidu	Artist Payment	1,000.00
EFT70858	06/09/2023	Roxanne Newberry	Artist Payment	734.40
EFT70859	06/09/2023	Sarah Jones	Artist Payment	238.00
EFT70860	06/09/2023	Sharon Porter	Artist Payment	969.00
EFT70861	06/09/2023	Sylvia Wilson	Artist Payment	325.50
EFT70862	06/09/2023	Terry Biljabu	Artist Payment	465.00
EFT70863	06/09/2023	Wilson Junior Mandijalu	Artist Payment	500.00
EFT70864	07/09/2023	Horizon Power	Electricity Charges - Lot 9 Francis Street Marble Bar 11/06/2023 - 09/08/2023	664.03
EFT70865	07/09/2023	Telstra	August 2023 - Cape K, Martumili, Aquatic Centres, Rec Centres, Library Services, Yurlu Caravan Park, Nullagine Caravan Park, Marble Bar, Newman & Nullagine Depot, Satellite - RPT Bus, CD Scheme, Admin Centre	8,732.07
EFT70866	07/09/2023	Access Unlimited International	Service & Calibration Of Gas Detector & Freight Charges	478.39
EFT70867	07/09/2023	AIT Specialists Pty Ltd	Provision of Fuel Tax Rebate Services for Claim With Road Transport & Off Road	4,259.09
EFT70868	07/09/2023	Arm Security - CTI Security Services Pty Ltd	9 x Solosafe Devices & Monitoring July 2023 To June 2024	395.92
EFT70869	07/09/2023	Aviair	Freight Charges	98.40
EFT70870	07/09/2023	Austindo Engineering Pty Ltd	Newman Airport - design & construct structural steel roof modifications & extension, removal of roof structure & reinforced concrete plinths for Newman Airport Baggage Loading Carousel, cut out existing concrete plinth, 4 bump stops at NWMF & 3 admin data points, removal of	85,400.59
EFT70871	07/09/2023	BHP Billiton Iron Ore Pty Ltd	11 Residential & 3 Community Facility Accounts	2,851.41
EFT70872	07/09/2023	Bridgetown Design & Print	Creation, Printing & Freight Of 2023 Outback Fusion Festival Program & Flyers	3,575.00

EFT70873	07/09/2023	Brooks Hire Services Pty Ltd	Excavator Hire For NWMF Including Mobilisation & Demobilisation as Per Dry Hire Panel Agreement	792.00
EFT70874	07/09/2023	Big Town Players	Musical Performance For Outback Fusion Festival	5,400.00
EFT70875	07/09/2023	Blueforce Pty Ltd	CCTV & lockdown buttons @ Newman Recreation Centre, Marble Bar Administration Office, Newman Library, Newman Youth Centre, Newman Airport & Martumili	75,057.63
EFT70876	07/09/2023	Brent Downes	Staff Reimbursement - Electricity	328.02
EFT70877	07/09/2023	Brianna Margaret Elton	Staff Reimbursement - Communication Costs	151.43
EFT70878	07/09/2023	Byprogress Pty LTD T/A Active Games & Entertainment	Payment For Inflatables For Outback Fusion Festival	7,495.00
EFT70879	07/09/2023	Child Support Agency	Payroll Deductions	2,107.02
EFT70880	07/09/2023	Customer First Contracting Pty Ltd	Installation Of 2 Floodlights Above Large Clarifier @ Newman WWTP	4,798.42
EFT70881	07/09/2023	Chris Fittler	Staff Reimbursement - Meals & Fuel For ARO Course	450.47
EFT70882	07/09/2023	Complete Office Supplies	Stationery, Minor Equipment & Consumables May 2023 to July 2023 Newman Admin Office, Marble Bar Admin Office, Library & Rec Shed	10,701.78
EFT70883	07/09/2023	Creations By Amber Rose	Anzac Day Wreath	100.00
EFT70884	07/09/2023	Designa Australia Pty Ltd	Provision Of Comprehensive Car Park Maintenance Services At Newman Airport For FY 2022/2023	6,457.10
EFT70885	07/09/2023	Dick Tracey Contracting Pty Ltd	Landscape Maintenance Contract As Per RFT-02 2022/2023 - 20 Weekly Services, 15 Monthly Services, 1 Fortnightly Service & Other Works as Directed	61,679.20
EFT70886	07/09/2023	ES2 Enterprise Solutions	Veeam Backup & Replication 01.07.23 to 30.06.24	357.50
EFT70887	07/09/2023	Eurofins ARL Pty Ltd	WWTP Sampling	1,243.55
EFT70888	07/09/2023	East Pilbara Maintenance Pty Ltd	LPG 8.5kg Swap & Go Exchange Gas Cylinders 14.08.23	41.80
EFT70889	07/09/2023	Event & Conference Co Pty Ltd	John O'Neill Waste Conference Registration 2023	1,920.00
EFT70890	07/09/2023	Fuji Xerox Australia Pty Ltd	Fujifilm Copier Monthly Charges - Rental & Usage - 01.07.23 to 30.06.24	166.10
EFT70891	07/09/2023	Galjo Pty Ltd T/A East Pilbara Tyre Service	Supply & Fit 1 Truck Tyre & Tyre Disposal Fee	616.00
EFT70892	07/09/2023	Galvins Plumbing Supplies	Monthly Purchase Order August 2023 - Parks & Gardens	13.53
EFT70893	07/09/2023	Gemma Lacey	Staff Reimbursement - Ranger Services (Animal Food)	6.30
EFT70894	07/09/2023	Honey Inia	Staff Reimbursement - Travel Costs Airport To Accommodation	42.00
EFT70895	07/09/2023	IT Vision	Import Depreciation Rates To Assets For Revaluation	831.60
EFT70896	07/09/2023	Jason Signmakers	BEN Signs For Cape Keraudren	1,218.92
EFT70897	07/09/2023	Jtagz Pty Ltd	Purchase Of Dog & Cat Tags + Freight	403.70
EFT70898	07/09/2023	Joshua Brown	Staff Reimbursement - Annual Leave Travel Assistance	959.81
EFT70899	07/09/2023	Landgate (DoLA)	SoEP Planning Department Landgate- Annual Ordering -Tiltes & Information	84.60
EFT70900	07/09/2023	LG Community Partners Pty Ltd	Financial Consulting Services - 2021/2022 Annual Report, 2022/2023 Budget Review & 2023/2024 Budget	17,600.00
EFT70901	07/09/2023	Local Government Professionals Australia WA	Organisation Gold Membership	531.00
EFT70902	07/09/2023	Lang Tree Eric Coppin	Travel Allowance - August 2023 OCM Marble Bar To Nullagine 25.08.23, Marble Bar To Newman & Return 29.08.23	1,122.16
EFT70903	07/09/2023	Lime Industries Pty Ltd	Environmental Lime - Bag & Covpak Complete Components	875.00
EFT70904	07/09/2023	MSS Security Pty Ltd	Provision of Security Screeners To Operate Passenger & Checked Baggage At Screening Points & Provide Front Of House Security Officers To Operate Kerbside & Crowd Control Service At Newman Airport - June 2023	152,982.76
EFT70905	07/09/2023	Mark Keogh Pty Ltd T/A Mark Keogh Training	First Aid Training For Staff	525.00
EFT70906	07/09/2023	Moray & Agnew Perth Lawyers	Legal Advice - Employee Relations	3,520.00
EFT70907	07/09/2023	Newman Home Hardware & Ice Plus	Consumables & minor equipment - 2 blowers, 2 saws, weed puller	6,621.49
EFT70908	07/09/2023	Omnicom Media Group Australia	Advertising West Australian Local Government Tenders Section - RFT 01-2023/2024 (Travel Management Services)	697.53
EFT70909	07/09/2023	Parnngurr Aboriginal	Food, Supplies & Diesel for On Country Visit	521.53
EFT70910	07/09/2023	Pilbara Electrical	IT, Youth & Library Items inc 7 x iPhone Cases & minor equipment	966.70
EFT70911	07/09/2023	Paul Miller	Staff Reimbursement - Telephone Allowance	100.00
EFT70912	07/09/2023	Pilbara Building Maintenance Services	Cape Keraudren - Insurance Works SAI Replacement Solar Hot Water System	14,911.50

EFT70913	07/09/2023	Punmu Aboriginal Corporation	3 Invoices For Accommodation & Meals	2,045.00
EFT70914	07/09/2023	Rentokil Initial Group	Monthly Servicing Of Sanitary Bins, Sharps Containers & Sanitiser Dispensers - Newman Airport - August 2023	3,670.76
EFT70915	07/09/2023	Rosemary Jasper Your Life Live It Your Way	Work Health Safety Services For Rose Jasper	3,085.50
EFT70916	07/09/2023	Scope Business Imaging	Printing Costs & Rental Charge - June 2023	722.84
EFT70917	07/09/2023	Seek Limited	Advertising Of Staff Vacancies	412.50
EFT70918	07/09/2023	Sheridans	Provision Of Common Seal Imprint & Pack Of Red Seal Stickers	593.45
EFT70919	07/09/2023	Stockman Engineering	WWTP Aerator 1 & 2 - Couplings Replacement, Bore Key & Grub Screw, Skim Rake Adjustments, Tipper Truck Tailgate Repair	24,891.90
EFT70920	07/09/2023	Samava Tilt Tray & Services	Removal Of 7 Abandoned Cars	1,800.00
EFT70921	07/09/2023	Sigma Chemicals	Granular Chlorine Cal Hypo Aquacure 1kKg Pallet Inclusive Of Palletised Packaging	1,007.60
EFT70922	07/09/2023	Stacey Smith	Travel Allowance - August 2023 OCM Port Hedland To Nullagine & Return	600.42
EFT70923	07/09/2023	Steven Michael Gould	Staff Reimbursement - Diesel	173.82
EFT70924	07/09/2023	Supervision Group	July 2023 - Martumilli Trust Reconciliation Hours	5,808.33
EFT70925	07/09/2023	The Good Grocer Newman Iga	BBQ supplies for Newman Family Fun Run, Newman Recreation Centre Consultant Workshop Platters, Morning Tea & Lunch for Community Safety Training	475.71
EFT70926	07/09/2023	Theresa Foster T/A Newman Graffiti Removal	Graffiti Removal Around Newman Townsite	2,179.32
EFT70927	07/09/2023	Universal Music Australia Pty Limited T/A Four Tones	Flight Reimbursement For South Summit Band - 2023 Outback Fusion Festival	4,573.07
EFT70928	07/09/2023	West Books	Daughter Of The River Book Club Set	244.10
EFT70929	07/09/2023	White Knight Industries	2 Invoices For Specialised Keys	100.70
EFT70930	12/09/2023	Alton John Samson(Beneficiary)	Payment Of Deceased Estate - Martumili	1,347.32
EFT70931	12/09/2023	Erroll Samson(Beneficiary)	Payment Of Deceased Estate - Martumili	1,347.32
EFT70932	12/09/2023	Gabrielle Samson(Beneficiary)	Payment Of Deceased Estate - Martumili	1,347.32
EFT70933	12/09/2023	John Samson(Beneficiary)	Payment Of Deceased Estate - Martumili	1,347.32
EFT70934	12/09/2023	Jonita Samson(Beneficiary)	Payment Of Deceased Estate - Martumili	1,347.32
EFT70935	12/09/2023	Judith Samson(Beneficiary)	Payment Of Deceased Estate - Martumili	1,347.32
EFT70936	12/09/2023	Marietta Samson(Beneficiary)	Payment Of Deceased Estate - Martumili	1,347.32
EFT70937	12/09/2023	Quinton Sammy(Beneficiary)	Payment Of Deceased Estate - Martumili	1,347.32
EFT70938	12/09/2023	Ralfred Dalbin(Beneficiary)	Payment Of Deceased Estate - Martumili	1,347.32
EFT70939	12/09/2023	Ralph Samson(Beneficiary)	Payment Of Deceased Estate - Martumili	1,347.32
EFT70940	12/09/2023	Riksha Samson(Beneficiary)	Payment Of Deceased Estate - Martumili	1,347.32
EFT70941	12/09/2023	Aiden Polly(Beneficiary)	Payment Of Deceased Estate - Martumili	106,646.97
EFT70942	13/09/2023	Bugai Whyoulter	Artist Payment	2,000.00
EFT70943	13/09/2023	Corban Clause Williams	Artist Payment	3,000.00
EFT70944	13/09/2023	Cyril Whyoulter	Artist Payment	756.00
EFT70945	13/09/2023	Frances Castles	Artist Payment	198.40
EFT70946	13/09/2023	Gladys Bidu	Artist Payment	600.00
EFT70947	13/09/2023	Helen Dale Samson	Artist Payment	300.00
EFT70948	13/09/2023	Judith Anya Samson	Artist Payment	330.00
EFT70949	13/09/2023	Jenny Butt	Artist Payment	279.51
EFT70950	13/09/2023	Kumpaya Girgirba	Artist Payment	300.00
EFT70951	13/09/2023	Lily Jatarr Long	Artist Payment	1,000.00
EFT70952	13/09/2023	Lucelle Francis	Artist Payment	672.00
EFT70953	13/09/2023	Marianne Burton	Artist Payment	500.00
EFT70954	13/09/2023	Mary Rowlands	Artist Payment	108.00
EFT70955	13/09/2023	Marlene Anderson	Artist Payment	357.00
EFT70956	13/09/2023	Ngamaru Bidu	Artist Payment	300.00
EFT70957	13/09/2023	Noreena Kadibil	Artist Payment	1,002.00
EFT70958	13/09/2023	Olivia Kate Marie Wilson	Artist Payment	630.00
EFT70959	13/09/2023	Patricia Gaye Butt	Artist Payment	2,633.95
EFT70960	13/09/2023	Sharon Porter	Artist Payment	237.00
EFT70961	14/09/2023	Bugai Whyoulter	Artist Payment	64,990.00
EFT70962	14/09/2023	Ampac Debt Recovery (WA) Pty Ltd	Debt Recovery	60.50
EFT70963	14/09/2023	Amy Mukherjee	Staff Reimbursement	1,396.02
EFT70964	14/09/2023	Aviair	Freight Charges	69.00
EFT70965	14/09/2023	Arty Brellas (Tricia Stedman)	2023 Outback Fusion Festival - Arty Brellas Workshop - Family Fun Day	3,806.00
EFT70966	14/09/2023	Ashley Halliday Architects Pty Ltd	Architectural Services As Per RFT 13-2022/23 Newman Airport Terminal Expansion Project	37,730.00

EFT70967	14/09/2023	Austindo Engineering Pty Ltd	22 Invoices For Multiple Works @ Nullagine, Newman Airport, Newman Admin Office, Newman Rec Centre Stationery Lighting & Airport Freight Shed	16,101.95
EFT70968	14/09/2023	Autopro Newman	WWTP Vehicle Washing Supplies	173.70
EFT70969	14/09/2023	BCITF	BCITF Levy September 2022	29,635.62
EFT70970	14/09/2023	Beacon Equipment	Z Track Mower & Bushel 3 Bag Material Collection & Service & Repair Kit & Blades for Grader	40,049.75
EFT70971	14/09/2023	BHP Billiton Iron Ore Pty Ltd	Electricity Charges for 2 residential properties, Newman Amin Office & 6 Community Facilities	14,853.28
EFT70972	14/09/2023	Brooks Hire Services Pty Ltd	Cape K - Cyclone Ilsa - Hire portable toilets & fleet showers, dry hire front end loader, komatsu loader & fire fighting trailer, hire excavator & excavator grapple attachment for NWMF	55,798.79
EFT70973	14/09/2023	Bevan Klein	Staff Reimbursement - Telephone Allowance	41.00
EFT70974	14/09/2023	Binbirri Contracting Pty Ltd	Hire Of Machinery & Operators, For Gravel Resheet On Warralong Road At Slk 48.00 - 49.00 & Slk 60 - 62.00 As Per Tender RFT 05-2022/20	110,000.00
EFT70975	14/09/2023	Blackwoods	Multiple Invoices For Various Parts inc 1 Battery 12.0AH High Output @ \$298	812.85
EFT70976	14/09/2023	Brianna Margaret Elton	20 Hours of Marketing Work - Martumili	1,320.00
EFT70977	14/09/2023	Buckman Enterprises T/A Code Hire	Clear excess materials & water from drains adjacent to Newman Drive & Kurra Street, Trench & install retic @ Shire Office, August & install goal post @ Ethel Creek Park	4,510.00
EFT70978	14/09/2023	Cadd Building Construction & Maintenance Pty Ltd	Staff Housing Works	161.70
EFT70979	14/09/2023	Chapman & Bailey	RFT 10-2020/2021 - Supply Art Materials - Martumili Artists FY 2023/2024	13,346.82
EFT70980	14/09/2023	Cleanaway Pty Ltd	Facility Bin Collections - 7 Community facilities, Yurlu Caravan Park, Newman Depot, Newman Admin Office, multiple Newman Parks & Gardens	8,531.01
EFT70981	14/09/2023	Cleanaway Pty Ltd	Service Fee (Delivery, Bin Cleaning & Labour Hire) 01.07.23 To 30.09.23	3,981.82
EFT70982	14/09/2023	Cleanaway Waste Management Ltd	Annual Purchase Order For Front Loader Bin Pick Up - Cape Keraudren - RFT 11-2020/2021	5,595.09
EFT70983	14/09/2023	Customer First Contracting Pty Ltd	Services & repairs - 5 residential properties, 2 x Newman depot, 2 Town Square & 2 Airport	7,875.19
EFT70984	14/09/2023	Caravan Industry Association Western Australia Inc	Caravan Industry Association WA Membership For Yurlu Caravan Park, Nullagine Caravan Park, Cape Keraudren Nature Reserve - Camping & Caravan Park	2,310.00
EFT70985	14/09/2023	Christopher Scanlan	Staff Reimbursement - Ranger Services (Equipment)	1,763.20
EFT70986	14/09/2023	Cleanaway Waste Management Ltd	Provision Of Liquid Waste Collection & Disposal Services As Per RFT 11-2020/2021	30,411.18
EFT70987	14/09/2023	Continental Picture Framers	Framing & Freight On Behalf Of PAMS Dialysis Unit	1,900.00
EFT70988	14/09/2023	Corporate Travel Management Group Pty Ltd	Staff & Council Flights, Accommodations & Car Hire For July 2023	53,678.13
EFT70989	14/09/2023	Corsign Wa Pty Ltd	200 x Arc-060 Uni Strut Brackets	770.00
EFT70990	14/09/2023	Creations By Amber Rose	Wreath For Newman High School - Anzac Day	100.00
EFT70991	14/09/2023	David Olney	Staff Reimbursement - Food Supplies During Remote Visits	411.20
EFT70992	14/09/2023	Department Of Water & Environmental Regulation	Marble Bar Site License Renewal Fee	1,042.80
EFT70993	14/09/2023	Dick Tracey Contracting Pty Ltd	Landscape Maintenance Contract As Per RFT-02 2022/2023 - 20 Weekly Services, 15 Monthly Services, 1 Fortnightly Service & Other Works as Directed	96,890.20
EFT70994	14/09/2023	Dunnings	Fuel Charges - July 2023 Including Bulk Diesel	69,082.31
EFT70995	14/09/2023	East Pilbara Earthmoving Pty Ltd	Gravel Resheet As Per RFT05-2022/2023 - 7 Light Vehicles, Excavator, Grader, Roller, 2 Double Sided Tipper, 6 Person Camp, Dozer, Mob & Demob	364,470.52
EFT70996	14/09/2023	ES2 Enterprise Solutions	Social Engineering Combined - Minor IT Pjobjects 2022/2023	7,260.00
EFT70997	14/09/2023	Exteria	Supply & Deliver Access Table Setting & Riverside Seat to Forrest Park	7,692.30
EFT70998	14/09/2023	Elizabeth Galton	Staff Reimbursement For Food Costs - Martumili Volunteer	605.53

EFT70999	14/09/2023	Enviropacific Services Limited	4 x 97751539 PM Kits For Grundfos Pump, 5 x 159001545 GF Probes, 24 x RO Membranes WCSW20L01	7,399.43
EFT71000	14/09/2023	Foxtel Cable Television	Monthly Foxtel Subscription July 2023 - June 2024	265.00
EFT71001	14/09/2023	Flowtek Plumbing & Gas Pty Ltd	Slow leak in creche courtyard @ rec centre@ the Saints football club water meter repairs	1,206.00
EFT71002	14/09/2023	Frank Ashworth	Staff Reimbursement - Telephone Allowance	200.00
EFT71003	14/09/2023	Galjo Pty Ltd T/A East Pilbara Tyre Service	7 Tyres - Supply, Fitment & Disposal & 25L White Hot & 5L Sprayer	3,797.40
EFT71004	14/09/2023	Galvins Plumbing Supplies	Consumables	92.25
EFT71005	14/09/2023	GCM Enviro Pty Ltd	Joy Stick For H Series	1,625.86
EFT71006	14/09/2023	Holcim (Australia) Pty Ltd	Supply & Deliver Sand Ex Bin	219.44
EFT71007	14/09/2023	Hospitality Inn Port Hedland	13 x Accommodation & Meals - Remote Bus Service Driver	3,240.50
EFT71008	14/09/2023	Hedland Auto Electrics Pty Ltd	Diagnose Active Fault For Grab Rotary Sensor	1,744.38
EFT71009	14/09/2023	Herseys Safety	Bulk toilet rolls & hand soap dispensers	974.16
EFT71010	14/09/2023	Honey Inia	Staff Reimbursement - LG Membership Fees	513.00
EFT71011	14/09/2023	IT Vision	Provision of Rates Support Services - July 2023 & August 2023	10,533.60
EFT71012	14/09/2023	Jasko Airport Services	2023 Annual Aerodrome Technical Inspection & OLS Survey Of Newman Aerodrome	9,513.50
EFT71013	14/09/2023	Kalgan Cleaning Services	Clean up after Outback Fusion Festival before & after event	2,222.00
EFT71014	14/09/2023	Kelly Structural Design (Inyanga Investments)	Structural Report For Lighting Poles At Newman Netball Courts & Newman Aquatic Centre	4,400.00
EFT71015	14/09/2023	Landgate (DOLA)	Landgate Ward Plan	1,875.00
EFT71016	14/09/2023	Mcleods Barristers & Solicitors	Legal Matters - Marble Bar Town Boundary Fence, Newman Airport Lease & Marble Bar Airport Funding Agreement - Runway Extensions	9,507.53
EFT71017	14/09/2023	Manning Pavement Services Pty Ltd T/A Karratha Asphalt	Payment Of Retention Monies On Asphalt Works	54,217.16
EFT71018	14/09/2023	Marble Bar General Store	Groceries For Staff At Grader Camp	318.91
EFT71019	14/09/2023	Marble Bar Roadhouse & Travellers Rest	2 x Rooms x 2 Nights Including Meals	960.00
EFT71020	14/09/2023	Mitchell Ferris	Staff Reimbursement - Meals Whilst Travelling	42.00
EFT71021	14/09/2023	Modern Teaching Aids Pty Ltd	2 x High Chairs, 12 Small Children Chairs, 2 Floor Mats, 1Aqua Play Lock Box, PPT, Cleaning & Stock For Kids Craft	113.80
EFT71022	14/09/2023	Newman Home Hardware & Ice Plus	92 x potting mix, 1 x electric breaker, 18v battery, fencing & fence clamp, pedestal fan, cable ties, shadecloth & various items	7,864.29
EFT71023	14/09/2023	Newman Hotel Motel	Flights & hourly charge (38 hours) for security for Outback Fusion Festival & laundry 2 trestle table cloths	7,390.50
EFT71024	14/09/2023	Newman Mm Pty Ltd - Mia Mia Newman	Accommodation For Casual Staff - Check In 07.08.23 Check Out 21.08.23 Including Meals	3,360.00
EFT71025	14/09/2023	Nully Capital Pty Ltd	Catering, Meals, Groceries & Accommodation for August 2023 OCM: SP, 2 Councillor, Staff x 3	1,726.50
EFT71026	14/09/2023	Onsite Rental Group	Hire Box Trailer Cage 8x5 August 2023 - Cape Keraudren Reference Cyclone Ilsa - April 2023	1,876.08
EFT71027	14/09/2023	Omnicom Media Group Australia	Public Notice - NW Telegraph - Disposal Of Land	514.80
EFT71028	14/09/2023	Parker Black & Forrest Pty Ltd	6 Specialised Keys with 25mm Shackles	1,094.28
EFT71029	14/09/2023	Parnngurr Aboriginal	Supplies For Art Shed Parnngurr	104.50
EFT71030	14/09/2023	Pilbara Electrical	1 Microwave - Martumili	168.00
EFT71031	14/09/2023	Pilbara Meta Maya	Electricity Usage 24.07.23 To 21.08.23	65.23
EFT71032	14/09/2023	Pilbara Motor Group	340,000km Service 1GRN903, 60,000km Service 1HDH959, 30,000km Service 1HOA889, 160,000km Service 102EPS, Fit VHF Module & Aerial Assembly, Deflator & Equipment, Headlight repairs, parts & labour	8,547.98
EFT71033	14/09/2023	Pirtek Newman	Repair Brake Cylinder	105.53
EFT71034	14/09/2023	Pirtek Port Hedland	2 x Hose Assembly Hydraulics To Excavator R2AT04K - Marble Bar - T00073001	557.16
EFT71035	14/09/2023	PR Water Pty Ltd	1 Commercial Wheel Wash System - Newman Waste Management Facility	50,488.90
EFT71036	14/09/2023	Petro Industrial	Annual Subscription Fee 01.08.21 To 31.07.23 - Ipetro Service - Terminal 205685 Newman - PIE86919	3,366.00
EFT71037	14/09/2023	Pilbara Building Maintenance Services	Cape Keraudren - Cyclone Ilsa April 2023, Replacement of Pipe From Bore To RO Plant & RO Plant To House	9,443.34
EFT71038	14/09/2023	Pilbara Trees Pty Limited	Remove Trees Along Newman Tourist Information Centre Fenceline As Per Quoted QU-PT1382	9,625.00

EFT71039	14/09/2023	Prudential Investment Services Corp Pty Ltd	Investment Advisory Services - August 2023	1,870.00
EFT71040	14/09/2023	Punmu Aboriginal Corporation	Groceries	63.00
EFT71041	14/09/2023	RGR Road Haulage (Newman)	Freight Charges	755.70
EFT71042	14/09/2023	RKT Maintenance Service	Staff Housing Maintenance Rkt Gardening Services	319.00
EFT71043	14/09/2023	Regional Airport Management Services Pty LTD T/A RAMS	As Per RFT03-2021/2022 - Management Services, Airside Operations Services, Airside Maintenance Services, Landside Maintenance Services & Other Services	106,231.66
EFT71044	14/09/2023	Safegate Australia Pty Ltd	Annual Technical Inspection Newman Airport	6,067.60
EFT71045	14/09/2023	Sarah Stampfli/Serene Bedlam	2023 Outback Fusion Festival - Photography & Photo Booth	3,630.00
EFT71046	14/09/2023	Shire Of East Pilbara	Multiple Shire owned facilities - ESL, Waste & Sewerage Charges	24,828.06
EFT71047	14/09/2023	Stockman Engineering	250hr Dozer service, WWTP replace RAZ Pump 3, Handrails @ Saints Football Club & bolts & washers	8,861.60
EFT71048	14/09/2023	Seasons Hotel - Jerry (Business) CT Pty Ltd Aft Newman Hotel (Business) Trust	Accommodation & meals - 1 Councillor (2 nights) & 4 security staff	1,423.00
EFT71049	14/09/2023	Shift Diesel & Earth	MB Float rewire & overhaul float electrical systems, MB Service Truck repairs & parts to brakes	14,345.98
EFT71050	14/09/2023	Short St Gallery	Customer Reimbursement - Painting Received Damaged - Martumili	2,674.00
EFT71051	14/09/2023	Sigma Chemicals	Marble Bar Pool - Pool Chemicals 1 x Pellet 20L Acid Drums (32), 30 x 10Kg Granular ChlorinePlus Freight	3,332.34
EFT71052	14/09/2023	Spick & Span Commercial Property Maintenance Pty Ltd	Group 1 Toilets & BBQs x 17; Group 3 Newman Administration, Depot & Ranger's Office & Group 4 Airport Facilities x 6 - August 2023	33,223.40
EFT71053	14/09/2023	Sportspower Newman	3 x \$25 Vouchers For Programs	75.00
EFT71054	14/09/2023	Total Eden Pty Ltd	Multicore Wire For Reticulation	811.58
EFT71055	14/09/2023	Technogym Australia Pty Ltd	Newman Fitness Centre Equipment Servicing From August 2023 - June 2024	11,923.62
EFT71056	14/09/2023	Tristan Glover	Staff Reimbursement - Relocation Expense	1,304.03
EFT71057	14/09/2023	Veritas Engineering Pty Ltd	Supply Of Red ASIC For Multiple Airport Staff	580.80
EFT71058	14/09/2023	Vicflow Pty Ltd	Hire Of Watercart For Landfill Operations as per RFT 05-2022/2023	16,683.70
EFT71059	14/09/2023	Westrac Pty Ltd	Service & Repair - 250hr Road Grader At Marble Bar	1,694.48
EFT71060	14/09/2023	Water Infrastructure Science & Engineering (Wise)	Liquid Waste Facility Oversight - 25.50 hours	6,030.75
EFT71061	14/09/2023	Wilson Parking Australia 1992 Pty Ltd	Car Park Monitoring Services At Newman Airport FY 2023/2024	1,650.00
EFT71062	15/09/2023	Sirva Pty Ltd T/A Allied - Perth Business	Staff Relocation Expense	3,113.00
EFT71063	20/09/2023	Beverley Rogers	Artist Payment	300.00
EFT71064	20/09/2023	Bianca Simpson	Artist Payment	398.00
EFT71065	20/09/2023	Bugai Whyoulter	Artist Payment	2,000.00
EFT71066	20/09/2023	Carol Williams	Artist Payment	226.80
EFT71067	20/09/2023	Corban Clause Williams	Artist Payment	2,400.00
EFT71068	20/09/2023	Ciarn Dean-Bullen	Artist Payment	597.70
EFT71069	20/09/2023	Curtis Taylor	Artist Payment	315.30
EFT71070	20/09/2023	Danita Wise	Artist Payment	714.00
EFT71071	20/09/2023	Dulcie Butt	Artist Payment	75.00
EFT71072	20/09/2023	Elizabeth Toby	Artist Payment	120.00
EFT71073	20/09/2023	Gladys Bidu	Artist Payment	514.80
EFT71074	20/09/2023	Helen Dale Samson	Artist Payment	1,069.00
EFT71075	20/09/2023	Kennedy Finlay	Artist Payment	375.00
EFT71076	20/09/2023	Kumpaya Girgirba	Artist Payment	300.00
EFT71077	20/09/2023	Kara Patch	Artist Payment	200.00
EFT71078	20/09/2023	Lynette Rowlands	Artist Payment	474.00
EFT71079	20/09/2023	Lynne Charles	Artist Payment	120.00
EFT71080	20/09/2023	Marianne Burton	Artist Payment	300.00
EFT71081	20/09/2023	Mary Rowlands	Artist Payment	300.00
EFT71082	20/09/2023	Marita Lubin	Artist Payment	400.00
EFT71083	20/09/2023	Marlene Anderson	Artist Payment	329.00
EFT71084	20/09/2023	Montana Clause Williams	Artist Payment	113.40
EFT71085	20/09/2023	Owen John Biljabu	Artist Payment	1,520.00
EFT71086	20/09/2023	Pauline Williams	Artist Payment	536.40
EFT71087	20/09/2023	Reena Rogers	Artist Payment	179.81
EFT71088	20/09/2023	Sharon Porter	Artist Payment	237.00
EFT71089	20/09/2023	Sylvia Wilson	Artist Payment	150.00

EFT71090	20/09/2023	Thelma Judson	Artist Payment	600.00
EFT71091	20/09/2023	Wilson Junior Mandijalu	Artist Payment	500.00
EFT71092	20/09/2023	Zia-Rhian Dean	Artist Payment	806.40
EFT71093	20/09/2023	Bugai Whyoulter	Artist Payment	7,748.40
EFT71094	21/09/2023	Elgas	Staff Housing - Gas Supplies	52.80
EFT71095	21/09/2023	Advam Pty Ltd	Credit Card Payment Processing Services - Car Park Stations - Newman Airport For FY 2023/2024	724.22
EFT71096	21/09/2023	Aerodrome Management Services	Staff Training x 1 Aerodrome Reporting Officer Course & Radios & Accessories for Marble Bar Airport Vehicle	6,891.65
EFT71097	21/09/2023	Arm Security - Cti Security Services Pty Ltd	9 Solosafe Devices & Monitoring 01.07.23 to 30.06.24	395.92
EFT71098	21/09/2023	Advanced Protection Plus Pty Ltd	Overnight Security For 2023 Outback Fusion Festival - 31.08.23 to 04.09.23	7,286.40
EFT71099	21/09/2023	Austindo Engineering Pty Ltd	Supply & install 4 solar street lights @ Neman Airport, parts & repair works at 3 x Newman Admin office, town square, ranger's office, Newman Recreation Centre, Newman Library & Newman House, Ranger's Office & Short Term Accommodation, Capricorn Oval, Newman Polic Station (CCTV works), 2 x Yurlu Caravan Park, Newman Netball Court, 2 x Youth Centre	13,736.42
EFT71100	21/09/2023	Battery Sales & Service	Resin core solder, trailer light socker & plug, cables & 2 x batteries	2,330.25
EFT71101	21/09/2023	Beacon Equipment	Thema-Gard 5L Coolant	127.70
EFT71102	21/09/2023	BHP Billiton Iron Ore Pty Ltd	Power Consumption Charges - 2 x residential, 2 x community facilities, 10 x parks & reserves, 2 x admin office & 1 x sewerage - June 2023 to August 2023	84,511.84
EFT71103	21/09/2023	Brooks Hire Services Pty Ltd	Emergency Genertor Hire Cyclone Ilsa - April 2023	2,200.24
EFT71104	21/09/2023	Blackwoods	NWMF Supplies - Cleaning, PPE & Consumable Items	312.54
EFT71105	21/09/2023	Buckman Enterprises T/A Code Hire	Installation Of Cyclone Damaged Signs At Cape Keraudren - Cyclone Ilsa - April 2023	8,994.70
EFT71106	21/09/2023	Cadd Building Construction & Maintenance Pty Ltd	Shire Housing - 3 x external painging to front of house, fascia & old patio framework, 1 x paint carport, 1 x residential repaint cladding on front façade, 1 x roof repairs & paint ceiling	12,896.18
EFT71107	21/09/2023	Chapman & Bailey	RFT 10-2020/2021- Art Supplies MM Supply Of Art Materials Martumili Artists FY 2023/2024	9,359.34
EFT71108	21/09/2023	Cleanaway Pty Ltd (Acct 53651265)	Newman Townsite & Newman Airport Kerbside Refuse & Recycling Collection, Newman Town Litter Control, Newman Street/Car Park Sweeping & Pathways - August 2023	74,952.02
EFT71109	21/09/2023	CM Technology Group T/A Trading As CMTG Networks	Veeam Backup Including Offline Tape Storage - Licensing 01.07.23 to 30.06.24	1,515.26
EFT71110	21/09/2023	Coates Hire	Newman Airport - Portable Toilet Hire & Cleaning Fee	628.03
EFT71111	21/09/2023	CTI Records Management Pty Ltd	Offsite Tape Storage 01.07.23 to 30.06.24	33.00
EFT71112	21/09/2023	Customer First Contracting Pty Ltd	CDS Building aircon repairs, RSL park toilet & temperature sign cable, Boomerange Oval, repairs @ NWMF weighbridge & WWTP holding pond pump, Newman Rec Centre & 2 x residential, Forrest Park - supply & install 1.5m fence, double gates, 2 x PA gates, mob & demob	48,803.13
EFT71113	21/09/2023	Corsign WA Pty Ltd	Road Signs x 2 Flood Markers, 4 EA Bridge Width Markers	583.00
EFT71114	21/09/2023	Cosa Cranes Australia	Hire Of 25T Franner & Rigger To Remove Goal Posts	638.00
EFT71115	21/09/2023	Desert To Coast Training & Assessing	First Aid & CPR Training For Marble Bar Staff	4,262.00
EFT71116	21/09/2023	Dick Tracey Contracting Pty Ltd	Landscape Maintenance Contract As Per RFT-02 2022/2023 - 20 Weekly Services, 15 Monthly Services, 1 Fortnightly Service & Other Works as Directed	131,552.50
EFT71117	21/09/2023	ES2 Enterprise Solutions	Service & equipment - 5 x 16 line phones, August 2023 IT Managed Service as per RFT14-2020/2021	12,164.68
EFT71118	21/09/2023	Europcar	Vehicle Hire	1,100.00
EFT71119	21/09/2023	East Pilbara Maintenance Pty Ltd	1 45kg Houshold LPG Gas Bottle & delivery	283.80
EFT71120	21/09/2023	Exelnetwork Pty Ltd	6 x Deltapat Start Packs (Test & Tag Equipment)	8,551.40
EFT71121	21/09/2023	Flex Fitness	Newman Recreation Centre - 1 Treadmill & delivery, Leg Press/Hack Squat & Freight	9,638.00
EFT71122	21/09/2023	Farmarama Pty Ltd	Supply 48 x 25kg Yara Mila Complex NPK - Newman	5,491.20

EFT71123	21/09/2023	Flowtek Plumbing & Gas Pty Ltd	Supply parts & repairs - Martumili Disabled Toilets, Newman Town Square, 2 x Vertical Drink Fountain Taps, Town Square lawn retic & new sub meter, Newman Youth Centre - Girls Toilet	6,555.58
EFT71124	21/09/2023	Galjo Pty Ltd T/A East Pilbara Tyre Service	Supply, Fit & Disposal of 5 Tyres & 10 Vehicle Batteries	5,684.50
EFT71125	21/09/2023	Galvins Plumbing Supplies	18 x Pop up springs, 1 x gate valve, LPG pigtail & H/WHL, PVC piping, clamps	1,055.32
EFT71126	21/09/2023	GHD Pty Ltd	Compliance Review On Cape Keraudren Boat Ramp Detailed Design Prepared By GHD In 2014 (Reference 61/30378), Provide An Update To The Cost Estimate To Support Grant Application	9,468.80
EFT71127	21/09/2023	Hospitality Inn Port Hedland	Accommodation & Meals For Regional Bus Driver	273.50
EFT71128	21/09/2023	Heatley Sales Pty Ltd T/A Skipper Transport	Electric Fuel Pump Kit For Fuel Tank At Cape Keraudren	518.08
EFT71129	21/09/2023	Herseys Safety	Cleaning Supplies	2,059.95
EFT71130	21/09/2023	International Association For Public Participation Australasia Limited	IAP x 2 Staff Training - Essentials Of Engagement & Design & Plan Engagement	4,010.00
EFT71131	21/09/2023	Jason Signmakers	Supply & Install Community Safety Stickers & East Pilbara Logos	1,481.74
EFT71132	21/09/2023	Jurovich Surveying Pty Ltd	Land Identification Survey (Re-Establishing Lot Boundaries Of 5,7,9) & Ground Levels Survey At Nullagine Pool Site	10,725.00
EFT71133	21/09/2023	Kalgan Cleaning Services	Staff Housing Cleaning Service	297.00
EFT71134	21/09/2023	Kunawarrtiji Aboriginal Corporation (Outback Stores)	Accommodation 1 Single Room, 1 Double Room, 12.09.23 Community Safety Team During Community Trip	600.00
EFT71135	21/09/2023	Life Apparel Co Pty Ltd	NAIDOC Week 2023 Shirts - Classic Venta Standard Polo SoEP & NAIDOC Logos x 10	611.82
EFT71136	21/09/2023	Local Geotechnics	Geotechnical Investigation & Geotechnical Report For Proposed Nullagine Aquatic Centre	7,590.00
EFT71137	21/09/2023	Mt Newman Furniture & Bedding	Staff Housing Supplies - Bedding	407.00
EFT71138	21/09/2023	Magellan Powertronics Pty Ltd	Staff Housing Solar Service & Clean - Marble Bar & Nullagine Residential Properties	8,063.00
EFT71139	21/09/2023	Marble Bar General Store	Groceries - MB Bush Crew x 10	2,083.43
EFT71140	21/09/2023	Muscle Worx Pty Ltd	Health Products For Retail	1,017.00
EFT71141	21/09/2023	Newman Home Hardware & Ice Plus	41 Invoices - Misc Items inc washers, bolts, sockets, threads, poly plugs & pipe, Stihl fuel, safety glasses, tarp D-ring, powerboard & leads, padlocks & keys, fertiliser, trailer plug, battery, cleaning materials, garden hose, drill set masonry, screws, 810 turf rolls Shire facilities, 2 x 94pc Workshop Kit, socket set, Makita Combo Set, cable ties, cash box, broom & hose & hose fittings	27,425.68
EFT71142	21/09/2023	Newman Veterinary Hospital	5L F10 Disinfectant For Aminimal Management Facility Cleaning	558.90
EFT71143	21/09/2023	Neon Music Services (Grand Trine Pty Ltd)	Newman Art Mural- Moving Forward Program - 50% Deposit Payment	21,175.00
EFT71144	21/09/2023	Newman Basketball Association	Activation - Community BBQ At The Square To Support The 2023 FIFA Women's Third Place Screening - Australia Vs Sweden	500.00
EFT71145	21/09/2023	Newman Hotel Motel	Table Cloth Clean - 4 Table Clothes To Be Cleaned, Newman Family Fun Run Event	30.00
EFT71146	21/09/2023	Nully Capital Pty Ltd	Staff Accommodation For August 2023 OCM	280.00
EFT71147	21/09/2023	Parngurr Aboriginal	Fuel 1ECZ040 & art shed supplies (Parngurr), 2 x field travel expenses (food)	304.50
EFT71148	21/09/2023	PCC Productions	Truss/stage/stands/rigging/fencing, main FOH audio, stage & monitor audio, festival backline, lighting, safety & OHS, second stage PA & crew - 2023 Outback Fusion Festival	30,327.22
EFT71149	21/09/2023	Permeate Partners Pty Ltd (Conexa)	Newman Airport - Supply & Install New PH/ORP Probe For Handheld Myron Ultrameter II Calibration/Verification & Delivery To Perth	732.94
EFT71150	21/09/2023	Pilbara Electrical	JBL Partybox 110 Portable Speaker (Place Based), Staff Housing & Short Term Accommodation Items - Microwave, 2 x Fridge, Oven, Washing Machine,TV & other items + freight	5,706.75

EFT71151	21/09/2023	Pilbara Motor Group	Parts & repairs - UHF aerial, front wheel alignment, 70,000km service 1GKY573, 75,000km service 1HQZ614, air con, rear tray, 150,000km service EP6312, 110,000km service 1HWY477, 80,000km service EP6093, 20,000km service 1HTB689 & rear diff leak	11,753.82
EFT71152	21/09/2023	Pirtek Newman	Parts & repairs & service NWMF	1,503.48
EFT71153	21/09/2023	Planning Institute Australia	PIA Planning Institute Of Australia Wa State Conference 2023	650.00
EFT71154	21/09/2023	Pilbara Building Maintenance Services	Cape Keraudren Residence SoEP Staff Housing Maintenance PBMS, As Per Quote #17557 - Works To Kitchen Vent	2,099.94
EFT71155	21/09/2023	Pilbara Panel & Paint Pty Ltd	Panel & paint repairs - 125EPS, 183EPS, 1HOA889, tilt tray hire, refit & repair 183EPS,	22,342.29
EFT71156	21/09/2023	Pilbara Solutions Pty Ltd T/A Hedland Mobile Windscreens	Service & Repair - Carry Out Windscreen Replacement	1,320.00
EFT71157	21/09/2023	Pitipan Sutiwan	Staff Reimbursement - Electricity	327.06
EFT71158	21/09/2023	Red Dust Events	Performing Artist & MC - 2023 Outback Fusion Festival	2,750.00
EFT71159	21/09/2023	RGR Road Haulage (Newman)	22 x E-Waste IBCs	2,618.55
EFT71160	21/09/2023	RKT Maintenance Service	Staff Housing Maintenance - Garden Services as required	330.00
EFT71161	21/09/2023	SMEC Australia	Development Of Newman Landfill Management Plan & Associated Documents	20,090.40
EFT71162	21/09/2023	Stockman Engineering	Supply & install + freight - Angular Handrails At Capricorn Oval Disabled Access	9,588.70
EFT71163	21/09/2023	Shane Hayes	Staff Reimbursement - Items For 2023 Fusion Festival	93.08
EFT71164	21/09/2023	Soft Landing T/As Community Resources Limited	NWMF Mattress Recycling	7,266.17
EFT71165	21/09/2023	Spartan First Pty Ltd T/A Spartan Medical Practice Newman	Staff Medicals x 3	1,254.00
EFT71166	21/09/2023	Spick & Span Commercial Property Maintenance Pty Ltd	Town Square, centre hall, Senior Sports Centre - internal toilets & change rooms, clean 24 plastic chairs, Group 2 Community Facilities Aquatic Centre, Martumilli, Newman Library, Recreation Centre, Youth Centre, CDS & Yurlu Caravan Park - July & August 2023, Group 1 Toilets & BBQs x 17; Group 3 Newman Administration, Depot & Ranger's Office - August 2023	99,347.24
EFT71167	21/09/2023	Sportspower Newman	\$50 Gift Cards - After School Programs, Mental Health Week, School Holiday Programs	950.00
EFT71168	21/09/2023	St John Ambulance Western Australia Ltd	St John Ambulance Event Service - Newman Family Fun Run - 19.08.23	247.75
EFT71169	21/09/2023	Sungem Investments T/A Marina Bricklayers	Build Concrete Path Down Stojic Road, Newman	14,751.00
EFT71170	21/09/2023	Sylvana Caranna	Staff Reimbursement - Diesel	609.92
EFT71171	21/09/2023	Tenderlink	Upload of Tender documents x 3	554.40
EFT71172	21/09/2023	Tyrepower Newman	Service & Repair - 4 Tyres Fitment & Disposal	2,032.00
EFT71173	21/09/2023	The Factory (Australia) Pty Ltd	Freight Charges Transportation of Christmas Decorations From Perth To Newman	9,264.75
EFT71174	21/09/2023	The Good Grocer Newman IGA	Catering & Groceries - Fusion Outback Festival September 2023, After School Programs, September 2023 Citizenship Ceremony, EOT3 Programs, Governor's visit & employee farewell morning tea	3,754.70
EFT71175	21/09/2023	Udla P/L	Design Of Laneway Upgrade & Beautification	19,855.00
EFT71176	21/09/2023	Ulti Mech	Service - Parts & Labour - Fuso Canter 1HQP265, Isuzu 1DOL797	1,446.60
EFT71177	21/09/2023	Uniforms At Work Pty Ltd	Staff Uniforms	36.30
EFT71178	21/09/2023	Universal Music Australia Pty Limited Ta Four Tones	2023 Outback Fusion Festival - Performance By South Summit On 02.09.23	11,000.00
EFT71179	21/09/2023	Waterchoice (Aust) Pty Ltd	Lease - Water Filtration Systems - Newman Various Locations	650.00
EFT71180	21/09/2023	Westrac Pty Ltd	2 x 208L 15W40 Oil & freight	2,560.89
EFT71181	21/09/2023	Wow Wipes	Supply & delivery of 10 x 1200 Wipes - Newman Recreation Centre	1,578.50
EFT71182	21/09/2023	Wormald Australia Pty Ltd	Marble Bar Civic Centre - Supply & Install 1 x 4.5kg ABE Fire Extinguisher In Stage Area To Replace Missing Unit, Test & Tag On Completion	424.60
EFT71183	21/09/2023	Wrapped Creations Pty Ltd	Event Management For End-Of-Year Community Event On 26.11.23	5,995.68

EFT71184	21/09/2023	YMCA Community Services Wa	2023 Newman Family Fun Run & Half Marathon: Community Group Payment	550.00
EFT71185	21/09/2023	Helen Christine Bodycoat	Rates Refund	688.27
EFT71186	21/09/2023	IGO Limited	Rates Refund	17,967.30
EFT71187	21/09/2023	JH Computer Services WA Pty Ltd	HP - Elitebook 650 G9 - I7, 16Gb, 512Gb Ssd, 3yr Warranty	7,168.37
EFT71188	22/09/2023	WA Treasury Corporation	Loan 71 Repayments	94,766.76
EFT71189	27/09/2023	Bugai Whyoulter	Artist Payment	2,000.00
EFT71190	27/09/2023	Brianna Booth	Artist Payment	93.75
EFT71191	27/09/2023	Catherine Biljabu	Artist Payment	777.00
EFT71192	27/09/2023	Corban Clause Williams	Artist Payment	1,000.00
EFT71193	27/09/2023	Danielle Booth	Artist Payment	93.75
EFT71194	27/09/2023	Heather Nanala	Artist Payment	375.03
EFT71195	27/09/2023	Judith Anya Samson	Artist Payment	248.79
EFT71196	27/09/2023	Johnny Yallabah	Artist Payment	116.60
EFT71197	27/09/2023	Kumpaya Girgirba	Artist Payment	300.00
EFT71198	27/09/2023	Marianne Burton	Artist Payment	900.00
EFT71199	27/09/2023	Mary Rowlands	Artist Payment	120.00
EFT71200	27/09/2023	Marlene Anderson	Artist Payment	1,000.00
EFT71201	27/09/2023	Ngamaru Bidu	Artist Payment	500.00
EFT71202	27/09/2023	Nola Taylor	Artist Payment	100.00
EFT71203	27/09/2023	Sharon Porter	Artist Payment	93.75
EFT71204	27/09/2023	Wilson Junior Mandijalu	Artist Payment	399.60
EFT71205	28/09/2023	Property Gallery - Strata	Staff Housing - Strata Strata Fees For Marilana Street, Newman	2,491.62
EFT71206	28/09/2023	Action Lock Service	SoEP Public Building Maintenance Senior Sports Facility, Boomerang Oval Complex 3 Keys	625.50
EFT71207	28/09/2023	Aviair	Freight	42.60
EFT71208	28/09/2023	Ashley Halliday Architects Pty Ltd	Architectural Services As Per RFT 13-2022/2023 Newman Airport Terminal Expansion Project	39,534.00
EFT71209	28/09/2023	Asset Vision Pty Ltd	Implementation Of Asset Management Software & Data Migration Costs	9,467.26
EFT71210	28/09/2023	Austindo Engineering Pty Ltd	Supply parts & labour - 2 x Newman Recreation Centre, 10 x Residential, 1 x Parks & Reserves, 1 x Nullagine Depot, Yurlu Caravan Park fencing, 2 x Shire Office, 2 x Short Term Accommodation, 1 x Newman Library, Newman Aquatic Centre, 1 x Airport, 1 x Newman Town, 1 x Park & Newman Visitor Centre	12,958.45
EFT71211	28/09/2023	Autopro Newman	2 GME 5 Watt UHF Portable CB Radios	1,239.98
EFT71212	28/09/2023	Brooks Hire Services Pty Ltd	Hire Of Excavator Grapple Attachment	601.81
EFT71213	28/09/2023	Beecrofts Bulk Haulage	Removal, Transport & Disposal Of 2 x 45ft Gated Trailers Of Tyres From NWMF To Cashmans Tyre Disposal (300-450 tyres per trailer depending on tyre size)	26,224.00
EFT71214	28/09/2023	Beyond Clarity	Proplus Subscription	1,783.65
EFT71215	28/09/2023	Binbirri Contracting Pty Ltd	Machinery & Operator Hire - Gravel Resheet On Warralong Road At SLK 48.00 - 49.00 & SLK 60 - 62.00 as per Tender RFT 05-2022/2023	110,000.00
EFT71216	28/09/2023	Blackwoods	60 x 24 Water - Marble Bar, NWMF PPE, MB PPE, MB bulk drinking water & hydralites	2,596.16
EFT71217	28/09/2023	Building Certification Services Wa Pty Ltd	Refund For Overpayment Payment	62.13
EFT71218	28/09/2023	CJD Equipment	Range Valve	252.02
EFT71219	28/09/2023	CM Technology Group T/A Trading As CMTG Hosting	Veeam Backup	737.56
EFT71221	28/09/2023	Customer First Contracting Pty Ltd	EPAC electric panel, 3 x Newman Rec Centre, Newman Youth Centre, SES Building, SPQ1, 4 x NWMF	28,442.71
EFT71222	28/09/2023	Centurion Transport Co Pty Ltd	Freight x 8	1,664.89
EFT71223	28/09/2023	Charles Thomas	Participation Grant	300.00
EFT71224	28/09/2023	Complete Office Supplies	Stationery Supplies, Minor Equipment & Consumables May 2023 to July 2023 Newman Admin Office, Marble Bar Admin Office, Library & Rec Shed	1,777.54
EFT71225	28/09/2023	Coongan Pty Ltd	Niyaparli Cultural Safety Induction - 3 Staff	792.00
EFT71226	28/09/2023	Corsign Wa Pty Ltd	Custom Sign Size 600x900mm Description: Short Term Car Park Fees	2,226.40
EFT71227	28/09/2023	Crawford Realty Newman	Refund For Overpayment	80.00
EFT71228	28/09/2023	Department Of Fire & Emergency Services	First ESL Quarterly Payment	152,894.72
EFT71229	28/09/2023	Department Of Transport	Release Of Ownership Requests 2023/2024	22.00

EFT71230	28/09/2023	Department Of Water & Environmental Regulation	Nullagine Site License Fee Renewal	1,042.80
EFT71231	28/09/2023	Desert To Coast Training & Assessing	HR Training & Dept Of Transport Fee	555.00
EFT71232	28/09/2023	Dick Tracey Contracting Pty Ltd	Landscape Maintenance Contract As Per RFT-02 2022/2023 - 20 Weekly Services, 15 Monthly Services, 1 Fortnightly Service & Other Works as Directed	114,162.00
EFT71233	28/09/2023	East Pilbara BMX Club	Newman Waste Calendars Distribution	500.00
EFT71234	28/09/2023	East Pilbara Earthmoving Pty Ltd	Gravel Resheet As Per RFT005-2022/2023 - Excavator x 2, light vehicle x 3, grader x 1, roller x 2, side tipper x 3, drop deck trailer x 1, quad float x 2, Camp x 12 & mob & de-mob	224,009.46
EFT71235	28/09/2023	EM Electrical Movement	Epac-Martumili SoEP Public Building Maintenance EM Electrical-Re-Set Reverse Osmosis On Internal Water Tank	297.00
EFT71236	28/09/2023	Environmental Industries	Staff Housing x 2 - Gardening Works	516.41
EFT71237	28/09/2023	Europcar	Hire Car x 25 Days (Waste) & Hire Car x 30 Days (Ranger)	5,011.17
EFT71238	28/09/2023	East Pilbara Maintenance Pty Ltd	Water For Punmu Field Officers	272.00
EFT71239	28/09/2023	Ellsea Holdings Snap Perth Cbd	Business Cards - 2 Staff	308.00
EFT71240	28/09/2023	Etienne Vorster	Staff Reimbursement - Diesel	419.34
EFT71241	28/09/2023	Fiona Robinson	Staff Reimbursement - Library Supplies Needed	74.88
EFT71242	28/09/2023	Flowtek Plumbing & Gas Pty Ltd	Yurlu Caravan Park HWS, EPAC toilets, Newman Aquatic changerooms	2,208.35
EFT71243	28/09/2023	Frank Ashworth	Staff Reimbursement - Meals Whilst Travelling	50.83
EFT71244	28/09/2023	Fuji Xerox Australia Pty Ltd	Printer Lease x 4	1,496.00
EFT71245	28/09/2023	Galjo Pty Ltd T/A East Pilbara Tyre Service	5 Invoices For Supply, Fitment & Disposal Or Repairs Of Tyres & Workshop Consumables Needed	3,350.60
EFT71246	28/09/2023	Holcim (Australia) Pty Ltd	Supply & Deliver 10mm Gravel To Newman Airport	11,109.22
EFT71247	28/09/2023	Hospitality Inn Port Hedland	Accommodation & Meals For Remote Bus Service Driver	243.50
EFT71248	28/09/2023	Helene Pty Ltd T/A Lo-Go Appointments Wa	3 Invoices For Labour Hire EO To CEO - 8 Weeks (Ruth Gibbs 2021)	5,827.04
EFT71249	28/09/2023	JH Computer Services WA Pty Ltd	20 Mouse & Keyboard Combos With Freight	2,475.00
EFT71250	28/09/2023	King Kira Maintenance Pty Ltd	Supply, Fitment & Disposal Of Tyre	189.51
EFT71251	28/09/2023	Kunawarriti Aboriginal Corporation (Outback Stores)	Consumables & Diesel	502.81
EFT71252	28/09/2023	Ladybird Entertainment	2023 Outback Fusion Festival- Performance By Ladybird Entertainment 02.09.23 to 03.09.23	5,258.00
EFT71253	28/09/2023	LGIS Liability Scheme	Non-Scheme Policy - Marine Cargo	498.09
EFT71254	28/09/2023	Local Government Professionals Australia Wa	Staff Training	130.00
EFT71255	28/09/2023	Links Modular Solutions	600 Blue Fob Membership Keys For 24hr Gym Access	1,683.00
EFT71256	28/09/2023	Mettler-Toledo Ltd	Software Solution/Calibration Service For NWMF Weighbridge	5,559.40
EFT71257	28/09/2023	Mt Newman Furniture & Bedding	Shire Staff Housing - TV Unit	499.00
EFT71258	28/09/2023	Mark Keogh Pty Ltd T/A Mark Keogh Training	4WD Qualification Field Officer	1,190.00
EFT71259	28/09/2023	Mathew Scott Pennington	Staff Reimbursement - Travel Costs	161.62
EFT71260	28/09/2023	Mitchell Ferris	Staff Reimbursement - Travel Costs	27.92
EFT71261	28/09/2023	Moore Australia (Wa)	Staff Training - 2023 Financial Reporting Workshop	3,344.00
EFT71262	28/09/2023	Newman Home Hardware & Ice Plus	84 x potting mix, 60 x boxing, galvanised chain weld x 6, 6 x 20L liquid chlorine, 5 tier shelf, consumables	2,787.28
EFT71263	28/09/2023	Newman Gymnastics Club	Successful Small Grant Application	932.72
EFT71264	28/09/2023	Newman Hotel Motel	Laundry Services	97.50
EFT71265	28/09/2023	Newman MM Pty Ltd - Mia Mia Newman	Accommodation, Meals & Catering Services - EOFY Staff Function, Martumili,	3,592.00
EFT71266	28/09/2023	Nor-West Freight Services Pty Ltd	Freight x 4	1,018.88
EFT71267	28/09/2023	Office Line	3 x office chairs, 2 x office desk, delivery & placement	3,595.90
EFT71268	28/09/2023	Officeworks Business Direct	Office/Studio Supplies	338.67
EFT71269	28/09/2023	Onsite Rental Group	Emergency Hire Of Box Trailer 8x5 September 2023, Cyclone Ilsa - April 2023	423.63
EFT71270	28/09/2023	Osborne Autos Pty Ltd	Supply Isuzu Ute MUX LSM 4x4 3.0L T/D 6spd Auto Wagon MY22 Model	53,790.30
EFT71271	28/09/2023	Permeate Partners Pty Ltd (Conexa)	Operational Support Of The Water Treatment Plant (RO) At Newman Airport For FY 2023/2024	9,864.80
EFT71272	28/09/2023	PGS Security Pty Ltd	Repair Window Smashed By Vandalism	592.41
EFT71273	28/09/2023	Pilbara Electrical	Staff Housing- Replacement Microwave	303.00
EFT71274	28/09/2023	Pilbara Meta Maya	Electricity Usage - 24.07.23 to 25.08.23	26.60
EFT71275	28/09/2023	Pilbara Motor Group	1 Hilux 4 x 4 inc trade & 3,000km service 1HWV247	72,901.15
EFT71276	28/09/2023	Pardoo Beef Corporation Pty Ltd	Overnight Accommodation & Meals For 2 Staff	568.70
EFT71277	28/09/2023	Paul Miller	Staff Reimbursement - Travel & Meals	239.68
EFT71278	28/09/2023	Pilbara Food Services	2 x Newman Youth Centre & 1 x Newman Aquatic Centre	3,135.32

EFT71279	28/09/2023	Pilbara Pest Co Pilbara Pest Company Pty Ltd	Annual Termite & Pest Inspection & Treatment - Multiple Newman Buildings & Structures	20,790.00
EFT71280	28/09/2023	Pilbara Solutions Pty Ltd T/A Hedland Mobile Windscreens	Supply & Repair Windscreen & Moldings	550.00
EFT71281	28/09/2023	Professional Arts Management - (Jack C PAM)	Art Rack Fabrication Includes 4 Movable Racks	7,500.00
EFT71282	28/09/2023	Punmu Aboriginal Corporation	3 Invoices For Accommodation, Groceries & Diesel	2,078.74
EFT71283	28/09/2023	RKT Maintenance Service Rkt Maintenance Service	Staff Housing - Monthly Garden Service as required	110.00
EFT71284	28/09/2023	Rosmech Sales & Service Pty Ltd	Parts & Freight	131.57
EFT71285	28/09/2023	Rachel Green	Staff Coaching & Profile Assessments With Rachel Green EQ Coach Online	3,095.00
EFT71286	28/09/2023	Royal Life Saving Society - Western Australia	Lifeguards To Swim Teacher Training Registration - 8 Participants	1,235.00
EFT71287	28/09/2023	Seek Limited	Staff Vacancy Advertising	1,160.50
EFT71288	28/09/2023	Sheridans	9 x Staff Badges	341.50
EFT71289	28/09/2023	Smiths Detection (Australia) Pty Ltd	Preventative Maintenance - EQP21406022001 WTMD & EQP#129535	6,198.72
EFT71290	28/09/2023	Stockman Engineering	Geotab Installs For 6 Vehicles	2,277.00
EFT71291	28/09/2023	Shane Hayes	Staff Reimbursement - Consumables For Citizenship Ceremony 2023	24.00
EFT71292	28/09/2023	Shift Diesel & Earth	MB Float Fabrication Works (9RW968)	5,500.00
EFT71293	28/09/2023	Sigma Chemicals	WTO127 - Waterlink Spin Disc 501 Pk 50 x 2	1,466.30
EFT71294	28/09/2023	The ORS Group	EAP ORS Group - Employee Assist Program	193.99
EFT71295	28/09/2023	Team Global Express (Previously Toll/Ipec)	Freight Charges	1,154.03
EFT71296	28/09/2023	The Good Grocer Newman IGA	Community Programs x 4 & 2 x Youth Centre	1,174.41
EFT71297	28/09/2023	Vaisala Pty Ltd	TSM Thunderstorm Manager Display & Alert 100km ² Newman Airport x 10 Users Included Lightning Threat Zone, Storm Intensity	5,720.00
EFT71298	28/09/2023	Vicflow Pty Ltd	Hire Of Watercart For Landfill Operations In Accordance With Tender RFT 05-2022/2023 - September 2023	16,683.70
EFT71299	28/09/2023	WA Library Supplies	Library Supplies For Newman & Marble Bar Libraries	346.53
EFT71300	28/09/2023	Water Corporation	Trade Waste Permit 64732 - 14198L Annual Charge - Oncharge To Muzz Buzz	246.16
EFT71301	28/09/2023	West Books	Purchase Of Books For Newman & Marble Bar Libraries	250.55
EFT71302	28/09/2023	Water Infrastructure Science & Engineering (Wise)	Newman LWF O & M Manual x 4 - NWMF	13,000.00
EFT71303	28/09/2023	Wormald Australia Pty Ltd	Fire Pump Systems Testing Failures - DRA#868012	3,619.33
EFT71304	29/09/2023	BHP Billiton Iron Ore Pty Ltd	4 Residential & 1 YMCA	1,336.08
EFT71305	29/09/2023	Darren Nealing	HR Confidential Matters - Legal Advice	3,000.00
EFT71306	29/09/2023	Horizon Power	Shire facilities x 2	1,299.66
EFT71307	29/09/2023	Adrienne Mortimer	Councillors Fees - September 2023	2,305.84
EFT71308	29/09/2023	Annabell Landy	Councillors Fees - September 2023	2,305.84
EFT71309	29/09/2023	Anthony Middleton	Councillors Fees - September 2023	8,485.42
EFT71310	29/09/2023	David Kular	Councillors Fees - September 2023	2,305.84
EFT71311	29/09/2023	Karen Lockyer	Councillors Fees - September 2023	2,305.84
EFT71312	29/09/2023	Lang Tree Eric Coppin	Councillors Fees - September 2023	2,305.84
EFT71313	29/09/2023	Matthew Anick	Councillors Fees - September 2023	2,305.84
EFT71314	29/09/2023	Peta Baer	Councillors Fees - September 2023	2,305.84
EFT71315	29/09/2023	Stacey Smith	Councillors Fees - September 2023	2,305.84
EFT71316	29/09/2023	Wendy Mcwhirter-Brooks	Councillors Fees - September 2023	3,679.01
				4,350,745.99
DD18758.1	12/09/2023	Westnet	Westnet Internet Costs - September 2023	59.99
DD18768.1	03/09/2023	Aware Super	Superannuation Contributions	39,409.29
DD18768.2	03/09/2023	Australian Ethical Super	Superannuation Contributions	1,262.91
DD18768.3	03/09/2023	Plum Superannuation	Superannuation Contributions	535.20
DD18768.4	03/09/2023	ANZ Smart Choice Super	Superannuation Contributions	788.30
DD18768.5	03/09/2023	Voyage Superannuation	Superannuation Contributions	637.26
DD18768.6	03/09/2023	Unisuper	Superannuation Contributions	769.56
DD18768.7	03/09/2023	Australian Retirement Trust	Superannuation Contributions	1,304.33
DD18768.8	03/09/2023	TWU Super	Superannuation Contributions	767.30
DD18768.9	03/09/2023	MLC Masterkey Super Fundamentals	Superannuation Contributions	1,018.69
DD18770.1	03/09/2023	Australian Super	Superannuation Contributions	101.58
DD18789.1	17/09/2023	Aware Super	Superannuation Contributions	39,836.03
DD18789.2	17/09/2023	Australian Ethical Super	Superannuation Contributions	1,281.23

DD18789.3	17/09/2023	ANZ Smart Choice Super	Superannuation Contributions	795.33
DD18789.4	17/09/2023	Voyage Superannuation	Superannuation Contributions	856.24
DD18789.5	17/09/2023	Unisuper	Superannuation Contributions	769.56
DD18789.6	17/09/2023	Australian Retirement Trust	Superannuation Contributions	1,314.27
DD18789.7	17/09/2023	TWU Super	Superannuation Contributions	767.30
DD18789.8	17/09/2023	AMP Signature Super	Superannuation Contributions	193.95
DD18789.9	17/09/2023	Insignia Financial Ltd	Superannuation Contributions	181.10
DD18768.10	03/09/2023	AMP Signature Super	Superannuation Contributions	127.95
DD18768.11	03/09/2023	Insignia Financial Ltd	Superannuation Contributions	145.51
DD18768.12	03/09/2023	Australian Super	Superannuation Contributions	12,760.31
DD18768.13	03/09/2023	The Trustee For Hesta	Superannuation Contributions	304.96
DD18768.14	03/09/2023	Essential Super	Superannuation Contributions	573.47
DD18768.15	03/09/2023	Amp Super Fund	Superannuation Contributions	567.03
DD18768.16	03/09/2023	Brighter Super	Superannuation Contributions	261.78
DD18768.17	03/09/2023	Future Super Fund	Superannuation Contributions	731.87
DD18768.18	03/09/2023	Spirit Super	Superannuation Contributions	41.53
DD18768.19	03/09/2023	Trustee For Retail Employees Superannuation Trust	Superannuation Contributions	401.92
DD18768.20	03/09/2023	Hostplus Superannuation Fund	Superannuation Contributions	374.73
DD18768.21	03/09/2023	Australiansuper	Superannuation Contributions	470.03
DD18768.22	03/09/2023	The Trustee For Australian Retirement Trust / Qsuper	Superannuation Contributions	4,165.94
DD18768.23	03/09/2023	Colonial First State	Superannuation Contributions	1,129.14
DD18768.24	03/09/2023	MacQuarie Super Accumulator Account	Superannuation Contributions	2,216.58
DD18768.25	03/09/2023	IIOF Investments Services Ltd	Superannuation Contributions	22.60
DD18768.26	03/09/2023	Sun Super	Superannuation Contributions	179.09
DD18768.27	03/09/2023	C & M Hardefeldt Super Pty Ltd	Superannuation Contributions	393.99
DD18768.28	03/09/2023	Construction & Building Unions Superannuation Fund (CBUS)	Superannuation Contributions	1,077.77
DD18768.29	03/09/2023	Trustee For Prime Super	Superannuation Contributions	372.84
DD18768.30	03/09/2023	Hostplus	Superannuation Contributions	3,600.26
DD18768.31	03/09/2023	AMP	Superannuation Contributions	1,077.77
DD18768.32	03/09/2023	Rest Superannuation	Superannuation Contributions	3,580.28
DD18768.33	03/09/2023	Mercer Super Trust	Superannuation Contributions	2,035.49
DD18768.34	03/09/2023	Trustee For Hub24 Super Fund	Superannuation Contributions	8.77
DD18768.35	03/09/2023	IIOF Investments Services Ltd	Superannuation Contributions	80.89
DD18789.10	17/09/2023	Trustee For Hesta	Superannuation Contributions	326.92
DD18789.11	17/09/2023	Essential Super	Superannuation Contributions	573.47
DD18789.12	17/09/2023	Australian Super	Superannuation Contributions	13,585.28
DD18789.13	17/09/2023	AMP	Superannuation Contributions	575.10
DD18789.14	17/09/2023	Brighter Super	Superannuation Contributions	261.78
DD18789.15	17/09/2023	Future Super Fund	Superannuation Contributions	745.19
DD18789.16	17/09/2023	Spirit Super	Superannuation Contributions	41.53
DD18789.17	17/09/2023	Hesta Super Fund	Superannuation Contributions	8.91
DD18789.18	17/09/2023	Trustee For Retail Employees Superannuation Trust	Superannuation Contributions	401.92
DD18789.19	17/09/2023	Hostplus Superannuation Fund	Superannuation Contributions	442.27
DD18789.20	17/09/2023	Australiansuper	Superannuation Contributions	552.77
DD18789.21	17/09/2023	The Trustee For Australian Retirement Trust / Qsuper	Superannuation Contributions	4,129.63
DD18789.22	17/09/2023	Macquarie Super Accumulator Account	Superannuation Contributions	2,216.58
DD18789.23	17/09/2023	Hostplus	Superannuation Contributions	3,259.82
DD18789.24	17/09/2023	IIOF Investments Services Ltd	Superannuation Contributions	64.58
DD18789.25	17/09/2023	Sun Super	Superannuation Contributions	179.09
DD18789.26	17/09/2023	C & M Hardefeldt Super Pty Ltd	Superannuation Contributions	393.99
DD18789.27	17/09/2023	MLC Masterkey Super Fundamentals	Superannuation Contributions	1,059.95
DD18789.28	17/09/2023	Spaceship Super	Superannuation Contributions	74.02
DD18789.29	17/09/2023	Construction & Building Unions Superannuation Fund (CBUS)	Superannuation Contributions	1,077.77
DD18789.30	17/09/2023	The Trustee For Prime Super	Superannuation Contributions	372.84
DD18789.31	17/09/2023	Colonial First State	Superannuation Contributions	1,133.10
DD18789.32	17/09/2023	AMP	Superannuation Contributions	1,077.77
DD18789.33	17/09/2023	Rest Superannuation	Superannuation Contributions	3,503.15
DD18789.34	17/09/2023	Mercer Super Trust	Superannuation Contributions	2,084.96
DD18789.35	17/09/2023	The Trustee For Hub24 Super Fund	Superannuation Contributions	56.11

DD18789.36	17/09/2023	IOOF Investments Services Ltd	Superannuation Contributions	315.02
				167,865.44

Credit Cards
Amy Mukhaje

28/09/2023	Woolworths Newman	Studio Supplies	288.27
28/09/2023	Officeworks	Office/Art/Gallery Supplies	150.21
26/09/2023	Starlink Australia Pty	New Internet For Parnngurr	629.00
25/09/2023	Adobe Products	Creative Software Subscription	28.59
22/09/2023	Spot	Gps Tracker For Remote Travel	14.38
19/09/2023	SP Colourverse	Paint Pens For Artists Wn Project	173.81
15/09/2023	Ampol Newman	Ice For Event	12.00
14/09/2023	Parnawarriiga Newman	Staff Food- Parnngurr	89.82
14/09/2023	Adobe Systems Pty Ltd	Creative Software Subscription	171.47
14/09/2023	Adobe Systems Pty Ltd	Creative Software Subscription	171.47
14/09/2023	Adobe Systems Pty Ltd	Creative Software Subscription	14.29
14/09/2023	Adobe Systems Pty Ltd	Creative Software Subscription	171.47
13/09/2023	Woolworths Online	Field Officer Food - Parnngurr	156.32
13/09/2023	Woolworths Newman	Studio Supplies	150.15
13/09/2023	Woolworths Newman	Staff Food- Parnngurr	88.70
12/09/2023	Woolworths Newman	Field Officer Food - Punmu	489.60
11/09/2023	Woolworths Newman	Studio Supplies	6.20
11/09/2023	Woolworths Newman	Field Officer Food - Punmu	508.51
11/09/2023	Don Whyte Framing - Coconut Grove	Framing For Exhibition Artworks	545.00
11/09/2023	MYOB Australia	Financial Software Subscription	170.00
11/09/2023	Mailchimp	Mailing List Software Subscription	126.42
8/09/2023	Woolworths Newman	Studio Supplies	397.77
7/09/2023	Woolworths Newman	Studio Supplies	648.34
4/09/2023	Woolworths Newman	Studio Supplies	69.05
4/09/2023	The-Iconic North Sydney	Clothes For Artist Exhibition	242.80
4/09/2023	www.skymesh.net.au	Kunawarritji Internet	74.95
4/09/2023	Chicken Treat Newman	Lunch For Travelling Artists	35.58
4/09/2023	Amazon Web Services	Website Hosting	55.14
			5,679.31

Credit Cards
Bevan Klein

29/09/2023	Marble Bar General Store		40.00
27/09/2023	Woolworths Newman		135.35
21/09/2023	Department Of Transport		20.40
20/09/2023	DoT - Licensing Newman		31.10
20/09/2023	DoT - Licensing Newman		130.50
15/09/2023	Woolworths Newman		13.30
15/09/2023	J Blackwood & Son P/L Newman		37.82
13/09/2023	Red Sands Newman #1		880.00
13/09/2023	Woolworths Newman		364.32
12/09/2023	Woolworths Newman		449.25
12/09/2023	Newman Hardware		71.06
12/09/2023	Pilbara Electrical Newman		185.00
8/09/2023	DoT - Licensing Newman		31.10
5/09/2023	Department Of Transport Perth		45.20
1/09/2023	DoT - Licensing Newman		77.70
			2,512.10

Credit Cards
Steve Harding

28/09/2023	Renee Alexandra Sammon Newman	Newman Meetings	14.00
28/09/2023	Kmart	Halloween Decorations Youth Centre	363.50
25/09/2023	Barretts Bakery Perth WA	Perth Meetings	11.90
22/09/2023	Uber Travel	Burswood to Airport	19.82
22/09/2023	Uber Travel	Burswood to CBD	15.30
21/09/2023	Crown Lobby Lounge Burswood	WALGA Conference	21.00
21/09/2023	Crown Lobby Lounge Burswood	WALGA Conference	29.00
20/09/2023	Crown The Waiting Room Burswood	WALGA Conference	33.50
20/09/2023	Crown The Waiting Room Burswood	WALGA Conference	14.00

19/09/2023	Optus Melbourne	WIFI Router	30.00
18/09/2023	Optus Billing Services Macquarie	Optus Sport - MB	24.99
18/09/2023	BWC 1000105 PH133222 Belmont	Airport to Ascot	23.84
18/09/2023	Uber Travel	Ascot to Airport	27.68
18/09/2023	BWC 1000105 PH133222 Belmont	Taxi	41.27
18/09/2023	Crown 88 Noodle Bar Burswood	WALGA Conference	126.80
15/09/2023	Optus Billing Services	Optus Sport - Newman	24.99
15/09/2023	Ampol - Canberra Airport		27.22
14/09/2023	Department Of Parliamenta Canberra	Canberra Meeting	20.00
14/09/2023	Officeworks	Executive Services Stationary for all 5 Areas	703.86
13/09/2023	Aussie Capital Hill	Canberra Meeting	17.60
12/09/2023	Aussie Capital Hill	Canberra Meeting	9.00
11/09/2023	Officeworks	Executive Services Stationary	58.83
11/09/2023	Spotto WA Darlinghurst	Airport to CBD	47.46
11/09/2023	NPC Amusements Pty Ltd East Lismore NS	Replacement felt for pool table Youth Centre	788.85
11/09/2023	Uber Travel	CBD to Airport	29.66
8/09/2023	Farmweekly	Monthly Subscription	19.00
8/09/2023	Facebook Advertising	Outback Fusion Festival	148.10
6/09/2023	DMIRS East Perth	Dangerous Goods Licence	258.00
			2,949.17

Credit Cards

Vic Etherington

28/09/2023	Air Services Aust Canberra	2 x ERSA Spiral Bound with RDS	102.58
27/09/2023	Woolworths Newman	Library Programming & Resourcing - miscellaneous items (milk, coffee, sugar)	81.27
26/09/2023	Woolworths Online	Grocery items for Newman Airport	124.55
25/09/2023	News Limited Surry Hills	Digital online monthly subscriptions	28.00
21/09/2023	Vistaprint Australia	Marble Bar Primary School - Kids Tshirts from 'Are you Ok'	80.35
13/09/2023	Woolworths Newman	East Newman Activation Program supplies - water, cups, plates, cutlery, sunscreen, hand sanitiser, garabage bags & gloves	231.60
13/09/2023	Kmart	East Newman Activation Program supplies - basketballs, footballs, hula hoops, frisbees & craft supplies	435.75
12/09/2023	Woolworths Newman	Glassware & Pillows - Short Term Accommodation	46.00
7/09/2023	Officeworks	Refer to Office Works Invoice 609447522	-85.00
7/09/2023	Air Services Australia Canberra	4 x ERSA Spiral Bound with RDS	190.25
7/09/2023	Officeworks	Furnishings - Short Term Accommodation	253.95
7/09/2023	Officeworks	Duplicate order - Refund Pending	253.95
			1,743.25
			4,531,999.16

Cheques 503.90

EFT 4,350,745.99

Direct Debits 167,865.44

Credit Cards 12,883.83

4,531,999.16

Item 12.2.2 Appendix 1

SHIRE OF EAST PILBARA
List of Payments Made October 2023

Reference	Date	Name	Description	Amount
EFT71317	03/10/2023	DMIRS (Building & Energy)	BSL Payment Fees 01.07.23 to 31.07.23	52,776.53
EFT71318	03/10/2023	ES2 Enterprise Solutions	Cisco Smartnet	2,002.77
EFT71319	03/10/2023	GTEA Resi Rental Trust	Payroll Deductions	560.00
EFT71320	04/10/2023	Amy French	Artist Payment	500.00
EFT71321	04/10/2023	Bugai Whyoulter	Artist Payment	2,000.00
EFT71322	04/10/2023	Bumba Barli	Artist Payment	510.00
EFT71323	04/10/2023	Corban Clause Williams	Artist Payment	2,005.56
EFT71324	04/10/2023	Corina Jadai	Artist Payment	939.50
EFT71325	04/10/2023	Gladys Bidu	Artist Payment	350.00
EFT71326	04/10/2023	Kumpaya Girgirba	Artist Payment	300.00
EFT71327	04/10/2023	Lily Jatarr Long	Artist Payment	600.00
EFT71328	04/10/2023	Lynette Rowlands	Artist Payment	75.60
EFT71329	04/10/2023	Natasha Williams	Artist Payment	453.75
EFT71330	04/10/2023	Ngamaru Bidu	Artist Payment	500.00
EFT71331	04/10/2023	Nola Taylor	Artist Payment	169.74
EFT71332	04/10/2023	Sharon Porter	Artist Payment	486.00
EFT71333	04/10/2023	Sylvia Wilson	Artist Payment	138.00
EFT71334	04/10/2023	Tanya Charles	Artist Payment	624.00
EFT71335	05/10/2023	Aerodrome Management Services	258 Eflares; 258 Batteries; US6 x 4; Pushback/Ramp Headset; Headset Adaptor; Dumbell Marking & Freight	22,210.65
EFT71336	05/10/2023	Afgri Equipment Australia Pty Ltd	Supply Scarifier Teeth - Road Grader Rego 1HPO069	868.43
EFT71337	05/10/2023	All-Rid Pest Management	9 Staff Houses - Annual Pest Control Service	2,700.00
EFT71338	05/10/2023	Aviair	1 Tube x 69cm x 8cm x 8cm 1kg; 1 Tube x 105cm x 11cm x 11cm 2Kg; 1 Package x 31cm x 31cm x 8cm 1kg	91.00
EFT71339	05/10/2023	Adrienne Mortimer	Travelling Allowance 29.09.23 Nullagine To Marble Bar	229.81
EFT71340	05/10/2023	Anna Spencer	32 Hours x Administration Support	1,950.00
EFT71341	05/10/2023	Annabell Landy	Travel Allowance 28.09.23 Newman To Marble Bar & 19.09.23 Marble Bar To Jigalong	695.65
EFT71342	05/10/2023	Austindo Engineering Pty Ltd	Basin Splash Screens - Newman Liquid Waste Facility; Youth Centre - Repair Ceiling Holes & Front Verandah Light; 10 Restricted Padlocks & 20 Keys For Marble Bar Airport; PSRUs - SAI Hot Water System Disposal & Replacement & Signage; 4 Staff Housing Maintenance; 3 Newman Rec Centre; Martumili Fans & Water Leak; Yurlu Caravan Park, Shire Admin & The Edge Minor Building Maintenance & Repairs	40,930.78
EFT71343	05/10/2023	BHP Billiton Iron Ore Pty Ltd	Shire Admin Office (\$12.6k) & Youth Centre Power Consumption Charges 09.12.22 to 18.02.23	13,895.52
EFT71344	05/10/2023	Blackwoods	Tools & Consumables for Depot, NWMF & Parks & Gardens	2,793.77
EFT71345	05/10/2023	Buckman Enterprises T/A Code Hire	Supply Work At Miners Promise Park; Trenching Digging & Reticulation	880.00
EFT71346	05/10/2023	Cadd Building Construction & Maintenance Pty Ltd	Staff Housing Maintenance; Painting - Passage Wall; Front Door - External Frame; Removal Of Mattress & Rubbish Left At Property	964.70
EFT71347	05/10/2023	Chapman & Bailey	Framing For Banyule Prize	413.60
EFT71348	05/10/2023	Customer First Contracting Pty Ltd	Staff Housing - Repairs x 5; 1 x Telstra Conduit; 23 Staff Housing Air Con Services; 1 WWTP Repair; 1 NWMF Repair & Marble Bar Grader Camp	21,007.27
EFT71349	05/10/2023	Christopher Scanlan	Fuel For Three Vehicles On Community Visits Trip	619.94
EFT71350	05/10/2023	Corsign Wa Pty Ltd	Supply Road & Safety Signs Cyclone Ilsa - April 2023	11,486.70
EFT71351	05/10/2023	Crisdale Group Of Companies Pty Ltd Atf The Crisdale Unit Trust	Permanent Placement Of Diana Seneque - Policy & Procedure Coordinator Commencement 13.09.23	19,658.10
EFT71352	05/10/2023	Cutbush Samuel Tom	Refund of Overpayment for Long-Term Parking At The Newman Car Park Paystation	100.00
EFT71353	05/10/2023	Dick Tracey Contracting Pty Ltd	Landscape Maintenance Contract As Per RFT-02 2022/2023 - 20 Weekly Services, 15 Monthly Services, 1 Fortnightly Service & Other Works as Directed	305,251.00
EFT71354	05/10/2023	EM Electrical Movement	Exeloo In Town Centre Building Maintenance - Investigate& Repair Electrical Fault	445.50

EFT71355	05/10/2023	Environmental Industries	Unit 13 Airport Housing Maintenance - Garden Servicing - 01.08.23 ongoing	3,553.00
EFT71356	05/10/2023	ES2 Enterprise Solutions	SIEM (Alienvault) With EPM 24/7 Monitoring, 1TB & 2 Sensors 01.07.23 To 30.06.24 of all network traffic relating to the Shire of East Pilbara facilities & activities	37,600.65
EFT71357	05/10/2023	Eurofins Arl Pty Ltd	RFQ-05 2021/2022 Provision Of Water Sampling Analysis	422.40
EFT71358	05/10/2023	Evoqua Water Technologies Pty Ltd	Supply & Freight 30 Whole Orbal Shaft Aeration Disks For Newman Waste Water Treatment Plant	47,745.99
EFT71359	05/10/2023	Enviropacific Services Limited	Permachem Chlorine - 10ml, Powder	719.86
EFT71360	05/10/2023	Flowtek Plumbing & Gas Pty Ltd	Newman Youth Centre - Public Building Maintenance - Water Leak In Girls Toilet Facility	1,295.20
EFT71361	05/10/2023	Galjo Pty Ltd T/A East Pilbara Tyre Service	1 x Tyre & Disposal (125EPS) 4WD; Tyre Puncture Repair; 2 x O Rings	874.50
EFT71362	05/10/2023	Galvins Plumbing Supplies	Provision of Monthly Supplies For Parks & Gardens - September 2023	254.98
EFT71363	05/10/2023	JH Computer Services WA Pty Ltd	5 x HP Elitebook w 3yr Wty & 10 ACER B247YV w 4yr Wty & 10 ACER 248Y w 4yr Wty	18,535.00
EFT71364	05/10/2023	Kalgan Cleaning Services	11A (Unit 1) Moondoorow Street Staff Housing Maintenance - Full Clean - Including Fan Blades; Kitchen Wall Tiles/Grouting; Blinds; Dishwasher; Entry Areas	445.50
EFT71365	05/10/2023	Karen Lesley Hunter	Rates Services FY 2022/2023	2,232.95
EFT71366	05/10/2023	Kunawarriritji Aboriginal Corporation (Outback Stores)	Water & Cable Ties For 33	46.99
EFT71367	05/10/2023	Landgate (DOLA)	2023/2024 Valuation Services GRV Interim G2023/07	1,617.40
EFT71368	05/10/2023	LG Community Partners Pty Ltd	Finance Consultancy FY 2023/2024	2,475.00
EFT71369	05/10/2023	Local Health Authorities Analytical	LHACC Analytical Services 2023/24 - 2022/2023 Assessment	2,428.58
EFT71370	05/10/2023	McLeods Barristers & Solicitors	Licensing & Lease Advice	16,869.96
EFT71371	05/10/2023	Marble Bar Community Resource Centre	Hire Of Projector & Cabling For Live Stream Event At Civic Centre	35.00
EFT71372	05/10/2023	Marble Bar General Store	Community Sports Event Screening - Matildas vs England 16.08.23; 6.00pm Onwards In Civic Centre; 30 x Blade Steaks (10 x Packs); 1 x Cabbage; 6 x Sticks Celery; 3 x Cucumbers; 1 x Capsicum; 30 x Hamburger Buns; 1 x 24 Coke; 2 x 10 Solo; 2 x 10 Kola Beer; 2 x 10 Ginger Beer; 2 x 24 Water; 5 x Bags Ice	546.19
EFT71373	05/10/2023	Marble Bar Tourist Association	Third Quarter MOU FY 2022-2023 01.01.23 to 31.03.23	7,500.00
EFT71374	05/10/2023	Mark Keogh Pty Ltd Ta/A Mark Keogh Training	2 x Heartsine Adult Pads/Battery Pack	482.00
EFT71375	05/10/2023	Newman Home Hardware & Ice Plus	Weber Traveler IPG Blue	1,894.90
EFT71376	05/10/2023	Newman MM Pty Ltd - Mia Mia Newman	Cr Wendy Brooks Acc OCM 27.07.23 to 29.07.23	1,008.00
EFT71377	05/10/2023	Newman Visitors Centre	BHP Tour For Bharat Forge & SoEP	785.00
EFT71378	05/10/2023	Nully Capital Pty Ltd	Achievement Party - Shire Depot, Nullagine Fri 21.07.23 - 3.00pm - 5.00pm; 5 x Serves Of Steakburger & Chips Meals & 5 x Cans Soft Drink	233.00
EFT71379	05/10/2023	Omnicom Media Group Australia	Advertising West Australian Newspaper - RFQ 01-2023/2024	2,502.10
EFT71380	05/10/2023	Parnngurr Aboriginal	Accommodation For Amy Mukherjee + 1 Check In 13.09.23; Check Out 15.09.23	834.00
EFT71381	05/10/2023	Philip Swain	Provision Of Environmental Health Services To Inspect Mine Sites In September 2023	10,860.41
EFT71382	05/10/2023	Pilbara Electrical	Provide New Microwave Oven For Caravan Park Guest Kitchen @ Yurlu Caravan Park	411.95
EFT71383	05/10/2023	Pilbara Motor Group	Service, Parts & Repairs - Brake Pedal Rubber; Air Filter; Brake Pad; Trailer Plug; Replace Spotlight; Install Snorkel, Fit Suspension & Wheel Alignment - 1HOZ614, 111EPS & 110EPS	10,291.31
EFT71384	05/10/2023	PRG Engineering Pty Ltd	Newman WWTP - Orbal Works Scoping	4,260.85
EFT71385	05/10/2023	Pathwest Laboratory Medicine WA	Chemical Water Sampling For Newman Airport RO Plant - Short List - July 2023	229.90
EFT71386	05/10/2023	Pilbara Building Maintenance Services	Marble Bar Staff Housing Maintenance & Repairs - water in walls; asbestos identification; Replace Split Air Con System; Plumbing Works; Replace 2 Existing Ceiling Fans; Travel	6,068.78
EFT71387	05/10/2023	Punmu Aboriginal Corporation	Biscuits & Milk For Art Shed	65.00
EFT71388	05/10/2023	RKT Maintenance Service	5 Staff Housing - Monthly Gardening Services As Required	836.00

EFT71389	05/10/2023	Smiths Detection (Australia) Pty Ltd	Newman Airport - Detection Plant & Equipment - Preventative Maintenance - Parts & Repairs	9,350.00
EFT71390	05/10/2023	Stockman Engineering	Emergency Callouts At WWTP - 11.09.23	1,452.00
EFT71391	05/10/2023	Site Sentry Pty Ltd	Braked Hand Winch For Solar Powered Tower With Bracket	539.00
EFT71392	05/10/2023	Spick & Span Commercial Property Maintenance Pty Ltd	Maintenance & Cleaning as Required - Short Term Accommodation - 2023-2024; Clean Carpets	2,486.77
EFT71393	05/10/2023	Staykool Airconditioning & Electrical Services (MDL Elect & AC P/L)	Install New Power Supply To The Comms Cabinet	715.00
EFT71394	05/10/2023	Supervision Group	Martumili Trust Account Reconciliation; Import Files; Income & Expenditure - June 2023 to August 2023	7,672.50
EFT71395	05/10/2023	Total Eden Pty Ltd	40 Rain Bird 702 Black Rotor With #32 Blue Nozzle & 6 Rain Bird 752 Block Rotor With #32 Blue Nozzle Retic Parts	11,517.00
EFT71396	05/10/2023	Tyrepower Newman	Service & Repair; Replace Tyre & Wheel Balance & Alignment	1,090.25
EFT71397	05/10/2023	The Good Grocer Newman IGA	Catering for Youth Centre Catering 29.08.23	513.98
EFT71398	05/10/2023	The Junction Co	3 Day Creative Leadership Module With Dr Shona Erskine	750.00
EFT71399	05/10/2023	Thomas Baldwin	Staff Reimbursement	118.54
EFT71400	05/10/2023	Uniforms At Work Pty Ltd	Uniform Order - July 23 - Hudson, Paul - Coordinator Environmental Health	1,190.95
EFT71401	05/10/2023	Urbis Pty Ltd	Financial Modelling - Capital Expenditure - Waste Water Treatment Plant Tasks: Scoping Workshop, Conceptual Financial Modelling, Scenario & Results Workshop	3,850.00
EFT71402	05/10/2023	Water Corporation	Water Charges - 76 Shire Owned Facilities - Residential; Community; Parks & Gardens 11.07.23 to 12.09.23	105,984.28
EFT71403	05/10/2023	Westrac Pty Ltd	Supply Cutting Edges With Corresponding Nut, Bolts & Washers For Catapillar Grader	12,871.77
EFT71404	05/10/2023	Wilson Parking Australia 1992 Pty Ltd	Car Park Monitoring Services At Newman Airport - August 2023	1,650.00
EFT71405	05/10/2023	Telstra	138 Mobile, Fixed, Internet Accounts - August 2023	19,484.55
EFT71406	11/10/2023	Beverley Rogers	Artist Payment	1,300.00
EFT71407	11/10/2023	Bugai Whyoulter	Artist Payment	7,500.00
EFT71408	11/10/2023	Corban Clause Williams	Artist Payment	19,000.00
EFT71409	11/10/2023	Gladys Bidu	Artist Payment	240.00
EFT71410	11/10/2023	Kumpaya Girgirba	Artist Payment	300.00
EFT71411	11/10/2023	Leon Cutter	Artist Payment	124.80
EFT71412	11/10/2023	Marianne Burton	Artist Payment	200.00
EFT71413	11/10/2023	Rianne Burton	Artist Payment	382.00
EFT71414	12/10/2023	Airport Alliance	Airfield Lighting Upgrade As Per RFT04-2022/2023 Alternative Offer Preliminaries; Mob/Demob; Lighting Upgrade Supply; Lighting Upgrade Install; Testing; Commissioning; Training & Structural Certification Of Footing Design From Structural Engineer	650,210.00
EFT71415	12/10/2023	AIT Specialists Pty Ltd	Fuel Tax Credit Reconciliations For Road Transport - ATO Claims	1,952.50
EFT71416	12/10/2023	All-Rid Pest Management	EPAC Maintenance - Rodent/Pest Control	400.00
EFT71417	12/10/2023	Aviair	Flight Kunawarritji To Newman - 28.09.23 - Alysha Taylor (Warrarnku Ninti)	612.60
EFT71418	12/10/2023	Austindo Engineering Pty Ltd	Youth Centre Fluros; Shire Admin - Furniture Relocation; supply & install one way glass window & split system air con	11,065.45
EFT71419	12/10/2023	Australian Taxation Office (PAYG)	PAYG For PP 03.09.23; 18.09.23 & 01.10.23	457,158.46
EFT71420	12/10/2023	Autopro Newman	EG8000B 8000kg Bottle Jack 238-478mm JB1018	89.99
EFT71421	12/10/2023	Bhp Billiton Iron Ore Pty Ltd	Newman Street Lighting - January 2023 to February 2023	21,801.19
EFT71422	12/10/2023	Bridgetown Design And Print	10 x A2 Copies Of Poster For Airport Survey	159.50
EFT71423	12/10/2023	Brooks Hire Services Pty Ltd	Excavator Hire for NWMF including Mob/Demob; Tipper Hire - September 2023; Excavator Grapple Attachment; Dry Hire Of WA320 - Front End Loader For 6 Month Term; 23.06.23 to 23.12.23 (September 2023)	36,310.87
EFT71424	12/10/2023	Budget Car & Truck Rental Perth	Car Hire - Waste Services	195.66
EFT71425	12/10/2023	Beecrofts Bulk Haulage	Collection & Disposal Of Tyre Volumes From NWMF	5,995.00
EFT71426	12/10/2023	Blackwoods	PPE July 2023 Newman Depot Staff	2,538.85
EFT71427	12/10/2023	Bucci Holdings Pty Ltd T/A Visimax	4 Eflare; 4 Spray Shield Animal Deterrent Spray; 2 Decal Ranger Lettering; 2 Magnetic Rubber For Lettering; 3 Protection Gaiters & 3 Cat Traps	1,836.10

EFT71428	12/10/2023	Cadd Building Construction And Maintenance Pty Ltd	Newman Aquatic Centre Building Maintenance - Inspect Remaining Mosaic Tiling On Toddler Pool Bridge; Provide Quote To Repair & To Replace Missing Tiles	550.00
EFT71429	12/10/2023	Chapman & Bailey	RFT10-2020/2021 - Art Supplies MM - Supply Of Art Materials - Martumili Artists FY 2023/2024	10,423.39
EFT71430	12/10/2023	Child Support Agency	Payroll Deductions	3,502.09
EFT71431	12/10/2023	CTI Records Management Pty Ltd	Offsite Tape Storage 01.07.23 to 30.06.24	33.00
EFT71432	12/10/2023	Customer First Contracting Pty Ltd	Electrical Upgrades For Christmas Activation Elements; Diagnose & Fix Holding Pond Pump At Newman WWTP; Supply & install 2 Air Con Units in Containers for Change Sorting Shed; Supply & Install 2 new water pumps for Whaleback Arena	48,707.25
EFT71433	12/10/2023	Centurion Transport Co Pty Ltd	Freight x 4	329.77
EFT71434	12/10/2023	C Delmage - Reimbursement - Newman Hardware	Hose Fittings for Unit 14A Airport	33.95
EFT71435	12/10/2023	Complete Office Supplies	Community Library Stationery Order - September 2023	156.08
EFT71436	12/10/2023	Cox Architecture	RFQ06-2021/2022 - Design Of Newman Youth & Community Hub - Site Location 1, Stages 1 & 2	20,961.93
EFT71437	12/10/2023	Danthonia Designs	Design, Construct & Install LED Sign Near Shire Office Entry	21,531.75
EFT71438	12/10/2023	David Olney	Starlink Internet Services Reimbursement	139.00
EFT71439	12/10/2023	Desert To Coast Training & Assessing	Snake Handling Training x 9 Attendees on 10.11.23	4,950.00
EFT71440	12/10/2023	Eftsure Pty Ltd	EFTSure Pty Ltd - Set Up Fee - Monthly SaAS Fee (Monthly); 6 Month Cooling Off Period; 24 Months Fixed Pricing; 12 Months Contract Terms	9,688.80
EFT71441	12/10/2023	Employment Training Solutions	Skid Steer, Mini Excavator & Backhoe x 2 & EWP x 1	14,250.00
EFT71442	12/10/2023	ES2 Enterprise Solutions	EMS E3 - 50 Office 365 E1 - 50 Licences	5,735.40
EFT71443	12/10/2023	Eurofins ARL Pty Ltd	WWTP Sampling	1,126.95
EFT71444	12/10/2023	Easifleet Group	PPE 03.09.23, 17.09.23, & 01.10.23 Employee Deductions	2,768.94
EFT71445	12/10/2023	Emerging Graphics Pty Ltd	Supply Of Evaluation Diagrams For Newman Airport Administration Building	434.50
EFT71446	12/10/2023	Foxtel Cable Television	Monthly Foxtel Description FY 2023/2024	265.00
EFT71447	12/10/2023	Galjo Pty Ltd T/A East Pilbara Tyre Service	Supply 25Ltr White Hot	176.00
EFT71448	12/10/2023	GCM Enviro Pty Ltd	Joy Stick For H Series	1,541.97
EFT71449	12/10/2023	GHD Pty Ltd	Study Newman Town Recycled Water Scheme; Investigate Reuse Supply to Current & Potential Additional Newman Town Locations	5,490.10
EFT71450	12/10/2023	GTEA Resi Rental Trust	PPE 01.10.23 Employee Deduction	560.00
EFT71451	12/10/2023	Holcim (Australia) Pty Ltd	10 x Course Creek Sand Picked-Up For Newman Waste Water Treatment Plant	4,384.16
EFT71452	12/10/2023	Hospitality Inn Port Hedland	RPT Bus Driver - Multiple Nights - Accom & Meals - October 2023	1,511.00
EFT71453	12/10/2023	IT Vision	Rates Support Services Of 114 Hours 01.06.23 to 31.12.23	16,625.40
EFT71454	12/10/2023	Incite Security Pty Ltd	24/7 Monitoring Services - Newman Recreational Centre - 2023/2024	252.00
EFT71455	12/10/2023	JH Computer Services WA Pty Ltd	Cisco Meraki Mounting Plate For Wireless Access Point	203.50
EFT71456	12/10/2023	Joshua Brown	Meeting Room For CEO Performance Review	879.60
EFT71457	12/10/2023	Kunawarrtiji Aboriginal Corporation (Outback Stores)	Use Of Kunawarrtiji Art Shed	2,979.54
EFT71458	12/10/2023	Landgate (DOLA)	Planning Department Landgate - Annual Ordering - Titles & Information	61.00
EFT71459	12/10/2023	Magellan Powertronics Pty Ltd	Cape K - Cyclone Ilsa April 2023 - Transport & Repairs	43,068.30
EFT71460	12/10/2023	Marble Bar General Store	Pre OCM Community Dinner 28.09.23; 6 Sara Lee Carrot Cake; 6 Fosters Shelf Custard; 6 Cartons Thickened Cream; 2 x 2L Full Cream Milk; 2 x Cartons 24 600ml Bottled Water; 2 x 24 Cartons Coke; 2 Cartons x 10 Ginger Beer; 2 Cartons x 10 Lemon Squash; 2 Cartons x 10 Fanta	371.07
EFT71461	12/10/2023	Marble Bar Roadhouse & Travellers Rest	September 2023 OCM - Marble Bar - Staff Accommodation x 4	1,964.00
EFT71462	12/10/2023	Mark Keogh Pty Ltd Tas Mark Keogh Training	2 Modular Kits; 1 Samaritan 350P Semi Auto Defibrillator; 6 AED & FA Stickers	3,635.88
EFT71463	12/10/2023	Newman Home Hardware & Ice Plus	8 Camping Chair Basic Green	448.63
EFT71464	12/10/2023	Newman Vets Football Club	Successful Applicant For Sponsorship - Council Endorsed	10,000.00
EFT71465	12/10/2023	Neon Music Services (Grand Trine Pty Ltd)	Newman Art Mural - Moving Forward Program - 50% Deposit Payment	21,175.00
EFT71466	12/10/2023	Newman MM Pty Ltd - Mia Mia Newman	Accommodation For Travelling Artists & Contractors For 2023 Outback Fusion Festival	13,805.00
EFT71467	12/10/2023	Nor-West Freight Services Pty Ltd	Annual Freight Charges - 1 July 23 To 30 June 24	337.92

EFT71468	12/10/2023	North Regional TAFE	Excel Intro Course - July 2023	320.00
EFT71469	12/10/2023	Parnngurr Aboriginal	Parnngurr Art Shed Supplies	158.00
EFT71470	12/10/2023	PGS Security Pty Ltd	Staff Housing Maintenance - SAI New Diamond Mesh To Match Existing - Rear Bedroom Window- Vandalism	766.57
EFT71471	12/10/2023	Phoebe Jones	Reimbursement For Food & Transportation Costs For Sydney Contemporary 2023	993.15
EFT71472	12/10/2023	Pilbara Food Services	School Holiday Shop	89.98
EFT71473	12/10/2023	Pilbara Tourism Association Inc	Warlu Way Marketing Project 2023	9,900.00
EFT71474	12/10/2023	Prudential Investment Services Corp Pty Ltd	Investment Advisory Services - September 2023	1,870.00
EFT71475	12/10/2023	Seek Limited	Ongoing Advertisement Expenses 2023/2024	792.00
EFT71476	12/10/2023	Shire Of East Pilbara	Residential Annual Sewerage Charge	294.06
EFT71477	12/10/2023	Stockman Engineering	Repairs to WWTP large clarifier gearbox & mainframe, wheelshaft & wheel carriage 18.09.23 to 22.09.23	15,858.70
EFT71478	12/10/2023	Seasons Hotel - Jerry (Business) CT Pty Ltd Aft Newman Hotel (Business) Trust	Accommodation - Consultant - 23 January 2023 to 3 February 2023	1,538.00
EFT71479	12/10/2023	Sigma Chemicals	10 Granular Chlorine Cal Hypo Aqua Cure 10Kg & 24 Algaecide Control Pure 20L; Inclusive Of Palletised Packaging	5,245.02
EFT71480	12/10/2023	Spartan First Pty Ltd T/A Spartan Medical Practice Newman	Pre-Employment Medicals x 3 - September 2023	1,011.45
EFT71481	12/10/2023	Spick & Span Commercial Property Maintenance Pty Ltd	Group 1 Toilets & BBQs x 17; Group 3 Newman Administration, Depot & Ranger's Office & Group 4 Airport Facilities x 6 - September 2023	40,529.46
EFT71482	12/10/2023	Sportspower Newman	School Holiday Program - Gift Cards x 4 @ \$50 & 8 x \$25	400.00
EFT71483	12/10/2023	Sungem Investments T/A Marina Bricklayers	Supply machinery, material & labour - construct concrete pade for commercial wheelwash system At NWMF	28,864.00
EFT71484	12/10/2023	TNT Australia Pty Limited	Freight - Artwork - Martumili	1,770.36
EFT71485	12/10/2023	The Factory (Australia) Pty Ltd	Christmas Decorations For Newman, Marble Bar & Nullagine Including New Christmas Tree	50,605.50
EFT71486	12/10/2023	The Good Grocer Newman IGA	Catering For Onsite Rentals Group With Shire Events	653.01
EFT71487	12/10/2023	Uniforms At Work Pty Ltd	PPE x 16 Employees	12,963.43
EFT71488	12/10/2023	WA Local Government Assoc	WALGA Local Government Convention 2023 - Lou Lockyer	671.10
EFT71489	12/10/2023	Water Corporation	Water Consumption Charges - 2 x Residential & 5 x Reserves & Verges	8,353.74
EFT71490	12/10/2023	Waterchoice (Aust) Pty Ltd	Lease - Water Filtration Systems - Newman Various Locations (Newman Youth Centre)	650.00
EFT71491	12/10/2023	Wendy McWhirter-Brooks	Reimbursement For Flight For WALGA Convention	599.65
EFT71492	13/10/2023	Horizon Power	Marble Bar Street Lights - 01.08.23 to 31.08.23	10,376.75
EFT71493	13/10/2023	Aboriginal Interpreting WA Aboriginal Corporation	Interpreter Service - NAIDOC Film	5,916.66
EFT71494	13/10/2023	Austindo Engineering Pty Ltd	Relocation Of Donga To New Site; Footings Engineered With Tie Downs; New Vinyl Flooring; 5Kw Split System; LED Lights & Powerpoints; 2 GPOs; 1 Solid Core Door & Security Door + Screens; Internal Painting; Blinds & External Flashings	39,435.00
EFT71495	13/10/2023	Australian Regional Tourism	Australia Regional Tourism Memebership - Tier 3 Local Government	683.00
EFT71496	13/10/2023	Australian Tourism Data Warehouse	ATDW Annual Distributor Fees 01.07.23 to 30.06.24	1,980.00
EFT71497	13/10/2023	BHP Billiton Iron Ore Pty Ltd	Boomerang Toilets; Capricorn Oval & Miners Park - Power Consumption Charges - 23.02.23to 17.04.23	7,049.76
EFT71498	13/10/2023	Custom Gear	Pilbara East Customised Promotional Merchandise; 100 x Varsity Slinger Bags; 100 x Premium Soft Sandwich Peak; 500 x Magnets; 100 x Drawstring Backpacks & 250 x Aluminium Mini Torches	5,465.35
EFT71499	13/10/2023	Centurion Transport Co Pty Ltd	Freight x 4	312.66
EFT71500	13/10/2023	Complete Office Supplies	Recreation & Aquatics Stationery Order - August 2023	852.52
EFT71501	13/10/2023	Ecotone Extension Pty Ltd	One-Day Training On Chemical Immobilisation Rangers	3,793.77
EFT71502	13/10/2023	Gerard Dhu	Reimbursement Of Food For Bush Crew	395.52
EFT71503	13/10/2023	Hospitality Inn Port Hedland	RPT Bus Driver - Multiple Nights - Accom & Meals - August 2023	1,086.00
EFT71504	13/10/2023	Instant Sea Containers Pty Ltd	Supply Of 1 Sea Container + Transport Fee For Waste	9,603.00
EFT71505	13/10/2023	Minterellison	Unfair Dismissal - Employee Relations	1,246.63
EFT71506	13/10/2023	Rainbow Pilbara Pty Ltd	27 x R U Ok Day T-Shirts + Printing - 31.08.23	617.10
EFT71507	13/10/2023	Spick A7 Span Commercial Property Maintenance Pty Ltd	Group 3 Newman Administration, Depot & Ranger's Office - July 2023	13,674.55

EFT71508	13/10/2023	Team Global Express (Previously Toll/Ipec)	Annual Freight Charges - 1 July 2023 to 30 June 2024	504.86
EFT71509	13/10/2023	WA Local Government Assoc	WALGA Subscriptions - Association Membership; Council Connect (Website); Procurement; Tax Services; Local Laws Subscriptions & LG Complete Guide - 2023/2024	55,357.61
EFT71510	13/10/2023	Ward Packaging	Art Consumables - Martumili	478.89
EFT71511	16/10/2023	Fulton Hogan Industries Pty Ltd - Seal Coating Unit	Newman Airport - Runway Surface Friction Survey	23,650.00
EFT71512	16/10/2023	Horizon Power	Design Fee - Power Connection To Proposed Nullagine Pool Site	6,600.00
EFT71513	16/10/2023	Paint Industries Pty Ltd	Supply & Deliver Runway Marking Paint	4,100.58
EFT71514	18/10/2023	Alysha Taylor	Artist Payment	601.15
EFT71515	18/10/2023	Bugai Whyoulter	Artist Payment	2,000.00
EFT71516	18/10/2023	Corban Clause Williams	Artist Payment	3,000.00
EFT71517	18/10/2023	Cyril Whyoulter	Artist Payment	379.00
EFT71518	18/10/2023	Elstreia Hale	Artist Payment	171.60
EFT71519	18/10/2023	Gladys Bidu	Artist Payment	600.00
EFT71520	18/10/2023	Judith Anya Samson	Artist Payment	600.00
EFT71521	18/10/2023	Julieanne Thomas	Artist Payment	110.40
EFT71522	18/10/2023	Kumpaya Girgirba	Artist Payment	300.00
EFT71523	18/10/2023	Lorna Linmurra	Artist Payment	831.60
EFT71524	18/10/2023	Marianne Burton	Artist Payment	238.05
EFT71525	18/10/2023	Mary Rowlands	Artist Payment	150.00
EFT71526	18/10/2023	Marlene Anderson	Artist Payment	298.00
EFT71527	18/10/2023	Nancy Chapman	Artist Payment	441.00
EFT71528	18/10/2023	Nola Taylor	Artist Payment	504.00
EFT71529	18/10/2023	Pauline Williams	Artist Payment	360.00
EFT71530	18/10/2023	Roma Gibson	Artist Payment	162.00
EFT71531	18/10/2023	Sharon Porter	Artist Payment	237.00
EFT71532	18/10/2023	Shaylene Taylor	Artist Payment	57.00
EFT71533	18/10/2023	Sylvia Wilson	Artist Payment	90.25
EFT71534	18/10/2023	Bugai Whyoulter	Artist Payment To Pilbara Toyota Account As Per Artist Request	10,278.20
EFT71535	19/10/2023	A&Co Recruitment Partners P/L	Recruitment - Final Stage - Director Community Experience	15,637.60
EFT71536	19/10/2023	Afgri Equipment Australia Pty Ltd	Supply & Deliver John Deere Z994R With 3 Bags	43,516.00
EFT71537	19/10/2023	All-Rid Pest Management	6 x Staff Housing - Annual Pest Control Service	1,800.00
EFT71538	19/10/2023	Aviair	Mail Plane Items For Community 1 x Newman To Punmu; 1 x Newman To Kunawarritji; 1 x From Kunawarritji To Newman	154.20
EFT71539	19/10/2023	Austindo Engineering Pty Ltd	Staff Housing Maintenance - Front Retic System Repairs	1,747.32
EFT71540	19/10/2023	Brooks Hire Services Pty Ltd	Hire Of Komatsu Loader SN71346 - September 2023 Cyclone Ilsa - April 2023	20,729.12
EFT71541	19/10/2023	Becrofts Bulk Haulage	Collection & Disposal Of Tyre Volumes From NWMF	5,995.00
EFT71542	19/10/2023	Bevan Klein	Phone Reimbursement	100.00
EFT71543	19/10/2023	Beyond Broome Removals	Uplift - Furniture Delivery 1 Bedroom House - Derby To Newman - Coordinator Youth Development	6,000.00
EFT71544	19/10/2023	Blackwoods	PPE Nullagine & PPE x 4; NWMF Supplies & Tool Kit; 5 x Respiratory Full Face; CDS Supplies; Miscellaneous Items inc consumables	10,087.97
EFT71545	19/10/2023	Brianna Margaret Elton	Reimbursement For Canvo Pro Annual Subscription For Use By Martumili Team	164.99
EFT71546	19/10/2023	Buckman Enterprises T/A Code Hire	Supply Works To Replace Sand Soft Fall At RSL Park Marble Bar	6,895.94
EFT71547	19/10/2023	CAdd Building Construction & Maintenance Pty Ltd	Staff Housing Maintenance - Paint Ceiling, 2 x SAI Internal Dado Rails + Additional internal works, Timber step, passage & front bedrooms & repair holes in wall	12,500.51
EFT71548	19/10/2023	Cam Management Solutions (CAMMS)	CAMMS Project - 25 Users - October 2023 to October 2024	19,250.00
EFT71549	19/10/2023	CM Technology Group T/A Trading As CMTG Hosting	Veeam Backup Including Offline Tape Storage - Backup/Storage - July 23 To June 24	1,515.26
EFT71550	19/10/2023	Customer First Contracting Pty Ltd	Marble Bar Grader Camp Maintenance; Staff Housing x 5; Investigate & repair Yurlu Caravan Park carpark floodlights; install power socket at Newman WWTP; Repair 'Stop Go' Lights at NWMF weighbridge; Reroute current water pipe to opposite side of fence for Newman Landfill Site	16,561.21
EFT71551	19/10/2023	Chris Fittler	Reimbursement For Snake Handling Equipment	1,073.01
EFT71552	19/10/2023	Complete Office Supplies	Cleaning Supplies For Marble Bar	770.67

EFT71553	19/10/2023	Crisdale Group Of Companies Pty Ltd ATF The Crisdale Unit Trust	Permament Placement - Payroll Coordinator & Business Development/Public Relations Officer	45,236.40
EFT71554	19/10/2023	Department Of Mines, Industry Regulation & Safety (Building And Energy)	BSL Payments Received August 2023 to September 2023	21,407.45
EFT71555	19/10/2023	Desert To Coast Training & Assessing	Loader Ticket Training x 3 Staff	2,250.00
EFT71556	19/10/2023	Dick Tracey Contracting Pty Ltd	Landscape Maintenance Contract As Per RFT-02 2022/2023 - 20 Weekly Services, 15 Monthly Services, 1 Fortnightly Service & Other Works as Directed	145,387.00
EFT71557	19/10/2023	East Pilbara Earthmoving Pty Ltd	Gravel Resheet As Per RFT05-2022/2023 - 7 Light Vehicles; Excavator; Grader; Roller; 2 Double Sided Tipper; 6 Person Camp; Dozer; Mob & Demob & Maintenance Grading, drain grading & back slopes on Kunawarritji Access Road - Grader x 3, light vehicle x 3 & camp;	116,238.10
EFT71558	19/10/2023	Employment Training Solutions	HR Truck Driver Training 03.10.23 to 04.10.23 x 2 Staff	10,050.00
EFT71559	19/10/2023	Environmental Industries	Service to 8 short term accommodation & 7 residential	5,984.00
EFT71560	19/10/2023	Exteria	Supply & Deliver Greenplate BBQ with Prep Area (Forrest Park) & Gable Roof Shelter (Nardoo Loop Park)	22,686.40
EFT71561	19/10/2023	East Pilbara Maintenance Pty Ltd	10L Water Containers For Punmu	116.00
EFT71562	19/10/2023	Enviropacific Services Limited	POSM352T Antiscalant; 16kg Carboy	3,856.16
EFT71563	19/10/2023	Frank Ashworth	Phone Reimbursement	100.00
EFT71564	19/10/2023	Froggy Property Solutions Pty Ltd	Shire Contribution (50%) to repair dividing fence - staff housing	271.15
EFT71565	19/10/2023	Fuji Xerox Australia Pty Ltd	Fujifilm Copier Monthly Charges - Rental & Usage - July 2023 to June 2024	8,929.06
EFT71566	19/10/2023	Galjo Pty Ltd T/A East Pilbara Tyre Service	6 Replace Tyre & disposal, 3 x Repairs, 1 Battery & consumables	4,255.90
EFT71567	19/10/2023	Gemma Lacey	Food For Working Away In Marble Bar	58.56
EFT71568	19/10/2023	Hart Sport	6 A Side Netball Bibs (2Xred, 2Xblack, 2Xblue) Senior Size 6 A Set. Including Freight	259.00
EFT71569	19/10/2023	Holcim (Australia) Pty Ltd	10 Loads Of Course Creek Sand to Be Picked-Up For The Newman Waste Water Treatment Plant	1,915.54
EFT71570	19/10/2023	Hospitality Inn Port Hedland	Rpt Bus Driver - Multiple Nights - Accommodation & Meals - October 2023	753.50
EFT71571	19/10/2023	Hedland Home Hardware	2 Gas Bottles, 8 x Chlorine, Reticulation Parts & Shower Head	1,358.00
EFT71572	19/10/2023	IT Vision	Play Account Refresh (After Hours)	831.60
EFT71573	19/10/2023	Incite Security Pty Ltd	24/7 Monitoring Services - Newman Arts Centre For 2023/2024 Financial Year	9.00
EFT71574	19/10/2023	Joshua Brown	Staff Housing Telephone	100.00
EFT71575	19/10/2023	Katrina Dann	Reimbursement Of Bush Crew Food For Steve Mason & Shower Curtain For Phill Quartermains	524.19
EFT71576	19/10/2023	Kristy Brown	Electricity Reimbursement	495.83
EFT71577	19/10/2023	Kunawarritji Aboriginal Corporation (Outback Stores)	Accomodation Check In: 18.09.23 to Check Out 28.09.23 Zoe Martyn - Warranku Ninti Project (10 X Nights)	2,052.35
EFT71578	19/10/2023	Landgate (DOLA)	Interim Rates Valuation Services as required	220.00
EFT71579	19/10/2023	Momar Australia Pty Ltd	Supply Of Industrial & Cleaning Products to Marble Bar Depot	10,077.27
EFT71580	19/10/2023	MSS Security Pty Ltd	Provide Security Screeners to Operate The Passenger & Checked Baggage At Screening Points & Provide Front Of House (Foh) Security Officers to Operate Kerbside & Crowd Control Service At Newman Airport For The Period Of 1 Jul 2023 to 30 Jun 2024	329,875.03
EFT71581	19/10/2023	Marble Bar General Store	Purchase Of Groceries - Marble Bar Bush Crew	489.00
EFT71582	19/10/2023	Marble Bar Roadhouse & Travellers Rest	Accommodation & meals - Marble Bar Roadhouse - CFC Contractor MB RSL Park, Staff x 2 & Murray Blackler Street Sweeping	1,110.00
EFT71583	19/10/2023	Minuteman Press Perth	Newman Lane Way Project - A1 Coreflute - Supply & Delivery	346.50
EFT71584	19/10/2023	Modern Teaching Aids Pty Ltd	For The Purchase Of 2 X High Chairs, 12 X Small Children Chairs, 2 X Floor Mats, 1 Aqua Play Lock Box, Ppe, Cleaning & Stock For Kids Craft As Per Quote.	16.45
EFT71585	19/10/2023	Newman Home Hardware & Ice Plus	Hydorchloric Acid 20L x 17 & Stihl Line CF3	1,371.95
EFT71586	19/10/2023	North West Distributors	Lollies & Chips For Kiosk Resale - Newman Aquatic Centre	1,794.93

EFT71587	19/10/2023	Netplanet Digital	Weekly Social Media Management - 28 Weekly Posts, Monthly CRM Platform For Social Media Monthly Linkedin Outreach Campaign	8,001.40
EFT71588	19/10/2023	Newman Hotel Motel	Wash & Iron 10 round table cloths & 4 trestle table cloths	30.00
EFT71589	19/10/2023	Newman MM Pty Ltd - Mia Mia Newman	Check In 10/09/23, Check Out 11/09/23 (Zoe Martyn - Warrarnku Ninti Project) Check In 28/09/23, Chek Out 29/09/23 ((Zoe Martyn - Warrarnku Ninti Project)	240.00
EFT71590	19/10/2023	Nor-West Freight Services Pty Ltd	Annual Freight Charges - July 23 to June 24 Sigma Chemicals - 1Plt 32 Drum x 20L	353.76
EFT71591	19/10/2023	Nully Capital Pty Ltd	Food & Grocery Items - Community Cooking Classes - Saturday 27.05.23	108.90
EFT71592	19/10/2023	Parker Black & Forrest Pty Ltd	Newman Town Centre - The Edge Public Building Maintenance - Supply Keys Including Delivery Cost	532.40
EFT71593	19/10/2023	PGS Security Pty Ltd	Remove Padlock from Rear Garden Shed; Bedroom Window Crack	1,004.66
EFT71594	19/10/2023	Pilbara Electrical	Purchase 4 x 256Gb Micro SD Cards For Dash Cams Installed In Ranger Vehicles	780.00
EFT71595	19/10/2023	Pilbara Motor Group	110,000km service - 1HUF154, 1,000km service 1HRE935, 90,000km service - 1GKY571, 80,000km service - 1GTL758, 200,000km service - 113EPS, 60,000kms service - 1HMZ275, 50,000km services - 109EPS, 90,000kms service - 121 EPS & 1 Diagnose & replace auxillary battery	9,966.10
EFT71596	19/10/2023	Pirtek Newman	Waste Services	1,597.69
EFT71597	19/10/2023	Peako Limited	Rates Refund - Assessment A703493 Lot E45/3278 Exploration Licence Newman WA 6753	22.85
EFT71598	19/10/2023	Pilbara Food Services	Hot Food & Icecreams For Kiosk Resale - Newman Aquatic Centre	3,525.95
EFT71599	19/10/2023	Pilbara Panel & Paint Pty Ltd	Paint Bonnet - 102EPS	1,251.80
EFT71600	19/10/2023	Professional Arts Management - (Jack C PAM)	Art Rack Fabrication Includes 6 Movable Racks; Fill Entire Right Side Of Rack	9,552.40
EFT71601	19/10/2023	RKT Maintenance Service	Staff Housing Maintenance - Garden Services Until Further Notice - Commencing 1 July 2023	275.00
EFT71602	19/10/2023	Rosmech Sales & Service Pty Ltd	2 Alternator Belts, 3 Hydraulic Filters, 1 Water Filter, 1 Oil Filter & Freight	1,617.98
EFT71603	19/10/2023	Regional Airport Management Services PL T/A RAMS	As Per RFT03-2021/2022 - Management Services; Airside Operations Services; Airside Maintenance Services; Landside Maintenance Services & Other Services	99,846.76
EFT71604	19/10/2023	Royal Life Saving Society - Western Australia	Swim School Equipment (Hats, Rashies, Certificates) NAC	919.20
EFT71605	19/10/2023	Scope Business Imaging	Relocation HP & Travel (Sealed Roads)	776.16
EFT71606	19/10/2023	Shop For Shops	Paper Bags For Gallery + Freight	698.67
EFT71607	19/10/2023	Stockman Engineering	Travel & repairs Marble Bar & Nullagine - dozer, grader, roller, excavataor, JB mower, garbage truck, JD grader, truck T650, truck T408, 6 months air filters for tip lump roller/dozer, ute seat mounting points & supply & fit HD battery	22,033.00
EFT71608	19/10/2023	Sigma Chemicals	Pool Chemicals - 32 hydrochloric acid, 10 granular chlorine, 10 sigma buffer sodium bicarb 25kg, liquid chlorine 1000LT x 2, spill pallet, vacuum guage, valve vac breaker/air release & freight	10,344.33
EFT71609	19/10/2023	Southern Cross Electrical Engineering Limited	Provision Of Temporary 200Kva Generator & Electrical Connections To Operate Large Heat Pumps At NAC For Approx 12 weeks + extension for further 17 weeks	72,488.61
EFT71610	19/10/2023	Spick & Span Commercial Property Maintenance Pty Ltd	Group Two - Community Facilities - Cleaning Services - Aquatic Centre; Art Centre - Martumilli, Newman Library, Recreation Centre, Youth Centre, CDS Centre, Yurlu Caravan Park & ad hoc cleans	47,088.20
EFT71611	19/10/2023	Sportspower Newman	4 X \$50 Gift Cards 4 X \$25 Gift Cards	530.00
EFT71612	19/10/2023	Standards Australia	Licence To Use Australian Standard - Licence CLO922 Sep (03.09.23 to 02.09.24) AS4000-1997, AS4902-2000, AS4906-2002, AS4910-2002, AS4921-2003	3,232.76
EFT71613	19/10/2023	Steven Harding	Reimbursement of LG Professional Membership	531.00
EFT71614	19/10/2023	Total Eden Pty Ltd	Annual parks and gardens reticulated water supplies bulk purchase - sprinklers, pumps and cabling	29,857.63

EFT71615	19/10/2023	The Good Grocer Newman IGA	Consumables Youth Center	1,159.42
EFT71616	19/10/2023	Ulti Mech	Engine Light 1GXY990, repair to UHF radio & spotlight (101EPS), heavy vehicle inspection & full mechanical inspection 1ECZ040	1,008.35
EFT71617	19/10/2023	Uniforms At Work Pty Ltd	PPE - 8 staff	5,738.95
EFT71618	19/10/2023	Vorgee	Swimming Equipment - Goggles, Swim Nappies, Arm Floaties - For Kiosk Resale - Newman Aquatic Centre	976.80
EFT71619	19/10/2023	Vicflow Pty Ltd	Yearly Hire Of 5 Ton Excavator, Buckets & Tyne In Accordance With RFT 05 2022/2023	95,257.80
EFT71620	19/10/2023	WA Local Government Assoc	Subscription to WALGA E-Learning Package - Procurement In Local Government 01.11.23 to 31.10.24	2,772.00
EFT71621	19/10/2023	Water Corporation	Water Charges x 20 residential properties 13.07.23 to 14.09.23	5,235.50
EFT71622	19/10/2023	Wrapped Creations Pty Ltd	Event Management For End-Of-Year Community Event On 26 November 2023	2,997.84
EFT71623	20/10/2023	Exeltrain Pty Ltd	Test & Tag - Training x 5 Staff	2,075.00
EFT71624	20/10/2023	GTEA Resi Rental Trust	PPE 15.10.23 Employee Deduction	560.00
EFT71625	20/10/2023	Pilbara Motor Group	Supply & Fit 44L Fridge 44L Zero Plug & Transit Bag	1,619.77
EFT71626	20/10/2023	Coca-Cola Amatil	Coca-Cola Drinks	701.84
EFT71627	20/10/2023	Emerson Raine	Staff Housing - Strata Strata Fees For Red Sands Complex - Unit 3	3,054.50
EFT71628	20/10/2023	Telstra	Telephone Charges To 040923	1,957.01
EFT71629	25/10/2023	Bugai Whyoulter	Artist Payment	2,000.00
EFT71630	25/10/2023	Corban Clause Williams	Artist Payment	1,000.00
EFT71631	25/10/2023	Doreen Chapman	Artist Payment	2,000.00
EFT71632	25/10/2023	Danita Wise	Artist Payment	283.50
EFT71633	25/10/2023	Helen Dale Samson	Artist Payment	918.00
EFT71634	25/10/2023	Judith Anya Samson	Artist Payment	700.00
EFT71635	25/10/2023	Jenny Butt	Artist Payment	200.00
EFT71636	25/10/2023	Kumpaya Girgirba	Artist Payment	300.00
EFT71637	25/10/2023	Lorna Linnurra	Artist Payment	555.60
EFT71638	25/10/2023	Lawrence Whyoulter	Artist Payment	400.00
EFT71639	25/10/2023	Marianne Burton	Artist Payment	400.00
EFT71640	25/10/2023	May Chapman	Artist Payment	2,000.00
EFT71641	25/10/2023	Marlene Anderson	Artist Payment	1,007.25
EFT71642	25/10/2023	Nancy Chapman	Artist Payment	2,824.20
EFT71643	25/10/2023	Ngamaru Bidu	Artist Payment	1,000.00
EFT71644	25/10/2023	Nigel Neech	Artist Payment	97.50
EFT71645	25/10/2023	Robina Clause	Artist Payment	157.80
EFT71646	25/10/2023	Sarafina Dickie	Artist Payment	93.60
EFT71647	25/10/2023	Sharon Porter	Artist Payment	3,052.65
EFT71648	25/10/2023	Sylvia Wilson	Artist Payment	414.00
EFT71649	25/10/2023	Thelma Judson	Artist Payment	700.00
EFT71650	25/10/2023	Wilson Junior Mandijalu	Artist Payment	864.00
EFT71651	26/10/2023	Austindo Engineering Pty Ltd	Refurbishment Of Newman Public Toilet Near The Netball Courts	36,542.11
EFT71652	26/10/2023	Bunnings Group Ltd	Refurbishment Of Nullagine Dongas inclusive of Freight	9,463.39
EFT71653	26/10/2023	Binbirri Contracting Pty Ltd	Skull Springs Road - Gravel Resheet As Per RFT05-2022/2023	99,000.00
EFT71654	26/10/2023	Blackwoods	Nullagine Team - PPE	3,095.18
EFT71655	26/10/2023	Buckman Enterprises T/A Code Hire	Erect Jet Blast Signs & Travel To Marble Bar Airport	7,097.20
EFT71656	26/10/2023	CAdd Building Construction & Maintenance Pty Ltd	Staff Housing Maintenance - Installation of new lights x 3 & Painting To Fascia & Framework 2	7,466.25
EFT71657	26/10/2023	City Of Swan	Library Book Club Registration/Subscription.	134.00
EFT71658	26/10/2023	Customer First Contracting Pty Ltd	Repairs & Maintenance x 3 Staff Housing; Yurlu Caravan Park; Clarifier Control Board; Newman Senior Sports Pavilion	9,330.83
EFT71659	26/10/2023	Commercial Locksmiths Wa Pty Ltd	Shire Public Building- Junior Sports Facility- Keys 176T-025- 5X Gma, 5X Jsf.Mk & 5X Jsf.Cr.Mk Please Address To Cbs Veronica Hains.	343.75
EFT71660	26/10/2023	Complete Office Supplies	Stationery Order List 4 - August 2023 - Airport	4,093.60
EFT71661	26/10/2023	Corporate Travel Management Group Pty Ltd	Travel - Flights & Accommodation, Car Hire - Staff & Councillors - August 2023 & September 2023	74,910.09
EFT71662	26/10/2023	DE & BM Store Pty Ltd As Trustee Of The DE & BE No.2 Trust Harvey Norman - Port Hedland	Marble Bar Chambers - New Fridge Kelvinator 503L RH Hinge, Top Mounted, White	999.00
EFT71663	26/10/2023	Deans Autoglass	Supply & Fit LH Rear Door Glass with Tinting (132EPS)	429.00

EFT71664	26/10/2023	Dick Tracey Contracting Pty Ltd	Landscape Maintenance Contract As Per RFT-02 2022/2023 - 20 Weekly Services, 15 Monthly Services, 1 Fortnightly Service & Other Works as Directed	46,321.60
EFT71665	26/10/2023	East Pilbara Earthmoving Pty Ltd	Hire Of Plant & Operators To Undertake Gravel Resheeting In Accordance With RFT 2022/2023	221,429.45
EFT71666	26/10/2023	EM Electrical Movement	Shire Public Building - The Edge Town Square - Supply & Install Electrical Sub Meter To Building	2,500.00
EFT71667	26/10/2023	Flowtek Plumbing & Gas Pty Ltd	Fix shower leaking in men's bathroom - Yurlu Caravan Park	654.00
EFT71668	26/10/2023	Galjo Pty Ltd T/A East Pilbara Tyre Service	Quote For Tyres (104Eps)	3,393.50
EFT71669	26/10/2023	GHD Pty Ltd	SoEP - Newman WWTP - Adhoc Technical Support	910.25
EFT71670	26/10/2023	Glidepath Australia	Modifications To Original Design - Newman Airport Baggage Carousel Incorporate Overhead Baggage Belt to provide Complete Access To Carousel	224,675.00
EFT71671	26/10/2023	Hospitality Inn Port Hedland	RPT Bus Driver - Accom & Meals - October 2023	243.50
EFT71672	26/10/2023	Herseys Safety	Various Tools, Parts & Consumables For Marble Bar Depot	1,555.33
EFT71673	26/10/2023	Ixom Operations Pty Ltd	Annual Servicing Fees For Chlorine Gas For WWTP FY 2023/2024	685.76
EFT71674	26/10/2023	Kiwirrkurra Community	Accommodation 3 Rooms 13 September 2023 - Community Safety Team During Community Visits Trip	690.01
EFT71675	26/10/2023	Kmart Australia	Marble Bar - Community Trick Or Treat/Halloween - 31/10/23 - decorations, consumables & confectionary	1,050.50
EFT71676	26/10/2023	Kim Buttfield Consulting	Club Development Workshop 10.10.23 to 11.10.23 - Club Planning - For The Future; Your Greatest Asset - Your People	4,290.00
EFT71677	26/10/2023	Local Government Professionals Australia WA	LG Pro Annual Conference 8-9 November 2023	1,500.00
EFT71678	26/10/2023	McLeods Barristers & Solicitors	Provision Of Legal Services - Polar Aviation Lease Area 12	2,051.48
EFT71679	26/10/2023	Marble Bar Community Resource Centre	Mirage - Local Council & President Election Oct 2023 - 1 Colour Page @ \$50.00; 8 Black & White Pages @ \$30.00	590.00
EFT71680	26/10/2023	Marble Bar General Store	Purchase Of Bush Crew Groceries - 13.09.23	983.19
EFT71681	26/10/2023	Marble Bar Roadhouse & Travellers Rest	Accommodation For 1 Room For Ranger 26.09.23	170.00
EFT71682	26/10/2023	Mouse Promotions	Community & Sports Star Awards 2023 Guest Speaker - Anthony Koutoufides; 4 November 2023 - 6.30pm - 10.00pm; East Pilbara Arts Centre - Newman	5,500.00
EFT71683	26/10/2023	Newman Home Hardware & Ice Plus	Monthly Purchase Order - Shire Depot - October 2023	2,126.43
EFT71684	26/10/2023	Newman Veterinary Hospital	Standing Order For Vet Costs For Treatment & Euthanising Of Animals	25.50
EFT71685	26/10/2023	North West Distributors	Marble Bar Pool Kiosk - October 2023 - Assorted Confectionary	341.72
EFT71686	26/10/2023	Newman MM Pty Ltd - Mia Mia Newman	Kim Buttfield Accommodation - Club Development Workshop Check In 10.10.23; Check Out 12.10.23 Including Meals	480.00
EFT71687	26/10/2023	Pilbara Electrical	Casio CT-X700 61K Keyboard On Stage Double x K/Board Stand Op 5pce Fusion Drum Kit	1,527.75
EFT71688	26/10/2023	Pirtek Newman	Waste Services	1,236.80
EFT71689	26/10/2023	Paul Hudson	Fuel Reimbursement 17.10.23	50.00
EFT71690	26/10/2023	Pilbara Food Services	Youth Centre Shop	1,271.40
EFT71691	26/10/2023	Pilbara Solutions Pty Ltd T/A Hedland Mobile Windscreens	Komatsu Grader MB Rego 1GRV119 - Replace All Doors & Windows	1,760.00
EFT71692	26/10/2023	Punmu Aboriginal Corporation	Art Shed Supplies Punmu	99.00
EFT71693	26/10/2023	RKT Maintenance Service	Staff Housing Maintenance - Removal of Split/Damaged Tree	1,540.00
EFT71694	26/10/2023	Readspeaker Pty Ltd	Readspeaker Subscription For Audio Support On Shire Website October 2023	1,203.95
EFT71695	26/10/2023	Sheridans	Cr Lang Coppin Long Service Award Plaque; Timber 300mm x 200mm; Polished Brass Plaque 288mm x 238mm	213.68
EFT71696	26/10/2023	Scoops N Sips	Travel Incentive For Participating 2023 Outback Fusion Festival	500.00
EFT71697	26/10/2023	Sportspower Newman	Community & Sports Star Awards 2023 Winners - Sports Power Vouchers 4 x \$100 & 1 x \$500, soccer ball x 3, 2 x cue, 3 x football; Vouchers 4 x \$50 & 4 x \$25	1,493.95
EFT71698	26/10/2023	Standards Australia	Royalties For Australian Standards General Conditions Of Contract Used (Licence CL0922SEP)	587.08
EFT71699	26/10/2023	Strategic Leadership Consulting	CEO Performance Review 2023 - Independent Consultant	6,160.00

EFT71700	26/10/2023	TNT Australia Pty Limited	Martumili Art Freight Charges x 31	2,417.93
EFT71701	26/10/2023	Team Global Express (Previously Toll/Ipec)	Annual Library Freight Charges	532.98
EFT71702	26/10/2023	Vanguard Publishing Pty Ltd T/A Premium Publishers	Advertising - Full Page Advert For Shire Of East Pilbara In The Next Four Editions Of Western 4WD Plus 2 Page Editorial In Two Editions Of SoEP Choice	974.88
EFT71703	26/10/2023	WA Local Government Assoc	WALGA Local Government Convention 2023 - Cr Lang Coppin	1,659.31
EFT71704	26/10/2023	Wellplaced Investments Pty Ltd T/A Wingtopia	Travel Incentive - Participation In 2023 Outback Fusion Festival	550.00
EFT71705	26/10/2023	White Knight Industries	Replacement Keys SPQ1 - 1 Crim-Safe Door & 1 Main Door	60.50
EFT71706	26/10/2023	Zoe Martyn	Travel reimbursement After Contract Work 23.08.23	323.09
EFT71707	31/10/2023	Adrienne Mortimer	Final Payment - October 2023 Sitting Fees	1,487.63
EFT71708	31/10/2023	Annabell Landy	Councillors Fees - October 2023	2,305.84
EFT71709	31/10/2023	Anthony Middleton	Councillors Fees - October 2023	8,485.42
EFT71710	31/10/2023	David Evrett	First Payment - October Sitting Fees	818.21
EFT71711	31/10/2023	David Kular	Councillors Fees - October 2023	2,305.84
EFT71712	31/10/2023	Karen Lockyer	Councillors Fees - October 2023	2,305.84
EFT71713	31/10/2023	Lang Tree Eric Coppin	Final Payment - October 2023 Sitting Fees	1,487.63
EFT71714	31/10/2023	Lee Anderson	First Payment - October 2023 Sitting Fees	818.21
EFT71715	31/10/2023	Matthew Anick	Final Payment - October 2023 Sitting Fees	1,487.63
EFT71716	31/10/2023	Peta Baer	Councillors Fees - October 2023	2,305.84
EFT71717	31/10/2023	Stacey Smith	Final Payment - October 2023 Sitting Fees	1,487.63
EFT71718	31/10/2023	Wendy McWhirter-Brooks	Councillors Fees - October 2023	3,679.01
				4,979,724.15
DD18838.1	05/10/2023	Hostplus	Payroll Deductions	6.86
DD18838.2	05/10/2023	The Trustee For Australian Retirement Trust / Qsuper	Superannuation Contributions	147.94
DD18839.1	01/10/2023	Aware Super	Payroll Deductions	40,246.09
DD18839.2	01/10/2023	Australian Ethical Super	Superannuation Contributions	1,162.02
DD18839.3	01/10/2023	ANZ Smart Choice Super	Payroll Deductions	764.24
DD18839.4	01/10/2023	Voyage Superannuation	Superannuation Contributions	677.07
DD18839.5	01/10/2023	Unisuper	Payroll Deductions	769.56
DD18839.6	01/10/2023	Australian Retirement Trust	Superannuation Contributions	1,382.12
DD18839.7	01/10/2023	TWU Super	Payroll Deductions	767.30
DD18839.8	01/10/2023	AMP Signature Super	Superannuation Contributions	127.95
DD18839.9	01/10/2023	Insignia Financial Ltd	Superannuation Contributions	173.44
DD18853.1	11/10/2023	Westnet	Westnet Charges - Internet October 2023	59.99
DD18884.1	15/10/2023	Aware Super	Payroll Deductions	39,362.08
DD18884.2	15/10/2023	IOOF Investments Services Ltd	Superannuation Contributions	156.57
DD18884.3	15/10/2023	ANZ Smart Choice Super	Payroll Deductions	831.02
DD18884.4	15/10/2023	Voyage Superannuation	Superannuation Contributions	677.07
DD18884.5	15/10/2023	Unisuper	Payroll Deductions	769.56
DD18884.6	15/10/2023	Australian Retirement Trust	Superannuation Contributions	1,429.25
DD18884.7	15/10/2023	TWU Super	Payroll Deductions	767.30
DD18884.8	15/10/2023	AMP Signature Super	Superannuation Contributions	127.95
DD18884.9	15/10/2023	Insignia Financial Ltd	Superannuation Contributions	5.65
DD18928.1	29/10/2023	Aware Super	Payroll Deductions	39,898.36
DD18928.2	29/10/2023	IOOF Investments Services Ltd	Superannuation Contributions	392.46
DD18928.3	29/10/2023	ANZ Smart Choice Super	Payroll Deductions	768.64
DD18928.4	29/10/2023	Voyage Superannuation	Superannuation Contributions	677.07
DD18928.5	29/10/2023	Unisuper	Payroll Deductions	769.56
DD18928.6	29/10/2023	Australian Retirement Trust	Superannuation Contributions	1,341.20
DD18928.7	29/10/2023	TWU Super	Payroll Deductions	767.30
DD18928.8	29/10/2023	AMP Signature Super	Superannuation Contributions	64.81
DD18928.9	29/10/2023	The Trustee For Hesta	Superannuation Contributions	632.12
DD18839.10	01/10/2023	The Trustee For Hesta	Superannuation Contributions	475.98
DD18839.11	01/10/2023	Essential Super	Payroll Deductions	1,777.74
DD18839.12	01/10/2023	Australian Super	Payroll Deductions	12,490.45
DD18839.13	01/10/2023	Amp Super Fund	Superannuation Contributions	567.03
DD18839.14	01/10/2023	Brighter Super	Superannuation Contributions	289.28
DD18839.15	01/10/2023	Future Super Fund	Superannuation Contributions	131.17
DD18839.16	01/10/2023	Spirit Super	Superannuation Contributions	41.53
DD18839.17	01/10/2023	Hesta Super Fund	Superannuation Contributions	231.58
DD18839.18	01/10/2023	The Trustee For Retail Employees Superannuation Trust	Superannuation Contributions	401.92

DD18839.19	01/10/2023	Hostplus Superannuation Fund	Superannuation Contributions	560.45
DD18839.20	01/10/2023	Australiansuper	Superannuation Contributions	617.75
DD18839.21	01/10/2023	The Trustee For Australian Retirement Trust / Qsuper	Payroll Deductions	3,969.44
DD18839.22	01/10/2023	Macquarie Super Accumulator Account	Payroll Deductions	2,216.58
DD18839.23	01/10/2023	Colonial First State	Payroll Deductions	1,137.07
DD18839.24	01/10/2023	loof Portfolio Service Super Fund	Superannuation Contributions	60.54
DD18839.25	01/10/2023	Sun Super	Superannuation Contributions	179.09
DD18839.26	01/10/2023	C & M Hardefeldt Super Pty Ltd Atf C & M Hardefeldt Super Fund	Superannuation Contributions	393.99
DD18839.27	01/10/2023	MLC Masterkey Super Fundamentals	Payroll Deductions	1,009.61
DD18839.28	01/10/2023	Spaceship Super	Superannuation Contributions	58.02
DD18839.29	01/10/2023	Construction & Building Unions Superannuation Fund (CBUS)	Payroll Deductions	1,077.77
DD18839.30	01/10/2023	The Trustee For Prime Super	Superannuation Contributions	372.84
DD18839.31	01/10/2023	Hostplus	Payroll Deductions	2,787.24
DD18839.32	01/10/2023	AMP Super Fund	Superannuation Contributions	1,077.77
DD18839.33	01/10/2023	Rest Superannuation	Superannuation Contributions	3,761.05
DD18839.34	01/10/2023	Mercer Super Trust	Superannuation Contributions	2,021.19
DD18839.36	01/10/2023	IEOF Investments Services Ltd	Superannuation Contributions	482.62
DD18884.10	15/10/2023	The Trustee For Hesta	Superannuation Contributions	542.11
DD18884.11	15/10/2023	AMP Super Fund	Superannuation Contributions	558.96
DD18884.12	15/10/2023	Australian Super	Payroll Deductions	12,952.05
DD18884.13	15/10/2023	Brighter Super	Superannuation Contributions	748.16
DD18884.14	15/10/2023	Future Super Fund	Superannuation Contributions	199.78
DD18884.15	15/10/2023	Spirit Super	Superannuation Contributions	41.53
DD18884.16	15/10/2023	The Trustee For Retail Employees Superannuation Trust	Superannuation Contributions	401.92
DD18884.17	15/10/2023	Australiansuper	Superannuation Contributions	552.77
DD18884.18	15/10/2023	The Trustee For Australian Retirement Trust / Qsuper	Payroll Deductions	4,297.57
DD18884.19	15/10/2023	Macquarie Super Accumulator Account	Payroll Deductions	2,216.58
DD18884.20	15/10/2023	Hostplus Superannuation Fund	Superannuation Contributions	365.48
DD18884.21	15/10/2023	IEOF Investments Services Ltd	Superannuation Contributions	14.13
DD18884.22	15/10/2023	Sun Super	Superannuation Contributions	179.09
DD18884.23	15/10/2023	Colonial First State	Payroll Deductions	1,137.07
DD18884.24	15/10/2023	C & M Hardefeldt Super Pty Ltd ATF C & M Hardefeldt Super Fund	Superannuation Contributions	393.99
DD18884.25	15/10/2023	MLC Masterkey Super Fundamentals	Payroll Deductions	1,009.61
DD18884.26	15/10/2023	Spaceship Super	Superannuation Contributions	60.02
DD18884.27	15/10/2023	Construction & Building Unions Superannuation Fund (CBUS)	Payroll Deductions	1,077.77
DD18884.28	15/10/2023	The Trustee For Prime Super	Superannuation Contributions	372.84
DD18884.29	15/10/2023	AMP Super Fund	Superannuation Contributions	1,077.77
DD18884.30	15/10/2023	Hostplus	Payroll Deductions	3,257.91
DD18884.31	15/10/2023	Rest Superannuation	Superannuation Contributions	3,428.69
DD18884.32	15/10/2023	Mercer Super Trust	Superannuation Contributions	2,015.35
DD18884.33	15/10/2023	Australian Ethical Super	Superannuation Contributions	1,674.04
DD18928.10	29/10/2023	AMP Super Fund	Superannuation Contributions	558.96
DD18928.11	29/10/2023	Brighter Super	Superannuation Contributions	289.28
DD18928.12	29/10/2023	Australian Super	Payroll Deductions	14,088.03
DD18928.13	29/10/2023	Future Super Fund	Superannuation Contributions	247.81
DD18928.14	29/10/2023	Spirit Super	Superannuation Contributions	41.53
DD18928.15	29/10/2023	Hesta Super Fund	Superannuation Contributions	180.37
DD18928.16	29/10/2023	The Trustee For Retail Employees Superannuation Trust	Superannuation Contributions	401.92
DD18928.17	29/10/2023	Australiansuper	Superannuation Contributions	555.20
DD18928.18	29/10/2023	The Trustee For Australian Retirement Trust / Qsuper	Payroll Deductions	4,547.49
DD18928.19	29/10/2023	Macquarie Super Accumulator Account	Payroll Deductions	2,216.58
DD18928.20	29/10/2023	Hostplus Superannuation Fund	Superannuation Contributions	365.48
DD18928.21	29/10/2023	IEOF Investments Services Ltd	Superannuation Contributions	16.14
DD18928.22	29/10/2023	Sun Super	Superannuation Contributions	179.09
DD18928.23	29/10/2023	Colonial First State	Payroll Deductions	1,137.07
DD18928.24	29/10/2023	C & M Hardefeldt Super Pty Ltd Atf C & M Hardefeldt Super Fund	Superannuation Contributions	1,512.66
DD18928.25	29/10/2023	MLC Masterkey Super Fundamentals	Payroll Deductions	1,009.61
DD18928.26	29/10/2023	Spaceship Super	Superannuation Contributions	38.01
DD18928.27	29/10/2023	Construction & Building Unions Superannuation Fund (CBUS)	Payroll Deductions	1,077.77
DD18928.28	29/10/2023	The Trustee For Prime Super	Superannuation Contributions	372.84
DD18928.29	29/10/2023	The Trustee For Madarastor Super Fund	Superannuation Contributions	423.08
DD18928.30	29/10/2023	Hostplus	Payroll Deductions	2,768.44

DD18928.31	29/10/2023	AMP Super Fund	Superannuation Contributions	1,077.77
DD18928.32	29/10/2023	Rest Superannuation	Superannuation Contributions	3,811.52
DD18928.33	29/10/2023	Mercer Super Trust	Superannuation Contributions	1,998.19
DD18928.34	29/10/2023	Australian Ethical Super	Superannuation Contributions	1,294.62
				252,696.90

Credit Cards

Amy Mukhaje

30/10/2023	Woolworths Newman	Studio Supplies	90.23	
30/10/2023	Spot Covington	GPS Tracker for Remote Travel	48.72	
26/10/2023	Adina Adelaide	Artists Trip To Adelaide (4 artists & 4 staff)	29.35	
25/10/2023	Little Creatures - Perth Airport	Artists Trip To Adelaide (4 artists & 4 staff)	10.10	
25/10/2023	Little Creatures - Perth Airport	Artists Trip To Adelaide (4 artists & 4 staff)	38.18	
25/10/2023	Little Creatures - Perth Airport	Artists Trip To Adelaide (4 artists & 4 staff)	71.71	
25/10/2023	Little Creatures - Perth Airport	Artists Trip To Adelaide (4 artists & 4 staff)	24.14	
25/10/2023	SSP Australia Airport - Perth Airport	Artists Trip To Adelaide (4 artists & 4 staff)	13.60	
25/10/2023	Woolworths Newman	Studio Supplies	404.58	
25/10/2023	Adina Adelaide	Artists Trip To Adelaide (4 artists & 4 staff)	22.26	
25/10/2023	Delaware North Retail	Artists Trip To Adelaide (4 artists & 4 staff)	49.00	
24/10/2023	Case Frames Fremantle WA	Artwork Framing	1,780.70	
24/10/2023	Treasury 1860 Adelaide	Artists Trip To Adelaide (4 artists & 4 staff)	32.00	
24/10/2023	IAS Fine Art Mascot NS	Artwork Framing	12.00	
24/10/2023	299 Rundle Street Port Adelaide	Artists Trip To Adelaide (4 artists & 4 staff)	139.38	
24/10/2023	Le Souk ACM Pty Ltd Adelaide	Artists Trip To Adelaide (4 artists & 4 staff)	43.47	
24/10/2023	Chicken Treat Newman	Lunch for artists traveling to Canberra (1) and Broome (2)	61.44	
23/10/2023	CTS/Argo On The Parade North Sydney	Artists Trip To Adelaide (4 artists & 4 staff)	71.90	
23/10/2023	BO Rarn Adelaide	Artists Trip To Adelaide (4 artists & 4 staff)	47.60	
23/10/2023	Real Falafel Adelaide	Artists Trip To Adelaide (4 artists & 4 staff)	32.24	
23/10/2023	Treasury 1860 Adelaide	Artists Trip To Adelaide (4 artists & 4 staff)	54.00	
23/10/2023	Pizza E Mozzarella Adelaide	Artists Trip To Adelaide (4 artists & 4 staff)	146.30	
23/10/2023	Live Payments Barangaroo	Artists Trip To Adelaide (4 artists & 4 staff)	20.04	
23/10/2023	Sunmi Kim QPS Adelaide	Artists Trip To Adelaide (4 artists & 4 staff)	5.00	
23/10/2023	Sunmi Kim QPS Adelaide	Artists Trip To Adelaide (4 artists & 4 staff)	24.40	
23/10/2023	Spot Covington	GPS Tracker for Remote Travel	31.99	
23/10/2023	Treasury 1860 Adelaide	Artists Trip To Adelaide (4 artists & 4 staff)	101.00	
23/10/2023	Adobe Systems Pty Ltd	Creative Software Subscription	28.59	
23/10/2023	On The Way Convenience Adelaide	Artists Trip To Adelaide (4 artists & 4 staff)	9.74	
20/10/2023	WHS T/A LS Perth T4 Perth Airport	Artists Trip To Adelaide (4 artists & 4 staff)	16.74	
20/10/2023	Adina Adelaide	Artists Trip To Adelaide (4 artists & 4 staff)	1,451.21	
20/10/2023	Otr Nth Terra Pos1 Adelaide	Artists Trip To Adelaide (4 artists & 4 staff)	70.38	
20/10/2023	Delaware North Retail Redcliffe	Artists Trip To Adelaide (4 artists & 4 staff)	60.60	
20/10/2023	Delaware North Retail Redcliffe	Artists Trip To Adelaide (4 artists & 4 staff)	41.50	
20/10/2023	Qantas Airways Limited Mascot	Artists Trip To Adelaide (4 artists & 4 staff)	50.00	
19/10/2023	Officeworks	Office/Art/Gallery Supplies	468.90	
16/10/2023	Adobe Systems Pty Ltd	Creative Software Subscription	14.29	
13/10/2023	Woolworths Newman	Studio Supplies	425.51	
13/10/2023	Officeworks	Office/Art/Gallery Supplies	463.51	
11/10/2023	Woolworths Newman	Studio Supplies	300.97	
10/10/2023	Mailchimp	Mailing List Software Subscription	127.40	
10/10/2023	Woolworths Newman	Studio Supplies	222.55	
10/10/2023	Woolworths Newman	Studio Supplies	116.65	
9/10/2023	Case Frames Fremantle WA	Framing For Exhibition Artworks	896.72	
9/10/2023	Woolworths Newman	Studio Supplies	393.84	
9/10/2023	Chicken Treat Newman	Lunch For Artists Wn Project	26.27	
9/10/2023	Myob Australia	Financial Software Subscription	170.00	
6/10/2023	Satphonerental Mulgrave Vic	New Sat Phone To Replace Broken One	2,537.00	
5/10/2023	www.skymesh.net.au Mount Gravatt	Kunawarrtiji Internet	75.70	
4/10/2023	Amazon Web Services Sydney	Kunawarrtiji Internet	54.16	
3/10/2023	The Junction Co Port Hedland WA	Painting Commission And Art Prize Fees	721.00	
2/10/2023	Ethicaljobs.com.au Collingwood VIC	Recruitment Advertising	176.00	
2/10/2023	Spot Covington	GPS Tracker for Remote Travel	48.26	
				12,372.82

Credit Cards

Bevan Klein

26/10/2023	Marble Bar General Store	75.00
25/10/2023	Woolworths Online	136.12
25/10/2023	Woolworths Online	139.10
25/10/2023	Woolworths Online	319.60
20/10/2023	mydeal.com.au Melbourne	549.00
20/10/2023	Woolworths Newman	57.88
18/10/2023	Marble Bar General Store	30.00
17/10/2023	Woolworths Newman	112.24
12/10/2023	Marble Bar General Store	50.00
12/10/2023	DoT - Licensing Newman	261.00
12/10/2023	DoT - Licensing Newman	62.20
11/10/2023	Woolworths Online	714.64
11/10/2023	Woolworths Online	176.76
11/10/2023	Woolworths Online	144.94
11/10/2023	Kmart	177.00
9/10/2023	DoT - Licensing Newman	103.15
3/10/2023	Department Of Transport Perth	144.25
2/10/2023	Beaurepaires 5262 Port Hedland	90.00
2/10/2023	BSC Motion Technology	113.08
		3,455.96

Credit Cards
Steve Harding

30/10/2023	Renee Alexandra Sammon	Council Meeting	70.50
30/10/2023	Amazon Au Marketplace Sydney	End of Year Function Decorations	67.96
30/10/2023	Amazon Au Marketplace Sydney	End of Year Function Decorations	18.60
27/10/2023	Bigw Online	End of Year Function Decorations	139.00
27/10/2023	Newman Hotel	Council Meeting Dinner	700.00
27/10/2023	Amazon Marketplace Sydney	Executive Services Stationary	134.01
26/10/2023	Novotel Melbourne South Wharf	AAA Conference	275.00
25/10/2023	SP Costumebox Manly	Santa Suit	282.97
25/10/2023	Warequip Solutions Pty West Footscray	Trolleys for Outreach Programs	484.00
25/10/2023	Officeworks	Library Services Stationary	261.06
24/10/2023	The Pubologist Newman	Mocktails at Sports Awards	1,331.00
24/10/2023	Woolworths Newman	Gift Cards - Security Sports Awards & Concert on the Green	800.00
24/10/2023	Woolworths Newman	Gift Cards - Concert on the Green	800.00
24/10/2023	IPAA Murdoch	IPAA Registration	205.00
24/10/2023	Amazon Au Marketplace Sydney	DVD December Screening	20.05
23/10/2023	Remarkable Oslo	Executive Services Stationary	1,446.00
23/10/2023	Ebay Sydney	Body composition & Scale	308.32
23/10/2023	Kmart	Purposeful Prizes for Afterschool Activities	90.00
20/10/2023	Marble Bar Travellers	MB Airport Opening	90.00
20/10/2023	BP Sth Hedland 1928 South Hedland	Port Hedland Meeting	169.82
19/10/2023	Optus Prepaid	WIFI Router	30.00
19/10/2023	Hospitality Place Port Hedland	RRG Meeting	105.00
19/10/2023	Hospitality Place Port Hedland	RRG Meeting	232.92
19/10/2023	Hospitality Place Port Hedland	RRG Meeting	232.92
19/10/2023	Ampol Newman 54455F	Port Hedland Meeting	229.08
16/10/2023	Novotel Melbourne South Wharf	AAA Conference	1,100.00
16/10/2023	Novotel Melbourne South Wharf	AAA Conference	1,100.00
16/10/2023	Novotel Melbourne South Wharf	AAA Conference	1,100.00
16/10/2023	Optus Billing Services	Optus Sport - Newman	24.99
16/10/2023	Optus Billing Services	Optus Sport - Marble Bar	24.99
10/10/2023	Web*Farmweekly	Monthly Subscription	19.00
9/10/2023	Arirang Restaurant Perth	Perth Meetings	24.31
9/10/2023	Uber Travel	CBD to Airport	30.15
9/10/2023	McDonalds William Street Perth	Perth Meeting	26.95
6/10/2023	Caffeine Trader Osborne Park	Perth Meeting	11.70
6/10/2023	GM Cabs Pty Ltd Mascot	Perth Meeting	66.47
3/10/2023	Smartsheet Inc. Bellevue	Subscriptions	269.09
3/10/2023	Satphonerental Mulgrave VIC	Sat Phone Kits x 2	5,053.00
2/10/2023	Nullagine Hotel	Councillor Accommodation	360.00
			17,733.86

Credit Cards

Tom Gorman

31/10/2023	Woolworths Online	396.85
31/10/2023	Sq *Rottnest Channel Swim Claremont	850.00
27/10/2023	Zoleo Inc Mulgrave	102.95
24/10/2023	Lastpass.com Sydney	712.80
23/10/2023	Clicksend.com recharge South Perth	100.00
18/10/2023	Woolworths Online	509.05
6/10/2023	Woolworths Online	407.58
		3,079.23

Credit Cards**Vic Etherington**

25/10/2023	Wanewsdti Osborne Park	Online Subscription Fee	84.00
23/10/2023	News Limited	Online Subscription Fee	28.00
18/10/2023	Battery Sales Service Wedgefield	Payment for Rechargeable battery for Marble Bar Airport	465.00
18/10/2023	Elite Pool Covers Hold Daisy Hill	Replacement pool cover for 30 Homestead Ramble, CEO House	1,008.00
10/10/2023	Ram South Hedland		710.50
3/10/2023	Woolworths Online		576.37
3/10/2023	Wheniwork.com	Annual Subscription - Rostering software - Community Experience & Waste Services Directorates	2,619.09
2/10/2023	Officeworks		610.87
			6,101.83
			5,275,164.75

Cheques	0.00
EFT	4,979,724.15
Direct Debits	252,696.90
Credit Cards	42,743.70
	5,275,164.75

Item 12.2.2 Appendix 2

LANDSCAPE MAINTENANCE CONTRACT - Service Level / Frequency				
Description	Service Level	Frequency	Number of Visits	
Dingo Park, Boomerang Pavillion	2	Weekly	52	
Entry Statements (Newman Drive and Kalgan Drive and Information Bay)	3	Monthly	12	
East Pilbara Arts Centre (EPAC)	2	Weekly	52	
Flail Mowing of drains	3	Monthly	12	
Hilditch Park Maintenance.	2	Weekly	52	
Iron Ore Pde from Top roundabout to Shire Office	2	Weekly	52	
Kalgan drive from Roundabout to Hwy including trees	3	Monthly	12	
Kiripirna Park and shared footpath to skate park	2	Weekly	52	
Laneways- Whip, spray, and prune monthly	3	Monthly	12	
LIA Verges- Slash and spray 4 x year	3	Monthly	12	
Litter collection	3	Monthly	12	
Mindarra park and Callcott Newman Club Road and carpark	2	Weekly	52	
Miners Promise Park	1	Weekly	52	
Nardoo Loop Park	1	Weekly	52	
Neighbourhood Center	3	Monthly	12	
Netball/Tennis Courts	1	Weekly	52	
Newman Airport Main Hub including Park Housing Area and Trees	1	Weekly	52	
Newman Aquatic Centre	1	Weekly	52	
Newman Drive Verge mowing and Red Sands	2	Fortnightly	26	
Newman Drive Roundabout to Hwy including trees, verge maintenance and spraying	3	Monthly	12	
Newman House	2	Weekly	52	
Newman Town Square	1	Weekly	52	
Open Areas- Slash, spray and remove litter every 2 months	3	Monthly	12	
Ophthalmia Dam and BBQ bottles	3	Monthly	12	
Park Signs (Clean and remove Graffiti)	3	Monthly	12	
Playground cleaning	3	Monthly	12	
Radio Hill	3	Monthly	12	
Recreation Centre	2	Weekly	52	
Shire administration	1	Weekly	52	
Skate Park	2	Weekly	52	
Stan and Ella and carpark	3	Monthly	12	
Verges- Whip, spray, remove litter once per month	3	Monthly	12	
Visitors Centre	3	Weekly	52	
Woolworths carpark Garden and trees, verges, rear carpark, Panawarra verges front and rear and laneway	2	Weekly	52	
Youth Centre, Scouts	2	Weekly	52	
Yurlu Caravan Park	1	Weekly	52	

Group 1

Public Toilets

Ethyl Creek
Town Centre
Boomrang
Netball/Tennis Court
Ophthalmia Dam
Miners Promise

BBQs

Boomerange Oval
Ethyl Creek
Nardoo Loop
Wilara Street
Boorthana Street
Miners Promise Park
Radio Hill Lookout
Ophthalmia Dam
Dingo Park
East Newman Park 1
East Newman Park 2

Group 2

Community Facilities

Aquatic Centre
EP Art Centre - Martumilli
Newman Library
Newman House
Recreation Centre
Youth Centre
Container Deposit Centre
Newman Caravan park

Group 3

Shire Administration Facilities

Newman Administration Office
Community Services Offices
Depot Office
Ranger's Office

Group 4

Airport Facilities x 6

Main Terminal
Main Terminal Toilets
General Aviation Terminal
General Aviation Toilets
Airport Manager's Office
Toilet Block next to Manager's Office

Item 12.2.2 Appendix 2

13 COMMITTEE REPORTS

13.1.1 MINUTES OF THE AIRPORT ADVISORY COMMITTEE – 27 JULY 2023

Attachments:	Appendix 1 Minutes 27 July 2023 Shire Airports Advisory Committee Appendix 2 Confidential Minutes 27 July 2023 Shire Airports Advisory Committee (Under Separate Cover)
Responsible Officer:	Steven Harding Chief Executive Officer
Author:	Joshua Brown Manager Governance, Risk and Procurement
Proposed Meeting Date:	24 November 2023
Location/Address:	N/A
Name of Applicant:	N/A
Author Disclosure of Interest:	Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 178)

Moved: Cr Kular

Seconded: Cr Anderson

That Council confirms the Minutes of the Shire Airports Advisory Committee meeting held on 27 July 2023.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

REPORT PURPOSE

To report the minutes of a meeting of the Shire Airports Advisory Committee.

BACKGROUND

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

At its meeting on 24 February 2023, Council adopted new Terms of Reference for the Committee and renamed it the Shire Airports Advisory Committee. Council resolved to abolish the Committee at its Special Meeting on 27 October 2023.

The Shire Airports Advisory Committee's previous membership was as follows:

Previous Members	Previous Deputy Members
Cr Middleton (Chair)	Cr Anick
Cr McWhirter-Brooks (Deputy Chair)	Cr Smith
Cr Coppin	Cr Lockyer
Cr Kular	Cr Landy

COMMENTS/OPTIONS/DISCUSSIONS

The final meeting of the Shire Airports Advisory Committee was held on Thursday, 27 July 2023 prior to its dissolution and abolition.

The Unconfirmed Minutes of the meeting are attached as **Appendix 1**. The Confidential Minutes are attached as **Appendix 2** under separate cover.

In usual circumstances, the unconfirmed minutes would be reported to the following ordinary meeting of the Committee. However, as it will not meet again, it is recommended that Council confirm the minutes.

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 **SHIRE AIRPORTS ADVISORY COMMITTEE** will be held, in Council Chambers, Newman, at 4.30pm on Thursday, 27 July 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.

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

Signed: _____
Steven Harding
Chief Executive Officer

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Item 13.1

Appendix

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President and Presiding Member declared the Shire of East Pilbara Airport Advisory Committee Meeting of 27 July 2023 open at 4.30am at the Newman Council Chambers.

The President acknowledged the Traditional Owners of the land on which the Committee met, the Nyiyaparli People, and their continuing connection to the land, waters and community. Committee also acknowledged the Martu People as the Custodians of Jigalong which sits in Nyiyaparli Country. The Committee paid its respects to all 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 which can be accessed by members of the public and the media, therefore Committee Members were reminded to refrain from making any defamatory statements.

A private live stream of the meeting is being undertaken as a trial and will not be broadcast.

2 ATTENDANCE BY ELECTRONIC MEANS

Nil

3 RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE

3.1 ATTENDANCE

Councillors

Cr Anthony Middleton	Shire President (Presiding Member)
Cr Wendy McWhirter-Brooks	Deputy Shire President
Cr Lang Coppin OAM	Councillor
Cr David Kular	Councillor

Deputy Members

Cr Matthew Anick	Councillor
Cr Stacey Smith	Councillor
Cr Lou Lockyer	Councillor
Cr Annabell Landy	Councillor

Notation: None of the Deputy Committee Members were in attendance at this meeting

Officers

Steven Harding
Emma Landers

Chief Executive Officer
Deputy Chief Executive Officer / Director
Community Experience
Director Aviation and Regulatory Services
Manager Governance, Risk and
Procurement

Vic Etherington
Joshua Brown

3.2 APOLOGIES

Councillor Apologies

Nil

Officer Apologies

Nil

3.3 LEAVE OF ABSENCE

Nil

4 DISCLOSURES OF INTEREST

Name	Cr Wendy McWhirter-Brooks
Item No and Title of Report	7.1.1 Marble Bar Airport Update
Nature of Interest	Pursuant to section of 5.60A of the <i>Local Government Act 1995</i> , the nature of the interest is <u>Proximity</u>
Interest Description	I lease property adjacent to the Marble Bar Airport
Action Taken	Cr McWhirter-Brooks will leave the Council Chamber and take no part in the discussion or vote for this item

5 CONFIRMATION OF MINUTES OF PREVIOUS COMMITTEE MEETING

5.1 CONFIRMATION OF MINUTES

[Ordinary Minutes February 23 2023 - Airport Advisory Committee.pdf](#)

[Confidential Minutes February 23 2023 - Airport Advisory Committee.pdf](#)

COMMITTEE DECISION / OFFICERS RECOMMENDATION

Moved: Cr McWhirter-Brooks

Seconded: Cr Kular

That the Minutes of the Airport Advisory Committee held on 23 February 2023 as circulated on the Shire's website be confirmed as a true and correct record of proceedings.

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

For: Shire President, Deputy Shire President, Cr Kular, Cr Coppin

Against: Nil

Item 13.1.1 Appendix A

6 OFFICER'S REPORTS

6.1.1 NEWMAN AIRPORT UPDATE

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Shiwani Nair
Aviation Operations Manager
Vic Etherington
Director Aviation and Regulatory Services

Location/Address: Newman Airport

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COMMITTEE DECISION / OFFICER'S RECOMMENDATION

Moved: Cr McWhirter-Brooks

Seconded: Cr Kular

That the Committee notes the report.

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

For: Shire President, Deputy Shire President, Cr Kular, Cr Coppin

Against: Nil

REPORT PURPOSE

To provide the Committee with an update on the status of plans for the future of Newman Airport.

BACKGROUND

Originally constructed by BHP Billiton as a dedicated mine site airstrip in 1968-69, Ansett commenced operations into Newman using F-28 aircraft.

At that time the airport had very limited service delivery infrastructure, and the actual "terminal" consisted of a donga, later converted to a hire car office when Ansett constructed a terminal in 1988.

This terminal served until 2009. Since then it has been converted into Airport Management Offices. It also accommodates a Royal Flying Doctor Service (RFDS) patient transfer station.

In conjunction with the F-28 services, Ansett introduced the jet service in 1990 using BAe-146 aircraft. Until the demise of Ansett in September 2001 the BAe-146 aircraft continued to serve the Newman to Perth route.

On 22 February 1996, the Shire assumed responsibility for the ownership and management of Newman Airport through a normalisation agreement with BHP Billiton.

Qantaslink commenced operations in September 2001 into Newman with BAe-146 aircraft. By the end of 2001 Qantaslink secured a three-year contract with BHP Billiton and introduced B717 aircraft onto this route.

July 2002 saw the establishment of permanent refuelling facilities by Air BP, with Polar Aviation becoming the first Air Operator tenant at the airport with the establishment of a base and hangar.

Newman Airport is now a major regional airport providing important air transport links to Perth and the Pilbara region. It supports Regulated Passenger Transport services, air charter operations, general aviation, the Royal Flying Doctor Service and the occasional military aircraft.



RPT Apron



RPT Operation with Qantas Airways and Virgin Australia

COMMENTS/OPTIONS/DISCUSSIONS

Terminal Building Upgrade

On 4 July 2023 following Council's approval to appoint architects for the new terminal design. Ashley Halliday Architects were in Newman for three (3) days to talk through concept ideas and constraints for the terminal design. They met with the CEO and the Shire's Administration team members who will be managing the project.

Two (2) days were dedicated to meeting with stakeholders at the airport to get their thoughts on what they would like to see in the terminal expansion. These stakeholders included Qantas Airways, Virgin Australia, Alliance, Northwest Aviation Services, Regional Airport Management Services, MSS Security, BAR 68 and the various Car Rental Companies operating from Newman Airport.

A debrief on the final day had indicated that the meetings were very successful with a lot of useful suggestions being put to the architects.

Once the first concept sketches are completed they will be presented to Council for comment.

Baggage Belt and Carousel

The new Baggage Makeup System has now been installed, commissioned and operational. The remaining works for the project is the extension of the roof. Once these works are completed there will be 360 degree access of the new belt system for the ground handlers making it easier for their ramp operation.



Baggage Carousel Installation Process



Baggage Carousel – Removal of the existing roof to heighten and extend towards the Apron

The Baggage Carousel is currently going through commissioning and testing. The new roof covering and extension has commenced and expected to be completed within the next two months.

Runway and Taxiway Lights

The Newman Airport lights were first installed in 1969 and have never been replaced. Previous airport management only patched the system when faults occurred and now the lights have far exceeded their economic life and subject to frequent failures.

Council awarded the project to Airport Alliance Contracting who will be attending site before late July early August to undertake an 8 week installation program. The Shire has worked with Airservices Australia (Fire Station at the Airport) to place the new airport control lighting room (sea container) and works compound in front of their existing leased area.

A report will be presented to Council at the July Meeting to seek approval to a variation to the Tender to include the upgrade of lighting in the General Aviation area that is also well overdue.

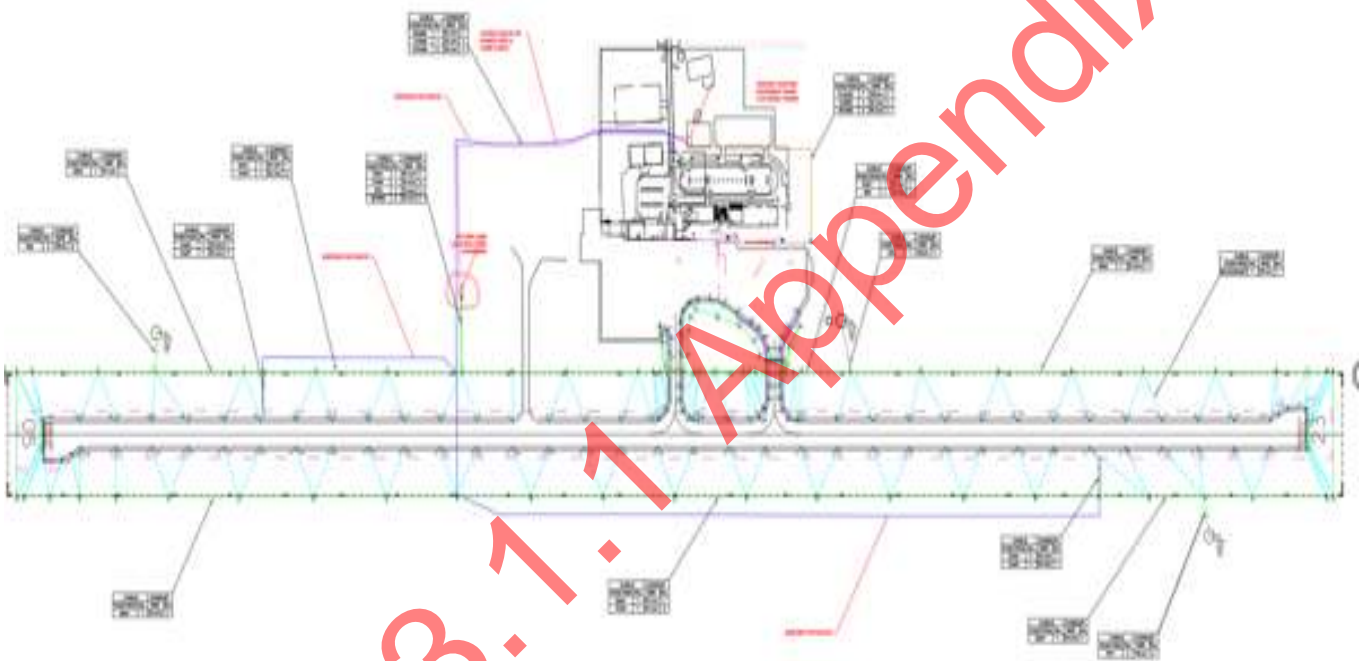
The runway lighting currently at the Newman Airport is a mix of repaired and old original lighting installed circa 1970s. The cabling, housing and access pits are failing due to UV and water damage.

During periods of rain, water enters into the access pits and seeps into the wiring, this has caused the whole system to short circuit and fail on several occasions.

When the airport has a failure of the lighting system aircraft are unable to land and at night take off from the airport.

Along with the runway lights the Newman airport uses precision approach path indicator (PAPI), this is an illuminated visual aid that provides guidance information to help a pilot to acquire and maintain the correct approach to the runway. If the PAPI fails (because of a short circuit) pilots are unable to land safely and need to divert to an alternative airport, often back to Perth.

Council awarded Tender (RFT 04-2022/23) – Airfield Lighting Upgrade (Newman Airport) to Airport Alliance Contracting at its Ordinary Meeting on 24 February 2023.



Proposed Lighting Layout



Area for Control Lighting Room – marked as yellow towards the Runway

Car Parks

Following approval from Council to proceed with a “pay as you go system”, discussions with the ticket machine provider proved that they had overstated their ticket machines and systems ability to meet the Shires needs. Shortfalls not previously advised had deemed the system inappropriate for the terminal carparking causing a need for an urgent short term solution.

All the internal electronics of the older systems that had failed were replaced this resulted in the Short Term Carpark to become operational since 15 June 2023. This is only a short term fix as the system needs to be upgraded.

The Airport Administration are keeping a close eye on the carpark electronic system and have arranged a visit from a technician to review and evaluate the systems operation. Because of past failures, the system must be replaced. The administration have begun looking at new systems.

The works on the Long Term Carpark are still pending further investigation.

Signage

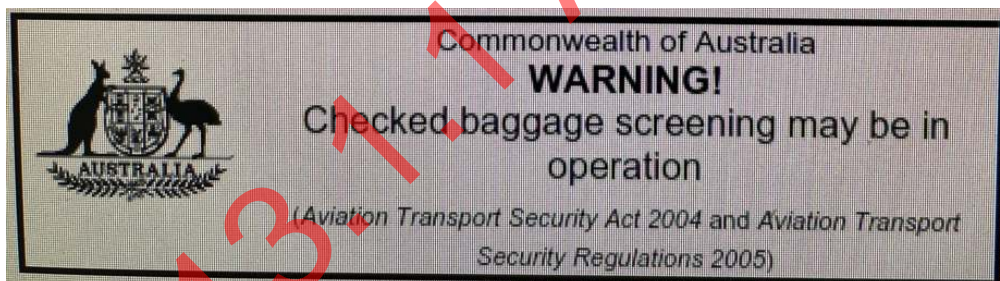
New signage has been ordered to indicate “2 day” parking restrictions in the Short Term parking area and the non-smoking and vaping areas within the airport vicinity.

This also includes airside and apron area where there has been some issues with passengers’ vaping as they board the aircraft. All these passengers were identified and offloaded from the flight as per the Captain’s instruction.

There is a new sign from the Department of Home Affairs that must be displayed at the Security Screening Area. This sign has also been ordered.



New signage for Airport Vicinity



New Sign for Screening Area

Kiosk

An Interactive Touch Screen Information Kiosk provides a compelling new way to engage with visitors to a region by providing relevant information at the touch of a finger, 24 hours a day, 7 days a week.

Through the kiosk, visitors are able to check local attractions, tours, trails, accommodation options and local services. It is providing as well information on local events.

Through QR codes the kiosk is interacting with the Pilbara East app that is extending information provided in the kiosk and allowing to proceed with bookings and reservations to local accommodation, attractions, and businesses.



Interactive Kiosk



Interactive Kiosk located in the baggage arrival area

Newman Airport Emergency Practice (AEP)

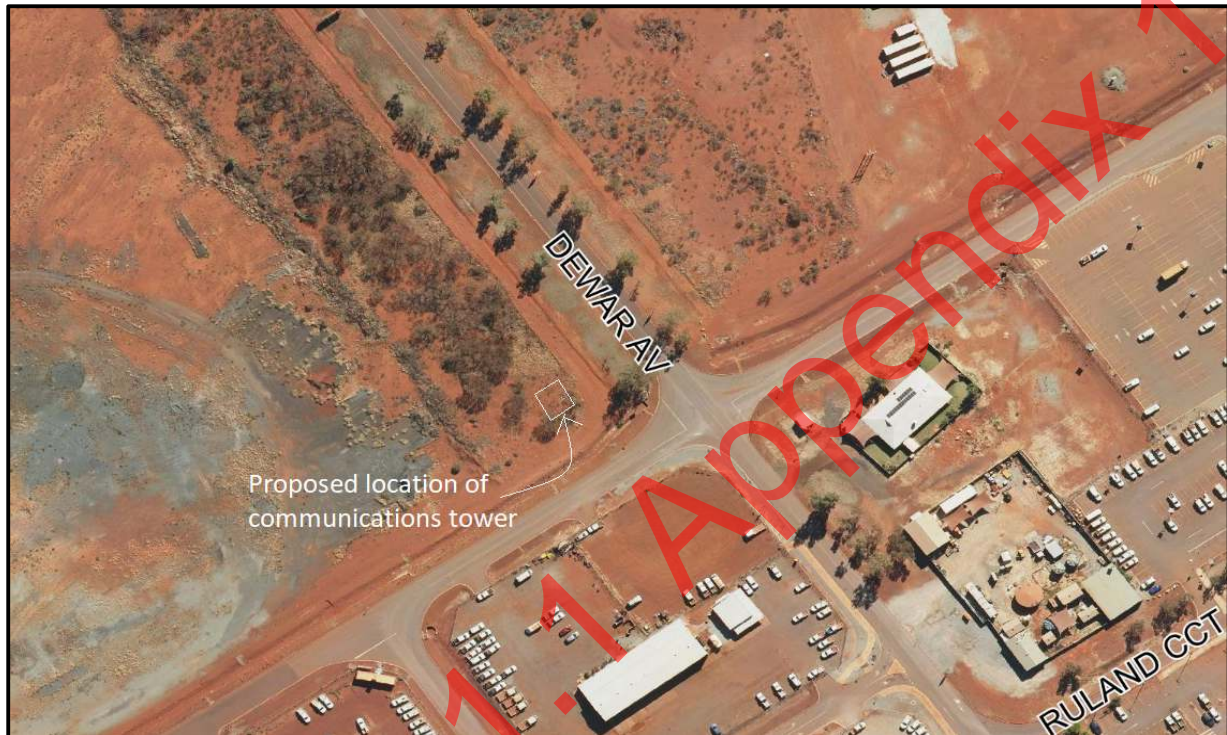
Newman Airport will conduct their annual Airport Emergency Practise on Thursday 3 August 2023. This year it will be a Tabletop Exercise with all the Emergency Services Committee Members. Airservices Fire Station has kindly given their conference room area to hold the Exercise.

This year we will take all committee members around on a site tour of our airside area. This will give them a better understanding of the location of the perimeter fence, gates, runway etc. in case there is ever an emergency airside they need to access the area.

New Mobile Communication Tower

As reported at the last meeting, Telecommunications at the Newman Airport have been in need of upgrading. Failure of mobile communication signal is common particularly when the airport experiences a high number of passengers.

An application has been lodged for a new Telstra tower and is currently being assessed with an expected installation and operation at the end of 2023.



View of the location of the new mobile communications tower

Flight Displays

The Airport Administration are in the planning stages of installing additional electronic signage in the check-in and security area to improve passenger movements. It has been noted that passengers who maybe late for a flight do not move to the front of the line. The new signage should encourage passengers to move ahead of others.



Example of New Flight Display

Summary of Actions Underway

The following actions are currently planned or in progress at Newman Airport:

- Design assistance from Ashley Halliday Architects for the new Airport Expansion Terminal Building.
- Replacement of baggage carousel and apron roof extension
- Parking signage
- New runway lighting upgrade with Airport Alliance Contracting
- Marking of the short term parking area of designated car hire business bays.
- Negotiations commenced for a new mobile communications tower to improve telecommunication coverage.
- Improve existing flight displays in the terminal building.

STATUTORY IMPLICATIONS/REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC COMMUNITY PLAN

1: Economic

A diverse and sustainable regional economy.

E2 The Shire is a great place for tourists.

- *E2.1 Explore partnership opportunities to promote the region.*

3: Built Environment

Connected and accessible communities.

B2 Plan for the future.

- *B2.2 Facilitate the release of land for diverse and inclusive housing options, industrial and commercial use.*

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

Service interruption, Financial, Health, Compliance – Major

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

VOTING REQUIREMENTS

Simple Majority.

7 CONFIDENTIAL MATTERS BEHIND CLOSED DOORS

COMMITTEE DECISION

Moved: Cr McWhirter-Brooks

Seconded: Cr Kular

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.

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

For: Shire President, Deputy Shire President, Cr Kular, Cr Coppin

Against: Nil

Item 13.1.1 Appendix 1

Cr McWhirter-Brooks having declared an interest in this item left the Chamber at 4.45pm and took no part in the discussion or vote. Cr McWhirter-Brooks returned to Chamber at 5.07pm.

7.1.1 MARBLE BAR AIRPORT UPDATE

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Vic Etherington
Director Aviation and Regulatory Services

Author Disclosure of Interest: Nil

COMMITTEE DECISION / OFFICER'S RECOMMENDATION

Moved: Cr Kular
Seconded: Cr Coppin

That the Committee notes the report.

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

(Having declared an interest in this item Cr McWhirter-Brooks was absent for the vote)

For: Shire President, Cr Kular, Cr Coppin

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:

- (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

Moved: Cr Kular
Seconded: Cr Coppin

That the meeting return to Open Committee in accordance with section 5.23(2) of the *Local Government Act 1995*.

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

For: Shire President, Deputy Shire President, Cr Kular, Cr Coppin

Against: Nil

8 GENERAL BUSINESS

No general business items were raised at this meeting.

9 DATE OF NEXT MEETING

The meeting of the next Shire Airport Advisory Committee will be advised.

10 CLOSURE

The Presiding Member declared the Shire of East Pilbara Airport Advisory Committee Meeting of 27 July 2023 closed at 5.09 pm and thanked Committee Members and Staff for their attendance.

Item



SHIRE OF EAST PILBARA

MINUTES

CONFIDENTIAL COMMITTEE MEETING

NOTICE IS HEREBY GIVEN that a Confidential Meeting of the **AIRPORT ADVISORY COMMITTEE** will be held, in Council Chambers, Newman, 4.30pm, Thursday, 27 July 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.

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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

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7.1.1	MARBLE BAR AIRPORT UPDATE	2

Item 13.1.1 Appendix 2
CONFIDENTIAL

7 CONFIDENTIAL MATTERS BEHIND CLOSED DOORS

COMMITTEE DECISION

Moved: Cr McWhirter-Brooks

Seconded: Cr Kular

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.

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

For: Shire President, Deputy Shire President, Cr Kular, Cr Coppin

Against: Nil

Cr McWhirter-Brooks having declared an interest in this item left the Chamber at 4.45pm and took no part in the discussion or vote. Cr McWhirter-Brooks returned to Chamber at 5.07pm.

7.1.1 MARBLE BAR AIRPORT UPDATE

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Vic Etherington
Director Aviation and Regulatory Services

Location/Address: Marble Bar Airport

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COMMITTEE DECISION / OFFICER'S RECOMMENDATION

Moved: Cr Kular
Seconded: Cr Coppin

That the Committee notes the report.

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

(Having declared an interest in this item Cr McWhirter-Brooks was absent for the vote)

For: Shire President, Cr Kular, Cr Coppin

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:

- (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.

REPORT PURPOSE

To provide the Committee with an update on the status of Marble Bar Airport.

BACKGROUND

On 8 July 2023 the Marble Bar Airport was closed and construction works commenced to upgrade the capacity of the airport to accept passenger jets. The existing runway was removed and a new longer and wider runway has been constructed.

The project is a joint venture between the Shire, Atlas Iron and Calidus Gold with the Shire contributing a maximum of \$5,000,000 and the other parties \$3,500,000 each for a total budget of \$12,000,000. A maximum of \$1,196,498 was set aside for the carpark.

The terms of the funding agreement signed by all parties and approved by Council, requires any balance over the \$12,000,000 is to be paid equally by Calidus Gold and Atlas Iron, including all works to achieve CASA approval.

COMMENTS/OPTIONS/DISCUSSIONS

Construction Work

Work began in July 2022 following the signing of legal agreements drafted by the Shire's solicitors. The work is now completed and the airport is ready for receiving its first passenger jet following receipt of CASA approval.



Corunna Downs Airstrip

Royal Flying Doctor Services (RFDS) have moved back to using the Marble Bar airport for their visits to the clinic.

During the construction works the Administration opened Corunna Downs Airstrip for the RFDS and other light aircraft following approval from the station owner and Heritage Council.

The signage, emergency lights, posters and road closure signs used to increase the safety at the site will be removed.

CASA Certification

The Civil Aviation Safety Authority (CASA) is the Australian national authority for the regulation of civil aviation, and reports to the Federal Infrastructure, Transport, Regional Development and Local Government. CASA's role is to oversee aviation safety and promote safety awareness. CASA ensures that the aviation community and the public, use and administer Australian airspace safely.

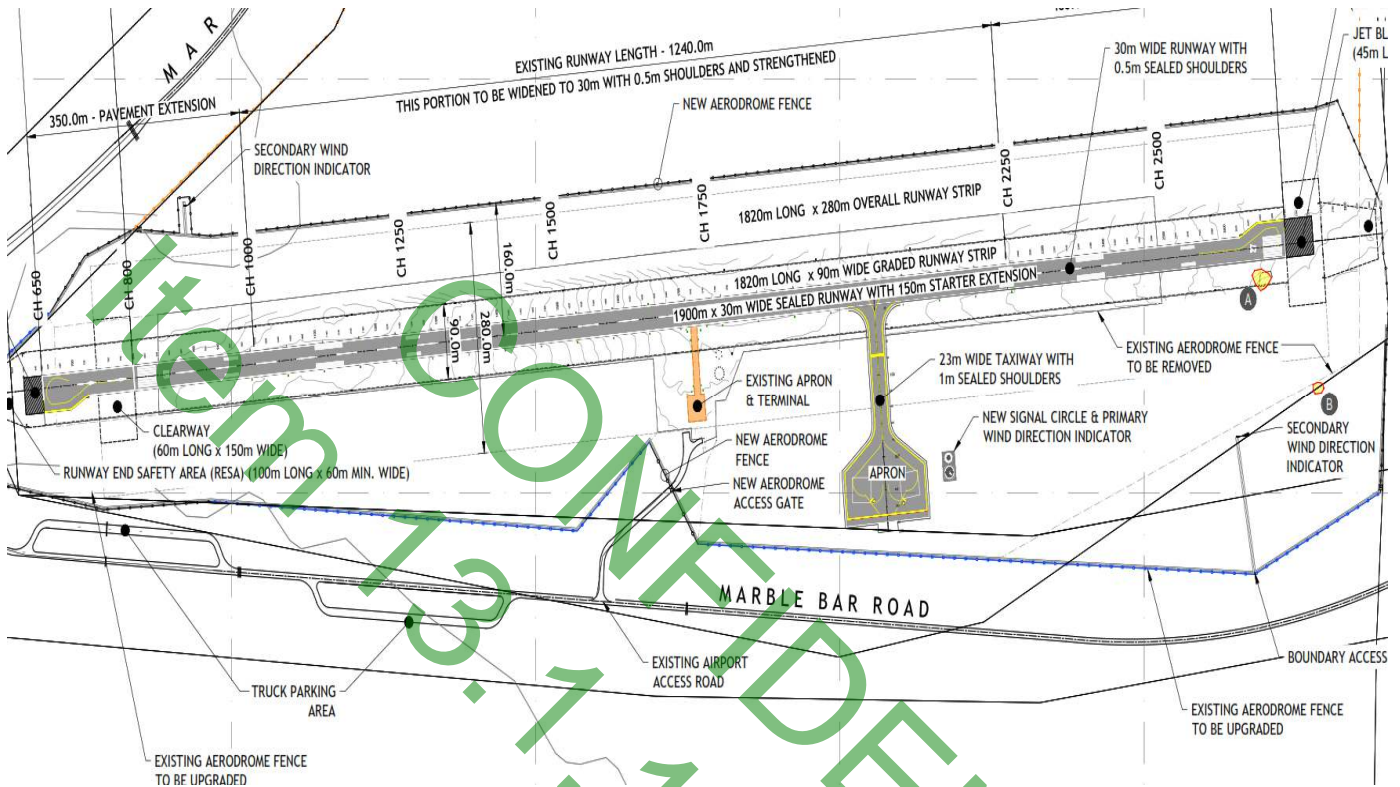
CASA administer the *Civil Aviation Act 1988* (CAA) the Civil Aviation Regulations (CARs) and Civil Aviation Safety Regulations (CASR) The Shire is required to lodge an application to have the Marble Bar Airport certified as compliant with these regulations.

Part 139 of the CASR sets out requirements and standards for aerodromes with published instrument flight procedures.

On 24 June 2023 CASA's inspectors visited Marble Bar to undertake the certification Inspection. The inspectors spent two days checking the airport, perimeter and runway.

Following the completion of their inspection the CASA inspectors met with the CEO and the Administration to discuss the outcomes of their finding. Both inspectors commended the Shire for our achievement and provided positive inspection outcomes.

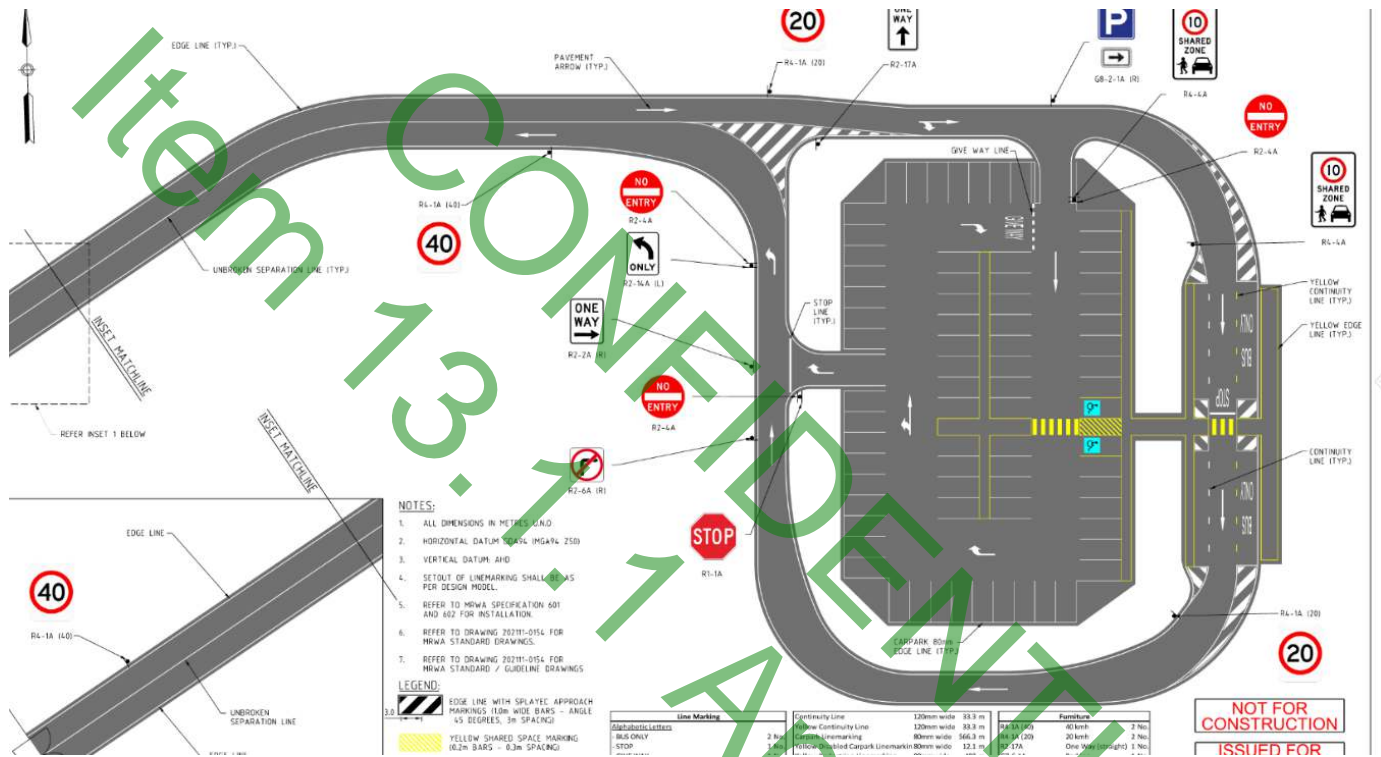
The CASA inspectors advised that they will be recommending the Marble Bar airport receive CASA approval. A formal approval is expected sometime mid-August 2023.



The New Runway Design

Carpark

The Shire received \$1,196,498 in Commonwealth funding to construct a carpark at Marble Bar Airport. The carpark with over 70 bays available, has been completed.



The Carpark Design

Airport Management

For the Shire to run a CASA certified airport it requires qualified airport management to oversee the day to day operations of the Airport. Atlas Iron and Calidus Gold as part of the funding agreement do not pay landing fees. Operating costs however will be shared between Atlas Iron, Calidus Gold and the Shire.

Management of airside operations include provision of a qualified Aerodrome Reporting Officer / Works Safety Officer (AROWSO), ground handling and logistics, dangerous goods handling, airport refuelling and planning and scheduling of both desktop and practical emergency exercises.

This role will need to review and maintain compliance statement administration and if required can oversee integration or transition of works delivery with existing and new contractors.

Following approval from Council a tender was approved to be awarded to Regional Airport Management Services (RAMS). The tender will only be awarded to RAMS following acknowledgement from the mining companies that they will be required to contribute to the costs.

RAMS will have a permanent Aerodrome Reporting Officer at Marble Bar. There will also be a Shire staff member in Marble Bar working as a part time Ranger and part time Aerodrome Reporting Officer.

Once CASA certification has been received the airport management team will be able to open the airport to receive our first passengers.

In keeping with the Airlines preferred operational requirements as experienced at the Newman Airport the Ramp Staff will be directly employed and or trained by the airlines.

Ramp Staff oversee various tasks related to aircraft operations, such as guiding aircraft to and from gates, parking them, loading and unloading luggage and cargo, and performing cabin maintenance services.



The airlines provide their Ramp Staff with all the necessary equipment to undertake this role, such as stairs, lifts, luggage trailers and tugs.

Temporary Terminal Buildings

Atlas Iron have donated to the Shire a large covered area and sanitary facilities to use as a temporary terminal building. Works have commenced on these buildings and will be completed before the first flights arrive in mid-august.

The Shire owns a fully contained office building that will be transported to the site to provide office accommodation for our airport management staff.



Summary of Actions Underway

The following actions are currently planned or in progress at Marble Bar Airport:

- Preliminary design for a new terminal building and associated infrastructure.
- Temporary terminal building being constructed
- Designated lease areas for permanent needs, such as fuel supply.
- AirBP temporary agreement for re-fuelling aircraft.
- Parking signage.
- Discussions with aircraft fuel suppliers.
- Landscaping design and front entry signage/statement
- Lighting for RFDS night time flights.
- Cages for security of new lighting generators.
- CASA Certification.

STATUTORY IMPLICATIONS/REQUIREMENTS

Nil

POLICY IMPLICATIONS

No known policy implications

STRATEGIC COMMUNITY PLAN

1: Economic

A diverse and sustainable regional economy.

- E1 Develop and promote a diverse and sustainable economy.
- *E1.1 Actively support local businesses.*
- *E1.2 Lobby, advocate and facilitate corporate partnerships to support economic growth opportunities*

RISK MANAGEMENT CONSIDERATIONS

Service interruption, Financial, Health, Compliance – Major

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE DECISION

Moved: Cr Kular

Seconded: Cr Coppin

That the meeting return to Open Committee in accordance with section 5.23(2) of the *Local Government Act 1995*.

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

For: Shire President, Deputy Shire President, Cr Kular, Cr Coppin

Against: Nil

13.1.2 MINUTES OF PLANT COMMITTEE – 25 AUGUST 2023

Attachments: [Appendix 1 Unconfirmed Minutes 25 August 2023 Plant Committee](#)
[Appendix 2 Unconfirmed Confidential Minutes 25 August 2023 Plant Committee](#)

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Joshua Brown
Manager Governance, Risk and Procurement

Proposed Meeting Date: 24 November 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 179)

Moved: Cr Lockyer

Seconded: Cr Anderson

That Council confirms the Minutes of the Plant Committee meeting held on 25 August 2023.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

REPORT PURPOSE

To report the minutes of a meeting 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. Council resolved to abolish the Committee at its Special Meeting on 27 October 2023.

The Plant Committee's previous membership was as follows:

Previous Members	Previous 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

The final meeting of the Plant Committee was held on Thursday, 25 August 2023 prior to its dissolution and abolition.

The Unconfirmed Minutes of the meeting are attached as **Appendix 1**. The Confidential Minutes are attached as **Appendix 2** under separate cover.

In usual circumstances, the unconfirmed minutes would be reported to the following ordinary meeting of the Committee. However, as it will not meet again, it is recommended that Council confirm the minutes.

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.

Unconfirmed copy of Ordinary
Plant Committee Minutes of
Meeting held on 25 August
2023 subject to confirmation at the
next scheduled Plant Committee
meeting to be confirmed



SHIRE OF EAST PILBARA

MINUTES

ORDINARY PLANT COMMITTEE MEETING

NOTICE IS HEREBY GIVEN

that an

Ordinary Meeting of the **PLANT COMMITTEE**

was held at

Gallop Hall, Nullagine

10.00am Friday 25 August 2023

Steven Harding
CHIEF EXECUTIVE OFFICER



DISCLAIMER

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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

PLANT COMMITTEE
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1 DECLARATION OF OPENING

The Presiding Member declared the Shire of East Pilbara Plant Committee Meeting of 25 August 2023 open at 10.00am held at Gallop Hall, Nullagine.

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 which can be accessed by members of the public and the media, and Council Members were reminded to refrain from making any defamatory statements.

2 ATTENDANCE BY ELECTRONIC MEANS

Requests to attend the meeting via a virtual platform (MS Teams) had been received from:

- Cr Peta Baer
- Cr Lou Lockyer

These requests was approved in accordance with regulation 14C of the *Local Government (Administration) Regulations 1996*.

3 RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE

3.1 ATTENDANCE

Committee Members

Cr Langtree Coppin OAM	(Presiding Member)
Cr Peta Baer	Councillor (MS Teams)
Cr Karen Lockyer	Councillor (MS Teams)

Deputy Committee Members

Cr Anthony Middleton	Shire President (Voting)
Cr Wendy McWhirter-Brooks	Deputy Shire President

Officers

Steven Harding	Chief Executive Officer
Etienne Vorster	Acting Director Infrastructure Services
Joshua Brown	Manager Governance Risk & Procurement

Apologies

Committee Member Apologies

Cr Matthew Anick

Cr Anick is on a Leave of Absence.

Officer Apologies

Nil

3.2 LEAVE OF ABSENCE

Nil

4 DISCLOSURES OF INTEREST

Nil

Item 13.1.2 Appendix 1

5 CONFIRMATION OF MINUTES OF PREVIOUS COMMITTEE MEETING

5.1 CONFIRMATION OF MINUTES

That the Ordinary Minutes of the Plant Committee Meeting held on 25 May 2023 as circulated be confirmed as a true and accurate record of proceedings.

[Ordinary Plant Committee Minutes 25-5-23](#)

COMMITTEE DECISION / OFFICER RECOMMENDATION

Moved: Cr Lockyer

Seconded: Cr Baer

That the Ordinary Minutes of the Plant Committee Meeting held on 25 May 2023 as circulated be confirmed as a true and accurate record of proceedings.

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

For: Crs Coppin, Lockyer, Baer and Middleton

Against: Nil

Item 13.1.2 Appendix 1

6 CONFIDENTIAL MATTERS BEHIND CLOSED DOORS

COMMITTEE DECISION

Moved: Cr Middleton

Seconded: Cr Baer

That the meeting be closed to the public in accordance with section 5.23(2) of the *Local Government Act 1995* to consider item:

6.1.1 AWARD OF TENDER – WEQ 05-2022/23 – SUPPLY AND DELIVERY OF ONE (1) NEW REFUSE TRUCK (NULLAGINE)

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

For: Crs Coppin, Lockyer, Baer and Middleton

Against: Nil

Item 13.1.2 Appendix 1

6.1 ACTING DIRECTOR INFRASTRUCTURE SERVICES

6.1.1 AWARD OF TENDER – WEQ 05-2022/23 – SUPPLY AND DELIVERY OF ONE (1) NEW REFUSE TRUCK (NULLAGINE)

Responsible Officer: Etienne Vorster
Acting Director Infrastructure Services

Author: Dawn Ronchi
Coordinator Procurement

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COMMITTEE RECOMMENDATION / OFFICER'S RECOMMENDATION

Moved: Cr Middleton
Seconded: Cr Lockyer

That the Committee recommends that Council:

- 1. Awards WEQ 05-2022/23 for the Supply and Delivery of One (1) New Refuse Truck to Isuzu Australia for the total purchase price of \$268,870.00 GST exc; and**
- 2. Authorises the Chief Executive Officer to enter into minor variations to the Contract over the Contract term.**

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

For: Crs Coppin, Lockyer, Baer and Middleton

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.**

7 GENERAL BUSINESS

Nil

8 DATE OF NEXT MEETING

The date for the next Plant Committee Meeting will be advised.

9 CLOSURE

The Presiding Member declared the meeting closed at 10.14am.

Item 13.1.2 Appendix 1

[Handwritten Signature]

31/08/2023

Unconfirmed copy of Ordinary
Plant Committee Minutes of
Meeting held on 25 May 2023
subject to confirmation at next
scheduled Plant Committee
meeting to be confirmed



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, 4.30 pm, Thursday, 25 May 2023

[Handwritten Signature]

Steven Harding
CHIEF EXECUTIVE OFFICER

Item 13.1.2 Appendix 1



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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

PLANT COMMITTEE
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9	DATE OF NEXT MEETING	6
10	CLOSURE	6

Item 13.1.2 Appendix 1

1 DECLARATION OF OPENING

Cr Lou Lockyer (Presiding Member) declared the Shire of East Pilbara Plant Committee Meeting of 25 May 2023 open at 4.32pm, held at the Council Chambers, Newman.

Cr Lockyer acknowledged the Traditional Owners of the land on which the Committee met, the Nyiyaparli People, and their continuing connection to the land, waters and community. She also acknowledged the Martu People as the Custodians of Jigalong which sits in Nyiyaparli Country. Committee members paid their respects to all 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

A request to attend the meeting via a virtual platform (MS Teams) was received from:

- **Cr Anthony Middleton**

which was approved in accordance with regulation 14C of the *Local Government (Administration) Regulations 1996*.

3 RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE

3.1 ATTENDANCE

Committee Members

Cr Karen Lockyer	Councillor (Acting Presiding Member)
Cr Peta Baer	Councillor
Cr Anthony Middleton	Councillor (Deputy Member – Voting)
Cr Wendy McWhirter-Brooks	Councillor (Deputy Member – Voting)

Deputy Committee Members

Cr Anthony Middleton	Shire President
Cr Wendy McWhirter-Brooks	Deputy Shire President
Cr Adrienne Mortimer	Councillor
Cr Stacey Smith	Councillor

Crs Middleton and McWhirter-Brooks are attending as Deputy Members and have voting rights.

Officers

Steven Harding
Emma Landers

Chief Executive Officer
Deputy CEO/ Director Organisational
Development
Acting Director Infrastructure Services
Manager Operations
Manager Governance Risk & Procurement

Etienne Vorster
Bevan Klein
Joshua Brown

3.2 APOLOGIES

Committee Member Apologies

Cr Langtree Coppin
Cr Matthew Anick

Officer Apologies

Nil

3.3 LEAVE OF ABSENCE

No requests for Leave of Absence were declared.

4 DISCLOSURES OF INTEREST

Nil

5 CONFIRMATION OF MINUTES OF PREVIOUS COMMITTEE MEETING

5.1 CONFIRMATION OF MINUTES

[Plant Committee\Minutes\Ordinary Minutes February 2023](#)

[Plant Committee\Minutes\Confidential Minutes February 23 2023](#)

COMMITTEE DECISION / OFFICER RECOMMENDATION

Moved: Cr Baer

Seconded: Cr McWhirter-Brooks

That the Ordinary and Confidential Minutes of the Plant Committee Meeting held on 23 February 2023 as circulated be confirmed as a true and accurate record of proceedings.

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

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

Against: Nil

6 OFFICER'S REPORTS

6.1 ACTING DIRECTOR INFRASTRUCTURE SERVICES

6.1.1 PLANT REPLACEMENT PROGRAM UPDATE

Attachments: [Appendix 1 10 Year Plant Replacement Schedule](#)
[Appendix 2 Vehicle Delivery Schedule](#)

Responsible Officer: Etienne Vorster
Acting Director Infrastructure Services

Author: Bevan Klein
Manager Operations

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COMMITTEE DECISION / OFFICER'S RECOMMENDATION

Moved: Cr Baer

Seconded: Cr McWhirter-Brooks

That the Plant Committee:

1. Notes the progress update and estimated delivery timelines in the Plant Replace Program and consider the program for inclusion in the 2023/24 budget; and
2. Endorses the 2023/24 Plant Replacement Program for inclusion in the 2023/24 Annual Budget.

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

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

Against: Nil

REPORT PURPOSE

To provide an update to the Plant Committee on the 2023/24 plant replacement program.

BACKGROUND

At the Ordinary Council Meeting held on 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 current Plant Replacement program for 2022/23 was amended in February 2023 following a report to the Plant Committee on at its last meeting held 23 February 2023.

COMMENTS/OPTIONS/DISCUSSIONS

The optimum replacement timing is guided by best value for money, which is captured in the 10-Year Plant Replacement Program as in **Appendix 1**. The program has been adjusted to reflect the acquisition of Isuzu MU-X vehicles as replacements for Toyota Prado vehicles, which faced lengthy delivery timeframes. This change was reported to the Plant Committee at its meeting on 23 February 2023.

Details of estimated timeframes for the delivery of vehicles are attached for Councillor's reference as **Appendix 2**.

A copy of the 10-Year Plant Replacement Program is attached for the Committee's information as **Appendix 1**.

STATUTORY IMPLICATIONS/REQUIREMENTS

Consistent with section 5.8 of the *Local Government Act 1995*

POLICY IMPLICATIONS

Consistent with Council policy:

3.2 Asset Management

3.3 Budget Preparation

10.6 Light Vehicle Policy

10.8 Plant Replacement Policy

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.

RISK MANAGEMENT CONSIDERATIONS

Compliance - Minor

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

VOTING REQUIREMENTS

Simple Majority.

Item 13.1.2 Appendix 1

SHIRE OF EAST PILBARA 10 YEAR PLANT REPLACEMENT SCHEDULE SUMMARY

APPENDIX 1

Type	2021 / 22	2022 / 23	2023 / 24	2024 / 25	2025 / 26	2026 / 27	2027 / 28	2028 / 29	2029 / 30	2030 / 31
Light Vehicles	\$ 387,000	\$ 319,000	\$ 878,000	\$ 425,000	\$ 515,000	\$ 575,000	\$ 338,000	\$ 361,000	\$ 527,000	\$ 942,000
Medium Vehicles	\$ 328,000	\$ 401,000	\$ 225,000	\$ 85,000	\$ -	\$ 95,000	\$ 350,000	\$ 294,000	\$ 300,000	\$ 433,000
Heavy Vehicles	\$ 155,000	\$ 450,000	\$ 370,000	\$ 420,000	\$ 840,000	\$ 420,000	\$ 850,000	\$ 190,000	\$ -	\$ 1,373,000
Trailers - Accommodation	\$ 194,000	\$ 180,000	\$ 85,000	\$ 225,000	\$ -	\$ -	\$ 65,000	\$ -	\$ 25,000	\$ 280,000
General Plant/Equipment	\$ 150,000	\$ 230,000	\$ 129,000	\$ 128,000	\$ 73,000	\$ 73,000	\$ 73,000	\$ 73,000	\$ 73,000	\$ 117,000
TOTALS	\$ 1,214,000	\$ 1,580,000	\$ 1,687,000	\$ 1,283,000	\$ 1,428,000	\$ 1,163,000	\$ 1,676,000	\$ 918,000	\$ 925,000	\$ 3,145,000

Estimated Disposal Value	\$ 180,000	\$ 230,000	\$ 336,000	\$ 387,000	\$ 146,000	\$ 274,000	\$ 230,000	\$ 247,000	\$ 270,000	\$ 301,000
Change Over Balance	\$ 1,034,000	\$ 1,350,000	\$ 1,351,000	\$ 896,000	\$ 1,282,000	\$ 889,000	\$ 1,446,000	\$ 671,000	\$ 655,000	\$ 2,844,000
Average Annual Cost	\$ 1,409,333									

Item 13.1.2 Appendix 1

MEDIUM FLEET - SHIRE OF EAST PILBARA 10-YEAR PLANT REPLACEMENT SCHEDULE

									1	2	3	4	5	6	7	8	9	10	11	
Plant Nr	Rego Nr	Vehicle/Plant Description	Purchase / Build Year	Allocation	Location	Current km/hr	Age Years	Estimated Trade Value	2021 / 22	2022 / 23	2023 / 24	2024 / 25	2025 / 26	2026 / 27	2027 / 28	2028 / 29	2029 / 30	2030 / 31	2031 / 32	
2757	1CMN758	Kubota M7040 FC with Front End Loader	2007	Grounds Maintenance	Cape Keraudren			\$ 18,000			\$ 90,000						\$ 90,000			
2800		Gen Sets Large (17.5 & 20KVA)		Construction Crew	Marble Bar			\$ 5,000												
2712	1EIW547	Komatsu Forklift 5t	2013	Depot	Marble Bar			\$ 15,000								\$ 65,000				
2756	1GEB725	Kubota M9540DHC Tractor	2016	Grounds Maintenance	Marble Bar			\$ 35,000				\$ 80,000								
2799		Gen Sets 12.5KVA x 4 (Graders)		Maintenance Graders	Marble Bar			\$ 5,000												
2727	1EQN280	Isuzu NPR Crew Cab Tipper	2021	Town Crew	Marble Bar	72,649	0	\$ 27,000					\$ 85,000					\$ 85,000		
2732	1ERH262	Fuso Canter 918 with MJ UR-6 Rear Compactor	2014	Town Crew	Marble Bar			\$ 35,000												
2755	EP6039	Kubota SSV75C-ISO Skid Steer Loader	2018	Town Crew	Marble Bar			\$ 25,000												
121202	1DEB605	Kubota M95XDC Tractor	2009	Airport	Newman	5,509	12	\$ 20,000	\$ 85,000											
121203	EP194	Kubota RTV-X900W Utility Vehicle	2020	Airport	Newman			\$ 5,000												
121213	1HVE006	Caterpillar 246CAC Skid Steer Loader	2011	Airport	Newman			\$ 25,000												
121215	1EBQ600	Fuso Canter 815 Tipper with Kevrek	2012	Airport	Newman			\$ 27,000				\$ 95,000					\$ 95,000			
121219	1EPO103	Caterpillar CB24B Smooth Drum Roller	2014	Airport	Newman			\$ 15,000												
2847	175EPS	Komatsu Forklift 2.5t	2011	Depot	Newman			\$ 15,000						\$ 55,000						
2824	1HQP265	Fuso Canter 815 Tray Top	2013	Parks & Gardens	Newman	30,333	8	\$ 25,000	\$ 65,000					\$ 65,000						
2825	183EPS	Isuzu NPR 65/45-190 Tipper	2021	Parks & Gardens	Newman	64,934	0	\$ 27,000					\$ 65,000					\$ 65,000		
2838	146EPS	Kubota M7404DHC	2008	Parks & Gardens	Newman			\$ 20,000						\$ 85,000						
2839	141EPS	Kubota M6800FC Tractor	2005	Parks & Gardens	Newman			\$ 15,000			\$ 85,000									
NEW		Kabota F2890 Mower		Parks & Gardens	Newman							\$ 70,000								
NEW		Toro Groundmaster 360		Parks & Gardens	Newman											\$ 65,000				
		Toro Groundmaster 360		Parks & Gardens	Newman											\$ 65,000				
119749		Toro Groundmaster 7210		Parks & Gardens	Newman					\$ 55,000										
119750		Peruzzo 1800 Turf Mower		Parks & Gardens	Newman				\$ 28,000											
NEW		Peruzzo 1800 Turf Mower		Parks & Gardens	Newman							\$ 33,000								
2823	1GSW569	Fuso Canter 815 Tipper with Kevrek	2018	Town Crew	Newman			\$ 27,000			\$ 70,000					\$ 70,000				
2832	156EPS	Kubota SSV75C-ISO Skid Steer Loader	2018	Town Crew	Newman			\$ 25,000												
NEW		Caterpillar 301.8 Mini Excavator		Town Crew	Newman			\$ 55,000												
NEW		Caterpillar 249D Track Skid Steer		Waste Water Treatment	Newman			\$ 95,000												
2704	1EJO853	Isuzu NPR 65/45-190 Tipper	2021	Nullagine Crew	Nullagine	26,029	0	\$ 27,000					\$ 65,000					\$ 65,000		
2840	1EQL450	Kubota M8540DHC Tractor	2014	Parks & Gardens	Nullagine			\$ 35,000									\$ 85,000			
2731	1EZS786	Fuso Canter 918 with MJ UR-6 Rear Compactor	2015	Town Crew	Nullagine			\$ 35,000	\$ 350,000										\$ 350,000	
2753	1CGS038	Case 430 Skid Steer Loader	2006	Town Crew	Nullagine			\$ 20,000												
NEW		Polaris Ranger ProXD Diesel		Grounds Maintenance	Cape Keraudren						\$ 40,000									
TOTALS									\$ 493,000	\$ 300,000	\$ 433,000	\$ 285,000	\$ 278,000	\$ 215,000	\$ 205,000	\$ -	\$ 265,000	\$ 270,000	\$ 215,000	\$ 350,000

Item 13.1.2 Appendix 1

HEAVY FLEET - SHIRE OF EAST PILBARA 10-YEAR PLANT REPLACEMENT SCHEDULE

Plant Nr	Rego Nr	Vehicle/Plant Description	Purchase / Build Year	Allocation	Location	Current km/hr	Age Years	Estimated Trade Value	1	2	3	4	5	6	7	8	9	10
									2021 / 22	2022 / 23	2023 / 24	2024 / 25	2025 / 26	2026 / 27	2027 / 28	2028 / 29	2029 / 30	2030 / 31
2723	1CER158	Isuzu FVZ 1400 Medium Fuel Truck	2006	Construction Crew	Marble Bar			\$ 25,000					\$ 250,000					
2728	1CYY214	Kenworth T408SAR 6x4 Prime Mover	2008	Construction Crew	Marble Bar			\$ 60,000									\$ 450,000	
2730	1BSY661	Kenworth T650 Prime Mover (120t GCM)	2004	Construction Crew	Marble Bar			\$ 60,000						\$ 450,000				
2754	1CPU268	Caterpillar 950H Loader	2007	Construction Crew	Marble Bar			\$ 60,000										\$ 400,000
2759	2759B	Mack Fleetliner Prime Mover/Tipper	2005	Construction Crew	Marble Bar			\$ 45,000										
2763	1DKT403	Caterpillar 18T Smooth Drum Roller	2010	Construction Crew	Marble Bar			\$ 80,000										
2842	1DMW345	Caterpillar 329DL Excavator	2010	Construction Crew	Marble Bar			\$ 140,000				\$ 370,000						
2760	N/A	Komatsu D65 Dozer	2017	Construction Crew/Tips	Marble Bar			\$ 250,000										
2742	1EPN649	Komatsu GD 655-5 Motor Grader	2014	Maintenance Grading	Marble Bar			\$ 100,000		\$ 400,000					\$ 400,000			
2743	1GRV119	Komatsu GD 655-5 Motor Grader	2018	Maintenance Grading	Marble Bar			\$ 130,000				\$ 400,000					\$ 400,000	
2828	1EXV610	Komatsu GD 655-5 Motor Grader	2015	Maintenance Grading	Marble Bar	9,500	-2015	\$ 100,000	\$ 400,000					\$ 400,000				
2829	1GCU761	Komatsu GD 655-5 Motor Grader	2016	Maintenance Grading	Marble Bar			\$ 130,000			\$ 450,000				\$ 450,000			
2734	1HAO964	Isuzu FSR120/140-260 Scarab Mistral Sweeper	2020	Town Crew	Marble Bar			\$ 45,000										\$ 350,000
2751	1HDV564	Caterpillar 444 Backhoe	2020	Town Crew	Marble Bar			\$ 25,000										
2733	1HBH952	Isuzu FVD 165-300 Bucher 14m3 Side Lifter	2020	Waste Collection	Marble Bar			\$ 75,000								\$ 350,000		
2826	140EPS	Hino 500 Tipper	2013	Town Crew	Newman			\$ 45,000								\$ 155,000		
2831	158EPS	Caterpillar 432E Backhoe	2011	Town Crew	Newman			\$ 45,000			\$ 200,000							
		Landfill Compactor	NEW	Waste Facility	Newman					\$ 733,000								
		Six Wheel Tipper Truck	NEW	Waste Facility	Newman					\$ 240,000								
		Six Wheel Water Truck	NEW	Waste Facility	Newman						\$ 300,000							
NEW		Front End Loader	NEW	Waste Facility	Newman			\$ -			\$ 330,000							
2724	1CGZ998	Isuzu FVR 950 HD Auto Tipper	2006	Town Crew	Nullagine			\$ 25,000					\$ 155,000					
2752	1CGS039	Case 580 SR Series II 4WD Backhoe	2006	Town Crew	Nullagine			\$ 30,000			\$ 200,000							
2828	1HPO069	John Deere - Road Grader	2021	Maintenance Grading														
TOTALS																		
								\$ 1,370,000	\$ -	\$ 1,373,000	\$ 1,480,000	\$ 770,000	\$ 405,000	\$ 450,000	\$ 850,000	\$ 505,000	\$ 850,000	\$ 750,000

Estimated Disposal Value \$ 100,000 \$ 100,000 \$ 205,000 \$ 270,000 \$ 50,000 \$ 60,000 \$ 230,000 \$ 120,000 \$ 190,000 \$ 105,000

Item 13.1.2 Appendix 1

TRAILERS & ACCOMMODATION FLEET - SHIRE OF EAST PILBARA 10-YEAR PLANT REPLACEMENT SCHEDULE

Plant Nr	Rego Nr	Description	Item	Purchase / Build Year	Allocation	Location	Estimated Trade Value	1	2	3	4	5	6	7	8	9	10	
								2021 / 22	2022 / 23	2023 / 24	2024 / 25	2025 / 26	2026 / 27	2027 / 28	2028 / 29	2029 / 30	2030 / 31	
2711	EP3742	Water Cart Trailer	30,000 liter Tri Axle Water Tank	1995	Construction Crew	Marble Bar	\$ 5,000		\$ 170,000									
2726	9RW966	Float - Auctioned	Bosich 3 Axle Low Loader	1993	Construction Crew	Marble Bar	\$ 15,000											
2745	1TKQ780	Side Tipper	RWT HardLight Tri Axle Side Tipping Semi Trailer	2010	Construction Crew	Marble Bar	\$ 45,000											
2746	1TKQ781	Side Tipper	RWT HardLight Tri Axle Side Tipping Semi Trailer	2010	Construction Crew	Marble Bar	\$ 45,000											
2747	1TKQ782	Side Tipper	RWT HardLight Tri Axle Side Tipping Semi Trailer	2010	Construction Crew	Marble Bar	\$ 45,000											
2750	1TKQ783	Side Tipper	RWT HardLight Tri Axle Side Tipping Semi Trailer	2010	Construction Crew	Marble Bar	\$ 45,000											
2748	9RW987	Dolly - Delicensed	Haulmark Tandem Dolly	1980	Construction Crew	Marble Bar	\$ 1,000											
2749	1TFO872	Dolly	SFM Tandem Dolly	2004	Construction Crew	Marble Bar	\$ 1,000											
2761	7TW487	Dolly - Delicensed	Loadmaster Tandem Dolly	1989	Construction Crew	Marble Bar	\$ 1,000											
2762	1TUT903	Dolly																
2768	1TJF177	Flat Top	Freighter Tri Axle 45' Flat Top (4 Room Accom.)	2008	Construction Crew	Marble Bar	\$ 40,000											
2769	1TJF176	Flat Top	Freighter Tri Axle 45' Flat Top (Fuel,Gen,Water)	2008	Construction Crew	Marble Bar	\$ 40,000											
2770	1TJF175	Flat Top - De-Licensed	Freighter Tri Axle 45' Flat Top (Kitchen, Ablution)	2008	Construction Crew	Marble Bar	\$ 40,000											
2771	1TJF625	Dolly	RWT Tandem Dolly	2008	Construction Crew	Marble Bar	\$ 1,000											
2788	9RW968	Float	Lusty Tri Axle Low Loader	2009	Construction Crew	Marble Bar	\$ 35,000											
NEW		Dolly	New - Load Sharing Dolly		Construction Crew	Marble Bar												
2771-7	1TPU976	Single Caravan-	Custom Tandem Axle Caravan	2014	Maintenance Grading	Marble Bar	\$ 35,000		Insurance									
2772-2	1TJV484	Single Caravan	Elross Tandem Axle Van	2008	Maintenance Grading	Marble Bar	\$ 15,000		\$ 110,000								\$ 110,000	
2771-8	1TJF620	Single Caravan - Cyclone Damage	Elross Tandem Axle Van	2008	Maintenance Grading	Marble Bar	\$ 15,000											
2771-10	1TJF625	Single Caravan	Elross Tandem Axle Van	2008	Maintenance Grading	Marble Bar	\$ 15,000				\$ 110,000							
		Sea Container	40' 4 Room Sea Container	2008	Construction Crew	Marble Bar	\$ 5,000											
		Sea Container	40' Sea Container Kitchen/Ablution	2008	Construction Crew	Marble Bar	\$ 15,000											
2782-1	1TKY244	Dog Trailer	Fuel, Water, Generator Trailer - BRE	2010	Maintenance Grading	Marble Bar	\$ 20,000											
2782-4	1TOL308	Dog Trailer	Fuel, Water, Generator Trailer - BRE	2014	Maintenance Grading	Marble Bar	\$ 20,000											
2782-6	1TFX903	Dog Trailer	Fuel, Water, Generator Trailer - BRE	2015	Maintenance Grading	Marble Bar	\$ 25,000											
2782-7	1THD580	Dog Trailer - Auctioned	Fuel, Water, Generator Trailer - Polmac	2006	Maintenance Grading	Marble Bar	\$ 5,000											
NEW		Plant Trailer	Plant Trailer for new Mini Excavator & Skid Steer	New	Town Maintenance	Newman	\$ 25,000											
NEW		Side by Side Trailer		New	Ranger	Newman												
TOTALS							\$ 452,000	\$ 25,000	\$ 280,000	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000

Estimated Disposal Value \$ - \$ 20,000 0 \$ 15,000 0 0 0 0 0 0 \$ 15,000

Item 13.1.2 Proposed

7 CONFIDENTIAL MATTERS BEHIND CLOSED DOORS

Nil

8 GENERAL BUSINESS

Nil

9 DATE OF NEXT MEETING

The date for the next Plant Committee Meeting will be advised.

10 CLOSURE

The Presiding Member declared the meeting closed at 4.42pm.

Item 13.1.2 Appendix 1

Unconfirmed copy of Confidential Plant Committee Minutes of Meeting held on 25 August 2023 subject to confirmation at the next scheduled Plant Committee meeting to be confirmed



SHIRE OF EAST PILBARA

MINUTES

CONFIDENTIAL PLANT COMMITTEE MEETING

NOTICE IS HEREBY GIVEN

that a

Confidential Meeting of the **PLANT COMMITTEE**

will be held in

Gallop Hall, Nullagine

at 10.00am, Friday 25 August 2023.

A handwritten signature in black ink, appearing to read 'Steve Harding', is positioned above the printed name.

**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.

Signed: _____
Steve Harding
Chief Executive Officer

PLANT COMMITTEE
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Item 6.1.1.2 Appendix 2
CONFIDENTIAL

6 CONFIDENTIAL MATTERS BEHIND CLOSED DOORS

COMMITTEE DECISION

Moved: Cr Middleton

Seconded: Cr Baer

That the meeting be closed to the public in accordance with section 5.23(2) of the *Local Government Act 1995* to consider item:

6.1.1 AWARD OF TENDER – WEQ 05-2022/23 – SUPPLY AND DELIVERY OF ONE (1) NEW REFUSE TRUCK (NULLAGINE)

CARRIED UNANIMOUSLY
RECORD OF VOTE 4/0

For: Crs Middleton, Coppin, Lockyer, Baer

Against: Nil

6.1 ACTING DIRECTOR INFRASTRUCTURE SERVICES

6.1.1 AWARD OF TENDER – WEQ 05-2022/23 – SUPPLY AND DELIVERY OF ONE (1) NEW REFUSE TRUCK (NULLAGINE)

Attachments: [Appendix 1 Recommendation Report](#)

Responsible Officer: Etienne Vorster
A/Director Infrastructure Services

Author: Dawn Ronchi
Coordinator Procurement

Proposed Meeting Date: 25 August 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COMMITTEE RECOMMENDATION / OFFICER'S RECOMMENDATION

Moved: Cr Middleton
Seconded: Cr Lockyer

That the Committee recommends that Council:

1. Awards WEQ 05-2022/23 for the Supply and Delivery of One (1) New Refuse Truck to Isuzu Australia for the total purchase price of \$268,870.00 GST exc; and
2. Authorises the Chief Executive Officer to enter into minor variations to the Contract over the Contract term.

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

For: Crs Coppin, Lockyer, Baer

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.

REPORT PURPOSE

The purpose of this report is to inform the Plant Committee of the Offer received in relation to WEQ 05-2022/23 – Supply and Deliver One Refuse Truck and for Council to considering awarding the Contract as proposed by the Evaluation Panel's recommendation.

BACKGROUND

The existing refuse collection truck operated by the Shire in Nullagine is scheduled for replacement and the Shire has completed a procurement process for its replacement. The Plant Committee endorsed the replacement at its meeting in May 2023.

There has been no previous Council decision relating to the award of this Request (WEQ 05-2022/23).

Section 3.57(1) of the *Local Government Act 1995* requires a local government to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply the goods or services.

The *Local Government (Functions and General) Regulations 1996* – Regulation 11 (2)(b) provides a public tender exemption if the supply of the goods or services is to be obtained through the WALGA preferred Supplier Program.

The procurement process undertaken for this goods and services provision was via a restricted invitation to seven (7) WALGA Preferred Supplier Panel Members to submit an offer.

COMMENTS/OPTIONS/DISCUSSIONS

The closing deadline for this Request was 10.00am on Tuesday, 30th May 2023.

The tendered Specification included, but was not limited to:

- Single Cab- to be a cab over type, bonneted style will not be accepted. Cabs must be fitted with an electric motor to assist with auto cab tilting. Cab to be white in colour.
- Right hand drive;
- 8m³ capacity side lift compactor body;
- Payload plus 500kg concessional loading permit, must have a minimum GVM of 7,500kgs.
- The cabin must be designed that the area where the bin lifter is situated, must be clearly visible from the driver's position to allow a clear view by the driver of the bin lift operations. The operation must be monitored by a colour camera system to be provided in the cabin.
- Cabin camera – A new colour liquid crystal display (LCD) camera system with water proof cameras and a minimum of 17.5cm monitor must be supplied and fitted to the refuse truck and have the following features:
 - One (1) colour camera must be fitted at the rear end to view while reversing. The camera system must automatically switch to the rear camera when reverse gear is selected
 - One (1) colour camera must be fitted in a suitable location near the bin lifter door to view the bins prior to bin pick up

- One (1) colour camera must be fitted in a suitable location to view the bin lifter slider assembly.
 - One (1) colour camera must be fitted in a suitable location to view the inside of the hopper.
 - The cab mounted colour monitor must be connected to all cameras
 - The camera system must automatically switch to bin lifter and hopper during normal operation.
 - The engine to be a heavy duty electronically controlled diesel engine with high torque at low engine revolution. The engine must have a minimum output of 22kW power and 1,200Nm torque. The engine must comply with current Australian Design Rules (ADR) and regulations.
 - The engine and transmission lubricant cooling systems must prevent overheating for a fully operational period of no less than ten (10) continuous hours.
 - The engine and transmission cooling systems must be water based and chemically treated so as to minimise any corrosion.
 - The engine coolant, oil fill points and the engine oil dipstick must be easily accessible for the driver at ground level and without tilting the cab.
 - The refuse truck must have a turning circle at the wheels no greater than 18.5m and “wall to wall” turning circle of no greater than 20m.
 - The wheelbase must be the optimum to suit the selected compaction unit, to give the optimal axle loadings on the refuse truck.
 - The trucks must be fitted with rear wheel drive, fully automatic transmission that is compatible with the required operation with electronic/hydraulic transmission controls.
 - The transmission oil cooling system must be water cooled and all cooling circuit pipe works must be securely fitted.
 - The automatic transmission electronics must be interfaced with the engine system to provide optimum braking effect.
 - The transmission offered must have a power take off (PTO) with 1:1 ratio.
 - Handbrake to be applied to engage PTO for bin lift, when handbrake is released the PTO to release automatically.
 - Transmission driven PTO must be fitted and must include the following features - fully enclosed drive components, fully controlled from within the cab, sufficient power rating to operate the hydraulic systems, the PTO location must not interfere with chassis rails/cross members in order to get easy access to the PTO maintenance and repairs.
 - The PTO drive shaft must be fully enclosed so the driver can crawl under the truck and retrieve bottles or cans without entangling on the exposed drive shaft.
 - A transmission oil level sensor option must be provided.
 - The transmission oil dip stick and fill point must be easily accessible to the operator/driver at ground level. This must take into account the fitment of a domestic refuse compactor body. Any modifications must have the transmission manufacturer’s approval.
 - Manufacturer’s air conditioning to be included – must be suitable for the northwest temperature and tropical climate.
 - Fitted with power steering.
-

- Fitted with easy to read, high visibility gauges and warning lamps to keep the operator aware of critical system information.
- All Glass/Windows to be tinted (*Max UV Rating & Darkest Legal Tint*) to give 99% UVB protection and 60% total solar energy rejection.
- Fitted with air suspension seat. Seat to be swivel/rotation.
- Operator's seat to be fitted with durable canvas seat cover.
- Supplied with rubber floor mats.
- Battery isolator with lockout.
- Fitted with a roof bar with hardwired dual LED flashing/revolving beacons, via an illuminated on/off switch and located on the cabin dashboard in clear view of the operator.
- An engine hour meter must be installed in the cab, which can be easily read from ground level.
- Additional LED stop, tail and indicator lamp assemblies must be installed on the upper rear of the compactor body.
- A work light must be installed to the side of the compactor to illuminate the loading work area for night use.
- A second work light is required to illuminate the hopper. Both work lights must be controlled by the same switch in the cab which must include a warning light to show when the lights are on. The work lights must be connected to a similar power source independent from the compaction system.
- An amber LED warning light bar must be fitted to the upper portion of the rear tailgate.
- A suitable braking system that conforms to ADR and regulations must be fitted to the refuse truck. Air brakes to all wheels, with dual air system and low air buzzer must be fitted.
- The refuse truck must be fitted with electronic brake assist, antilock braking system (ABS) and stability control.
- A safety reversing braking system must be fitted to the refuse truck. The reversing brake system must include a radar unit mounted on the rear of the refuse truck and a danger zone must be programmed to set the desired range.
- The danger zone must cover the width of the refuse truck along with a distance of 2.5 to 3 meters behind. The system is required to become active when the refuse truck is placed into reverse, engaging the radar to actively monitor the danger zone for obstacles. If something is detected, the refuse truck is stopped by applying the brakes and an alert is displayed on the driver's dashboard with an audible alarm. The reversing braking system must have a push button override to release the brake system.
- Mudflaps to be fitted on all wheels, must comply with ADR and regulations and be secured firmly.
- The rear mudflaps must be hinged to allow attachment to the underside of the body, designed to prevent interference with the rear wheels. Rear mudflaps must be shorter as mudflaps that are too long can detach against the kerbs and tip face.
- The rear wheel guards must be fitted with spray suppression material.
- Recovery hooks rated to Australian Standards must be fitted to the front and rear of the refuse truck.

- The refuse truck must have a spare rim and tyre supplied loose together with a set of tools, including a jack, to be capable of lifting wheels when fully laden and complete with wheel brace suitable for all wheel nuts. Brass valve extensions must be fitted to all wheels.
- Shovel and broom holders to be supplied and fitted to the compactor.
- Hand wash station to be fitted with soap dispenser approximately 15-25L to the left hand side of the compactor body.
- Fitted with protective grills to all lights.
- All rear lights must be light emitting diode (LED) type with the following minimum specifications:
 - Stop/Tail LED 100mm 10-30v (100 x 100mm)
 - Indicator LED 100mm 10-30v (100 x 100mm)
 - Clear Reverse Lights LED 100mm 10-30v (100 x 100mm)
 - Registration plate light LED H255g
- All rear lights must be protected from damage via a fully enclosed frame around each light set.
- Supply and fit 9kg dry powder fire extinguisher and heavy duty holder to the outside of the compactor.
- Supply and fit 1.5kg fire extinguisher mounted in cab.
- Fitted with reversing camera – ideally the system shall automatically switch to the rear camera when reverse gear is selected.
- Reversing alarm - a compact self-adjusting reversing alarm (white noise - auto adjusting) dual voltage 77-102 decibels (db) buzzer that will automatically initiate when the reverse gear is selected, must be fitted to the rear of the truck. This reversing alarm must automatically adjust to a minimum of 5db above surrounding noise.
- Truck management system - fitted with the relevant instrumentation and comprehensive monitoring and diagnostic systems, which clearly indicate full details should any faults occur including an audible alarm to cover all possible situations.
- Electrical wiring system must be able to accommodate external global positioning system (GPS) without affecting the operation of the truck and waste body.
- Rear axles must have an air bag operated suspension system.
- An auto air dump system must be provided to deflate rear air bags when the compactor body is raised for tipping.
- Cabin noise level must not exceed 75dB (A).
- Fuel emission to meet basic Australian Standard.
- Fitted with UHF Radio and Aerial to suit.
- Multimedia Connectivity Stereo to be fitted.
- Bin lifter hydraulics and control system - hydraulic pump must have the capacity to operate both the packing and bin lifter systems without stalling or slowing down the engine under all conditions and must be capable of operating all hydraulic functions at minimum possible engine speed.
- Power and hydraulic controls must be ergonomically mounted as close and as accessible as possible to the truck driver.

- The bin lifter must be set to auto retract and park at 8 km/h and must be capable of being programmed to be set between 5 km/h and 12 km/h.
- All hydraulic operations must have an emergency stop facility inside and outside of the cab.
- All hydraulic outlets connected to the underside of the main hydraulic tank must be fitted with manual shut off valves for use in emergency situations.
- The valves must be situated as close as possible to the tank body and to be easily accessible.
- Bin lifting mechanism and controls - the side loading collection unit must incorporate a fully automatic bin pickup, set down and packing cycle system with manual override. The lifting and packing operations must be capable of being carried out simultaneously. Both lifting and packing operations must also be provided with a manual joystick operated override that each may be operated independently if required.
- The PTO design must allow for the operations to be achieved without increasing the engine speed.
- The loading hopper must have the capacity to handle the constant loading of standard 120 litre, 240 litre refuse bins and 360 litre recycling bins. A hopper access ladder is also required with safety handles, along with a safety isolation switch fitted for easy access to the hopper service area.
- The bin lifter must incorporate a telescopic arm extension together with manual controls located in the truck cabin suitably situated to protect the operator from falling objects from the hopper or bin lifter. The bin lifter must be a grab type and the bin lift mechanism must have the capacity to lift up to 100 kgs of multiple size bins up to 360 litres. Bin lifter must incorporate a safety system inside the cab to warn the driver that the bin arm is extended and must incorporate an auto return system.
- The compaction system must be of a type that allows for interchangeability, without modifications, for both refuse and recycling materials.
- The compactor body must be manufactured from wear resistant steel and be capable of supporting the maximum compaction loads of the system.
- The body must incorporate a transverse curved floor. The body must include suitable reinforcing to eliminate deformation or wear which could cause premature failures.
- Fitted with remote greasing point to access through bin loading door.
- Compaction/Ejection blade to be supplied and fitted to the compactor.
- The tailgate must be securely hinged to the body at the top roof line.
- A water tight seal must extend around the lower half of the tailgate opening perimeter. The tailgate must seal against the body to ensure no waste material or liquids can leak out.
- The tailgate must be fitted with safety breakaway back up valves to prevent the tailgate suddenly closing due to malfunctioning of the hydraulic system or components.
- The tailgate closing time must be between 20 and 25 seconds, in line with WorkSafe requirements.
- A tailgate lock must be fitted to secure the gate during loading operations, and warning if tailgate is left open or opens.

- A high visibility bin counter to indicate the number of bins loaded is required. The bin counter must be fitted on the body control panel and be illuminated and powered by the truck battery.
- The bin lifter arm must be capable of electronically counting lifts.
- The chassis and compactor body must include the installation of an approved airbag on board weighing system. The weighing system must be integrated with the compactor system to limit the use of the bin lifter when legal payload is reached with a manual override option for emergency operations.
- The compactor body must be fitted with a hydraulic hoist for unloading waste to the rear. Whilst not unloading, the hoist must be at rest at all times to facilitate the accurate calibration for the load weighing system.
- Weight markings to driver door and payload to compactor.
- A minimum of three breakdown warning triangles to be supplied.
- The diesel tank must have sufficient capacity to complete a full day's shift, of at least 10 hours under all conditions.
- A locking fuel cap must be fitted to the fuel tank.
- Supply and fit lock safe isolation switch.
- Weather shields to be supplied and fitted.
- A lockable underbody steel toolbox.
- Supply and fit Shire Livery.
- One days' training of the correct operation and maintenance of the refuse truck/compactor – this may be in person or via MS Teams etc.
- Concessional Road Registered Licencing to 31st July 2024.
- Delivery of the Refuse Truck to the Principal's Operations Depot in **Nullagine**.

At the close of the Request, one (1) Submission were received and this Submission is summarised in the **confidential attachment**.

Submission received from the following Tenderer:

Tenderer	
1	Isuzu Australia (Major Motors)

An evaluation panel was assembled and consisted of the following Shire personnel:-

- Manager Operations;
- Capital Works/Fleet & Plant Coordinator; and
- Depot/Fleet Officer

All members of the evaluation panel have made a conflict of interest declaration in writing confirming if they have a relationship with the Tenderer, this includes any working relationship during their employment with the Shire or any other employment. Each member of the panel assessed the Submissions individually.

The following evaluation criteria and weightings were used by the evaluation panel to assess the Submission:

<p>Fit for Purpose Respondents must demonstrate the suitability of their tendered Refuse Truck/Compactor for the Principal's requirements.</p>	<p>Weighting 15%</p>
<p>Manufacturers/Dealers Warranty Respondents must provide details of the Warranty that will be included in their lump sum price, stating: a) The Standard Warranty to be Provided b) Any Additional/Extended Warranty to be Provided</p>	<p>Weighting 10%</p>
<p>After Sales Support Respondents must provide details of the After Sales Support that will be offered to the Principal following delivery of the Goods: a) Ability to transport via freight delivery major parts and service items to the Principal within twenty four (24 hours) on request from the Principal; b) Advise the procedure to obtain after hours services and/or parts. c) Provide details of service intervals – including whole of life cost based on 7 years @ 1,500 hours/year.</p>	<p>Weighting 10%</p>
<p>Delivery/Timeframe Respondents must provide delivery timeframe, and confirm that they can achieve the required delivery timeframe (within 26 weeks from award). If this timeframe cannot be achieved, Respondents are to indicate their proposed delivery date.</p>	<p>Weighting 15%</p>
<p>Price Consideration</p>	<p>Weighting 50%</p>

The Submission was assessed against the criteria and the qualitative results of this assessment are documented in the **confidential attachment**.

Following the assessment of the Submission received, against the selection criteria, and discussion with the Plant Committee, the Submission from **Isuzu Australia** was assessed as being value for money and as meeting Council's requirements.

The Evaluation Panel therefore recommends the Submission made by **Isuzu Australia** be accepted:-

Options and Implications

The following options have been identified:-

Option 1

That Council AWARDS the Contract as recommended in **confidential attachment** – WEQ 05-2022/23 Supply and Deliver One (1) New Refuse Truck to **Isuzu Australia**.

Option 2

That Council NOT AWARD the Contract and retender.

Option 3

That Council NOT AWARD the Contract and NOT retender – i.e nil action. .

Conclusion:

Isuzu Australia has been assessed as being value for money and being able to meet the Requirements.

Therefore, it is recommended that Council support Option 1 and the Contract be awarded to **Isuzu Australia**.

STATUTORY IMPLICATIONS/REQUIREMENTS

Local Government Act 1995 and Local Government (Functions and General Regulations) 1996 - Tender Regulations.

POLICY IMPLICATIONS

- 3.13 Regional Price Preference Policy
- 3.14 Procurement & Tender Procedures Policy
- 4.5 Execution of Documents

STRATEGIC COMMUNITY PLAN

Key Result Area 5 - Governance

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

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

RISK MANAGEMENT CONSIDERATIONS

Financial, Service Interruption, Compliance and Reputational Risk - Moderate Risk

FINANCIAL IMPLICATIONS

Recommendation to endorse proposed purchase within budget allocation.

VOTING REQUIREMENTS

Simple Majority.

CONFIDENTIAL RECOMMENDATION REPORT

WEQ 05-2022/23 – Supply & Delivery of One (1)
New Refuse Truck (Nullagine)

21/8/2023

1. BACKGROUND

The Shire of East Pilbara requires procurement and a recommendation for the purchase of one (1) new Refuse Truck for use by the Nullagine Works Crew.

The existing refuse collection truck operated by the Shire in Nullagine is scheduled for replacement and the Shire has completed a procurement process for its replacement. The Plant Committee endorsed the replacement at its meeting in May 2023.

This recommendation report includes the assessment and recommendation of the submissions received. Procurement has been sourced via the WALGA Preferred Suppliers eQuotes Portal.

1.1. Scope

The overall specification includes (but is not limited to) the following:

- Single Cab- to be a cab over type, bonneted style will not be accepted. Cabs must be fitted with an electric motor to assist with auto cab tilting. Cab to be white in colour.
- Right hand drive;
- 8m³ capacity side lift compactor body;
- Payload plus 500kg concessional loading permit, must have a minimum GVM of 7,500kgs.
- The cabin must be designed that the area where the bin lifter is situated, must be clearly visible from the driver's position to allow a clear view by the driver of the bin lift operations. The operation must be monitored by a colour camera system to be provided in the cabin.
- Cabin camera – A new colour liquid crystal display (LCD) camera system with water proof cameras and a minimum of 17.5cm monitor must be supplied and fitted to the refuse truck and have the following features:
 - One (1) colour camera must be fitted at the rear end to view while reversing. The camera system must automatically switch to the rear camera when reverse gear is selected
 - One (1) colour camera must be fitted in a suitable location near the bin lifter door to view the bins prior to bin pick up
 - One (1) colour camera must be fitted in a suitable location to view the bin lifter slider assembly.
 - One (1) colour camera must be fitted in a suitable location to view the inside of the hopper.
 - The cab mounted colour monitor must be connected to all cameras
 - The camera system must automatically switch to bin lifter and hopper during normal operation.
- The engine to be a heavy duty electronically controlled diesel engine with high torque at low engine revolution. The engine must have a minimum output of 22kW power and 1,200Nm torque. The engine must comply with current Australian Design Rules (ADR) and regulations.
- The engine and transmission lubricant cooling systems must prevent overheating for a fully operational period of no less than ten (10) continuous hours.
- The engine and transmission cooling systems must be water based and chemically treated so as to minimise any corrosion.
- The engine coolant, oil fill points and the engine oil dipstick must be easily accessible for the driver at ground level and without tilting the cab.
- The refuse truck must have a turning circle at the wheels no greater than 18.5m and "wall to wall" turning circle of no greater than 20m.
- The wheelbase must be the optimum to suit the selected compaction unit, to give the optimal axle loadings on the refuse truck.
- The trucks must be fitted with rear wheel drive, fully automatic transmission that is compatible with the required operation with electronic/hydraulic transmission controls.
- The transmission oil cooling system must be water cooled and all cooling circuit pipe works must be securely fitted.

- The automatic transmission electronics must be interfaced with the engine system to provide optimum braking effect.
- The transmission offered must have a power take off (PTO) with 1:1 ratio.
- Handbrake to be applied to engage PTO for bin lift, when handbrake is released the PTO to release automatically.
- Transmission driven PTO must be fitted and must include the following features - fully enclosed drive components, fully controlled from within the cab, sufficient power rating to operate the hydraulic systems, the PTO location must not interfere with chassis rails/cross members in order to get easy access to the PTO maintenance and repairs.
- The PTO drive shaft must be fully enclosed so the driver can crawl under the truck and retrieve bottles or cans without entangling on the exposed drive shaft.
- A transmission oil level sensor option must be provided.
- The transmission oil dip stick and fill point must be easily accessible to the operator/driver at ground level. This must take into account the fitment of a domestic refuse compactor body. Any modifications must have the transmission manufacturer's approval.
- Manufacturer's air conditioning to be included – must be suitable for the northwest temperature and tropical climate.
- Fitted with power steering.
- Fitted with easy to read, high visibility gauges and warning lamps to keep the operator aware of critical system information.
- All Glass/Windows to be tinted (*Max UV Rating & Darkest Legal Tint*) to give 99% UVB protection and 60% total solar energy rejection.
- Fitted with air suspension seat. Seat to be swivel/rotation.
- Operator's seat to be fitted with durable canvas seat cover.
- Supplied with rubber floor mats.
- Battery isolator with lockout.
- Fitted with a roof bar with hardwired dual LED flashing/revolving beacons, via an illuminated on/off switch and located on the cabin dashboard in clear view of the operator.
- An engine hour meter must be installed in the cab, which can be easily read from ground level.
- Additional LED stop, tail and indicator lamp assemblies must be installed on the upper rear of the compactor body.
- A work light must be installed to the side of the compactor to illuminate the loading work area for night use.
- A second work light is required to illuminate the hopper. Both work lights must be controlled by the same switch in the cab which must include a warning light to show when the lights are on. The work lights must be connected to a similar power source independent from the compaction system.
- An amber LED warning light bar must be fitted to the upper portion of the rear tailgate.
- A suitable braking system that conforms to ADR and regulations must be fitted to the refuse truck. Air brakes to all wheels, with dual air system and low air buzzer must be fitted.
- The refuse truck must be fitted with electronic brake assist, antilock braking system (ABS) and stability control.
- A safety reversing braking system must be fitted to the refuse truck. The reversing brake system must include a radar unit mounted on the rear of the refuse truck and a danger zone must be programmed to set the desired range.
- The danger zone must cover the width of the refuse truck along with a distance of 2.5 to 3 meters behind. The system is required to become active when the refuse truck is placed into reverse, engaging the radar to actively monitor the danger zone for obstacles. If something is detected, the refuse truck is stopped by applying the brakes and an alert is displayed on the driver's dashboard with an audible alarm. The reversing braking system must have a push button override to release the brake system.

- Mudflaps to be fitted on all wheels, must comply with ADR and regulations and be secured firmly.
- The rear mudflaps must be hinged to allow attachment to the underside of the body, designed to prevent interference with the rear wheels. Rear mudflaps must be shorter as mudflaps that are too long can detach against the kerbs and tip face.
- The rear wheel guards must be fitted with spray suppression material.
- Recovery hooks rated to Australian Standards must be fitted to the front and rear of the refuse truck.
- The refuse truck must have a spare rim and tyre supplied loose together with a set of tools, including a jack, to be capable of lifting wheels when fully laden and complete with wheel brace suitable for all wheel nuts. Brass valve extensions must be fitted to all wheels.
- Shovel and broom holders to be supplied and fitted to the compactor.
- Hand wash station to be fitted with soap dispenser approximately 15-25L to the left hand side of the compactor body.
- Fitted with protective grills to all lights.
- All rear lights must be light emitting diode (LED) type with the following minimum specifications:
 - Stop/Tail LED 100mm 10-30v (100 x 100mm)
 - Indicator LED 100mm 10-30v (100 x 100mm)
 - Clear Reverse Lights LED 100mm 10-30v (100 x 100mm)
 - Registration plate light LED H255g
- All rear lights must be protected from damage via a fully enclosed frame around each light set.
- Supply and fit 9kg dry powder fire extinguisher and heavy duty holder to the outside of the compactor.
- Supply and fit 1.5kg fire extinguisher mounted in cab.
- Fitted with reversing camera – ideally the system shall automatically switch to the rear camera when reverse gear is selected.
- Reversing alarm - a compact self-adjusting reversing alarm (white noise - auto adjusting) dual voltage 77-102 decibels (db) buzzer that will automatically initiate when the reverse gear is selected, must be fitted to the rear of the truck. This reversing alarm must automatically adjust to a minimum of 5db above surrounding noise.
- Truck management system - fitted with the relevant instrumentation and comprehensive monitoring and diagnostic systems, which clearly indicate full details should any faults occur including an audible alarm to cover all possible situations.
- Electrical wiring system must be able to accommodate external global positioning system (GPS) without affecting the operation of the truck and waste body.
- Rear axles must have an air bag operated suspension system.
- An auto air dump system must be provided to deflate rear air bags when the compactor body is raised for tipping.
- Cabin noise level must not exceed 75dB (A).
- Fuel emission to meet basic Australian Standard.
- Fitted with UHF Radio and Aerial to suit.
- Multimedia Connectivity Stereo to be fitted.
- Bin lifter hydraulics and control system - hydraulic pump must have the capacity to operate both the packing and bin lifter systems without stalling or slowing down the engine under all conditions and must be capable of operating all hydraulic functions at minimum possible engine speed.
- Power and hydraulic controls must be ergonomically mounted as close and as accessible as possible to the truck driver.
- The bin lifter must be set to auto retract and park at 8 km/h and must be capable of being programmed to be set between 5 km/h and 12 km/h.
- All hydraulic operations must have an emergency stop facility inside and outside of the cab.
- All hydraulic outlets connected to the underside of the main hydraulic tank must be fitted with manual shut off valves for use in emergency situations.

- The valves must be situated as close as possible to the tank body and to be easily accessible.
- Bin lifting mechanism and controls - the side loading collection unit must incorporate a fully automatic bin pickup, set down and packing cycle system with manual override. The lifting and packing operations must be capable of being carried out simultaneously. Both lifting and packing operations must also be provided with a manual joystick operated override that each may be operated independently if required.
- The PTO design must allow for the operations to be achieved without increasing the engine speed.
- The loading hopper must have the capacity to handle the constant loading of standard 120 litre, 240 litre refuse bins and 360 litre recycling bins. A hopper access ladder is also required with safety handles, along with a safety isolation switch fitted for easy access to the hopper service area.
- The bin lifter must incorporate a telescopic arm extension together with manual controls located in the truck cabin suitably situated to protect the operator from falling objects from the hopper or bin lifter. The bin lifter must be a grab type and the bin lift mechanism must have the capacity to lift up to 100 kgs of multiple size bins up to 360 litres. Bin lifter must incorporate a safety system inside the cab to warn the driver that the bin arm is extended and must incorporate an auto return system.
- The compaction system must be of a type that allows for interchangeability, without modifications, for both refuse and recycling materials.
- The compactor body must be manufactured from wear resistant steel and be capable of supporting the maximum compaction loads of the system.
- The body must incorporate a transverse curved floor. The body must include suitable reinforcing to eliminate deformation or wear which could cause premature failures.
- Fitted with remote greasing point to access through bin loading door.
- Compaction/Ejection blade to be supplied and fitted to the compactor.
- The tailgate must be securely hinged to the body at the top roof line.
- A water tight seal must extend around the lower half of the tailgate opening perimeter. The tailgate must seal against the body to ensure no waste material or liquids can leak out.
- The tailgate must be fitted with safety breakaway back up valves to prevent the tailgate suddenly closing due to malfunctioning of the hydraulic system or components.
- The tailgate closing time must be between 20 and 25 seconds, in line with WorkSafe requirements.
- A tailgate lock must be fitted to secure the gate during loading operations, and warning if tailgate is left open or opens.
- A high visibility bin counter to indicate the number of bins loaded is required. The bin counter must be fitted on the body control panel and be illuminated and powered by the truck battery.
- The bin lifter arm must be capable of electronically counting lifts.
- The chassis and compactor body must include the installation of an approved airbag on board weighing system. The weighing system must be integrated with the compactor system to limit the use of the bin lifter when legal payload is reached with a manual override option for emergency operations.
- The compactor body must be fitted with a hydraulic hoist for unloading waste to the rear. Whilst not unloading, the hoist must be at rest at all times to facilitate the accurate calibration for the load weighing system.
- Weight markings to driver door and payload to compactor.
- A minimum of three breakdown warning triangles to be supplied.
- The diesel tank must have sufficient capacity to complete a full day's shift, of at least 10 hours under all conditions.
- A locking fuel cap must be fitted to the fuel tank.
- Supply and fit lock safe isolation switch.
- Weather shields to be supplied and fitted.

- A lockable underbody steel toolbox.
- Supply and fit Shire Livery.
- One days’ training of the correct operation and maintenance of the refuse truck/compactor – this may be in person or via MS Teams etc.
- Concessional Road Registered Licencing to 31st July 2024.
- Delivery of the Refuse Truck to the Principal’s Operations Depot in **Nullagine**.

1.2. Contract

The procurement of the Refuse Truck will be subject to WALGA Preferred Supplier Agreement PSP006 (*Supply of Heavy Plant Machinery and Equipment*) and the Shire’s General Conditions of Contract for the Supply of Goods/Services under a Purchase Order.

1.3. Budget

Resource requirements are in accordance with existing budgetary allocation – capital expenditure budget (GL 109102) of \$248,000 was adopted for the 2023/24 financial year, with a shortfall of \$21,000 which is recommended to be transferred from the plant reserve. The approval of the transfer will require an absolute majority of the Council.

2. REQUEST PROCESS

2.1. Advertising Details

As this procurement item is through the WALGA Preferred Supplier Panel and therefore is restricted by invitation, there was no public advertisement of the Request.

The seven (7) WALGA Preferred Suppliers invited, on the 12th May 2023, to submit an offer are:

- Bucher Municipal
- Daimler Truck & Bus Australia Pacific
- Hino Motor Sales Australia
- Isuzu Australia
- Iveco Trucks Australia
- Mercedes-Benz Trucks
- STG Global

2.2. Closing Date

The closing date was 10:00am on Tuesday, 30th May 2023.

2.3. Method of Submission

The documentation specified that all submissions were to be made to the electronic Tender Box on the Shire’s eQuotes Portal. All submissions were to be made in full. Tenderers could submit an Alternative Offer, but all Alternative Offers had to be submitted with a Conforming Offer as well.

2.4. Addendums Issued

There were nil (0) Addendums issued.

2.5. Requests for Further Information

There were nil (0) requests for further information received.

3. SUBMISSIONS RECEIVED

One (1) Submission was received, being from the following Tender:-

Tenderer		Address
1	Isuzu Australia (Major Motors)	789 Abernethy Road, Forrestfield WA 6058

3.1. Compliance Checks

Tenderer	Company Offer	Compliance	Qualitative	Pricing Schedules
Isuzu Australia	✓	✓	✓	✓

4. THE EVALUATION

The Evaluation Panel comprised of the following members detailed within the table below:

Name	Title	Basis of Participation
Bevan Klein	Manager Operations	Chairperson
Teresa McPhee	Capital Works/Fleet & Plant Coordinator	Panel Member
Sheilla Ondangan	Depot/Fleet Officer	Panel Member

4.1. Evaluation Material

Tenderers were instructed to submit their Submission through the electronic tender box via the Shire’s eQuotes Portal. The Portal was utilised to download Submissions from the electronic tender box at the closing deadline and Tenderers were recorded on the Quotation Register at this time. Following download of the Submissions they were given to the Chairperson to commence the Evaluation process (*with pricing redacted*).

Individual evaluations of the Submissions received against the Qualitative Criteria were conducted within the office environment by the Evaluation Panel, which comprised of the Chairperson and two Panel Members.

All eligible Submissions were received through the on-line portal.

4.2. Evaluation Process

An initial compliance assessment was conducted to determine the compliance and conformance of each submission received;

- a) each panel member individually read and assessed the qualitative criterion of each Submission and scored the Submission based on only what was provided in the Submission;
- b) the evaluation panel convened following all individual evaluations taking place, to come to consensus on the overall scores for each Submission and their recommended Tenderer;
- c) a value for money assessment was performed to determine the recommended Tenderer;
- d) any further issues of clarification of the recommended Tenderer was sought.

4.3. Compliance Criteria

The compliance criteria for this Request were:-

- Compliance with the Conditions of this Request;
- Complete Tenderer’s Offer; and
- Complete Pricing Schedule.

4.4. Qualitative Criteria Weighting

The weighting on the Qualitative Criteria was as follows:

No.	Criteria	Weighting
1	Fit for Purpose	15%
2	Manufacturers/Dealers Warranty	10%
3	After Sales Support	10%
4	Delivery/Timeframe	15%

4.5. Qualitative Criteria

Individual assessments of the qualitative criteria were completed by the Evaluation Panel following the closing deadline. The qualitative criteria for this Request were as follows:

Fit for Purpose - Weighting 15%

Respondents must demonstrate the suitability of their tendered refuse truck for the Principal's Requirements.

Manufacturers/ Dealers Warranty - Weighting 10%

Respondents must provide details of the Warranty that will be included in their lump sum price, stating:

- a) The Standard Warranty to be provided;
- b) Any Additional/Extended Warranty to be provided.

After Sales Support – Weighting 10%

Respondents must provide details of the After Sales Support that will be offered to the Principal following delivery of the Goods:

- a) Ability to transport via freight delivery major parts and service items to the Principal within twenty four (24 hours) on request from the Principal;
- b) Advise the procedure to obtain after hours services and/or parts; and
- c) Provide details of service intervals – including whole of life cost based on 7 years @ 1,500 hours per year.

Delivery/Timeframe – Weighting 15%

Respondents must provide delivery timeframe, and confirm that they can achieve the required delivery timeframe, within 26 weeks from award. *(If this timeframe cannot be achieved, Respondents are to indicate their proposed delivery date).*

5. ASSESSMENT

Table 1: Assessment Against Qualitative Criteria (Weighted Scores):

Tenderer	Fit for Purpose 15%	Manufacturers/ Dealers Warranty 10%	After Sales Support 10%	Delivery / Timeframe 15%	Total Qualitative Score
Isuzu Australia	7.8	7.2	6	7.8	28.8

Table 2: Assessment Against Submitted Price

Tenderer	Price Gst Ex	Pricing Score
Isuzu Australia	\$268,870.00	50

Table 3: Combined Assessment Against All Criteria and Overall Ranking of Tenderers:

Tenderer	Qualitative Criteria 50%	Price 50%	Total Score 100%	Overall Ranking
Isuzu Australia	28.8	50	78.8	1

6. NARRATIVE ON QUALITATIVE CRITERIA AND PRICE

A summary of the Submission received is as follows:

- The refuse truck that is offered by Isuzu Australia (Major Motors) is a NQR 87/190 AMT MWB with a 8m³ Side Loader Garwood International body. This truck has a load capacity of approximately 3,500kg. The refuse truck is right hand drive (*not dual control*) and has in-cab controls.

- Isuzu Australia demonstrated that the truck and body are a proven fit for purpose vehicle.
- Isuzu Australia are unable to achieve the 26 weeks delivery time requirement due to a world wide delay in the manufacturing of light vehicles and heavy plant mainly due to the Covid pandemic and with the shortage of semiconductors and chips being available. They have indicated that they would be able to deliver the tipper truck in approximately 10-12 months from receipt of a Purchase Order.
- Isuzu Australia include a standard warranty of six (6) years/250,000 kms.
- Isuzu Australia offered online technical training to staff and nominated service agent.
- Isuzu Australia confirmed that they can transport parts within 24 hours (express delivery).
- Isuzu Australia did not provide a comprehensive response to their after sales support and therefore scored as meeting the requirements with some deficiencies, however, the Evaluation Panel is aware that they have one of the largest stock of parts and supplies for their trucks and offer 24/7 after sales support.
- Attached at **Appendix 1** is a list of the Refuse Truck Technical Specification.
- The panel was unanimous in its decision.

7. RECOMMENDATION

Following assessment of the Submission received against the criteria detailed in the Request specification, the Offer submitted by **Isuzu Australia** is assessed as being value for money and the beneficial for Council.

It is recommended that, in line with the Request documents that a Contract be entered into with **Isuzu Australia** for WEQ 05-2022/23 – Supply and Delivery of One (1) New Refuse Truck for the tendered price of **\$268,870.00 gst ex.**

Basis of Decision

The basis for this decision is:

1. Value for Money
2. Qualitative Criteria




8. PANEL STATEMENT

In signing the endorsement below, the evaluation panellists acknowledge any potential conflict of interest and that they agree that the Recommended Tenderer is the most beneficial to the Shire.


All members of the evaluation panel have made a conflict of interest declaration in writing confirming if they have relationships (*actual, perceived or potential*) with any of the Tenderers, including a declaration of any working relationship either whilst employed by the Shire or during other employment.

Each member of the panel assessed the submission received separately.

We the panel members recommend the following Tenderer: **Isuzu Australia**

Name	Agree with Recommended Tenderer Decision	Any Disclosure of Interest including Working Relationship	Signature	Date
Bevan Klein	Yes	No		24-08-23
Teresa McPhee	Yes	No		24-08-23
Sheilla Ondangan	Yes	No		24-08-23

10. APPROVAL BY DIRECTOR

Name	Signature	Date
Etienne Vorster A/Director Infrastructure Services		24/08/2023

11. APPROVAL BY CHIEF EXECUTIVE OFFICER TO PRESENT TO COUNCIL FOR AWARD:

THAT Council:-

- Pursuant to Section 6.8 of the *Local Government Act 1995* approves the transfer of \$21,000 from the plant reserve to the capital expenditure account 109102;

Account	Description	Current Budget	Amendment	Revised Budget
Plant Reserve	Transfer to 109102	\$1,514,350	(\$21,000)	\$1,493,350
109102	Transfer from Plant Reserve	\$248,000	\$21,000	\$269,000

- Award WEQ 05-2022/23 for the Supply and Delivery of One (1) New Refuse Truck to **Isuzu Australia** for the total purchase price of **\$268,870.00 gst ex**; and
- Approve the Chief Executive Officer to enter into minor variations to the Contract over the Contract term.

Approved Not Approved

Comments: _____

Name	Signature	Date
Steven Harding Chief Executive Officer		

12. PLANT COMMITTEE

At the Ordinary Council Meeting held 16th December 2022, Council resolved (**Resolution No 2022/159**) that Council retains the Chief Executive Officer’s current Delegated Authority of \$499,999 (ex GST), with the following conditions:


- 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
- that the recommendation of the Plant Committee be referred to Council for decision.

As such, a meeting of the Plant Committee was held at 10:00am , Friday, 25th August 2023 to discuss this plant purchase.

The Plant Committee’s recommendation was:-

Details to be inserted following PCM

Appendix 1 - Technical Specification:

Tendered Prices (gst ex)	
Details	Isuzu Australia (Major Motors)
	Model Details: NQR 87-190 AMT MWB with Garwood Litterpact 8m ³ side loading compactor body.
Supply of Truck with Side Loading Compactor Body	\$ 256,790.00
Freight/Delivery to Nullagine	\$ 5,800.00
Training	\$ 6,280.00
Optional Extras to be Purchased	
Total (Gst ex)	\$ 268,870.00

Delivery Time	
Delivery Date (Requirement - within 26 weeks)	10-12 months

Warranty	
Full Standard - yrs/hrs	6 years / 250k kms
Extended - yrs/hrs	Not Offered

Technical Specification	
Gross Vehicle Mass (kg)	8,700.00
Gross Combination Mass (kg)	12,200.00
Tare Weight (kg)	2,850.00
Load Capacity (kg)	3,500.00
Wheelbase (mm)	3,365.00
Turning Circle (mm) kerb to kerb	12.40
Front Axle Capacity (kg)	3,100.00
Rear Axle Capacity (kg)	6,600.00
Overall Height (mm)	2,465.00
Overall Width (mm)	2,170.00
Operating Weight – Nominal (kg)	4,200.00
Operating Weight – Maximum (kg)	8,700.00

Engine Details:	
Make	Isuzu
Model	4HK1-TCC
Fuel Type	Diesel
Nett Max Power	140 kW @ 2600 rpm
Torque	513 Nm @ 1600-2600 rpm
Fuel consumption (L/100km)	12-17L/100km

Braking System Details:	
Type	Disc with dual circuit hydraulic control, integrated boost assist and electronic brakeforce distribution

Transmission Details:	
Manufacturer	Isuzu
Model / Type	MZZ-6F
Number of Speeds	6
Transmission dip stick and fill point location	Under Cab

Wheel Rims and Tyre Sizes:	
Front Tyres	225/70R19.5 Michelin XZE Tubeless
Rear Tyres	225/70R19.5 Michelin XZE Tubeless

Noise Levels:	
(under operating conditions) dB(A) in cab	68B(A) in cab

Optional Extras Offered:	
Load Cell Weighing System (prevents system being overloaded)	\$ 10,460.00
Precleaner Stack & Bowl (extend life of air filters)	\$ 1,850.00

**13.1.3 MINUTES OF THE AUDIT RISK AND GOVERNANCE MEETING – 29
SEPTEMBER 2023**

Attachments: [Appendix 1 Unconfirmed Minutes 29 September
2023 Audit, Risk and Governance Committee](#)

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Joshua Brown
Manager Governance, Risk and Procurement

Proposed Meeting Date: 24 November 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 180)

Moved: Cr McWhirter-Brooks

Seconded: Cr Anderson

**That Council notes the unconfirmed Minutes of the Audit, Risk and Governance
Committee meeting held on 29 September 2023.**

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson,
Everett, Kular, Landy

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 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 Lockyer
Cr Baer	Cr McWhirter-Brooks
Cr Anderson	Cr Evrett

COMMENTS/OPTIONS/DISCUSSIONS

A meeting of the Audit, Risk and Governance Committee was held on Friday, 29 September 2023.

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

The next meeting of the Committee is scheduled for Thursday, 14 December 2023, where the minutes will be considered and confirmed (as amended as necessary).

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.

Unconfirmed copy of
Ordinary Minutes of the Audit,
Risk and Governance
Committee Meeting held on
29 September 2023 subject to
confirmation at the next Audit
Risk and Governance
Committee Meeting (date to
be advised).



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

Marble Bar Council Chambers
at 10:00 am, Friday, 29 September 2023.

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.

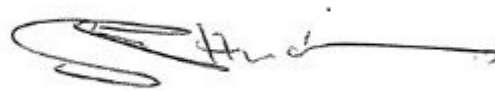
Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee Meeting does so at that person's or legal entity's own risk.

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



Item 13.2 Approval

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 29 September 2023 open at 10.02 am, held in the Council Chambers, Marble Bar.

The President acknowledged the Traditional Owners of the land on which the Committee met, the Nyamal People, and their continuing connection to the land, waters and community. Committee members paid their respects to all their Elders, past, present and emerging.

All present for the meeting were asked 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

Requests to attend the meeting via a virtual platform (MS Teams) had been received from:

- Cr Lou Lockyer

These requests were approved by the Shire President 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 (Chair)
Cr Wendy McWhirter-Brooks	Deputy Shire President
Cr Karen Lockyer	Councillor (MS Teams)
Cr Peta Baer	Councillor (MS Teams) (non-voting)
Cr Adrienne Mortimer	Councillor (non-voting)
Cr Annabell Landy	Councillor (non-voting)

Officers

Steven Harding	Chief Executive Officer
Paul Miller	A/g Director Community Experience
Cherie Delmage	A/g Director Corporate Services
Joshua Brown	Manager Governance, Risk & Procurement
Sally Fry	Governance Administration Officer (MS Teams)
Tehsin Ali	Governance Administration Officer (MS Teams)

3.2 APOLOGIES

Councillor Apologies

Nil

Officer Apologies

Nil

3.3 LEAVE OF ABSENCE

No request received.

4 DISCLOSURES OF INTEREST

Nil

Item 13.1.3 Appendix 1

5 CONFIRMATION OF MINUTES OF PREVIOUS COMMITTEE MEETING

5.1 CONFIRMATION OF MINUTES

[Ordinary Minutes May 2023 Audit Committee - FINAL.pdf](#)

[Confidential Minutes ARG Committee Meeting 25-5-2023 - FINAL.pdf](#)

COMMITTEE DECISION

Moved: Cr McWhirter-Brooks

Seconded: Cr Lockyer

That Minutes of the Ordinary and Confidential Audit Risk and Governance Committee Meeting held on 25 May 2023 be confirmed as a true and correct record of proceedings.

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

For: Shire President, Deputy Shire President, Cr Lockyer

Against: Nil

Item 13.1.3 Appendix 1

6 OFFICER'S REPORTS

6.1 CHIEF EXECUTIVE OFFICER

6.1.1 INTEGRITY AND CONDUCT ANNUAL COLLECTION 2023

Attachments: [Appendix 1 2023 Integrity and conduct annual collection submission](#)

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Joshua Brown
Manager Governance, Risk and Procurement

Proposed Meeting Date: 29 September 2022

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COMMITTEE DECISION / OFFICER'S RECOMMENDATION

Moved: Cr McWhirter-Brooks

Seconded: Cr Lockyer

That the Committee notes the report.

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

For: Shire President, Deputy Shire President, Cr Lockyer

Against: Nil

REPORT PURPOSE

To provide the Committee with the details of the Shire's submission of data to the Public Sector Commission's Integrity and Conduct Annual Collection.

BACKGROUND

The Public Sector Commission conducts the integrity and conduct annual collection to meet its annual reporting obligations under the *Public Sector Management Act 1994*, *Public Interest Disclosure Act 2003*, and *Corruption, Crime and Misconduct Act 2003*.

The Shire is required to provide data on the activities that it has undertaken to promote integrity and manage integrity and conduct matters between 1 July 2022 and 30 June 2023.

All public sector agencies, local governments, public universities, government trading enterprises and other authorities, as well as government boards and committees as required to submit the data.

COMMENTS/OPTIONS/DISCUSSIONS

The Shire's submission was lodged by the due date on 28 July 2023. A copy of the response is attached as **Appendix 1**.

The data indicates a number of opportunities for improvement for the Shire, including:

- enhanced employee familiarity with the Code of Conduct for Employees, and monitoring thereof;
- promoting a culture of reporting wrongdoing; and
- increasing awareness of making Public Interest Disclosures.

The Shire's Governance team will include the above improvements in its strategic program for 2023/24.

STATUTORY IMPLICATIONS/REQUIREMENTS

The information is collected to assist the Public Sector Commissioner fulfil annual reporting obligations under the *Public Sector Management Act 1994*, *Public Interest Disclosure Act 2003* and the *Corruption, Crime and Misconduct Act 2003*.

POLICY IMPLICATIONS

No known policy implications.

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

Compliance – Minor

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple Majority.



Thank you for completing the integrity and conduct annual collection for 2023. Below you can view and download a copy of your responses.

Over the next few weeks we will be validating the information provided, and we will be in touch if any questions arise.

Your responses are vital in building our understanding of the integrity of the Western Australian government sector.

Once you have downloaded a copy of your responses, you can close this browser. Once you close this window, you will be unable to access this PDF via this link again.

PUBLIC SECTOR COMMISSION

icreporting@psc.wa.gov.au

Locked Bag 3002, West Perth WA 6872

WA.gov.au



Your response has been received and saved, and you can now close this browser.

Below is a summary of your responses

[Download PDF](#)

Welcome to the 2023 integrity and conduct annual collection for **Shire of East Pilbara**.

The collection consists of a number of questions, and your authority's responses are to be submitted through this online platform. In some cases, one authority may respond to the integrity and conduct annual collection on behalf of another authority or authorities.

The deadline for your submission is **5.00 pm on Friday 28 July 2023**.

If you require clarification on an issue not included in the guidance notes located at the bottom of the page, or if you experience any technical issues, please email icreporting@psc.wa.gov.au.

[Integrity Strategy for WA Public Authorities 2020-2023](#)

1. In December 2019 the Commission released the [Integrity Strategy for WA Public Authorities 2020-2023](#). Has the strategy informed your authority's approach to managing or improving integrity in the last 12 months?

- Yes, the strategy has informed significant changes to our approach
- Yes, the strategy has informed moderate changes to our approach**
- Yes, the strategy has informed minor changes to our approach
- The strategy has confirmed that our approach meets or exceeds requirements
- No, the strategy has previously informed our approach, and no further changes have been required
- No (specify why)

2. In December 2021 the Commission launched the integrity framework template and guide. Have you used these resources since their release?

- Yes, we have used these resources to commence developing an integrity framework**
- Yes, we have used these resources to develop and implement an integrity framework
- Yes, we have used these resources to strengthen an existing integrity framework
- No, we have not used these resources (specify why)

3. In the last 12 months which of the following approaches has your authority used to assess its integrity environment? (select all that apply)

- Evaluated the integrity environment internally using the [Integrity Snapshot Tool](#) (released with the strategy)
- Evaluated the integrity environment using the services of an external consultant**
- Evaluated policies, procedures and systems in line with the recommendations of WA integrity agencies (e.g. Public Sector Commission, Corruption and Crime Commission, Office of the Auditor General)
- Conducted a staff perception survey including questions on integrity and ethics
- Conducted a broader satisfaction or perception survey (e.g. to customers, suppliers, contractors) including questions on integrity and ethics

- Assessed completion rates of training and information sessions related to integrity
- Assessed knowledge gained or skills developed as a result of training and information sessions related to integrity
- Evaluated how integrity matters are addressed and resolved (e.g. quality of and time taken to complete discipline processes, investigations)
- Reviewed completed actions resulting from reviews and internal and external audits
- Other (describe)
- None of the above – we have not assessed the integrity environment in the last 12 months

Codes of conduct and integrity training

4. Does your authority have a code of conduct?

- Yes
- No
- Other (specify)

6. Which measures did your authority have in place in the last 12 months to ensure all employees are familiar with your code of conduct (code)? (select all that apply)

- The code's requirements are covered in induction programs for new employees
- Accountable and Ethical Decision Making training is provided to all new employees
- Accountable and Ethical Decision Making refresher training is provided to employees throughout their tenure
- Employees acknowledge in writing that they have read, understand and commit to the code
- The code's requirements are reinforced in performance management meetings
- Information sessions are held about the code or that refer to the code
- Information about the code is included in staff newsletters or bulletins
- Information is provided to managers and leaders about their role in upholding the code
- The requirement to comply with the code is included in job descriptions

The code is promoted on the authority's intranet

Other
(specify)

None of the above

7. Which approaches has your authority used in the last 12 months to monitor compliance with your code of conduct? (select all that apply)

Internal reviews or audits (e.g. audits of procurement decisions, gifts and benefits registers, conflict of interest declarations)

External reviews or audits

General staff survey feedback

Exit interview/survey feedback

Employee consultative committees

Analysis of external complaints or reports of integrity issues

Analysis of internal staff reports of integrity issues

Leadership team monitoring compliance (e.g. integrity and conduct matters are a standing item on the leadership team's meeting agenda)

Other
(specify)

None of the above

Reporting conduct

9. In the last 12 months which measures did your authority have in place to encourage employees to report unethical conduct, including any behaviour considered to be a breach of the code?

(select all that apply)

The way to report unethical conduct is published in the code or policy

The option for a person to report anonymously is provided for in the code or policy

The code or policy states that victimisation of employees reporting unethical conduct is not tolerated

- The chief executive regularly publicises their commitment to speaking up and reporting unethical conduct
- The authority communicates to employees (e.g. via newsletters, emails) about how to report unethical conduct**
- Managers are trained in how to deal with reports of unethical conduct
- Contact names for reporting unethical conduct are accessible to employees**
- A confidential phone or email service is available to report unethical conduct
- Public interest disclosure procedures are accessible to all employees**
- Information about external reporting avenues (e.g. Corruption and Crime Commission, Public Sector Commission) is included in the code or policy
- Other (specify)
- None of the above

10. How does your authority advise its contractors and suppliers about the ethical conduct requirements for your employees and how they can report any concerns? (select all that apply)

- Direct engagement such as induction, feedback surveys or interviews
- Promotional material such as posters or notices in public areas
- Formal documentation such as contracts, tenders or service agreements**
- Informal, ad hoc measures or word of mouth
- Currently under consideration
- Other (specify)
- None of the above

Notifying misconduct under the *Corruption, Crime and Misconduct Act 2003*

11. Between 1 July 2022 and 30 June 2023 did your authority manage any conduct matters that could constitute suspected minor misconduct under section 4 of the Corruption, Crime and

Misconduct Act 2003?

- Yes, our authority managed suspected minor misconduct matters
- No reasonable suspicions of minor misconduct were formed**

Discipline processes

13. How many discipline processes were commenced in your authority between 1 July 2022 and 30 June 2023? (if none, enter '0')

Total number of discipline processes commenced

14. How many discipline processes were discontinued between 1 July 2022 and 30 June 2023?(if none, enter '0')

Total number of discipline processes discontinued

15. Specify below the reasons why they were discontinued.(select all that apply)

- The employee ceased employment (i.e. resigned, retired, employment contract expired, terminated through another process)**
- During the process it was identified that improvement action was a more appropriate course of action
- There was insufficient evidence to progress any further
- Other (specify)

16. How many discipline processes were completed in your authority between 1 July 2022 and 30 June 2023? (if none, enter '0')

Total number of discipline processes completed

17. For the 6 completed discipline process(es), what were the types of conduct considered or investigated? (if none, enter '0')

Number of allegations related to the category Number of substantiated allegations related to the category

Offensive or inappropriate personal behaviour (e.g. threatening or abusive language/conduct)

Repeated unreasonable or inappropriate behaviour directed towards a worker, or group of workers, that creates a risk to health and safety (e.g. bullying)	Number of allegations related to the category	Number of substantiated allegations related to the category
Failure to manage conflict of interest (public role vs personal interests)	0	0
Inappropriate acceptance/provision of gift/benefit	0	0
Corrupt behaviour (e.g. misusing position for benefit for self/detriment to others)	0	0
Misuse of computer/internet/email (e.g. illegal content)	0	0
Discrimination, harassment, sexual assault or other discriminatory/indecent behaviour	0	0
Illicit drug use/alcohol intoxication	0	0
Inappropriate physical behaviour (e.g. assault)	0	0
Inappropriate access/use/disclosure of information	0	0
Workplace bribes/theft (e.g. cash/workplace equipment)	0	0
Misuse of public resources (e.g. vehicles, credit card)	0	0
Fraudulent behaviour/falsification of information/records	0	0
Neglect of duty (e.g. careless or negligent behaviour in performance of duties)	0	0
Criminal behaviour outside work	0	0
Unauthorised secondary employment outside work	0	0

Item 13.13 Appendix 1

work	Number of allegations related to the category	Number of substantiated allegations related to the category
Disobeying or disregarding a direction or lawful order	<input type="text" value="2"/>	<input type="text" value="0"/>
Failing to act with integrity (e.g. intentionally failing to perform or acting in a dishonest way)	<input type="text" value="0"/>	<input type="text" value="0"/>
Committing an act of victimisation within the meaning of section 15 of the <i>Public Interest Disclosure Act 2003</i>	<input type="text" value="0"/>	<input type="text" value="0"/>
Others (specify) <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total	<input type="text" value="6"/>	<input type="text" value="0"/>

IMPORTANT:

Please ensure the **total number of allegations** entered above is equal to or greater than 6 (Number of completed discipline processes entered in Question 16)

18. How many of the 6 completed discipline process(es) resulted in substantiated allegations? (if none, enter '0')

Total number of completed process(es) with substantiated allegations

19. How many times were the following actions applied for the 2 completed discipline process(es) where allegations were substantiated and a breach of discipline was found to have occurred? (if none, enter '0')

	Number of times action was applied
Termination	<input type="text" value="2"/>
Training and development	<input type="text" value="1"/>
Counselling	<input type="text" value="1"/>
Warning/reprimand	<input type="text" value="2"/>
Reduction in level of classification	<input type="text" value="0"/>
Reduction in monetary remuneration of employee	<input type="text" value="0"/>
Imposition of fine, e.g. financial penalty	<input type="text" value="0"/>
Transfer	<input type="text" value="0"/>

No sanction, i.e. no further action was taken

Number of times action was applied

0

Other (specify)

0

Total

6

IMPORTANT:

Please ensure the **total number of actions** entered above is equal to or greater than 2 (Number of completed discipline processes with substantiated allegations entered in Question 18)

20. What was the average length of time taken to complete a discipline process in the financial year?

- Less than 3 months
- Between 3 and 6 months**
- Between 6 and 12 months
- More than 12 months

Public Interest Disclosure (PID)

21. Has your authority designated at least one public interest disclosure (PID) officer to receive public interest disclosures (section 23(1)(a) of the PID Act)?

- Yes**
- No

22. Has your authority published internal procedures relating to the authority's obligations under the PID Act (section 23(1)(e))?

- Yes**
- No

23. Are your authority's procedures consistent with the guidelines issued by the Public Sector Commission (section 23(2) of the PID Act)?

- Yes**
- No

24. Between 1 July 2022 and 30 June 2023, was your authority found to be non-compliant with the PID Act or PID Officer's Code of Conduct and Integrity (code)?

- No
- Yes - Provide further information, including which section of the PID Act or code the non-compliance related to, who made the finding of non-compliance and any sanctions that were imposed as a result.

25. How many public interest disclosures were lodged with your authority between 1 July 2022 and 30 June 2023? (if none, enter '0')

Total number of public interest disclosures received

Grievance management

29. How many grievances did your authority formally address and complete between 1 July 2022 and 30 June 2023? (if none, enter '0')

Total number of grievances formally addressed and completed

Submitting your response

Officer completing the collection

Name

Position

Email

Telephone

Authorisation

If you wish to review your responses and data before submitting, use the table of contents menu. If you click **Submit** and proceed to the next page, you will not be able to go back and edit your responses.

By clicking the **Submit** button and finalising your submission, you are confirming the data is current and accurate, and that your responses have been approved by the head of your authority.

Once you click the **Submit** button you will be taken to a summary of your finalised responses and will be able to download a PDF version. It is strongly recommended that you download a PDF of your responses and file it for record keeping purposes.

[Guidance Notes](#)

If you have any queries please email icreporting@psc.wa.gov.au.

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Item 13.1.3 Appendix 1

**6.1.2 DISABILITY ACCESS AND INCLUSION PLAN PROGRESS REPORT
2022/23**

Attachments: [Appendix 1 DAIP 2022/23 Progress Report](#)
Responsible Officer: Steven Harding
Chief Executive Officer
Author: Joshua Brown
Manager Governance, Risk and Procurement
Location/Address: N/A
Name of Applicant: N/A
Author Disclosure of Interest: Nil

COMMITTEE DECISION / OFFICER'S RECOMMENDATION

Moved: Cr McWhirter-Brooks
Seconded: Cr Lockyer

That the Committee notes the report.

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

For: Shire President, Deputy Shire President, Cr Lockyer
Against: Nil

REPORT PURPOSE

To provide the Committee with the details of the Shire's Disability Access and Inclusion Plan (DAIP) submission to the WA Department of Communities.

BACKGROUND

The *Disability Services Act 1993* ("the Act") requires all WA local governments to develop a Disability Access and Inclusion Plan (DAIP).

DAIPs assist local governments plan and implement improvements to access and inclusion across seven outcome areas, in regards to services and events, buildings and facilities, information, quality of service, complaints, consultation processes and employment. These plans benefit people with disability, the elderly, young parents and people from culturally and linguistically diverse backgrounds.

Under the Act, the Minister for Disability Services is required to table a report in Parliament each year on the progress of Disability Access and Inclusion Plans (DAIPs) in Western Australia.

DAIP Progress Reports are a useful resource to understand current trends in access and inclusion and examples of best practice.

COMMENTS/OPTIONS/DISCUSSIONS

The Shire's DAIP Progress Report as submitted to the Department of Communities is attached as Appendix 1 to this report.

STATUTORY IMPLICATIONS/REQUIREMENTS

Consistent with s.29 of the *Disability Services Act 1993* and reg.8 of the *Disability Services Regulations 2004*.

POLICY IMPLICATIONS

Consistent with the Shire's Disability Access and Inclusion Plan.

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.
- *S1.3 Advocacy and partnerships for addressing issues impacting safety of communities, and improving information sharing and coordination.*

RISK MANAGEMENT CONSIDERATIONS

Compliance – Minor.

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple Majority.

To: CEO Steven Harding

From: Rosie Tuck

Subject: Disability Access and Inclusion Plan –Progress Report
2022/2023

Date: 24 July 2023

File: CSV 2-1

Issue: Disability Access and Inclusion Plan – 2022/2023 Progress Report

The Disability Services Act 1993 requires Public Authorities to report annually on the implementation of its Disability Access and Inclusion Plan (DAIP). These reports are used to generate the DAIP Minister's Progress Report each year which will be tabled in Parliament by December 2023.

Background:

The State Disability Strategy 2020-2030 sets the foundation for building a more inclusive Western Australia. The Strategy intends to protect, uphold and advance the rights of people with disability living in Western Australia. The vision of the Strategy is that people with disability, and those who share their lives, are engaged and feel empowered to live as they choose in a community where everyone belongs.

The Strategy references the role of Disability Access and Inclusion Plans (DAIPs) as an important way of ensuring that public authorities continue to improve access and inclusion outcomes for people with disability.

The focus areas for the 2022/23 reporting period include:

Outcome 3: strategies or activities that improved communication accessibility. For example, training, policy standards or communication tools to ensure people with different communication needs experience an equitable level of service.

Outcome 5: strategies or activities that have resulted in a more accessible and inclusive complaints management process.

Outcome 7: Increased employment and retention of people with disability in Public Authorities.

Comment / Recommendation:

The DAIP progress report is due on Monday 31 July 2023.

The CEO is requested to endorse the Disability Access and Inclusion Plan Progress Report 2022-2023 to

be submitted to the Government of Western Australia, Department of Communities as well as the Shire's Audit Committee.

For your consideration.

Rosie Tuck
Manager Community Services




APPROVED / NOT APPROVED

Paul Miller
Acting Director Community Experience

APPROVED / NOT APPROVED

Steven Harding
Chief Executive Officer


27/Jul/2023

Item 13.1.3 Appendix 1



Disability Access and Inclusion Plan (DAIP)

Progress Report 2022/2023

Public Authority Details

Name of public authority: Shire of East Pilbara

Name of contact person: Rosie Tuck

Phone number: 9175 8000

Email: rdauidson-tuck@eastpilbara.we.gov.au

The [Disability Services Act 1993](#) requires Public Authorities to report annually on the implementation of its Disability Access and Inclusion Plan (DAIP). These reports are used to generate the DAIP Minister's Progress Report each year which will be tabled in Parliament by December 2023.

[A Western Australia for Everyone: State Disability Strategy 2020-2030](#) (the Strategy) sets the foundation for building a more inclusive Western Australia. The Strategy intends to protect, uphold and advance the rights of people with disability living in Western Australia. The vision of the Strategy is that people with disability, and those who share their lives, are engaged and feel empowered to live as they choose in a community where everyone belongs.

The Strategy references the role of Disability Access and Inclusion Plans (DAIPs) as an important way of ensuring that public authorities continue to improve access and inclusion outcomes for people with disability.

DAIP progress report is due on **Monday 31 July 2023**.

To send completed Progress Reports, or for enquiries, please email:
statedisabilitystrategy@communities.wa.gov.au

Item 13.1.3

Reporting guidelines

- Detail activities that can showcase your organisation's work in implementing your DAIP.
- Highlight any progress made towards your organisation's DAIP.
- When detailing an activity or action, please provide:
 - description of the activity
 - outcome or impact of the activity
 - quantitative (anything that can be measured) and qualitative data (feedback, direct quotes etc)

Progress Report

- **Focus areas for this reporting period are:**

Outcome 3: strategies or activities that improved communication accessibility. For example, training, policy standards or communication tools to ensure people with different communication needs experience an equitable level of service.

Outcome 3: The Shire's DAIP Commitment:¹

- Provide Shire information in alternative formats, upon request
- Update the Shire's website to meet accessibility standards
- Enhance the Shire's marketing materials through using accessibility standards as best practice
- Assist library users to obtain access and inclusion literature

Shire information and marketing of a range of community services and events available in plain English and in addition uses pictures and colours to convey information this can be an important means of communication for people with an intellectual disability and/or limited cognitive functioning or acquired brain injury or other complex communication needs. Across the Shire of East Pilbara we have indigenous traditional owners, Nyiyaparli, Nyamal, Palyku, Ngarla and Martu, english is a second language, where required we use alternative formats and use of interpreters.

The SOEP's website has paid for an included a feature in the website called Readspeaker, which allows text to speech capabilities for people who are vision-impaired, or have no, little or low reading capacity. The website also meets best practice accessibility standards

¹ Shire of East Pilbara Disability Access and Inclusion Plan 2020-2025

through an Accessibility mode to enable increased font size on a screen, and a high contrast mode.

The SOEP's branding continues to promote text size in any form (emails, documents, website, and social media) no less than font size 10 in Calibri, as any lower is deemed inaccessible for vision-impaired people.

Conscious effort is given in utilising SOEP's branding to ensure messaging is not lost in font use, or colour clashes. We also introduced a monthly video with the Shire President to go through highlights from the month, or what's coming up, which assists people who have no, little or low reading capacity. The monthly video is growing in popularity, with May 2023's video reached 3400 people in the community. These videos, additionally, include dot point information of what is being said in the video, so people who are hard of hearing can still get the essential information.

At the SOEP Marble Bar and Newman Community Libraries a computer station and keyboard is provided specifically for people with a visual impairment. This is the first year the SOEP has developed a LOTE (Languages Other Than English) collection. To ensure disability access and inclusion to the library, as per library standards, the entry and all parts of the library are barrier-free, without steps or obstacles, and designed in accordance with building codes and standards. This includes ramps, door widths, door furniture, aisle widths, and toilets. In addition the Community Libraries are a marketing of programs, upcoming events and on events e.g. Harmony Week, Closing the Gap, Reconciliation Week etc.

• **Focus areas for this reporting period are:**

Outcome 5: strategies or activities that have resulted in a more accessible and inclusive complaints management process.

Outcome 5: The Shire's DAIP Commitment

- Develop, review and maintain accessible complaints procedure
- Ensure complaints are handled professionally in an inclusive manner in line with procedure

The Shire of East Pilbara has developed a new person-centred Customer Service Charter (CSC), the CSC has considered disability access and inclusion as part of the commitment statement:

We are committed to:

- Responding to your enquiries promptly, showing respect and empathy;
- Dealing with feedback fairly, promptly and professionally;
- Taking ownership of your enquiry and keep you informed of its progress;
- Providing fair and unbiased treatment; and

- Ensuring information, resources and services are consistent and accessible to all.²

- **Focus areas for this reporting period are:**

Outcome 7: Increased employment and retention of people with disability in Public Authorities.

Outcome 7: The Shire's DAIP Commitment

- Encourage diversity within the Shire's workforce
- Explore innovative and inclusive employment opportunities

The Shire has implemented a new approach to promote workforce diversity focussed on enhancing and promoting an inclusive and diverse workforce and employer of choice as part of the Shire's recruitment processes. The Shire places a high priority on retaining a diverse workforce including any required modification employees with a disability may need to eliminate barriers to success. In the previous 12 months we have employed two new recruits with a disability.

Administrative requirements:

- Please send your Progress Report in Word format.
- Please include high resolution³ photos wherever possible. Permission from individuals featured in photos must be sought and made available upon request as photos will be used in preparing Minister's Progress Report to be tabled in Parliament.

Additional questions

1. Were there any factors that impacted on your ability as a Public Authority to implement your Disability Access and Inclusion Plan?
2. What specific activities did your organisation undertake to promote or raise awareness of your Disability Access and Inclusion Plan in this reporting period?

On formal templates used at the Shire, the Disability Access and Inclusion Plan (DAIP) is a key consideration that has to be addressed in any project or planning

² Shire of East Pilbara's Customer Service Charter

³ High Resolution (hi-res) is a term that refers to a high-resolution image. A hi-res image is an image that has been scanned at a large size or with a high DPI (dots per inch). This results in an image that can be enlarged to a large size without losing quality.

process. This approach raises awareness of the DAIP and ensures the relevant key outcomes of the DAIP are addressed.

General feedback

If you have anything else you wish to share about your organisation's experiences, please include below:

Thank you for completing the 2022/2023 DAIP Progress Report.

Item 13.1.3 Appendix 1

6.1.3 FREEDOM OF INFORMATION ACT STATISTICS 2022/23

Attachments: [FOI Act Annual Statistical Return 2022/23](#)
Responsible Officer: Steven Harding
Chief Executive Officer
Author: Joshua Brown
Freedom of Information Coordinator
Manager Governance, Risk and Procurement
Location/Address: N/A
Name of Applicant: N/A
Author Disclosure of Interest: Nil

COMMITTEE DECISION / OFFICER'S RECOMMENDATION

Moved: Cr McWhirter-Brooks
Seconded: Cr Lockyer

That the Committee notes the report.

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

For: Shire President, Deputy Shire President, Cr Lockyer
Against: Nil

REPORT PURPOSE

To provide the Committee with the details of the Shire's submission of data to the Public Sector Commission's Integrity and Conduct Annual Collection.

BACKGROUND

Freedom of Information gives the public a right to access government documents, subject to some limitations. In Western Australia, under the *Freedom of Information Act 1992* ("the FOI Act"), the right applies to documents held by most State government agencies, including local governments.

Documents accessible under the FOI Act include paper records, plans and drawings, photographs, tape recordings, films, videotapes or information stored in a computerised form.

Agencies are required to assist applicants to obtain access to documents at the lowest reasonable cost.

Each agency is required to provide annual statistics on its activities under the FOI Act.

COMMENTS/OPTIONS/DISCUSSIONS

The Shire's annual statistics under the FOI Act as submitted to the Office of the Information Commissioner is attached as **Appendix 1** to this report.

STATUTORY IMPLICATIONS/REQUIREMENTS

Consistent with s.111 of the *Freedom of Information Act 1992*.

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.

RISK MANAGEMENT CONSIDERATIONS

Compliance – Minor

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple Majority.

FOI Annual Statistical Return - 1 July 2022 to 30 June 2023

Survey Status: Submitted to OIC

PART A - AGENCY IDENTIFICATION

Is your agency name correct?

- Yes

What is your agency's name: [No Response]

Contact Officer: Joshua Brown

Phone No: 0498467447

Please include area code for land lines (no brackets or spaces)

Email: mg@eastpilbara.wa.gov.au

Is this response for a Minister's office?

- No

Is this a Nil Return?

- No

PART B - ACCESS APPLICATIONS (section 111(2)(a))

1. Number of valid access applications your agency received and were subsequently transferred in full to another agency

0

2. Total new valid access applications received (not including those transferred in full to another agency)

3

3. Of the total new valid access applications received, how many were for:

a. Personal Information 0

b. Non-Personal Information 3

PART C - OUTCOME OF ACCESS APPLICATIONS (section 111(2)(b))

4. Total access applications finalised in this period

2

5. For the total number of applications finalised indicate the outcome

	Personal	Non-Personal	Total for Outcome
a) Access in full to all requested documents	0 +	2 =	2
b) Edited access	0 +	0 =	0
c) Access deferred	0 +	0 =	0
d) Access in a manner referred to in section 28	0 +	0 =	0
e) Access refused under section 26	0 +	0 =	0
f) Refused to deal with application under section 20	0 +	0 =	0
g) Access refused to all requested documents (<i>Do not include matters included in (e) and (f)</i>)	0 +	0 =	0
h) Withdrawn by the applicant	0 +	0 =	0
TOTALS	0 +	2 =	2

6. How many applications are on hand and not yet finalised

1

7. Please identify the number of applications dealt with by your agency that were not completed within the permitted period as defined in section 13(3) of the FOI Act

0

PART D - EXEMPTIONS CITED (section 111(2)(c))

8. Have you claimed an exemption under the FOI Act in any of the access applications you have finalised during the reporting period?

- No

a. Record the number of times an exemption clause in Schedule 1 to the FOI Act was used for each decision.

CLAUSE

1 - Cabinet and Executive Council	[No Response]
2 - Inter-governmental relations	[No Response]
3 - Personal Information	[No Response]
4 - Commercial or business information	[No Response]
4A - Bank of Western Australia Act	[No Response]
5 - Law enforcement, public safety and property security	[No Response]
6 - Deliberative processes	[No Response]
7 - Legal professional privilege	[No Response]
8 - Confidential communications	[No Response]
9 - The State's economy	[No Response]
10 - The State's financial or property affairs	[No Response]
11 - Effective operation of agencies	[No Response]
12 - Contempt of Parliament or Court	[No Response]
13 - Adoption or artificial conception information	[No Response]
14 - Information protected by certain statutory provisions	[No Response]
15 - Precious metal transactions	[No Response]

PART E - INTERNAL REVIEW (section 111(2)(d))

9. Number of applications for internal review of access application decisions received

0

10. For the applications dealt with (decided) indicate the outcome :

a) Decisions confirmed [No Response]

- b) Decisions varied [No Response]
 - c) Decisions reversed [No Response]
 - d) Withdrawn [No Response]
- TOTAL 0**

PART F - AMENDMENT OF PERSONAL INFORMATION APPLICATIONS (section 111(2)(e)-(f))

11. Number of new applications received for amendment of personal information

0

12. For the applications for amendment dealt with indicate the outcome :

- a) Amended fully in accordance with application [No Response]
- b) Not amended [No Response]
- c) Amended but not exactly as requested [No Response]
- d) Withdrawn [No Response]

TOTAL 0

PART G – INTERNAL REVIEW RE AMENDMENT OF PERSONAL INFORMATION APPLICATIONS (section 111(2)(g))

13. Number of applications for internal review of a decision about amendment of personal information

0

14. For the total number of internal reviews finalised, indicate the outcome :

- a) Decisions confirmed [No Response]
- b) Decisions varied [No Response]
- c) Decisions reversed [No Response]
- d) Withdrawn [No Response]

TOTAL 0

PART H - FEES AND CHARGES

15. Total amount of application fees collected

\$ 120

16. Total amount of charges collected

\$ 0

17. Total amount by which charges were reduced or waived

\$ 0

18. How many applicants were granted a reduction or waiver of charges for each category?

Impecunious 0

Pensioner 0

Other 0

PART I - OTHER INFORMATION

19. Average days to deal with each access application

Your response will be automatically rounded up to the nearest whole number

44

20. Number of requests by Members of Parliament (if known)

0

21. Number of requests from the media (if known)

0

PART J - ADVICE AND AWARENESS SERVICES

Key Performance Indicator

Advice and Awareness services provided by the OIC includes:

- responding to enquiries
- online training modules

- agency specific briefings
- panel sessions, talks or other events
- reference materials and the OIC website

22. Please indicate whether you are satisfied with the Advice and Awareness services. This feedback forms part of the OIC's key performance indicators.

Select 'N/A' if there has been no contact or use of services.

- Yes

Comments regarding your experience with the Advice and Awareness services are welcome:

Participated in OIC outreach tour. Very instructive and great opportunity to connect from a remote area.

Feedback

If there are any other materials, publications or training services that you feel would assist your agency manage their FOI responsibilities, or you have any other feedback on the Advice and Awareness service, please let us know in the comment box below.

Comments:

[No Response]

PART K - INFORMATION STATEMENTS (sections 94-97)

23. Have you published an up-to-date information statement in the past 12 months?

- Yes

24. Has a copy or web-link been provided to the Information Commissioner?

- No

25. In what form is the Information Statement published?

If only available in hardcopy and a copy has *not* been provided to the Information Commissioner within the last 12 months, when will a current copy be provided, as required under sections 96 and 97 of the FOI Act?

[No Response]

- Electronic

What is the web address of the electronic form?

<https://www.eastpilbara.wa.gov.au/documents/942/freedom-of-information-statement-2022>

What is the web address of the electronic form?

[No Response]

AGENCY AUTHORITY SIGN OFF

Prior to Submitting, please ensure you have reviewed all responses.

A record of the information provided can be accessed via the [SUMMARY VIEW](#), or alternatively, you can [DOWNLOAD RESPONSES AS PDF](#)

- ***I warrant that I am duly authorised to submit this information on behalf of the Agency and that the information provided is true and correct***

Name of authorised officer:

Joshua Brown

Phone number of authorised officer:

0498467447

Please include area code for land lines (no brackets or spaces)

Email address of authorised officer:

mg@eastpilbara.wa.gov.au

Item 13.1.3 Appendix 1

7 CLOSURE

There being no further business the Shire of East Pilbara Audit, Risk and Governance Committee Meeting of 25 May 2023 was declared closed at 10.07am.

Item 13.1.3 Appendix 1

14 MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

The following Notice of Motion was received from Cr McWhirter-Brooks.

14.1.1 NOTICE OF MOTION – PUBLIC REGISTER OF COUNCIL MEMBER MEETING AND EVENTS ATTENDANCE

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Joshua Brown
Manager Governance, Risk and Procurement

Proposed Meeting Date: 24 November 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION (Resolution No: 2023/ 181)

Moved: Cr McWhirter-Brooks
Seconded: Cr Baer

That Council authorises the establishment of a public register of Council Member attendance at Council and Committee Meetings, Information Forums, Council Workshops and Civic Events for publication for the purpose of accountability, transparency and good governance of the organisation.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

MOTION

Notice of the following motion was received by Councillor Wendy McWhirter-Brooks in accordance with the *Shire of East Pilbara Meeting Procedures Local Law 2019*:

NOTICE OF MOTION:

That Council authorises the establishment of a public register of Council Member attendance at Council and Committee Meetings, Information Forums, Council Workshops and Civic Events for publication for the purpose of accountability, transparency and good governance of the organisation.

OFFICER'S RESPONSE

Council publishes a report of Council and Council Committee attendances by Council Members in its Annual Report pursuant to s.5.53 of the *Local Government Act 1995*. Shire officers maintain a real time register of Council and Council Committee meetings to assist in the production of the annual report and monitor Council Members attendance by electronic means to ensure no more than 50 percent of meetings attended in any one twelve month period is by electronic means.

The Shire is also required to maintain a register of council members attending events in accordance with Council's Attendance at Events policy.

A record of attendees at forthcoming Council information forums and workshops is to be kept by the Governance team, together with details of items of discussion. Recording the attendance of Council Members at other events is not routinely maintained. Should Council agree to the motion, Council Members would be encouraged to provide written acceptance to invitations for recording purposes.

It is not considered that the maintenance and publication of a register combining this information would result in a diversion of resources from other tasks.

STATUTORY IMPLICATIONS/REQUIREMENTS

Consistent with s.5.53 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

Consistent with Council's *Attendance at Events Policy*.

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

RISK MANAGEMENT CONSIDERATIONS

Reputation - Minor

FINANCIAL IMPLICATIONS

No financial resource impact.

VOTING REQUIREMENTS

Simple Majority.

15 QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN

Nil

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

The following items were introduced for consideration as New Business of an Urgent Nature:

Item 16.1.1 In-Kind Support Grants Program

Item 16.1.2 Variation to Contract – Ashley Halliday Architects – Newman Airport Terminal Expansion – Stage 2B

COUNCIL RESOLUTION

(Resolution No: 2023/)

Moved: President Middleton

Seconded: Cr McWhirter-Brooks

That Council consider items:

16.1.1 IN-KIND SUPPORT GRANTS PROGRAM

**16.1.2 VARIATION TO CONTRACT – ASHLEY HALLIDAY ARCHITECTS
– NEWMAN AIRPORT TERMINAL EXPANSION – STAGE 2B**

as new business of an urgent nature in confidential session in accordance with section 5.23(2) of the *Local Government Act 1995*.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Evrett, Kular, Landy

Against: Nil

16.1.1 IN-KIND SUPPORT GRANTS PROGRAM

Attachments: [Appendix 1 Grants and Sponsorship Policy](#)
[Appendix 2 Grants and Sponsorship Guidelines](#)

Responsible Officer: **Steven Harding**
Chief Executive Officer

Author: **Nicole Archer**
Coordinator Grants and Partnerships

Proposed Meeting Date: **24 November 2023**

Location/Address: **N/A**

Name of Applicant: **N/A**

Author Disclosure of Interest: **Nil**

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 182)

Moved: Cr McWhirter-Brooks

Seconded: Cr Lockyer

That Council approves the request from Newman Basketball Association, totaling \$3,700 of in-kind support.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

REPORT PURPOSE

For Council to consider an In-kind Support Grant application from the Newman Basketball Association.

BACKGROUND

At the Council meeting held on 30 June 2023, Council adopted a revised Grants and Sponsorship Policy (**Appendix 1**), which encompasses the details and eligibility for In-Kind Support Grants applicants, policy conditions and program conditions. In-Kind Support Grants provide opportunities for Council to deliver initiatives that encourage identified target groups to thrive and have their needs met at all ages and stages of life.

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

The In-Kind Support Grant applications are open all year round, with applications undergoing an assessment by an assessment panel against the eligibility and criteria as outlined in the Grants Policy. Each application is eligible for a grant of up to \$6,000 for in-kind contributions.

The Shire's Grants and Sponsorship programs aim 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.

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

The In-Kind Support grants were developed to support sporting associations and community groups that would have previously accessed fee-waivers under the Junior Community and Sporting Associations Assistance policy.

The budget for the Community Grants and Sponsorship program, including Grants and Sponsorship is \$85,000 for the 2023/24 financial year.

In-Kind Applicant – Newman Basketball Association

Newman Basketball Association was formed at the start of 2022 to provide junior basketball competitions to the Shire of East Pilbara community, predominately in the Newman Township. The competition currently consists of Mini Hoops, and Under 10, Under 12 and Under 15 age divisions.

The In-Kind Grant Application from Newman Basketball Association was received on 4 September 2023, for the competition and skills development commencing on the 5 November 2023. The In Kind Application seeks to cover the costs associated with the use of, and access to Shire assets including Outdoor Basketball Courts and Recreational Gym spaces. The Application meets the criteria of the in-kind funding program.

Council's Grants and Sponsorship Policy does generally not permit Community Grant applications to be approved retrospectively. However, given the application was received two months prior to the event in accordance with the policy, and Council was in caretaker mode and therefore not in a position to assess the application, It is recommended that in these circumstances, the Association's In-Kind Application be considered and approved by Council.

COMMENTS/OPTIONS/DISCUSSIONS

The Shire has to date received four (4) applications including this request from Newman Basketball Association for the In-Kind Support Grants, with all being eligible for assessment.

All applications were assessed against a selection criteria with the criterion aligned to the Shire’s Strategic Community Plan.

Successful applicants will be required to submit a detailed acquittal report to the Shire within 28 days of completion of their activity.

Activity/Organisation	Requested Support \$	Recommended Support \$	Remaining Grant Budget
2023/24 Annual Budget allocation			\$85,000
Budget spent to date			(\$54,432.22)
Remaining spend			\$30,567.78
Newman Basketball Association/ Junior Basketball Competition and Skills Development	(\$3,700.00)	(\$3,700.00)	\$26,867.78
Remaining Budget Total	\$3,700	\$3,700	\$26,867.78

STATUTORY IMPLICATIONS/REQUIREMENTS

Nil

POLICY IMPLICATIONS

6.6 Grants and Sponsorship Policy

STRATEGIC COMMUNITY PLAN

1: 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

- 1.1. Develop strong networks for collaboration within and across the corporate and public sectors for growing exports, with a focus on agriculture, mining services, Aboriginal business and tourism
- 1.2. 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
- 1.4. Collaborate with key stakeholders on brand promotion, tourism accommodation, investment in attractions and product development, and supporting infrastructure such as wayfinding and signage

2: Social

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

- 2.4. Promote health and safe lifestyles choices, and uphold public health and safety
- 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 – Minor

FINANCIAL IMPLICATIONS

Recommendation is within the existing approved budget allocation.

VOTING REQUIREMENTS

Simple Majority.

6.5 Grants and Sponsorship

1. Objective

Provide a sound governance framework for determining applications for grants and sponsorship; and establish a clear decision-making process providing certainty for applicants for grant and sponsorship opportunities from the Shire of East Pilbara ("the Shire"). Policy

2. Policy

This Policy is applicable to any grant or sponsorship arrangement where the Shire funds another organisation or individual to deliver a specific project or initiative.

3. Definitions

In this Policy-

'Applicant' is the individual or organisation making the application.

'Grant' is defined as a form of financial assistance that funds a community group or organisation to deliver a specific project. Grants are cash and/or in-kind contribution provided to a recipient for a specific, eligible purpose where there is no expected commercial return.

'Grants and sponsorship guidelines' the guidelines published by the Shire's Chief Executive Officer in accordance with this Policy.

'In-kind' means where the Shire provides the value of its resources, goods or services to eligible parties instead of cash as part of a grant or sponsorship. In-kind contribution can include the fees associated with Shire services such as equipment hire, venue and facility costs, transfer of equipment, waste services and permits with all in-kind support attached to a dollar amount.

'Personal benefit' is any gift or benefit for the purposes of the Local Government Act 1995 or applicable code of conduct.

'Sponsorship' a commercial arrangement in which a sponsor receives a contribution in money and/or in-kind support in return for the Shire receiving negotiated and specific benefits such as in-kind or promotional opportunities.

Any reference in this Policy to a dollar threshold for decision making on a funding limit is taken to be the combined amount of cash and in-kind support contribution.

4. Aims

Through the provision of grants and sponsorship, the Shire aims to:

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

Detailed objectives associated with specific grant programs and sponsorships are outlined in the Shire's grants and sponsorship guidelines.

5. Programs and guidelines

The Shire's Chief Executive Officer (CEO) will establish the grants and sponsorship guidelines to provide operational details and administration of the Shire's grants and sponsorship program.

The grants and sponsorship guidelines must be:

- a. In line with this Policy and relevant legislation; and
- b. Published on the Shire's website.

The grants and sponsorship guidelines will outline:

- a. Funding categories;
- b. Application processes and timeframes;
- c. Amounts that can be applied for;
- d. Additional grant category specific information including assessment criteria;
- e. Assessment process;
- f. Items ineligible for funding;
- g. Funding Agreement; and
- h. Acquittal process.

6. General Program Eligibility

The following eligibility conditions apply to all grants and sponsorship. Applicants should:

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

The following are ineligible to apply for a grant and sponsorship:

- a. Activities that have already commenced or have been completed (retrospective funding);
- b. Cash prizes, gifts or fundraising activities;
- c. Recurrent operating expenses eg. Administration costs, staff wages and utilities;
- d. Activities that promote racism, violence, discrimination or segregation;
- e. To service outstanding debts or loans;
- f. Activities or events that are the responsibility of State or Federal Government;
- g. Purchasing or provision of alcohol, or the costs associated with meeting Liquor Licensing requirements;
- h. An individual's personal expenses eg. Living and medical;
- i. Political activities;
- j. Religious activities;

- k. Activities or events that conflict with planned Shire events;
- l. Activities or events that duplicate what another organisation is already delivering;
- m. State or Federal Government Departments, Agencies and Organisations (excludes Schools);
- n. Activities that generate income which is not used for the purposes of the project; and
- o. An applicant who has already received funding or in-kind support within the same financial year, except successful applicants of an In-Kind Support Grant.

Other eligibility requirements and funding conditions may apply to specific funding categories, as set out in the grants and sponsorship guidelines and/or agreements.

The Shire reserves the right to withdraw funding from a successful applicant if the activity is not progressing satisfactorily, the organisation ceases to be eligible, the organisation breaches the Agreement or the activity poses a reputational risk for the Shire. Should this occur the recipient will be liable for costs involved and funds will be returned to (or recovered by) the Shire.

7. Assessment and Approval Process

Assessment

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

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

Applications that do not require Council approval will be assessed by the Chief Executive Officer's sub-delegate, who will then provide a recommendation to the Chief Executive Officer or authorised sub-delegate. The decision maker may not be involved in the assessment of applications.

The Chief Executive Officer will establish an internal Assessment Panel. The Assessment Panel will meet to discuss and assess applications requiring Council approval. The Assessment 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.

Canvassing of Councillors or Assessment Panel members will disqualify applicants.

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.

8. Agreement and Acquittal

Agreement

All successful applicants are required to enter into a formal written funding agreement prior to funds being released by the Shire.

The funding agreement will include:

- a. Purpose;
- b. Term of funding;
- c. Shire contribution and approved activities;
- d. Confirmation of any co-contributions;
- e. Grant and sponsorship terms and conditions including requirement for successful applicant to complete an acquittal within 28 days of the project competition; termination of agreement and repayment of funds;
- f. Expected Shire benefits;
- g. Shire Branding requirements;
- h. Media, communications and other promotional opportunities; and
- i. Declaration on behalf of recipient.

Acquittal

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

The acquittal must include:

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

Acquittals will be retained by the Shire to ensure compliance with agreement and used in consideration of any future funding requests from the applicant.

9. Conflicts of Interest

In the administration and awarding of grants and sponsorship any real, potential or perceived conflicts of interest must be managed in accordance with the Local Government Act 1995, its regulations and the codes of conducts.

Employees, Assessment Panel members and elected members with any involvement with a grant or sponsorship application must declare:

- a. any direct or indirect financial interests they have with the application; and
- b. any impartial interests they have with any application.

10. Reporting

A formal report will be provided to Council every 6 months with funding requests and decisions made.

Information Bulletin will be updated to monthly with all incoming and outgoing funding applications.

Inclusion of funding provided in the Shire's Annual Report.

Shire will promote its funding of applicants, projects, events and other initiatives through social media and Shire website, and using other media outputs as appropriate.

11. Review of Policy

This Policy will be reviewed every 12 months.

12. Authorisation Details

References:	The Chief Executive Officer, or delegate, may amend the Grants and Sponsorship Guidelines as required.		
Authorised by:	Council		
Date:	24 September 2010	Item No.	9.2.3
Review/Amendment Date	31 January 2014	Item No.	9.2.2
Review/Amendment Date	27 June 2015	Item No.	9.2.5
Review/Amendment Date	28 August 2020	Item No.	9.3.1
Review/Amendment Date	25 November 2022	Item No.	11.3.1
Review/Amendment Date	30 June 2023	Item No.	11.3.3
Next Review	Annual		
Responsible Directorate	Organisation Development		
Responsible Officer	Director Organisation Development		
File No.			

Item 16.1.1 Appendix 1



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.

Item 16.1.1 Appendix 2



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

KEY RESULT AREAS AND OUTCOMES

- 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.

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.

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

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

Item 16.1.1 Appendix 2

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



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

Item 16.1.1 Appendix 2



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



SPONSORSHIP

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

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

Item 16.1.1 Appendix 2

Grants and Sponsorship Guidelines

Corner Kalgan & Newman Drives,
Newman WA 6753

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

**16.1.2 VARIATION TO CONTRACT – ASHLEY HALLIDAY ARCHITECTS –
NEWMAN AIRPORT TERMINAL EXPANSION – STAGE 2B**

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Dawn Ronchi
Coordinator Procurement

Proposed Meeting Date: 24 November 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: Nil

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 183)

Moved: Cr McWhirter-Brooks

Seconded: Cr Anderson

That Council approves the Variation to Contract between Shire of East Pilbara and Ashley Halliday Architects for up to \$276,700.00 ex GST to complete Stage 2B of the Architectural Services for the Newman Airport Terminal Expansion

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

REPORT PURPOSE

The purpose of this report is to seek Council's approval of a Contract Variation with Ashley Halliday Architects for the Newman Airport Terminal Expansion Architectural Services to proceed with Stage 2B based on the details and rationale behind the proposed Contract Variation. The adjustment outlined in the Contract Variation are crucial for ensuring the optimal delivery of the architectural services.

BACKGROUND

At the Ordinary Council Meeting held on the 26 May 2023, Council resolved (**Resolution No. 2023/76**) to award Tender RFT 13-2022/23 – Architectural Services, Newman Airport Terminal Expansion to Ashley Halliday Architects for the tendered price of \$280,100.00 gst ex, and authorised the Chief Executive Officer to enter into any minor variations to the Contract over the Contract Term for \$280,100.00 gst ex for Stages 1 (Consultancy and Concept Plans) and 2A (Preliminary Schematic Design).

The Scope of Works detailed in Tender RFT 13-2022/23 included the provision of concept schematic drawings, design summary report, cost report by the Consultant.

Ashley Halliday Architects submitted pricing for Stage 2B (Full Schematic Design) for \$276,700.00 GST ex as part of their original Tender. However, Stage 2B was not included in the Contract awarded to Ashley Halliday Architects. Stage 2B will be assigned by way of either a negotiated Variation to Contract with Ashley Halliday Architects or through a new procurement process.

As per both the **Local Government (Functions and General) Regulations 1996** and the Shire's Policy Manual, as this request for contract variation exceeds \$50,000 and the contract was originally awarded by Council, the approval for the contract variation must be considered by Council.

The Shire's vision is to provide a purpose built functional building, with spaces that meet the needs of the airport users including passengers, residents, visitors and airport tenants and staff.

The Airport Terminal design will be innovative, contemporary, functional and flexible to enhance the current precinct, will comply with all airport security requirements and will consider the climatic conditions of the East Pilbara.

The facility must have the ability to remain relevant and current well into the future, as parts of the construction may be built in stages over a number of years.

A focus on efficiencies, reduction of operating cost and use of technology is required. Ongoing maintenance shall also be a consideration of the design, with an emphasis on the durability and adequacy of materials, plant and equipment and remote area servicing and support from contractors.

Innovation in design is an expected outcome. The terminal building must be welcoming to the entire community, presenting as an Entry Statement to Newman, and be considerate of the Traditional Owners the Nyiyaparli People.

The Newman Airport Upgrade project is identified as a key project in the Shire's Community Strategic Plan 2022-2032, Key Result Area 3: Built Environment – Strategy 3.2 – Newman Airport Upgrade - for liveability and economic growth.

COMMENTS/OPTIONS/DISCUSSIONS

Ashley Halliday Architects have successfully completed Stages 1 and 2A. Their accomplishment reflects a wealth of enterprise, showcasing meticulous attention to detail and a strong understanding of Council's design vision.

Following the successful completion of Stages 1 and 2A, Stage 2B can be commenced, marking the next step in the journey towards realising a comprehensive and thoughtfully crafted architectural vision.

Engaging the same architectural services consultant for the initial design, preliminary schematic designs, and the final full schematic designs offers several distinct advantages:

1. **Consistency of Vision:** Having a single consultant throughout the entire process ensures a consistent vision. The consultant intimately understands the project from its inception, enabling a seamless progression of ideas and design elements from the initial concept to the final detailed schematic design.

2. **Efficient Communication:** Continuity in consultancy streamlines communication. The consultant, having been involved since the project's early stages, possesses in-depth knowledge of our design preferences, goals, and any evolving requirements. This facilitates efficient and clear communication, reducing the risk of misinterpretation or misalignment.
3. **Integrated Problem-Solving:** Complex projects often require iterative problem-solving. A consistent consultant is better equipped to address challenges that may arise during the different design stages. Their familiarity with the project's history enables them to navigate potential issues with a more integrated and holistic approach.
4. **Cost and Time Efficiency:** Working with a single consultant can contribute to cost and time efficiency. There is a reduced learning curve as the consultant does not need to familiarise themselves with prior design decisions made by another party. This continuity can result in faster decision-making and fewer revisions.
5. **Streamlined Design Evolution:** Architecture is an evolving process. The same consultant overseeing the project's evolution ensures that design decisions made in the initial stages align seamlessly with the final vision. This helps in creating a cohesive and well-integrated architectural solution.
6. **Client Relationship:** Building a strong client-consultant relationship is essential for project success. Working with the same architectural services consultant fosters a deeper understanding of the client's values, preferences, and expectations. This relationship can enhance trust and collaboration throughout the entire design process.

While there are benefits to having the same consultant throughout the project, it is important to ensure that the consultant is adaptable, responsive to feedback, and capable of addressing the evolving needs of the project at each stage, Ashley Halliday Architects have exemplified this principle through their work on this design project.

Stage 2B includes the following services to achieve the Full Schematic Design:

2.10	Direction to proceed with Stage 2B (Full Schematic Design).	
2.11	<ul style="list-style-type: none"> • Update Project Execution Plan. • Update Project Delivery Schedule. • Update Project Risk Plan 	RCP to update Project Management assessments and reports.
2.12	<ul style="list-style-type: none"> • Performance simulation Modelling. • NCC Section J Analysis and Report. 	D Squared to Undertake Performance simulation modelling (energy, thermal comfort, and daylighting calculations, and Undertake NCC Section J Analysis and report.

2.13	<ul style="list-style-type: none"> Performance simulation Modelling. Full Schematic Plans, and Key Sections of Terminal 1:200 Full Schematic 1:500 Site Plan including civil engineering levels and stormwater flow paths. Safety in design report. Structural and Civil Full Schematic Design Report. 	WGA to develop full structural and civil engineering schematic design package.
2.14	<ul style="list-style-type: none"> Full Schematic Reticulation Plans, and Plant Layout of Terminal 1:200 Full Schematic 1:500 Site Plan including power and lighting reticulation. Safety in design report. Building Services Full Schematic Design Report. 	BESTEC to develop full services engineering schematic design package.
2.15	<ul style="list-style-type: none"> Full Landscape Schematic Design Package including landscape general arrangement plan, planting plans, furniture and finishes schedule. 	ASPECT to develop full landscape schematic design package.
	<ul style="list-style-type: none"> Full Schematic Plans, Key Sections, and Exterior Elevations of Terminal 1:200 Preliminary selections schedule (architecture and FFE) Full Schematic 1:500 Site Plan. Safety in design report. Full Schematic Design Report including coordination and integration of subconsultants reports. 	Ashley Halliday Architect to develop full architecture and preliminary interior schematic design package and to coordinate the inputs of sub-consultants.
2.16	RLB to update Elemental Cost Plan.	
2.17	Additional Design Workshops As required (Location: In Newman and/or Online Teams Meetings)	

The tendered breakdown of the costs for Stage 2B are as follows:

Details	Consultant	Fixed Price
Architect	Ashley Halliday Architects	\$94,000.00
Landscape Architecture & Placemaking	Aspect (Sub Consultant)	\$18,500.00
Engineering Services – Mechanical, Electrical, Communication, Security, Hydraulic and Fire Protection Services	BESTEC (Sub Consultant)	\$59,000.00
Structural/Civil & Traffic Engineering	WGA (Sub Consultant)	\$69,200.00
Sustainability Consultant	D2 (Sub Consultant)	\$26,000.00
Cost Planner	RLB (Sub Consultant)	\$10,000.00
	Total Gst ex	\$276,700.00

To mitigate the following potential adverse implications, it is crucial to maintain a well-defined project schedule, communicate effectively with all stakeholders, and address challenges promptly to keep the project on track

Delaying the progression from initial schematic design to full schematic design in architectural projects can have several adverse implications:

1. **Increased Project Duration:** Delaying the full schematic design extends the overall project timeline. This may lead to a longer duration before construction can commence, potentially affecting project deadlines and completion dates.
2. **Escalation of Costs:** Project costs can increase due to prolonged design phases. Delays may result in additional expenses related to prolonged consultancy, revisions, and adjustments. Construction costs may also rise due to inflation and market fluctuations.
3. **Impact on Stakeholder Planning:** Other project stakeholders, such as contractors, suppliers, and clients, may face challenges in planning and resource allocation. Uncertainty about the final design can hinder decision-making and coordination among team members.
4. **Increased Design Changes:** Extended timelines may necessitate design revisions to accommodate changing requirements or to address issues that may have arisen during the delay. These changes can introduce complexities and potential conflicts.
5. **Loss of Momentum and Enthusiasm:** Project momentum and team enthusiasm may wane with prolonged delays. Sustaining the initial energy and commitment of project stakeholders becomes challenging when faced with extended design phases.
6. **Risk of Design Misalignment:** Extended gaps between initial and full schematic design increase the risk of misalignment between the project's original vision and the evolving design. Changes in requirements or unforeseen challenges may result in a design that deviates from the initial intent.
7. **Impact on Regulatory Approvals:** Delays in finalising schematic designs can impede the submission and approval of necessary permits and regulatory clearances. This, in turn, may further prolong the project timeline.
8. **Market Changes and Trends:** Architectural designs are influenced by current market trends and technological advancements. A delayed schematic design may result in a final product that is less aligned with contemporary standards and may require additional updates.
9. **Impact on Construction Sequencing:** Full schematic design provides the basis for detailed construction planning. Delaying this phase may affect the sequencing of construction activities, potentially causing inefficiencies and disruptions.

Council's approval of the requested contract variation at the juncture of transitioning from initial schematics to final full schematics is paramount to the fluidity and success of this architectural project. This pivotal step allows for the necessary flexibility to accommodate evolving design considerations, unforeseen challenges, and client feedback.

The dynamic nature of the design process often demands adjustments and refinements to align with the project's vision and changing requirements, ensuring a smooth progression toward the comprehensive and final full schematics. Without this flexibility, the project risks stagnation, potential misalignment with evolving goals, and delays that could impact the overall timeline.

Embracing the importance of a contract variation underscores a commitment to delivering a final schematic design that not only meets but surpasses the expectations set forth in the project's initial vision. It is an essential catalyst for innovation, adaptability, and the ultimate success of the architectural endeavour.

STATUTORY IMPLICATIONS/REQUIREMENTS

Local Government Act 1995 and Local Government (Functions and General Regulations) 1996 tender regulations and Local Government (Functions and General Regulations) 1996 Regulation 21A.

POLICY IMPLICATIONS

- 3.14 Procurement & Tender Procedures Policy
- 3.18 Variations Policy
- 4.5 Execution of Documents

STRATEGIC COMMUNITY PLAN

Key Result Area 5 - Governance

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

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

Key Result Area 3 – Built Environment

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

- 3.2. Infrastructure and facilities for liveability and economic growth, with an initial focus on - Upgrade Marble Bar and Newman Airport.

RISK MANAGEMENT CONSIDERATIONS

Reputational and Financial – Both Moderate Risk

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

VOTING REQUIREMENTS

Simple Majority.

17 CONFIDENTIAL MATTERS BEHIND CLOSED DOORS

COUNCIL RESOLUTION

Moved: Cr Baer

Seconded: Cr Evrett

That the meeting be closed to the public in accordance with section 5.23(2) of the *Local Government Act 1995* to consider items:

**13.1.1 CONFIDENTIAL MINUTES OF THE AIRPORT ADVISORY COMMITTEE –
27 JULY 2023 (Under Separate Cover)**

**13.1.2 CONFIDENTIAL MINUTES OF PLANT COMMITTEE – 25 AUGUST 2023
(Under Separate Cover)**

**17.1.1 PROPOSED LICENCE AGREEMENT - RAWA COMMUNITY SCHOOL,
PUNMU**

**17.2.1 AWARD OF TENDER - RFT 01-2023/24 TRAVEL MANAGEMENT
SERVICES**

17.2.2 CONFIDENTIAL NOMINATION

17.2.3 PROPOSED LEASE – NEWMAN AIRPORT

**17.2.4 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER
(Under Separate Cover)**

**17.2.5 MINUTES OF THE MEETING OF THE CHIEF EXECUTIVE OFFICER
PERFORMANCE REVIEW COMMITTEE - 6 OCTOBER 2023
(Under Separate Cover)**

17.3.1 EPIS RATES EXEMPTION REQUEST

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson,
Everett, Kular, Landy

Against: Nil

Streaming and recording of the meeting was disengaged by Governance Staff at this point.

Closed session of Council commenced at 11.14am.

17.1 ACTING DIRECTOR COMMUNITY EXPERIENCE

**17.1.1 PROPOSED LICENCE AGREEMENT - RAWA COMMUNITY SCHOOL,
PUNMU**

Responsible Officer: Paul Miller
Acting Director Community Experience

Author: Amy Mukherjee
Manager Martumili

Joshua Brown
Manager Governance, Risk and Procurement

Proposed Meeting Date: 24 November 2023

Author Disclosure of Interest: 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 / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 184)

Moved: Cr McWhirter-Brooks

Seconded: Cr Lockyer

That Council:

1. Authorises the Chief Executive Officer to enter a Licence Agreement with Rawa Community School in Punmu for use of space for Martumili Artists in Punmu for a period of five years commencing 1 July 2021 with an annual licence fee payable as detailed in the report;
2. Authorises the Chief Executive Officer to enter into any Minor Variations to the Licence over the life of the Licence, in accordance with Council's Minor Variations Policy; and
3. Authorises the Chief Executive Officer to affix the Common Seal of the Shire of East Pilbara to the Licence Agreement in accordance with section 9.49A of the *Local Government Act 1995*.

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

17.2 CHIEF EXECUTIVE OFFICER

17.2.1 AWARD OF TENDER - RFT 01-2023/24 TRAVEL MANAGEMENT SERVICES

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Dawn Ronchi
Coordinator Procurement

Proposed Meeting Date: 24 November 2023

Author Disclosure of Interest: 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 / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 185)

Moved: Cr Lockyer

Seconded: Cr McWhirter-Brooks

That Council:

1. **Awards Tender RFT 01-2023/24 – Travel Management Services to TravEzy Pty Ltd (1000 Mile Travel Group) for an initial Contract period of three (3) years commencing on 1 January 2024 and expiring on 31 December 2026.**
2. **Authorises the Chief Executive Officer to extend the Contract with the same conditions for a further period of one (1) year on expiry of the initial contract period.**
3. **Authorises the Chief Executive Officer to extend the Contract with the same conditions for a further and final period of one (1) year on expiry of the first further period.**
4. **Authorises the Chief Executive officer to approve pricing variations (based on Perth All Groups CPI) for the second and subsequent years of the contract period, including the further option periods, and to approve any minor contract variations during the Contract duration.**

5. Notes that the first year of the Contract shall be at the tendered pricing of \$8,371.11 (*based on an Unbundled Transactions Mechanism for 327 bookings per year, of which 90% being for domestic online bookings and 10% being for international bookings online*). This annual value does not include the additional monthly fees (*management fees which are based on a percentage of the air and land segment values, cancellation fees, after hours service fees, domestic charge backs and smart data adhoc reports*). The first year of the Contract shall also be subject to the once off cost for the supply and implementation of the Online Booking Tool (*maximum cost \$1,200*).
6. Notes that the Contractor will also receive reimbursement payments from Council for the cost of the travel arrangements, these travel costs are approximately \$300,000 per financial year.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

17.2.2 CONFIDENTIAL NOMINATION

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Joshua Brown
Manager Governance, Risk and Procurement

Proposed Meeting Date: 24 November 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: 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

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 186)

Moved: Cr McWhirter-Brooks

Seconded: Cr Anderson

Council has authorised the non-publication of this decision until a date determined by the President.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

17.2.3 PROPOSED LEASE – NEWMAN AIRPORT

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Joshua Brown
Manager Governance, Risk and Procurement

Proposed Meeting Date: 24 November 2023

Location/Address: Lease Area 12, Newman Airport

Name of Applicants: Corsaire Pty Ltd
Fortescue Helicopters Pty Ltd

Author Disclosure of Interest: 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
-

Having declared interests in this item Crs McWhirter-Brooks and Baer left the Chamber at 11.23am and returned at 11.26am.

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 187)

Moved: Cr Kular

Seconded: Cr Anderson

That Council:

1. Gives local public notice in accordance with s.3.58(3)(a) of the *Local Government Act 1995* of the proposed disposition of land in the form of a Lease between the Shire and Corsaire Pty Ltd over Lease Area 12, within Reserve 44775, Newman Airport, for an initial term of five (5) years (2023 to 2028) with options for three (3) further terms of five (5) years exercisable at the discretion of the Lessor. The initial rent payable is \$42,500 per annum plus GST, subject to (following an equivalent independent annual rental market valuation of \$42,500 plus GST being reached) an annual fixed increase of 3% or CPI whichever of the two is the greater on each anniversary of the commencement of the Lease, and a market rent review at the commencement of each further term;
2. Delegates authority under s.3.58(3)(b) of the *Local Government Act 1995* to the Chief Executive Officer to consider any submissions made in response to the local public notice given and to enter into a Lease on the terms of (1) of this resolution, subject to the necessary approval from the Minister for Lands;
3. authorises the Chief Executive Officer to extend the Lease with the same conditions for a the First Further Term of five (5) years (2028 to 2033) on the expiry of the initial Lease Term, subject to the Lessee not being in default;
4. Authorises the Chief Executive Officer to extend the Lease with the same conditions for the Second Further Term of five (5) years (2033 to 2038) on the expiry of the First Further Term, subject to the Lessee not being in default;
5. Authorises the Chief Executive Officer to extend the Lease with the same conditions for the Third Further Term of five (5) years (2038 to 2043) on the expiry of the Second Further Term, subject to the Lessee not being in default; and
6. Authorises the Chief Executive Officer to enter into any Minor Variations to the Lease over the life of the Lease, in accordance with Council's Minor Variations Policy.

**CARRIED UNANIMOUSLY
RECORD OF VOTE 6/0**

For: Shire President, Crs Lockyer, Anderson, Everett, Kular, Landy

Against: Nil

PROCEDURAL MOTION

Moved: Cr Lockyer

Seconded: Cr McWhirter-Brooks

That Council consider Item 17.3.1 immediately.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson,
Everett, Kular, Landy

Against: Nil

17.3 ACTING DIRECTOR CORPORATE SERVICES

17.3.1 EPIS – RATES EXEMPTION REQUEST

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Cherie Delmage
Acting Director Corporate Services

Proposed Meeting Date: 24 November 2023

Location/Address: Various

Name of Applicant: EPIS

Author Disclosure of Interest: 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
-

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 190)

Moved: Cr Lockyer

Seconded: Cr Kular

That Council:

1. Approves the rate exemption application for the following properties:
 - A702230 Pukunmarlpa Maya Respite House, 33 Daniels Drive, Newman, WA, 6753
 - A700889 Jirninyjarri Maya Assisted Living Village, 11 Armstrong Way, Newman, WA, 6753
 - A200130 Marble Bar Day Centre, 11-13 Francis Street, Marble Bar, WA, 6760

for three years commencing 1 July 2023 with a review of the exemption to occur prior to 1 July 2026;

2. Does not approve the request to grant an exemption to the discretionary charges; and
3. Does not approve the rate exemption application for the following properties:
 - A702238 1/5 Trotman Avenue, Newman, WA, 6753
 - A701402 13/4 Newman Drive, Newman, WA, 6753
 - A2008103 Lynas Road, Marble Bar, WA, 6760

as they do not qualify pursuant to section 6.26(2)(g) of the *Local Government Act 1995*.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

17.2 CHIEF EXECUTIVE OFFICER (IN CONTINUATION)

17.2.4 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER (Under Separate Cover)

Responsible Officer: Steven Harding
Chief Executive Officer

Author: Joshua Brown
Manager Governance, Risk and Procurement

Proposed Meeting Date: 24 November 2023

Location/Address: N/A

Name of Applicant: N/A

Author Disclosure of Interest: 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:

- (a) A matter affecting an employee or employees.

All Directors left the Chamber at 11.30am and returned at 11.38am.

COUNCIL RESOLUTION / OFFICER'S RECOMMENDATION

(Resolution No: 2023/ 188)

Moved: Cr McWhirter-Brooks

Seconded: Cr Lockyer

That Council appoints Emma Landers as Acting Chief Executive Officer from 9 December 2023 to 7 January 2024 (inclusive), with a salary payment in accordance with that detailed in the report.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

Having declared a financial interest, Steven Harding left the Chamber at 11.31am and returned at 11.37am.

**17.2.5 MINUTES OF THE MEETING OF THE CHIEF EXECUTIVE OFFICER
PERFORMANCE REVIEW COMMITTEE - 6 OCTOBER 2023 (Under
Separate Cover)**

Responsible Officer: Anthony Middleton
Shire President

Author: Joshua Brown
Manager Governance, Risk and Governance

Proposed Meeting Date: 26 August 2022

Author Disclosure of Interest: The CEO is my employer.

REASONS FOR CONFIDENTIALITY

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

- (a) A matter affecting an employee or employees.

**COUNCIL RESOLUTION / COMMITTEE DECISION / OFFICER
RECOMMENDATION**
(Resolution No: 2023/ 189)

Moved: Cr McWhirter-Brooks
Seconded: Cr Kular

That Council:

1. Notes the Salaries and Allowances Tribunal Determination of 6 April 2023 (effective 1 July 2023).
2. Notes an increase in the Superannuation Guarantee Levy from 10.5% to 11% effective 1 July 2023.
3. Notes the outcomes of the Elected Member Performance Survey undertaken in August 2023 with the Chief Executive Officer being assessed at 'Exceeds Expectations' in this year's performance appraisal.
4. Adopts the modified performance criteria metrics for the 2023-2024 performance period outlined below:

CEO Performance Schedule			
KRA Number	Goal	KPIs	By When
1	Provide a high-quality governance for the Shire of East Pilbara.	<ul style="list-style-type: none"> Results of the annual Department of Local Government Compliance Returns submitted to Council. Develop an Annual OCM, Agenda/Minutes delivery, and briefing update timetable/schedule for Council adoption. Review impending Local Government Act and Regulation amendments that impact the Shire and report findings to Council. 	<ul style="list-style-type: none"> Annually as reported to Council – March 2024 by November 2023 3 months after amendments released by the DLGSC.
2	Ensure good financial performance and build a strong culture delivering operational effectiveness of the organisation.	<ul style="list-style-type: none"> Unqualified Audit for the 2023/2024 period. Budget prepared for adoption by Council. Establish a staff satisfaction index. Implement the Workforce Plan with a priority on staff development to ensure organisational capability and sustainability. Report annual Staff Turnover rate. 	<ul style="list-style-type: none"> Report to Council when OAG Audit completed. by End June/July 2024. By August 2024. Assessed on an improvement on the 2023 results to be reported by August 2024. Assessed at August 2024.

3	Work towards infrastructure assets being managed and maintained at set service levels.	<ul style="list-style-type: none"> • Implement Road Maintenance Plans and report monthly Actual vs planned. • Implement Capital Plans progress report monthly. 	<ul style="list-style-type: none"> • Quarterly starting January 2024. • Quarterly starting January 2024.
4	Ensure effective Communication with Council, staff, residents, and the public.	<ul style="list-style-type: none"> • Develop or review a Communications Policy (MOU) for communications between Administration and Council. • Provide monthly written reports and verbal briefings to the Council on: <ul style="list-style-type: none"> ○ projects (capital and maintenance) actual vs planned and budgeted, ○ critical community and stakeholder issues, ○ Corporate Business Plan actual vs planned (reported Quarterly in monthly reports), ○ events – location and times, ○ council resolution close out report, ○ Legal matters pending, ○ Top 10 CEO Stakeholder meetings held. ○ Budget overview performance actual vs planned. 	<ul style="list-style-type: none"> • Assessed March 2024. • Monthly starting January 2024.

5. Approves a variation to the Chief Executive Officer's contract to a Total Remuneration Package as per Option 2 plus a \$5,000 per annum increase in the Isolation Allowance set out within the Independent Consultant's report at Section 6.5 and authorises the Shire President sign a contract variation.
6. Authorises the publication of this Council resolution.

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

For: Shire President, Deputy Shire President, Crs Lockyer, Baer, Anderson, Everett, Kular, Landy

Against: Nil

18 DATE OF NEXT MEETING

The next Ordinary Council Meeting of the Shire of East Pilbara will be held on 15 December 2023

19 CLOSURE

The Ordinary Council Meeting of the Shire of East Pilbara held on 24 November 2023 was declared closed at 11.48am. The Presiding Member thanked Council Members and Staff for their attendance.