

**SHIRE OF EAST PILBARA
ORDINARY MEETING
26 July 2024**



Notice is hereby given that an ORDINARY Meeting of the Council will be held in **Newman Council Chambers** on **Friday, 26 July 2024** at **10:30 AM**.

AGENDA

- 1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
- 2 ATTENDANCE BY ELECTRONIC MEANS**
- 3 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

3.1 ATTENDANCES

Council Members

Cr Wendy McWhirter-Brooks	Deputy Shire President / Councillor (Presiding Member)
Cr Lee Anderson	Councillor
Cr Peta Baer	Councillor
Cr David Evrett	Councillor
Cr David Kular	Councillor
Cr Karen Lockyer	Councillor
Cr Milton Chapman	Councillor

Officers

Steven Harding	Chief Executive Officer
Nicole O'Neill	Director Community Experience
Etienne Vorster	Director Infrastructure Services
Scott Greenhill	Acting Director Corporate Services
Malcolm Somers	Acting Director Regulatory Services
Joshua Brown	Manager Governance, Risk and Procurement
Sally Fry	Governance Administration Officer

Public Gallery

Nil

- 3.2 APOLOGIES**
- 3.3 LEAVE OF ABSENCE**
- 4 DISCLOSURE OF INTEREST**

In accordance with Division 6 of Part 5 of the Local Government Act 1995, Council Members must disclose any interests arising from agenda items, by completing the Disclosure of Interest Form

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

6 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

6.1 Irrungadji Road

7 PUBLIC QUESTION TIME

An opportunity is available at Council Meetings for members of the public to ask a question about any issue relating to the Shire. This time is available only for asking questions and not for making statements. Complex questions requiring research should be submitted as early as possible to allow the Shire time to prepare a response.

The Presiding Member may nominate a member of staff to answer the question and may also determine that any complex question requiring research be answered in writing. No debate or discussion can take place on any question or answer. To ask a question, please complete the Public Question Time Form available on the Shire's website.

8 PETITIONS/DEPUTATIONS/PRESENTATIONS

9 APPLICATIONS FOR LEAVE OF ABSENCE

9.1 Cr Wendy McWhirter-Brooks and Cr Annabell Landy

10 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETINGS

11 MEMBERS REPORTS

12 OFFICER REPORTS

12.1 DIRECTORATE - EXECUTIVE

12.1.1 Delegations and Authorisation Register Annual Review

12.1.2 In-Kind Support Grant 2024/25

12.1.3 Policy Register Review

12.1.4 Policy Review - Appointment of Acting Chief Executive Officer Policy

12.1.5 Policy Review - Council Member Travel Policy

12.1.6 Policy Review - Statement of Business Ethics

12.1.7 Policy Review - Meeting Attendance by Electronic Means

12.1.8 Status of Council Decisions

12.1.9 Affixing the Common Seal Under Delegated Authority

12.1.10 Corporate Business Plan 2022-2026 Update

12.2 DIRECTORATE - CORPORATE SERVICES

12.2.1 List of Payments - June 2024

- 12.2.2 Monthly Financial Statements, Insurance and Investment Report as at 30 Jun
- 12.2.3 Amendment to 2024/25 Schedule of Fees and Charges 2024/25 - Cape Kerau Fees

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 COUN

17 CONFIDENTIAL MATTERS BEHIND CLOSED DOORS

17.1 DIRECTORATE - EXECUTIVE

- 17.1.1 Proposed Deed of Variation and Extension of Lease: Newman House (Pilbara Community Legal Services)
- 17.1.2 Proposed Deed of Variation and Extension: Newman House (Hope Community Services Ltd)
- 17.1.3 Proposed Sub-licence - Newman House (Mission Australia and Mackillop Farm Services Limited)

17.2 DIRECTORATE - REGULATORY SERVICES

- 17.2.1 Proposed Property Acquisition

18 DATE OF NEXT MEETING

19 CLOSURE

OUR VISION

A cohesive community providing an economic hub for the region linked by vibrant local centres and shared spaces – a place to live and call home

Our towns have survived fluctuations of fortune for more than a century. Resourcefulness and resilience, along with planning, will hold them in good stead throughout the 21st century. The energy of our people will ensure that the heart of the Pilbara will beat on, and will beat strong.

The Shire of East Pilbara is not just about resources - it's also about resourcefulness.

From our Indigenous people to early pastoralists and miners, and through to the present day, people have shown their capacity to not only survive but thrive in the heart of the Pilbara.

DISCLAIMER

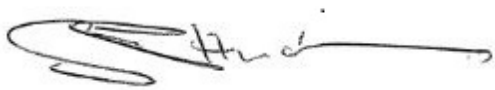
No responsibility whatsoever is implied or accepted by the Shire of East Pilbara for any act, omission or statement or intimation occurring during Council or Committee Meetings. The Shire of East Pilbara disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any 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 advises that anyone who has any application lodged with the Shire must obtain and should only rely upon: **WRITTEN CONFIRMATION** of the outcome of the application and any conditions pertaining 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

6.1 IRRUNGADJI ROAD

A question asked by Gayle Tawha in public question time was taken on notice:

Who is responsible for the road maintenance at Irrungadji?

The following response was provided by the Director of Infrastructure.

The section of road is not a gazetted road and is not the maintenance responsibility of the Shire. It would be deemed a private road and the responsibility of the mining tenement it serves.

12.1.1 DELEGATIONS AND AUTHORISATION REGISTER ANNUAL REVIEW

Report Type	Executive
Responsible Officer	Steven Harding, Chief Executive Officer
Author	Tehsin Ali
Voting Requirements	Absolute Majority
Attachments	<ol style="list-style-type: none">1. Delegations and Authorisations Register Review2. Delegations and Authorisations Register Review (tracked changes)
Author Disclosure of Interest:	No
Location / Address:	N/A
Name of Applicant:	N/A

Officer Recommendation

That Council adopts the reviewed Shire of East Pilbara Register of Delegations and Authorisations as Appendix 2 to the report.

Purpose

For Council to consider the annual review of the Shire of East Pilbara Register of Delegations and Authorisations.

Background

A local government may delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the *Local Government Act 1995* ("the Act") other than the following:

- any power or duty that requires a decision of an absolute majority of the council;
- accepting a tender which exceeds an amount determined by the local government (currently at \$499,999 excluding GST as set by Council);
- Appointing an auditor;
- acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government;
- any of the local government's powers under ss.5.98, 5.98A, 5.99, 5.99A or 5.100 of the Act relating to payments and gifts to council members;

- borrowing money on behalf of the local government;
- hearing or determining an objection of a kind referred to in section 9.5 of the Act;
- the power under s.9.49A(4) of the Act to authorise a person to sign documents on behalf of the local government;
- any power or duty that requires the approval of the Minister or the Governor;
- such other powers or duties as may be prescribed by regulation.

Delegations granted under s.5.42 of the Act are to be in writing and may be general or as otherwise provided in the instrument of delegation.

Section 5.46(2) of the Act requires Council to review the delegations to the Chief Executive and employees at least once every financial year. Since 2016, Council has adopted the reviewed annual register in June or July each year. Council last undertook a review of all delegations and authorisations in 2023, which was adopted at the Ordinary Council Meeting held on 28 July in that year.

Details and Analysis

The current Delegations and Authorisations Register, which is based on the template prepared by the WA Local Government Association (WALGA), and benchmarked against neighbouring local governments, has been reviewed by Shire officers and is reported to Council for its consideration in accordance with section 5.46(2) of the Act. The last annual review was adopted by Council in July 2023. Recommended substantive changes are detailed below with reasons.

Delegation Number	Proposed Amendment
1.2.15 Private works on, over or under public places	Shire officers recommend this power should be exercised by Council rather than delegated to Shire officers.
5.1.12 Applications - Landowner's consent (<i>Building Act 2011</i>)	Establishes a power providing the CEO with the authority to sign applications for building or demolition permits, and occupancy permits and building approval certificates on behalf of the Shire with respect to land owned by the Shire.
8.1.2 Appoint Authorised Persons (<i>Dog Act 1976</i>)	Extend the power to declare a dog to be dangerous to all subdelegates, which is recommended as a measure to improve community safety through an expedited process. Such declarations will be in accordance with operational work directions. This amendment bring 8.1.2 into

Delegation Number	Proposed Amendment
	line with the existing power delegated under 8.1.6 Declare Dangerous Dog, which was adopted by Council in the previous version of the Register.
19.2.2 Development applications - Landowner's consent (<i>Planning and Development Act 2005</i>)	Establishes a power providing the CEO with the authority to sign development applications on behalf of the Shire with respect to land owned by the Shire.
22.3.4 Authorised Officers (Direction to leave and refuse entry powers - <i>Shire of East Pilbara Public Places and Local Government Property Local Law 2011</i>)	Introduces a condition on subdelegates to complete training approved by the CEO prior to exercising the power.

Minor corrections, including changes to titles, renumbering of delegations and the removal and addition of Shire officers as subdelegates are highlighted by tracked changes in the revised Register and has the changes marked up within **Appendix 2**. The proposed register for adoption is attached as **Appendix 1**.

Community Engagement

The adopted Register of Delegations and Authorisations is published on the Shire's website.

Strategic, Legislative and Policy Implications

Strategic Community Plan	5: Governance 5 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources. 5.1 <i>Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.</i> 5.4 <i>Ensure a high standard of organisational management and effectiveness.</i>
Statutory Implications/Requirements	The recommendation is consistent with section 5.46(2) of the <i>Local Government Act 1995</i> , which requires the annual review of local government delegations to the Chief Executive Officer and employees.
Policy Implications	There are no known policy implications.

--	--

Risk Management Considerations

Risk	Compliance
Consequence	Minor
Likelihood	Likely
Current Risk Rating	Medium 10
Mitigation Action	Adoption of the Delegations and Authorisations Register will eliminate the risk.
Residual Risk Rating	Low 1

	Insignificant	Minor	Significant	Major	Severe
Rare	Low 1	Low 4	Low 6	Medium 13	Medium 15
Unlikely	Low 2	Low 5	Medium 11	Medium 14	High 21
Moderate	Low 3	Medium 9	Medium 12	High 19	High 22
Likely	Medium 7	Medium 10	High 17	High 20	Critical 24
Almost Certain	Medium 8	High 16	High 18	Critical 23	Critical 25

Financial Implications

No financial resource impact.

Sustainability Considerations

No known sustainability considerations.

Options

1. Council may accept the officer recommendation and adopt the review Register of Delegations and Authorisations;
2. Council may defer consideration of the officer recommendation and seek amendments to the proposed review; or
3. Council may determine not to adopt the proposed review, which will result in Council's non-compliance with section 5.46(2) of the *Local Government Act 1995*.

Shire of East Pilbara
Register of Delegated Authority

Item 12.1.1 Appendix 1

Item 12.1.1 Appendix 1

DELEGATIONS

Delegation	1.2.1 Appoint Authorised Persons
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.24 Authorising persons under this subdivision [Part 3, Division 3, Subdivision 2 – Certain provisions about land] s.9.10 Appointment of authorised persons</p>
Function	<ol style="list-style-type: none"> 1. Authority to appoint persons or classes of persons as authorised persons for the purpose of fulfilling prescribed functions within the <i>Local Government Act 1995</i> and its subsidiary legislation, including <i>Local Government Act Regulations</i>, the <i>Local Government (Miscellaneous Provisions) Act 1960</i> and Local Laws made under the <i>Local Government Act 1995</i>. [s.3.24 and s.9.10]. 2. Authority to appoint authorised person for the purposes of the <i>Graffiti Vandalism Act 2016</i>, which prescribes Part 9 of the <i>Local Government Act 1995</i> as the enabling power [s.15 of the <i>Graffiti Vandalism Act 2016</i>].
Delegates	CEO
Conditions	<ol style="list-style-type: none"> a. A register of Authorised Persons is to be maintained as a Local Government Record. b. Only persons who are appropriately qualified and trained may be appointed as Authorised persons.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.2 Performing Functions outside the District
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.20(1) Performing functions outside district</p>
Function	Determine the circumstances where it is appropriate for the Local Government's functions to be performed outside the District and prior to implementing such a decision, obtain the consent of the landowner/s and occupier/s and any other person that has control or management of the land impacted by the performance of the function [s.3.20(1)].
Delegates	CEO
Conditions	A decision to undertake a function outside the District, can only be made under this delegation where there is a relevant allocation within the Annual Budget and the performance of the functions does not adversely impact service levels within the District. Where these conditions are not met the matter must be referred to Council for determination.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services</p>
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.3 Compensation for Damage Incurred when Performing Executive Functions
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.22(1) Compensation s.3.23 Arbitration</p>
Function	<ol style="list-style-type: none"> 1. In accordance with the s.3.22 procedures, assess and determine the extent of damage to private property arising directly from performance of executive functions and make payment of compensation [s.3.22(1)]. 2. Where compensation is unable to be determined and agreed between parties, give effect to arbitration in accordance with s.3.23.
Delegates	CEO
Conditions	Delegation is limited to settlements which do not exceed a material value of \$20,000.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Corporate Services Director Infrastructure Services</p>
Subdelegate conditions	Sub-delegation is limited to settlements which do not exceed a material value of \$5,000.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.4 Powers of Entry
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.28 When this Subdivision applies s.3.32 Notice of entry s.3.33 Entry under warrant s.3.34 Entry in emergency s.3.36 Opening fences</p>
Function	<ol style="list-style-type: none"> 1. Authority to exercise powers of entry to enter onto land to perform any of the local Government functions under this Act, other than entry under a Local Law [s.3.28]. 2. Authority to give notice of entry [s.3.32]. 3. Authority to seek and execute an entry under warrant [s.3.33]. 4. Authority to execute entry in an emergency, using such force as is reasonable [s.3.34(1) and (3)] 5. Authority to give notice and effect entry by opening a fence [s.3.36].
Delegates	CEO
Conditions	Nil.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Coordinator Environmental Health Services Director Regulatory Services Environmental Health Officer Manager Community Safety Park Ranger - Cape Keraudren Ranger</p>
Subdelegate conditions	<p>Director Regulatory Services (Function 1, 2, 3, 4, 5) Director Infrastructure Services (Function 1, 2, 3, 4, 5) Manager Community Safety (Function 1, 2, 3, 4, 5) Coordinator Environmental Health Services (Function 2) Environmental Health Officer (Function 2) Park Ranger – Cape Keraudren (Function 1, 4) Ranger(s) (Function 1, 4)</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.5 Declare Vehicle is Abandoned Vehicle Wreck
Head of power	<i>01 Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO <i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)
Express power or duty delegated	<i>Local Government Act 1995:</i> s.3.40A(4) Abandoned vehicle wreck may be taken
Function	Declare that an impounded vehicle is an abandoned vehicle wreck [s.3.40A(4)].
Delegates	CEO
Conditions	Disposal of a declared abandoned vehicle wreck to be undertaken in accordance with Delegated Authority 1.2.6 Disposing of Confiscated or Uncollected Goods or alternatively, referred for Council decision.
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Manager Community Safety Park Ranger - Cape Keraudren Ranger
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.6 Remove and Impound any goods and abandoned Vehicle
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.39 Power to remove and impound s.3.40(1) Vehicle may be removed if goods to be impounded are in or on vehicle s.3.40A Abandoned vehicle wreck may be taken</p>
Function	<ol style="list-style-type: none"> 1. Remove and impound any goods that are involved in a contravention that can lead to impounding [s.3.39(1)]. 2. Remove and impound any goods that are in or on a vehicle and authority to enter the vehicle for the purpose of removing it to a place where the goods may be conveniently unloaded and impounded [s.3.40(1)]. 3. Remove and impound a vehicle that, in the opinion of the local government, is an abandoned vehicle wreck [s.3.40A(1)].
Delegates	CEO
Conditions	Nil.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	Director Regulatory Services Manager Community Safety Park Ranger - Cape Keraudren Ranger
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.7 Confiscated or Uncollected Goods
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.39 Power to remove and impound s.3.46 Goods May be withheld until costs paid s.3.47 Confiscated or uncollected goods, disposal of s.3.48 Impounding expenses, recovery of</p>
Function	<ol style="list-style-type: none"> 1. Authority to refuse to allow goods impounded under s.3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid to the local government. [s.3.46]. 2. Authority to sell or otherwise dispose of confiscated or uncollected goods or vehicles that have been ordered to be confiscated under s.3.43 [s.3.47]. 3. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].
Delegates	CEO
Conditions	Disposal of confiscated or uncollected goods, including abandoned vehicles, with a market value less than \$20,000 may, in accordance with Functions and General Regulation 30, be disposed of by any means considered to provide best value, provided the process is transparent and accountable.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Regulatory Services Director Corporate Services Manager Community Safety</p>
Subdelegate conditions	<p>Director Corporate Services Director Regulatory services Manager Community Safety (Function 2)</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.8 Disposal of Sick or Injured Animals (other than dogs and cats)
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO <i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)
Express power or duty delegated	<i>Local Government Act 1995:</i> s.3.47A Sick or injured animals, disposal of s.3.48 Impounding expenses, recovery of
Function	Authority to determine when an impounded animal is ill or injured, that treating it is not practicable, and to humanely destroy the animal and dispose of the carcass [s.3.47A(1)].
Delegates	CEO
Conditions	Delegation only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed.
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Manager Community Safety Park Ranger - Cape Keraudren Ranger
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.9 Close Thoroughfares to Vehicles
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO <i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)
Express power or duty delegated	<i>Local Government Act 1995:</i> s.3.50 Closing certain thoroughfares to vehicles s.3.50A Partial closure of thoroughfare for repairs or maintenance s.3.51 Affected owners to be notified of certain proposals
Function	<ol style="list-style-type: none"> 1. Authority to close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles for a period not exceeding 4-weeks [s.3.50(1)]. 2. Authority to determine to close a thoroughfare for a period exceeding 4-weeks and before doing so, to: <ol style="list-style-type: none"> i. give; public notice, written notice to the Commissioner of Main Roads and written notice to prescribed persons and persons that own prescribed land; and ii. consider submissions relevant to the road closure/s proposed [s.3.50(1a), (2) and (4)]. 3. Authority to revoke an order to close a thoroughfare [s.3.50(6)]. 4. Authority to partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have significant adverse effect on users of the thoroughfare [s.3.50A]. 5. Before doing anything to which section 3.51 applies, take action to notify affected owners and give public notice that allows reasonable time for submissions to be made and consider any submissions made before determining to fix or alter the level or alignment of a thoroughfare or draining water from a thoroughfare to private land [s.3.51].
Delegates	CEO
Conditions	If, under s.3.50(1), a thoroughfare is closed without giving local public notice, local public notice is to be given as soon as practicable after the thoroughfare is closed [s.3.50(8)].
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Director Infrastructure Services Manager Operations
Subdelegate conditions	Director Infrastructure Services (Function 1, 2, 3, 4, 5) Manager Operations (Function 1, 2, 3) Determination shall be in accordance with the <i>Road Traffic (Events on Roads) Regulations 1991</i> .
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.10 Control Reserves and Certain Unvested Facilities
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.53(3) Control of certain unvested facilities s.3.54(1) Reserves under control of local government</p>
Function	<ol style="list-style-type: none"> 1. Authority to agree the method for control and management of an unvested facility which is partially within 2 or more local government districts. [s.3.53(3)]. 2. Authority to do anything for the purpose of controlling and managing land under the control and management of the Shire that the Shire could do under s.5 of the <i>Parks and Reserves Act 1895</i>. [s.3.54(1)].
Delegates	CEO
Conditions	Limited to matters where the financial implications do not exceed a relevant and current budget allocation and which do not create a financial liability in future budgets.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services</p>
Subdelegate conditions	<p>Director Corporate Services (Function 1) Director Aviation and Regulatory Services (Function 1) Director Infrastructure Services (Function 1, 2) Director Community Experience (Function 1)</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.11 Obstruction of Footpaths and Thoroughfares
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.25(1) Notices requiring certain things to be done by owner or occupier of land</p> <p><i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.5(2) Interfering with, or taking from, local government land r.6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a) r.7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b) r.7 Encroaching on public thoroughfare – Sch.9.1. cl.3(2)</p>
Function	<ol style="list-style-type: none"> 1. Authority to give a person who is the owner or, unless Schedule 3.1 indicates otherwise, the occupier of land a notice in writing relating to the land requiring the person to do anything specified in the notice [s.3.25(1)]. 2. Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: <ol style="list-style-type: none"> i. prevent damage to the footpath; or ii. prevent inconvenience to the public or danger from falling materials [ULP r.5(2)]. 3. Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [ULP r.6(2) and (4)]. 4. Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r.6(6)]. 5. Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [ULP r.7A]. 6. Authority to require an owner occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r.7].
Delegates	CEO

Conditions	<p>a. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>.</p> <p>b. Permission may only be granted where, the proponent has:</p> <ul style="list-style-type: none"> i. Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Regulatory Services Director Infrastructure Services Manager Community Safety Manager Operations Ranger(s)</p>
Subdelegate conditions	<p>Director Regulatory Services (Function 1, 2, 3, 4, 5, 6) Director Infrastructure Services (Function 1, 2, 3, 4, 5, 6) Manager Community Safety (Function 1, 2, 3, 4, 5, 6) Manager Operations (Function 1, 2, 3, 4, 5, 6) Ranger(s) (Function 5,6)</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.12 Gates across Public Thoroughfares
Head of power	<i>01 Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.9 Permission to have gate across public thoroughfare – Sch.9.1 cl.5(1)
Function	<ol style="list-style-type: none"> 1. Authority to provide, or refuse to provide, permission to have a gate or other device across a local government thoroughfare that permits the passage of vehicle traffic and prevents livestock straying [ULP r.9(1)]. 2. Authority to require an applicant to publish a notice of the application in a manner thought fit for the purpose of informing persons who may be affected by the proposed gate or device [r.9(2)]. 3. Authority to impose conditions on granting permission [ULP r.9(4)]. 4. Authority to renew permission, or at any other time vary any condition, effective upon written notice to the person to whom permission was granted [ULP r.9(5)]. 5. Authority to cancel permission by written notice, and request the person to whom permission was granted to remove the gate or device within a specified time [ULP r.9(6)].
Delegates	CEO
Conditions	<ol style="list-style-type: none"> a. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>. b. Each approval provided must be recorded in the Shire's statutory Register of Gates in accordance with Uniform Local Provisions Regulation 8.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Regulatory Services Director Infrastructure Services Manager Operations</p>
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.13 Public Thoroughfare – Dangerous Excavations
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.11(1), (4), (6) and (8) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6
Function	<ol style="list-style-type: none"> 1. Authority to determine if an excavation in or on land adjoining a public thoroughfare is dangerous and take action to fill it in or fence it or request the owner / occupier in writing to fill in or securely fence the excavation [ULP r.11(1)]. 2. Authority to determine to give permission or refuse to give permission to make or make and leave an excavation in a public thoroughfare or land adjoining a public thoroughfare [ULP r.11(4)]. 3. Authority to impose conditions on granting permission [ULP r.11(6)]. 4. Authority to renew a permission granted or vary at any time, any condition imposed on a permission granted [ULP r.11(8)].
Delegates	CEO
Conditions	<ol style="list-style-type: none"> a. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>. b. Permission may only be granted where, the proponent has: <ol style="list-style-type: none"> i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public assets at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Regulatory Services Director Infrastructure Services Manager Building Approvals and Compliance Manager Operations Work, Health and Safety Advisor</p>

Subdelegate conditions	Director Corporate Services (Function 1) Work, Health and Safety Advisor (Function 1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Item 12.1.1 Appendix 1

Delegation	1.2.14 Crossing – Construction, Repair and Removal
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.12(1) Crossing from public thoroughfare to private land or private thoroughfare – Sch.9.1 cl.7 (2) r.13(1) Requirement to construct or repair crossing – Sch.9.1 cl.7(3)</p>
Function	<ol style="list-style-type: none"> 1. Authority to approve or refuse to approve, applications for the construction of a crossing giving access from a public thoroughfare to land or private thoroughfare serving land [ULP r.12(1)]. 2. Authority to determine the specifications for construction of crossings to the satisfaction of the Local Government [ULP r.12(1)(a)]. 3. Authority to give notice to an owner or occupier of land requiring the person to construct or repair a crossing [ULP r.13(1)]. 4. Authority to initiate works to construct a crossing where the person fails to comply with a notice requiring them to construct or repair the crossing and recover 50% of the cost of doing so as a debt due from the person [ULP r.13(2)].
Delegates	CEO
Conditions	Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> .
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Regulatory Services Director Infrastructure Services Manager Building Approvals and Compliance Manager Engineering Manager Operations Manager Strategic and Statutory Planning</p>
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	
Head of power	
Delegator	
Express power to delegate	
Express power or duty delegated	
Function	
Delegates	
Conditions	
Express power to subdelegate	
Subdelegates	
Subdelegate conditions	
Date adopted	26 July 2024
Adoption references	

Delegation	1.2.15 Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand Drift
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.21(1) Wind erosion and sand drifts – Sch.9.1 cl.12
Function	Authority to give notice to an owner / occupier of land if it is considered that clearing the owner / occupier's land might cause local government land having a common boundary, will be adversely affected by wind erosion or sand drift [ULP r.21(1)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	<p>Director Regulatory Services Director Infrastructure Services Manager Community Safety Manager Building Approvals and Compliance</p>
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 11.2.4 OCM 22/o7/2022

Delegation	1.2.16 Expressions of Interest for Goods and Services
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services</p> <p><i>Local Government (Functions and General) Regulations 1996:</i> r.21 Limiting who can tender, procedure for r.23 Rejecting and accepting expressions of interest to be acceptable tenderer</p>
Function	<ol style="list-style-type: none"> 1. Authority to determine when to seek Expressions of Interest and to invite Expressions of Interest for the supply of goods or services [F&G r.21]. 2. Authority to consider Expressions of Interest which have not been rejected and determine those which are capable of satisfactorily providing the goods or services, for listing as acceptable tenderers [F&G r.23].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services</p>
Subdelegate conditions	All exercises of power must be consistent with Procurement and Tender Procedures Policy
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.17 Tenders for Goods and Services
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services</p> <p><i>Local Government (Functions and General) Regulations 1996:</i> r.11 When tenders have to be publicly invited r.13 Requirements when local government invites tenders though not required to do so r.14 Publicly inviting tenders, requirements for r.18 Rejecting and accepting tenders r.20 Variation of requirements before entry into contract r.21A Varying a contract for the supply of goods or services</p>

<p>Function</p>	<ol style="list-style-type: none"> 1. Authority to call tenders [F&G r.11(1)] up to and including \$499,999 ex GST value. 2. Authority to, because of the unique nature of the goods or services or for any other reason it is unlikely that there is more than one supplier, determine a sole supplier arrangement [F&G r.11(2)(f)]. 3. Authority to undertake tender exempt procurement, in accordance with the Procurement and Tender Procedures Policy requirements, where the total consideration is included in the adopted Annual Budget [F&G.r.11(2). 4. Authority to invite tenders although not required to do so [F&G r.13]. 5. Authority to determine in writing, before tenders are called, the criteria for acceptance of tenders [F&G r.14(2a)]. 6. Authority to determine the information that is to be disclosed to those interested in submitting a tender [F&G r.14(4)(a)]. 7. Authority to vary tender information after public notice of invitation to tender and before the close of tenders, taking reasonable steps to ensure each person who has sought copies of the tender information is provided notice of the variation [F&G r.14 (5)]. 8. Authority to evaluate tenders, by written evaluation, and decide which is the most advantageous [F&G r.18(4)]. 9. Authority to accept, or reject an RFx, up to and including \$499,999 ex GST value detailed as a condition on this Delegation, and in accordance with the requirements of the Functions and General Regulations [F&G r.18(2) and (4)]. 10. Authority to approve a variation up to an amount of 10% of the original purchasing value of the total goods or services sought through the RFx, and to then negotiate minor variations (up to an amount of 10% of the original purchasing value) with the successful tenderer before entering into a contract [F&G r.20(1) and (3)]. 11. Authority to seek clarification from tenderers in relation to information contained in their tender submission [F&G r.18(4a)]. 12. Authority to decline any tender [F&G r.18(5)]. 13. If the chosen tenderer is unable or unwilling to form a contract or the minor variation cannot be agreed with the successful tenderer, so that the tenderer ceases to be the chosen tenderer, authority to choose the next most advantageous tender to accept [F&G r.20(2)]. 14. Authority to: <ol style="list-style-type: none"> i. Vary a contract that has been entered into with a successful tenderer, provided the variation/s do not change the scope of the original contract and is limited to a 10% tolerance of the original purchasing value; and ii. Exercise an extension option that was included in the original tender specification and contract in accordance with r.11(2)(j). [F&G r.21A]. 15. Authority to accept another tender where within 6-months of either accepting a tender, a contract has not been entered into or the successful tenderer agrees to terminate the contract [F&G r.18(6) and (7)], unless the tender was awarded by Council.
<p>Delegates</p>	<p>CEO</p>

Conditions	<ul style="list-style-type: none"> a. Sole supplier arrangements may only be approved where a record is retained that evidences: <ul style="list-style-type: none"> i. A detailed specification; ii. The outcomes of market testing of the specification; iii. The reasons why market testing has not met the requirements of the specification; and iv. Rationale for why the supply is unique and cannot be sourced through other suppliers. b. Tenders may only be called where there is an adopted budget for the proposed goods or services, with the exception being in the period immediately prior to the adoption of a new Annual Budget and where the: <ul style="list-style-type: none"> i. proposed goods or services are required to fulfil a routine contract related to the day to day operations of the Local Government; ii. current supply contract expiry is imminent; iii. value of the proposed new contract has been included in the draft Annual Budget proposed for adoption; and iv. The tender specification includes a provision that the tender will only be awarded subject to the budget adoption by the Council. c. In accordance with s.5.43, tenders may only be accepted where the resulting expense is included in the adopted Annual Budget. d. All above delegations must be in accordance with the Procurement and Tender Procedures Policy
Express power to subdelegate	<p><i>Local Government Act 1995:</i> ♦</p> <p>s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services</p>
Subdelegate conditions	<p>Director Corporate Services (Function 3, 4, 5, 6, 7, 8, 9*, 10, 11, 12, 15*) Director Regulatory Services (Function 3, 4, 5, 6, 7, 8, 9*, 10, 11, 12, 15*) Director Infrastructure Services (Function 3, 4, 5, 6, 7, 8, 9*, 10, 11, 12, 15*) Director Community Experience (Function 3, 4, 5, 6, 7, 8, 9*, 10, 11, 12, 15*)</p> <ul style="list-style-type: none"> a. In accordance with s.5.43, tenders may only be accepted where the resulting expense is included in the adopted Annual Budget. b. * Directors are authorised to accept tenders under function 9 and 15 up to \$150,000 excluding GST within their Directorate only. c. All above sub-delegations must be in accordance with the Procurement and Tender Procedures Policy d. Directors exercising this function must provide a memorandum to the CEO (for calling of tenders)

Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Item 12.1.1 Appendix 1

Delegation	1.2.18 Disposal of Property
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<i>Local Government Act 1995:</i> s.3.58(2) and (3) Disposing of Property
Function	<ol style="list-style-type: none"> 1. Authority to dispose of property to: <ol style="list-style-type: none"> i. to the highest bidder at public auction [s.3.58(2)(a)]; and ii. to the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tenders [s.3.58(2)(b)]. 2. Authority to dispose of property by private treaty only in accordance with section 3.58 (3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)]. 3. Authority to dispose of property to a person or body that is an exempt disposition pursuant to r. 30 of the Local Government (Functions and General) Regulations 1996.
Delegates	CEO

Conditions	<p>a. When determining the method of disposal:</p> <p>i. Where a public auction is determined as the method of disposal:</p> <ul style="list-style-type: none"> • Reserve price has been set by independent valuation; and • Where the reserve price is not achieved at auction, negotiation may be undertaken to achieve the sale at up to a -10% variation on the set reserve price; <p>ii. Where a public tender is determined as the method of disposal and the tender does not achieve a reasonable price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method; and</p> <p>iii. Where a private treaty is determined [s.3.58(3)] as the method of disposal, authority to:</p> <ul style="list-style-type: none"> • Negotiate the sale of the property up to a -10% variance on the valuation; and • Consider any public submissions received and determine if to proceed with the disposal, ensuring that the reasons for such a decision are recorded. <p>b. Where the market value of the property is determined as being less than \$20,000 (F&G r.30(3) excluded disposal) may be undertaken:</p> <p>i. Without reference to Council for resolution; and</p> <p>ii. In any case, be undertaken to ensure that the best value return is achieved by gifting, donating, or destruction (including recycling or reusing) a property (not exceeding \$5,000).</p>
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.19 Payments from the Municipal or Trust Funds
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<i>Local Government (Financial Management) Regulations 1996:</i> r.12(1)(a) Payments from municipal fund or trust fund, restrictions on making
Function	Authority to make payments from the municipal or trust funds [r.12(1)(a)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Director Corporate Services Director Infrastructure Services Director Regulatory Services Director Community Experience Manager Corporate Services Manager Governance, Risk and Procurement
Subdelegate conditions	<p>a. Sub-Delegates must comply with finance procedures approved by the CEO (Financial Management Regulation 5)</p> <p>b. The Municipal Fund and Trust Fund is to be signed by two (2) of the abovementioned officers.</p> <p><i>* Note – payments for investments are specifically outlined under section 1.2.24 and are not included in this section</i></p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.20 Defer, Grant Discounts, Waive or Write Off Debts
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<i>Local Government Act 1995:</i> s.6.12 Power to defer, grant discounts, waive or write off debts
Function	<ol style="list-style-type: none"> 1. Waive a debt which is owed to the Shire [s.6.12(1)(b)] 2. Grant a concession in relation to money which is owed to the Shire [s.6.12(1)(b)]. 3. Write off an amount of money which is owed to the Shire [s.6.12(1)(c)].
Delegates	CEO
Conditions	<p><u>Waiver of Fee or Charge:</u></p> <ol style="list-style-type: none"> 1. The Chief Executive Officer or subdelegate may waive fees and charges, up to a maximum value of \$3,000 (ex GST) per customer within a financial year; 2. The Chief Executive Officer or subdelegate may waive fees and charges for amounts up to \$3,000 (ex GST) for any fee or charge whose imposition is inequitable during circumstances where the State Government has declared either an 'emergency situation' or 'state of emergency' pursuant to the Emergency Management Act 2005, or a 'public health emergency' declaration under the Public Health Act 2016, and in accordance with a prior Council resolution. <p><u>Grant a Concession:</u></p> <ol style="list-style-type: none"> 3. The Chief Executive Officer or subdelegate may provide a concession, in relation to money which is owed to the Shire [s.6.12(1)(b)], related to their operational responsibilities, where such concession is either to: <ol style="list-style-type: none"> i. a value up to \$3000 (ex GST) per customer within a financial year; or ii. assist a not for profit community group or charitable entity, or where appropriate, up to \$3,000 (ex GST) at the discretion of the Chief Executive Officer, in fulfilling a service, social or cultural outcome, within the Shire. <p><u>Write off Debts:</u></p> <ol style="list-style-type: none"> 4. The Chief Executive Officer or subdelegate may only write off debts, excluding rates, limited to a value up to \$3,000 (ex GST) per debtor within a financial year. <p>The Chief Executive Officer has discretion to determine any conditions applicable to use of sub-delegated powers or duties.</p>

Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services</p>
Subdelegate conditions	<p>Director Corporate Services (Function 1, 2, 3, 4) Director Regulatory Services (Function 1, 2, 3) Director Infrastructure Services (Function 1, 2, 3) Director Community Experience (Function 1, 2, 3)</p> <p>A \$10,000 annual limit is imposed on Directors of Community Experience, Regulatory Services, and Infrastructure Services and \$20,000 for Corporate Services Director.</p> <p>Fee waivers and concessions may only be granted by a Director with respect to their Directorate.</p> <p><u>Waiver of Fee or Charge:</u></p> <p>1. Each Director may waive fees and charges related to their operational responsibilities, where such waiver is to a value up to \$3,000 (ex GST) per customer within a financial year; 2. Each Director may waive fees and charges for amounts up to \$3,000 (ex GST) for any fee or charge whose imposition is inequitable during circumstances where the State Government has declared either an 'emergency situation' or 'state of emergency' pursuant to <i>the Emergency Management Act 2005</i>, or a 'public health emergency' declaration under the <i>Public Health Act 2016</i>, and in accordance with a prior Council resolution.</p> <p><u>Grant a Concession:</u></p> <p>3. Each Director may provide a concession, in relation to money which is owed to the Shire [s.6.12(1)(b)], related to their operational responsibilities, where such concession is either to: i. a value up to \$3,000 (ex GST) per customer within a financial year; or ii. assist a not for profit community group or charitable entity, or where appropriate, up to \$3,000 (ex GST) at the discretion of the Director, in fulfilling a service, social or cultural outcome, within the Shire. 4. The Director Corporate Services may only write off debts, excluding rates, limited to a value up to \$3,000 (ex GST) per debtor within a financial year.</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.21 Power to Invest and Manage Investments
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.6.14 Power to invest</p> <p><i>Local Government (Financial Management) Regulations 1996:</i> r.19 Investments, control procedures for</p>
Function	<ol style="list-style-type: none"> 1. Authority to invest money held in the municipal fund or trust fund that is not, for the time being, required for any other purpose [s.6.14(1)]. 2. Authority to establish and document internal control procedures to be followed in the investment and management of investments [FM r.19].
Delegates	CEO
Conditions	<ol style="list-style-type: none"> a. All investment activity must comply with the Financial Management Regulation 19C and Council's Investment Policy. b. A report detailing the investment portfolio's performance, exposures and changes since last reporting, is to be provided as part of the Monthly Financial Reports. c. The placement or redemption of all investments requires dual authorisation by the Chief Executive Officer and a Director.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Corporate Services Manager Corporate Services</p>
Subdelegate conditions	Two (2) authorised signatories are required
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.22 Rate Record Amendment
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.6.39(1) Rate record s.6.39(2)(b) Rate record s.6.40(1) and (2) Effect of amendment of rate record s.6.41 Service of rate notice</p>
Function	<ol style="list-style-type: none"> 1. Authority to compile rate record, at the time and in the form and manner prescribed, for that financial year after Council resolve to impose rates [6.39(1)]. 2. Authority to determine any requirement to amend the rate record for the 5-years preceding the current financial year [s.6.39(2)(b)]. 3. Authority to reassess the rates payable on the land and to give notice to the owner of the land of any change in the amount of rates payable on the land [6.40(1) and (2)]. 4. Authority to provide the owner of rateable land a dated notice accompanied by the details and particulars described [6.41(1)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Corporate Services Manager Corporate Services Rates Revenue Finance Officer</p>
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.23 Agreement as to Payment of Rates and Service Charges
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<i>Local Government Act 1995:</i> s.6.49 Agreement as to payment of rates and service charges
Function	Authority to make an agreement with a person for the payment of rates or service charges [s.6.49].
Delegates	CEO
Conditions	Agreements must be in writing and must ensure acquittal of the rates or service charge debt before the next annual rates or service charges are levied.
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	<p>Director Corporate Services Manager Corporate Services Rates Revenue Finance Officer Senior Finance Officers Management Accountant</p>
Subdelegate conditions	Payments of rates and service charges to be made in accordance with policy and procedures.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.24 Recovery of Rates or Service Charges
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.6.55 Rates or service charges recovery s.6.56 Rates or service charges recoverable in court</p>
Function	<ol style="list-style-type: none"> 1. Authority to recover rates or service charges on land [s.6.55] 2. Authority to recover rates or service charges, as well as costs of proceedings for the recovery, in a court of competent jurisdiction [s.6.56(1)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Corporate Services Manager Corporate Services Rates Revenue Finance Officer (Function 1)</p>
Subdelegate conditions	Nil
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.25 Recover a Fee or Charge (Excluding Rates)
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.6.16 Imposition of fees and charges</p>
Function	The power to recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed under Part 6, Division 5 of the <i>Local Government Act 1995</i> .
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Corporate Services Manager Corporate Services Rates Revenue Finance Officer</p>
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.26 Recovery of Rates Debts – Require Lessee to Pay Rent
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<i>Local Government Act 1995:</i> s.6.60 Local Government may require lessee to pay rent
Function	<p>1. Authority to give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the Shire [s.6.60(2)].</p> <p>2. Authority to recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice [s.6.60(4)].</p>
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Director Corporate Services Manager Corporate Services Rates Revenue Finance Officer
Subdelegate conditions	Payments of rates and service charges to be made in accordance with policy and procedure .
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.27 Rate Record – Objections
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<i>Local Government Act 1995:</i> s.6.76 Grounds of objection
Function	<ol style="list-style-type: none"> 1. Authority to extend the time for a person to make an objection to a rate record [s.6.76 (4)]. 2. Authority to consider an objection to a rate record and either allow it or disallow it, wholly or in part, providing the decision and reasons for the decision in a notice promptly served upon the person whom made the objection [s.6.76(5)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Director Corporate Services
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.28 Authority to Commence Prosecutions under the Local Government Act and Local Laws
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.4.97 Prosecutions s.9.24 Prosecutions, commencing</p>
Function	<ol style="list-style-type: none"> 1. The power to commence a prosecution for an offence against the <i>Local Government Act 1995</i> [s.9.24(1)(b)&(c)] 2. The power to commence a prosecution for an offence under a Shire of East Pilbara local law pursuant to Part 4, Division 11 [s.9.24(2)(a)&(b)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.29 Execute Documents and Contract Formalities
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.9.49A Execution of Documents s.9.49B Contract Formalities</p>
Function	<ol style="list-style-type: none"> 1. To sign documents on behalf of the local government subject to the conditions below [s.9.49A(4)]. 2. To vary or discharge a contract in the name of or on behalf of the local government subject to conditions below [s.9.49B(1)].
Delegates	CEO
Conditions	<ol style="list-style-type: none"> a. The authorised officers may only sign documents in accordance with the Council's Execution of Documents Policy. b. The authorised officers may only vary or discharge a contract that it has authorisation to sign pursuant to section 9.49A(4) and in accordance with the Council's Execution of Documents Policy. c. Records of executed documents must be maintained in accordance with State Records Act and Council's Record Keeping policy and procedures.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services</p>
Subdelegate conditions	Execution of documents must be reported in accordance with the Execution of Documents Policy.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.30 Grants and Sponsorship Allocations
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Function	<p>1. Authority to determine allocation [FM Reg 12(1)(a)] of the following grants in accordance with Council's Grants and Sponsorship Policy:</p> <ul style="list-style-type: none"> i. Small Grants up to the value of \$1,000; ii. Events and Activation Grants up to the value of \$1,000; iii. Participation Grants up to a value of \$1,500. <p>2. Authority to decline applications for sponsorships in accordance with Council's Grants and Sponsorship Policy.</p>
Delegates	CEO
Conditions	<p>1. Decisions must be in accordance with the requirements of relevant Council Policies and be within Annual Budget allocations.</p> <p>2. Records evidencing assessment against criteria must be retained.</p> <p>3. Decisions made under this Delegation may be appealed by application to Council.</p> <p>4. This Delegation does not apply to any application received under a scheduled round of funding, including, but not limited to, Community Grants and Sponsorship.</p>
Subdelegate	Director Community Experience
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.31 Payments to Australian Taxation Office, Superannuation Funds and Authorised Deposit Taking Institutions
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995</i> s.3.57 Tenders for providing goods and services
Function	Authority to approve payments to the Australian Taxation Office, Superannuation Funds and Authorised Deposit Taking Institutions.
Delegates	CEO
Conditions	<ol style="list-style-type: none"> 1. Payments of taxation instalments on behalf of Shire Employees to the Australian Taxation Office. 2. Payments of employer and employee contributions on behalf of Shire Employees to Superannuation Funds approved by the Australian Taxation Office. 3. Payments to Authorised Deposit Taking Institutions for the purposes of the repayment of a loan facility authorised by Council.
Express power to subdelegate	As determined by the CEO (Condition 1 applies – conditions 2 and 3 may not be delegated).
Statutory framework	<i>Local Government Act 1995</i>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.1 Determine if an Emergency for Emergency Powers of Entry
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government Act 1995:</i> s.3.34(2) Entry in emergency
Function	Authority to determine on behalf of the CEO that an emergency exists for the purposes of performing local government functions [s.3.34(2)].
Delegates	Coordinator Environmental Health Services Director Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services Environmental Health Officer Manager Community Safety Park Ranger - Cape Keraudren Ranger
Conditions	In each instance that this delegation is exercised, the delegate must provide a report to the Chief Executive Officer.
Express power to subdelegate	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.2 Determine and Manage Conditions on Approvals to Obstruct a Public Thoroughfare
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<i>Local Government Act 1995</i> : s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> : r.6(4)(d) Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a)
Function	<p>When determining to grant permission to obstruct a public footpath or thoroughfare under Delegated Authority 1.2.11 Obstruction of Footpaths and Thoroughfares:</p> <ol style="list-style-type: none"> 1. Authority to determine the sum sufficient to cover the cost of repairing damage to the public thoroughfare resulting from the placement of a thing or a protective structure, on the basis that the local government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant [ULP r.6(4)(d)]. 2. Authority to determine the requirements for protective structures, during such time as it is considered necessary for public safety and convenience [ULP r.6(5)(b)]. 3. Authority to determine and require in writing, that the person granted permission to obstruct a public thoroughfare repair damage caused by things placed on the thoroughfare and authority to determine if such repairs are to the satisfaction of the local government [ULP r.6(5)(d)].
Delegates	Director Regulatory Services Director Infrastructure Services
Conditions	<ol style="list-style-type: none"> a. Decisions under this Delegation must be exercised in alignment with Council's Delegated Authority 1.2.11 Obstruction of Footpaths and Thoroughfares. b. Actions under this Delegation must comply with the procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>.
Express power to subdelegate	Nil
Date adopted	26 July 2024
Adoption references	Item 11.2.4 OCM 22/07/2022

Delegation	1.3.3 Determine and Manage Conditions on Permission for Dangerous Excavations on or on land adjoining Public Thoroughfares
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<i>Local Government Act 1995</i> : s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> : r.11(6)(c) and (7)(c) Dangerous excavation in or near public thoroughfare – Sch. 9.1 cl.6
Function	<p>When determining to grant permission to for a dangerous excavation under Delegated Authority 1.2.13 Public Thoroughfares – Dangerous Excavations:</p> <ol style="list-style-type: none"> 1. Authority to determine, as a condition of granting permission, the sum sufficient to deposit to cover the cost of repairing damage to the public thoroughfare or adjoining land resulting from the excavation or a protective structure, on the basis that the local government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant [r.11(6)(c)]. 2. Authority to determine, as a condition of granting permission, requirements for protective structures and for the protective structures to be maintained and kept in satisfactory condition necessary for public safety and convenience [r.11(7)(c)]. 3. Authority to determine if repairs to damage resulting from excavation or protective structures have been repaired satisfactorily.
Delegates	Director Regulatory Services Director Infrastructure Services Work, Health and Safety Advisor
Conditions	<ol style="list-style-type: none"> a. Decisions under this Delegation must be exercised in alignment with Council's Delegated Authority 1.2.13 Public Thoroughfares – Dangerous Excavations. b. Actions under this Delegation must comply with the procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>.
Express power to subdelegate	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.4 Determine and Manage Conditions on Permission for Private Works on, over, or under Public Places
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.17(5)(b) and r.17(6)(c) Private works on, over, or under public places — Sch. 9.1 cl. 8
Function	<p>1. Authority to determine, as a condition of granting permission for Private Works in Public Places, the sum sufficient to deposit with the Local Government to cover the cost of repairing damage to the public thoroughfare or public place resulting from the crossing construction, on the basis that the Local Government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant [r.17(5)(b)].</p> <p>2. Authority to determine if repairs to damage resulting from excavation or protective structures have been repaired satisfactorily. [r.17(6)(c)].</p>
Delegates	Director Regulatory Services Director Infrastructure Services Manager Operations Manager Building Approvals and Compliance Manager Strategic and Statutory Planning
Conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.5 Electoral Enrolment Eligibility Claims and Electoral Roll
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.4.32(4), (5A) and (5) Eligibility to enrol under s.4.30, how to claim s.4.34 Accuracy of enrolment details to be maintained s.4.35 Decision that eligibility to enrol under s.4.30 has ended s.4.37 New roll for each election</p> <p><i>Local Government (Elections) Regulations 1997:</i> r.11(1a) Nomination of co-owners or co-occupiers — s.4.31 r.13(2) and (4) Register - s.4.32(6)</p>
Function	<ol style="list-style-type: none"> 1. Authority to require the written notice for co-owners or co-occupiers to be incorporated into Form 2 [r.11(1a)]. 2. Authority to decide whether or not the claimant is eligible under s.4.30(1)(a) and (b) and accept or reject the claim accordingly [s.4.32(4)]. 3. Authority to decide to accept or reject a claim made before the close of enrolments, but less than 14-days before the close of nominations [s.3.42(5A)]. 4. Authority to make any enquiries necessary in order to make a decision on an eligibility claim [s.4.32(5)]. 5. Authority to approve the omission of an elector's address from the Owners and Occupiers Register on the basis of a declaration from the elector that the publication of this information would place the elector's or their families safety at risk [Elections r.13 (2)]. 6. Authority to amend the Owners and Occupiers Register from time to time to make sure that the information recorded in it is accurate [Elections r.13(4)]. 7. Authority to ensure that the information about electors that is recorded from enrolment eligibility claims is maintained in an up to date and accurate form [s.4.34]. 8. Authority to decide that a person is no longer eligible under s.4.30 to be enrolled on the Owners and Occupiers Electoral Roll [s.4.35(1)] and to give notice [s.4.35(2)] and consider submissions [s.4.35(6)], before making such determination. 9. Authority to determine to take any action necessary to give effect to advice received from the Electoral Commissioner [s.4.35(5)]. 10. Decide, with the approval of the Electoral Commissioner, that a new electoral roll is not required for an election day which is less than 100 days since the last election day [s.4.37(3)].
Delegates	Director Corporate Services Manager Governance, Risk and Procurement

Conditions	Decisions on enrolment eligibility are to be recorded in the Enrolment Eligibility Register in accordance with s.4.32(6) and s.4.35(7).
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Item 12.1.1 Appendix 1

Delegation	1.3.6 Destruction of Electoral Papers
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government (Elections) Regulations 1997:</i> r.82(4) Keeping election papers – s4.84(a)
Function	Authority to, after a period of 4-years, destroy the parcels of election papers in the presence of at least 2 other employees [Elect. r.82(4)].
Delegates	Manager Governance, Risk and Procurement
Conditions	Memo to be kept on the file certifying the destruction of the election papers.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.7 Financial Management Systems and Procedures
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<i>Local Government (Financial Management) Regulations 1996:</i> r.5 CEO's Duties as to financial management
Function	<p>Authority to establish systems and procedures which give effect to internal controls and risk mitigation for the:</p> <ul style="list-style-type: none"> i. Collection of money owed to the Shire; ii. Safe custody and security of money collected or held by the Shire; iii. Maintenance and security of all financial records; iv. Proper accounting of the Municipal and Trust Funds, including revenue, expenses and assets and liabilities; v. Proper authorisation of employees for incurring liabilities, including authority for initiating Requisition Orders, Purchase Orders and use of Credit and Transaction Cards; vi. Making of payments in accordance with Delegated Authority; and vii. Preparation of budgets, budget reviews, accounts and reports as required by legislation or operational requirements.
Delegates	<p>Director Corporate Services Manager Corporate Services Manager Governance, Risk and Procurement (Function v)</p>
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.8 Infringement Notices
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government Act 1995:</i> s.9.13(6)(b) Onus of proof in vehicle offences may be shifted s.9.16 Notice, giving of to alleged offender s.9.19 Extension of Time s.9.20 Withdrawal of Notice <i>Building Regulations 2012:</i> Regulation 70(1A), (1), (2) Approved officers and authorised officers
Function	<ol style="list-style-type: none"> 1. Authority to consider an owner of a vehicle's submission that the vehicle that is subject of an infringement notice, had been stolen or unlawfully taken at the time of the alleged offence [s.9.13(6)(b)]. 2. Authority to give an infringement notice to an alleged offender [9.16]. 3. Authority to extend the 28-day period within which payment of a modified penalty may be paid, whether or not the period of 28-days has elapsed [s.9.19]. 4. Authority to withdraw an infringement notice within one year after the notice was given, whether or not the modified penalty has been paid by sending a withdrawal notice (in the prescribed form) to the alleged offender and if the modified penalty has been paid, providing a refund [s.9.20].
Delegates	Director Regulatory Services Environmental Health Officer Manager Community Safety Manager Building Approvals and Compliance Coordinator Environmental Health Services Park Ranger – Cape Keraudren Ranger
Conditions	Director Regulatory Services (Function 1, 2, 3) Manager Community Safety (Function 1, 2, 3) Park Ranger – Cape Keraudren (Function 1, 2) Ranger(s) (Function 1, 2) Coordinator Environmental Health Services (Function 2) Environmental Health Officer (Function 2) Manager Building Approvals and Compliance (Function 2) A delegate who participated in a decision to issue an infringement notice, must NOT determine any matter related to that infringement notice under this Delegation.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.9 Acting Chief Executive Officer
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government Act 1995:</i> s.5.39(1a)(a) An employee may act in the position of a CEO
Function	Senior Employee to act in the capacity of Chief Executive Officer during absences not exceeding three months [s.5.39(1a)(a)].
Delegates	Director Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services
Conditions	Only a senior employee may be appointed as acting Chief Executive Officer and in accordance with Council's Appointment of Acting Chief Executive Officer Policy.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.10 Complaints Officer (For Council Members, Committee Members and Candidates)
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government Act 1995:</i> s.5.120 Complaints officer
Function	An employee to be the designated Complaints Officer under the <i>Local Government Act 1995</i> [s.5.120(a)].
Delegates	Manager Governance, Risk and Procurement
Conditions	All decisions and processes are to align with the Shire of East Pilbara Code of Conduct for Council Members, Committee Members and Candidates
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.11 Making Payments to Employees in Addition to Contract or Award
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government Act 1995:</i> s.5.50 Payments to Employees in addition to Contract or Award
Function	Making Payments to Employees in addition to Contract or Award pursuant to Part 5, Division 4 of the <i>Local Government Act 1995</i> .
Delegates	CEO
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2.1.1 Power of Local Government to Destroy Dangerous Vegetation or Premises in Cyclone Area
Head of power	02 <i>Emergency Management Act 2005</i>
Delegator	Council
Express power to delegate	<i>Emergency Management Act 2005:</i> s.45 Exercise of powers under this division
Express power or duty delegated	<i>Emergency Management Act 2005:</i> s.46 Power of local government to destroy dangerous vegetation or premises in cyclone area s.47 Local government may require owner or occupier of land to take action s.48 Additional powers when direction given
Function	Powers and functions of local government during a cyclone under Part 3 Division 3 of the <i>Emergency Management Act 2005</i> .
Delegates	CEO Director Regulatory Services Director Community Experience Director Infrastructure Services Manager Community Safety Manager Operations Park Ranger - Cape Keraudren Ranger
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	3.1.1 Decisions Made Under the <i>Freedom of Information Act 1992</i>
Head of power	03 <i>Freedom of Information Act 1992</i>
Delegator	CEO
Express power to delegate	<i>Freedom of Information Act 1992:</i> s.100 Who in agency makes its decisions
Express power or duty delegated	<i>Freedom of Information Act 1992:</i> s.100 Who in agency makes its decisions
Function	<ol style="list-style-type: none"> 1. All primary decisions made under the <i>Freedom of Information Act 1992</i>; and 2. Internal review of primary decision as to access under section 41.
Delegates	Director Corporate Services Manager Governance, Risk and Procurement Coordinator Records Management
Conditions	Director Corporate Services (Function 2) Manager Governance, Risk and Procurement (Function 1, 2) Coordinator Records Management (Function 1) Delegates who perform Function 1 cannot undertake Function 2 in respect to the same application.
Subdelegates	Nil
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	4.1.1 Public Interest Disclosure Officers
Head of power	04 <i>Public Interest Disclosures Act 2003</i>
Delegator	CEO
Express power to delegate	<i>Public Interest Disclosures Act 2003:</i> s.23(1)(a) The principal executive officer of a public authority must designate the occupant of a specified position with the authority as the person responsible for receiving disclosures of public interest information
Express power or duty delegated	<i>Public Interest Disclosures Act 2003:</i> S.23 Principal executive officer of public authority, duties of
Function	The person responsible for receiving disclosures of public interest information under the <i>Public Interest Disclosures Act 2003</i> .
Delegates	Customer Service and Library Officer - Marble Bar Manager Governance, Risk and Procurement Manager Place
Conditions	Delegates must be authorised by the CEO and complete a Public Interest Disclosure Officer Declaration certifying they understand their responsibilities and obligations under the <i>Public Interest Disclosures Act 2003</i> .
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.1 Grant a Building Permit
Head of power	05 <i>Building Act 2011</i>
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Act 2011:</i> s.18 Further Information s.20 Grant of building permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit <i>Building Regulations 2012:</i> r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))
Function	<ol style="list-style-type: none"> 1. Authority to require an applicant to provide any documentation or information required to determine a building permit application [s.18(1)]. 2. Authority to grant or refuse to grant a building permit [s.20(1) and (2) and s.22]. 3. Authority to impose, vary or revoke conditions on a building permit [s.27(1) and (3)]. 4. Authority to determine an application to extend time during which a building permit has effect [r.23]. <ol style="list-style-type: none"> i. Subject to being satisfied that work for which the building permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)]; and ii. Authority to impose any condition on the building permit extension that could have been imposed under s.27 [r.24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a building permit [r.26].
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Director Regulatory Services Manager Building Approvals and Compliance
Subdelegate conditions	Director Regulatory Services (Function 1, 2, 3, 4, 5) Manager Building Approvals and Compliance (Function 1, 2, 3, 4, 5)

Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Item 12.1.1 Appendix 1

Delegation	5.1.2 Demolition Permits
Head of power	05 <i>Building Act 2011</i>
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Act 2011:</i> s.18 Further Information s.21 Grant of demolition permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit <i>Building Regulations 2012:</i> r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))
Function	<ol style="list-style-type: none"> 1. Authority to require an applicant to provide any documentation or information required to determine a demolition permit application [s.18(1)]. 2. Authority to grant or refuse to grant a demolition permit on the basis that all s.21(1) requirements have been satisfied [s.20(1) and (2) and s.22]. 3. Authority to impose, vary or revoke conditions on a demolition permit [s.27(1) and (3)] 4. Authority to determine an application to extend time during which a demolition permit has effect [r.23]. <ol style="list-style-type: none"> i. Subject to being satisfied that work for which the demolition permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)] ii. Authority to impose any condition on the demolition permit extension that could have been imposed under s.27 [r.24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a demolition permit [r.26].
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Director Regulatory Services Manager Building Approvals and Compliance
Subdelegate conditions	Nil

Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Item 12.1.1 Appendix 1

Delegation	5.1.3 Occupancy Permits or Building Approval Certificates
Head of power	05 <i>Building Act 2011</i>
Delegator	Council
Express power to delegate	<i>Building Act 2011</i> : s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Act 2011</i> : s.55 Further information s.58 Grant of occupancy permit, building approval certificate s.62(1) and (3) Conditions imposed by permit authority s.65(4) Extension of period of duration <i>Building Regulations 2012</i> : r.40 Extension of period of duration of time limited occupancy permit or building approval certificate (s.65)
Function	<ol style="list-style-type: none"> 1. Authority to require an applicant to provide any documentation or information required in order to determine an application [s.55]. 2. Authority to grant, refuse to grant or to modify an occupancy permit or building approval certificate [s.58]. 3. Authority to impose, add, vary or revoke conditions on an occupancy permit [s.62(1) and (3)]. 4. Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect [s.65(4) and r.40].
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011</i> : s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Director Regulatory Services Manager Building Approvals and Compliance
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.4 Authorised Persons (Building)
Head of power	05 <i>Building Act 2011</i>
Delegator	Council
Express power to delegate	<i>Building Act 2011</i> : s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Act 2011</i> s.96(3) authorised persons s.99(3) Limitation on powers of authorised person
Function	<ol style="list-style-type: none"> 1. Authority to designate an employee as an authorised person [s.96(3)]. 2. Authority to revoke or vary a condition of designation as an authorised person or give written notice to an authorised person limiting powers that may be exercised by that person [s.99(3)]. 3. Authority to undertake the following functions as authorised persons: <ol style="list-style-type: none"> a. Entry powers [s.100] b. Powers after entry and compliance purposes [s.101] c. Obtaining information and documents [s.102] d. Use of force and assistance [s.103] e. Entry warrant to enter a place [s.106] f. Execution of warrant [s.109] g. To carry out the functions to give effect to a building order [s.118]
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011</i> : s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Director Regulatory Services Manager Building Approvals and Compliance
Subdelegate conditions	Director Aviation and Regulatory Services (Function 3a, 3b, 3c, 3d, 3e, 3f, 3g) Manager Building Approvals and Compliance (Function 3a, 3b, 3c, 3g)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.5 Authorised Persons (Swimming Pool Inspectors)
Head of power	05 <i>Building Act 2011</i>
Delegator	Council
Express power to delegate	<i>Building Act 2011</i> : s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Regulations 2012</i> : r.53 Inspection of barrier to private swimming pool
Function	<ol style="list-style-type: none"> 1. To authorise persons to inspect the barrier of private swimming pools every 4 years to ensure compliance with the <i>Building Regulations 2012</i> [r.53]. 2. To inspect the barrier of private swimming pools every 4 years to ensure compliance with the <i>Building Regulations 2012</i> [r.53].
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011</i> : s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Director Regulatory Services Manager Building Approvals and Compliance
Subdelegate conditions	Director Regulatory Services (Function 2) Manager Building Approvals and Compliance (Function 2)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.6 Building Orders
Head of power	05 <i>Building Act 2011</i>
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Act 2011:</i> s.110(1) A permit authority may make a building order s.111(1) Notice of proposed building order other than building order (emergency) s.117(1) and (2) A permit authority may revoke a building order or notify that it remains in effect s.118(2) and (3) Permit authority may give effect to building order if non-compliance s.133(1) A permit authority may commence a prosecution for an offence against this Act
Function	<ol style="list-style-type: none"> Authority to make Building Orders in relation to: <ol style="list-style-type: none"> Building work; Demolition work; and An existing building or incidental structure [s.110(1)]. Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(c)]. Authority to revoke a building order [s.117]. If there is non-compliance with a building order, authority to cause an authorised person to: <ol style="list-style-type: none"> take any action specified in the order; or commence or complete any work specified in the order; or if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease [s.118(2)]. Authority to take court action to recover as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order [s.118(3)]. Authority to initiate a prosecution pursuant to section 133(1) for non-compliance with a building order made pursuant to section 110 of the Building Act 2011.
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Director Regulatory Services Manager Building Approvals and Compliance
Subdelegate conditions	Director Regulatory Services (Function 1, 2, 3, 4, 5, 6) Manager Building Approvals and Compliance (Function 1, 2)

Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Item 12.1.1 Appendix 1

Delegation	5.1.7 Inspection and Copies of Building Records
Head of power	05 <i>Building Act 2011</i>
Delegator	Council
Express power to delegate	<i>Building Act 2011</i> : s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Act 2011</i> : s.131(2) Inspection, copies of building records
Function	Authority to determine an application from an interested person to inspect and copy a building record [s.131(2)].
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011</i> : s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Administration Officer - Airport Services Assistant Building Surveyor/ Administration Officer Director Regulatory Services Manager Building Approvals and Compliance
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.8 Referrals and Issuing Certificates
Head of power	05 <i>Building Act 2011</i>
Delegator	Council
Express power to delegate	<i>Building Act 2011</i> : s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Act 2011</i> : s.145A Local Government functions
Function	<ol style="list-style-type: none"> 1. Authority to refer uncertified applications under s.17(1) to a building surveyor who is not employed by the local government [s.145A(1)]. 2. Authority to issue a certificate for Design Compliance, Construction Compliance or Building Compliance whether or not the land subject of the application is located in the Shire's District [s.145A(2)].
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011</i> : s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Assistant Building Surveyor/ Administration Officer Director Regulatory Services Manager Building Approvals and Compliance
Subdelegate conditions	Director Aviation and Regulatory Services Manager Building Approvals and Compliance (Function 1) Assistant Building Surveyor/ Administration Officer (Function 1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.9 Private Pool Barrier – Alternative and Performance Solutions
Head of power	05 <i>Building Act 2011</i>
Delegator	Council
Express power to delegate	<i>Building Act 2011</i> : s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Regulations 2012</i> : r.51 Application for occupancy permit or building approval certificate for unauthorised work
Function	<ol style="list-style-type: none"> 1. Authority to approve requirements alternative to a fence, wall, gate or other component included in the barrier, if satisfied that the alternative requirements will restrict access by young children as effectively as if there were compliance with AS 1926.1 [r.51(2)] 2. Authority to approve a door for the purposes of compliance with AS 1926.1, where a fence or barrier would cause significant structural or other problem which is beyond the control of the owner / occupier or the pool is totally enclosed by a building or a fence or barrier between the building and pool would create a significant access problem for a person with a disability [r.51(3)] 3. Authority to approve a performance solution to a Building Code pool barrier requirement if satisfied that the performance solution complies with the relevant performance requirement [r.51(5)].
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011</i> : s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Director Regulatory Services
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.10 Smoke Alarms – Alternative Solutions
Head of power	05 <i>Building Act 2011</i>
Delegator	Council
Express power to delegate	<i>Building Act 2011</i> : s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Regulations 2012</i> : r.55 Terms Used (alternative building solution approval) r.61 Local Government approval of battery powered smoke alarms
Function	<ol style="list-style-type: none"> 1. Authority to approve alternative building solutions which meet the performance requirement of the Building Code relating to fire detection and early warning [r.55]. 2. Authority to approve or refuse to approve a battery powered smoke alarm and to determine the form of an application for such approval [r.61].
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the Building Regulations 2012.
Subdelegates	Director Regulatory Services Manager Building Approvals and Compliance
Subdelegate conditions	Director Regulatory Services (Function 1 and 2) Manager Approvals and Compliance (Function 2)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.11 Appointment of approved officers and authorised officers
Head of power	05 <i>Building Act 2011</i>
Delegator	Council
Express power to delegate	<i>Building Act 2011</i> : s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Regulations 2012</i> : r.70 Approved officers and authorised officers
Function	<p>1. Authority to appoint an approved officer for the purposes of s.6(a) of the <i>Criminal Procedure Act 2004</i>, in accordance with Building Regulation 70(1) and (1A).</p> <p>NOTE: Only employees delegated under s 5.44(1) of the <i>Local Government Act 1995</i> with power under s 9.19 or 9.20 may be appointed as "approved officers".</p> <p>2. Authority to appoint an authorised officer for the purposes of s.6(b) of the <i>Criminal Procedure Act 2004</i>, in accordance with Building Regulation 70(2).</p> <p>NOTE: Only employees appointed under s 9.10 of the <i>Local Government Act 1995</i> and authorised for the purpose of performing functions under s 9.16 of that Act may be appointed as "authorised officers" for the purposes of Building Regulation 70(2).</p>
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.12 Applications for building or demolition permits – Landowner's consent
Head of power	05 <i>Building Act 2011</i>
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Act 2011:</i> s.16(b) Making an application
Function	1. Authority to sign an application for building or demolition permits on behalf of the Shire as the owner of the land on which the building or incidental structure is, or is proposed to be, located.
Delegate	Chief Executive Officer
Conditions	Nil
Subdelegates	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.1.1 Powers, Duties and Functions of a Local Government
Head of power	06 <i>Bush Fires Act 1954</i>
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954</i> <i>Bush Fires Regulations 1954</i>
Function	Authority to perform all of the powers, duties and functions of the local government under the <i>Bush Fires Act 1954</i> and <i>Bush Fires Regulations 1954</i> .
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.1 Make Request to FES Commissioner – Control of Fire
Head of power	06 Bush Fires Act 1954
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s.13(4) Duties and powers of bush fire liaison officers
Function	Authority to request on behalf of the Shire that the FES Commissioner authorise the Bush Fire Liaison Officer or another person to take control of fire operations [s.13(4)].
Delegates	CEO Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer
Conditions	Nil
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.2 Prohibited Burning Times – Control Activities
Head of power	06 Bush Fires Act 1954
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<p><i>Bush Fires Act 1954:</i> s.17(7) Prohibited burning times may be declared by Minister s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land</p> <p><i>Bush Fire Regulations 1954:</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times</p>
Function	<ol style="list-style-type: none"> 1. Authority to determine permits to burn during prohibited burning times that have previously been refused by a Bush Fire Control Officer [r.15]. 2. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained [r.38C]. 3. Authority to determine, during a Prohibited Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B(2)]. 4. Authority to issue directions, during a Prohibited Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an aeroplane [r.39B(3)]. 5. Authority to prohibit the use of tractors, engines or self-propelled harvester, during a Prohibited Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice [s.27(2) and (3)]. 6. Authority to recover the cost of measures taken by the Shire or Bush Fire Control Officer, to extinguish a fire burning during Prohibited Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)].
Delegates	Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer Manager Community Safety
Conditions	<p>Chief Bush Fire Control Officer (Department of Fire & Emergency Services [DFES]) (Function 1, 3, 4, 5)</p> <p>Decisions under s.17(7) must be undertake jointly by both the CEO and the Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8).</p>

Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Item 12.1.1 Appendix 1

Delegation	6.2.3 Prohibited Burning Times - Vary
Head of power	06 <i>Bush Fires Act 1954</i>
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s.17(7) Prohibited burning times may be declared by Minister <i>Bush Fire Regulations 1954:</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Function	Authority, where seasonal conditions warrant it, to determine a variation of the prohibited burning times, after consultation with an authorised CALM Act officer [s.17(7)].
Delegates	CEO Chief Bush Fire Control Officer Shire President
Conditions	Decisions under s.17(7) must be undertaken jointly by two of the Chief Executive Officer or Shire President, and Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8).
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.4 Control of Operations Likely to Create Bush Fire Danger
Head of power	06 Bush Fires Act 1954
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s.27D Requirements for carriage and deposit of incendiary material <i>Bush Fires Regulations 1954:</i> r.39C Welding and cutting apparatus, use of in open air r.39CA Bee smoker devices, use of in restricted or prohibited burning times etc. r.39D Explosives, use of r.39E Fireworks, use of
Function	<ol style="list-style-type: none"> 1. Authority to give directions to a Bush Fire Control Officer regarding matters necessary for the prevention of fire arising from: <ol style="list-style-type: none"> a. a person operating a bee smoker device during a prescribed period [r.39CA(5)]. b. a person operating welding apparatus, a power operated abrasive cutting disc [r.39C(3)]. c. a person using explosives [r.39D(2)]. d. a person using fireworks [r.39E(3)]. 2. Authority to determine directions or requirements for the carriage and deposit of incendiary materials (hot or burning ash, cinders, hot furnace refuse, or any combustible matter that is burning) [s.27D]. <i>Note: this authority is also prescribed to a Bush Fire Control Officer, a Bush Fire Liaison Officer or an authorised CALM Act officer.</i>
Delegates	Bush Fire Control Officer Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer Manager Community Safety
Conditions	Chief Bush Fire Control Officer (Department of Fire and Emergency Services [DFES]) (Function 1, 2) Deputy Chief Bush Fire Control Officer (Function 1, 2) Bush Fire Control Officers (1,2)
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.5 Burning Garden Refuse / Open Air Fires
Head of power	06 Bush Fires Act 1954
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s.24F Burning garden refuse during limited burning times s.24G Minister or local government may further restrict burning of garden refuse s.25 No fire to be lit in open air unless certain precautions taken s.25A Power of Minister to exempt from provisions of section 25 <i>Bush Fires Regulations 1954:</i> r.27(3) Permit, issue of
Function	<ol style="list-style-type: none"> 1. Authority to give written permission, during prohibited times and restricted times, for an incinerator located within 2m of a building or fence, only where satisfied it is not likely to create a fire hazard [s.24F(2)(b)(ii) and (4)]. 2. Authority to prohibit or impose restrictions on the burning of garden refuse that is otherwise permitted under s.24F [s.24G(2)]. <ol style="list-style-type: none"> a. Authority to issue directions to an authorised officer as to the manner in which or the conditions under which permits to burn plants or plant refuse shall be issued in the District [r.27(3) and r.33(5)]. b. Authority to prohibit (object to) the issuing of a permit for the burning of a proclaimed plant growing upon any land within the District [r.34]. 3. Authority to provide written approval, during prohibited times and restricted times, for fires to be lit for the purposes of: <ol style="list-style-type: none"> a. camping or cooking [s.25(1)(a)]. b. conversion of bush into charcoal or for the production of lime, in consultation with an authorised CALM Act officer [s.25(1)(b)]. 4. Authority to prohibit the lighting of fires in the open air for the purposes of camping or cooking for such period during the prohibited burning times as specified in a note published in the Gazette and newspaper circulating in the District and authority to vary such notice [s.25(1a) and (1b)]. 5. Authority to serve written notice on a person to whom an exemption has been given under s.25 for lighting a fire in open air, prohibiting that person from lighting a fire and to determine conditions on the notice [s.25A(5)].
Delegates	Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer Manager Community Safety
Conditions	Nil.

Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Item 12.1.1 Appendix 1

Delegation	6.2.6 Restricted Burning Times – Vary and Control Activities
Head of power	06 <i>Bush Fires Act 1954</i>
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<p><i>Bush Fires Act 1954:</i> s.18(5), (11) Restricted burning times may be declared by FES Commissioner s.22(6) and (7) Burning on exempt land and land adjoining exempt land s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land</p> <p><i>Bush Fire Regulations 1954:</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.15C Local Government may prohibit burning on certain days r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times</p>

Function	<ol style="list-style-type: none"> 1. Authority, where seasonal conditions warrant it and after consultation with an authorised CALM Act officer, to determine to vary the restricted burning times in respect of that year [s.18(5)]. <ol style="list-style-type: none"> a. Authority to determine to prohibit burning on Sundays or specified days that are public holidays in the District [r.15C]. 2. Authority, where a permitted burn fire escapes or is out of control in the opinion of the Bush Fire Control Officer or an officer of the Bush Fire Brigade, to determine to recoup bush fire brigade expenses arising from preventing extension of or extinguishing an out of control permitted burn [s.18(11)]. 3. Authority to determine permits to burn during restricted times that have previously been refused by a Bush Fire Control Officer [r.15]. 4. Authority to arrange with the occupier of exempt land, the occupier of land adjoining it and the Bush Fire Brigade to cooperate in burning fire-breaks and require the occupier of adjoining land to provide by the date of the burning, ploughed or cleared fire-breaks parallel to the common boundary [s.22(6) and (7)]. 5. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained [r.38C]. 6. Authority to determine, during a Restricted Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B]. 7. Authority to issue directions, during a Restricted Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an aeroplane [r.39B(3)]. 8. Authority to prohibit the use of tractors, engines or self propelled harvester, during a Restricted Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice [s.27(2) and (3)]. 9. Authority to recover the cost of measures taken by the Shire or Bush Fire Control Officer, to extinguish a fire burning during Restricted Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)].
Delegates	CEO Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer Manager Community Safety
Conditions	Nil.
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.7 Firebreaks
Head of power	06 Bush Fires Act 1954
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s.33 Local government may require occupier of land to plough or clear fire-breaks
Function	<p>1. Authority to give written notice to an owner or occupier of land or all owners or occupiers of land within the District, requiring, to the satisfaction of the Shire:</p> <ul style="list-style-type: none"> a. clearing of firebreaks as determined necessary and specified in the notice; b. act in respect to anything which is on the land and is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire; and c. as a separate or coordinated action with any other person carry out similar actions [s.33(1)]. <p>2. Authority to direct a Bush Fire Control Officer or any other employee to enter onto the land of an owner or occupier to carry out the requisitions of the notice which have not been complied with [s.33(4)]:</p> <ul style="list-style-type: none"> a. Authority to recover any costs and expenses incurred in doing the acts, matters or things required to carry out the requisitions of the notice [s.33(5)].
Delegates	Bush Fire Control Officer CEO Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer Director Regulatory Services Manager Community Safety
Conditions	Director Regulatory Services (Function 1, 2) Manager Community Safety (Function 1, 2) Chief Bush Fire Control Officer (Department of Fire & Emergency Services [DFES]) (Function 1, 2) Deputy Chief Bush Fire Control (Function 1, 2)
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.8 Prosecution of Offences
Head of power	06 <i>Bush Fires Act 1954</i>
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s.59 Prosecution of offences s.59A(2) Alternative procedure – infringement notices
Function	<ol style="list-style-type: none"> 1. Authority to institute and carry on proceedings against a person for an offence alleged to be committed against this Act [s.59]. 2. Authority to serve an infringement notice for an offence against this Act [s.59A(2)].
Delegates	Bush Fire Control Officer Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer Manager Community Safety
Conditions	Nil
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.9 Appoint Bush Fire Control Officer/s and Fire Weather Officer
Head of power	06 Bush Fires Act 1954
Delegator	Council
Express power to delegate	Bush Fires Act 1954: s.48 Delegation by local government
Express power or duty delegated	Bush Fires Act 1954: s.38 Local Government may appoint bush fire control officer
Function	<ol style="list-style-type: none"> 1. Authority to appoint persons to be Bush Fire Control Officers for the purposes of the <i>Bush Fires Act 1954</i> <ol style="list-style-type: none"> a. Of those Officers, appoint 2 as the Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer; and b. Determine the respective seniority of the other Bush Fire Officers so appointed [s.38(1)]. 2. Authority to issue directions to a Bush Fire Control Officer to burn on or at the margins of a road reserve under the care, control and management of the Shire [s.38(5A)]. 3. Authority to appoint a Fire Weather Officer, selected from senior Bush Fire Control Officers previously appointed and where more than one Fire Weather Officer is appointed, define a part of the District in which each Fire Weather Officer shall have exclusive right to exercise the powers of s.38(17). [s.38(8) and (9)]: <ol style="list-style-type: none"> a. Authority to appoint deputy Fire Weather Officer/s as considered necessary and where two or more deputies are appointed, determine seniority [s.38(10)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.10 Control and Extinguishment of Bush Fires
Head of power	06 Bush Fires Act 1954
Delegator	Council
Express power to delegate	Bush Fires Act 1954: s.48 Delegation by local government
Express power or duty delegated	Bush Fires Act 1954: s.46 Bush fire control officer or forest officer may postpone lighting fire
Function	<p>1. Authority to prohibit or postpone the lighting of a fire, despite a permit having been issued, where in the opinion of the Delegate the lighting of a fire would be or become a source of danger by escaping from the land on which it is proposed to be lit [s.46(1A)].</p> <p>a. Where it is proposed that the fire will be lit on land within 3kms of the boundary of forest land, and an authorised CALM Act officer is not available or has not exercised the power to prohibit or proposed a fire considered to become a source of danger, then the Delegate may make the decision [s.46(1B)].</p>
Delegates	CEO Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer Ranger Manager Community Safety
Conditions	Nil
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.11 Apply for Declaration as an Approved Area
Head of power	<i>06 Bush Fires Act 1954</i>
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s.52(1) Approved area may be declared
Function	<p>1. Authority to apply to the Minister to have the local government district, or part of the district, declared as an approved area. [s.52(1)]</p> <p>(Note - The declaration of a district, or part thereof, as an approved area, results in a reduction in insurance premium of crops within that area s.53.)</p>
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.12 Recovery of Expenses Incurred through Contraventions of this Act
Head of power	06 <i>Bush Fires Act 1954</i>
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s.58 General penalty and recovery of expenses incurred
Function	Authority to recover expenses incurred as a result of an offence against the Bush Fires Act, being expenses incurred through the fulfilment of a duty or doing anything for which the Act empowered or required the Shire or those on behalf of the Shire to do [s.58].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.13 Withdrawal of Infringement Notices
Head of power	06 <i>Bush Fires Act 1954</i>
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s.59A(5) Alternative procedure – infringement notices
Function	Authority to withdraw an infringement notice for an offence against this Act [s.59A(5)].
Delegates	CEO Director Regulatory Services
Conditions	Nil
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Subdelegate conditions	NIL
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	7.1.1 Cat Registrations
Head of power	07 <i>Cat Act 2011</i>
Delegator	Council
Express power to delegate	<i>Cat Act 2011</i> : s.44 Delegation by local government
Express power or duty delegated	<i>Cat Act 2011</i> : s.9 Registration s.10 Cancellation of registration s.11 Registration numbers, certificates and tags s.13 Notice of decision regarding registrations <i>Cat Regulations 2012</i> Schedule 3, cl.1(4) Fees Payable
Function	<ol style="list-style-type: none"> 1. Authority to grant, or refuse to grant, a cat registration or renewal of a cat registration [s.9(1)]. 2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.9(6)]. 3. Authority to cancel a cat registration [s.10]. 4. Authority to give the cat owner a new registration certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed [s.11(2)]. 5. Authority to reduce or waive a registration or approval to breed fee, in respect of any individual cat or any class of cats within the Shire's District [Regs. Sch. 3 cl.1(4)]. 6. Authority to give notice to owner of a cat of decisions regarding to registrations [s.13 (1)].
Delegates	CEO
Conditions	Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the <i>Cat Act 2011</i> .
Express power to subdelegate	<i>Cat Act 2011</i> : s.45 Delegation by CEO of local government
Subdelegates	Lead Customer Experience Officer Customer Experience Officers Customer Service and Library Officer - Marble Bar Manager Community Safety Manager Customer Experience Manager Place Park Ranger - Cape Keraudren Place & Activities Officer - Nullagine Ranger

Subdelegate conditions	Manager Community Safety (Function 3, 4, 6) Park Ranger – Cape Keraudren (Function 1, 3, 6) Ranger(s) (Function 1, 3, 6) Lead Customer Experience Officer (Function 1, 4) Customer Experience Officers (Function 1, 4) Manager Customer Experience (Function 1, 4) Customer Service and Library Officer – Marble Bar (Function 1, 4) Place and Activities Officer – Nullagine (Function 1, 4) Manager Place (Function 3, 4, 6)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Item 12.1.1 Appendix 1

Delegation	7.1.2 Cat Control Notices
Head of power	07 Cat Act 2011
Delegator	Council
Express power to delegate	Cat Act 2011: s.44 Delegation by local government
Express power or duty delegated	Cat Act 2011: s.26 Cat control notice may be given to cat owner
Function	Authority to give a cat control notice to a person who is the owner of a cat ordinarily kept within the Shire's District [s.26].
Delegates	CEO
Conditions	Nil.
Express power to subdelegate	Cat Act 2011: s.45 Delegation by CEO of local government
Subdelegates	Manager Community Safety Park Ranger - Cape Keraudren Ranger
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	7.1.3 Approval to Breed Cats
Head of power	07 <i>Cat Act 2011</i>
Delegator	Council
Express power to delegate	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express power or duty delegated	<i>Cat Act 2011:</i> s.37 Approval to Breed Cats s.38 Cancellation of approval to breed cats s.39 Certificate to be given to approved cat breeder s.40 Notice of decision
Function	<ol style="list-style-type: none"> 1. Authority to grant or refuse to grant approval or renew an approval to breed cats [s.37 (1) and (2)] 2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.37(4)]. 3. Authority to cancel an approval to breed cats [s.38]. 4. Authority to give an approved breeder a new certificate or tag [s.39]. 5. Authority to give notice of a decision regarding an application to breed cats [s.40]
Delegates	CEO
Conditions	Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the <i>Cat Act 2011</i> .
Express power to subdelegate	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government
Subdelegates	Customer Experience Officer Customer Service and Library Officer - Marble bar Manager Community Safety Place & Activities Officer - Nullagine
Subdelegate conditions	Manager Community Safety (Function 1, 2, 3, 4, 5) Customer Service Experience Officer(s) (Function 4) Customer Service and Library Officer – Marble Bar (Function 4) Place and Activities Officer – Nullagine (Function 4)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	7.1.4 Appoint Authorised Persons
Head of power	07 Cat Act 2011
Delegator	Council
Express power to delegate	Cat Act 2011: s.44 Delegation by local government
Express power or duty delegated	Cat Act 2011: s. 48 Authorised persons
Function	<ol style="list-style-type: none"> 1. Authority to appoint authorised persons by issuing a certificate of authorisation [s.48]. 2. Authority to undertake the following functions as authorised persons: <ol style="list-style-type: none"> a. To seize a cat [s.27] b. To cause a cat to be destroyed [s. 49] c. To require a person's details [s. 50] d. To enter premises [s. 51] e. To carry out general powers of authorised person [s. 52] f. To apply for a warrant [s .57] g. To give an infringement notice [s. 62] h. To commence a prosecution [s. 73]
Delegates	CEO
Conditions	Nil.
Express power to subdelegate	Cat Act 2011: s.45 Delegation by CEO of local government
Subdelegates	Director Regulatory Services Manager Community Safety Park Ranger - Cape Keraudren Ranger(s)
Subdelegate conditions	Director Regulatory Services (Function 2a, 2b, 2c, 2d, 2e, 2f and 2g) Manager Community Safety (Function 2a, 2b, 2c, 2d, 2e, 2f and 2g) Park Ranger – Cape Keraudren (Function 2a, 2b, 2c, 2d, 2e, 2f and 2g) Ranger(s) (Function 2 a, 2b, 2c, 2d, 2e, 2f and 2g)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	7.1.5 Recovery of Costs – Destruction of Cats
Head of power	07 Cat Act 2011
Delegator	Council
Express power to delegate	Cat Act 2011: s.44 Delegation by local government
Express power or duty delegated	Cat Act 2011: s.49(3) Authorised person may cause cat to be destroyed
Function	Authority to recover the amount of the costs associated with the destruction and the disposal of a cat [s.49(3)].
Delegates	CEO
Conditions	Nil.
Express power to subdelegate	Cat Act 2011: s.45 Delegation by CEO of local government
Subdelegates	Director Corporate Services Director Regulatory Services
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	7.1.6 Applications to Keep Additional Cats
Head of power	07 Cat Act 2011
Delegator	Council
Express power to delegate	Cat Act 2011: s.44 Delegation by local government
Express power or duty delegated	Cat (Uniform Local Provisions) Regulations 2013: r.8 Application to keep additional number of cats r.9 Grant of approval to keep additional number of cats
Function	<ol style="list-style-type: none"> 1. Authority to require any document or additional information required to determine an application [r.8(3)] 2. Authority to refuse to consider an application if the applicant does not comply with a requirement to provide any document or information required to determine an application [r.8(4)]. 3. Authority to grant or refuse approval for additional number of (specified as two (2) in Shire of East Pilbara Health Local Law 2011) specified in an application to be kept at the prescribed premises and to determine any condition reasonably necessary to ensure premises are suitable for the additional number of cats [r.9].
Delegates	CEO
Conditions	a. Notices of decisions must include advice as to Review rights in accordance with r.11 of the Cat (Uniform Local Provisions) Regulations 2013.
Express power to subdelegate	Cat Act 2011: s.45 Delegation by CEO of local government
Subdelegates	Manager Community Safety
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	7.2.1 Infringement Notices – Extensions and Withdrawals
Head of power	07 Cat Act 2011
Delegator	CEO
Express power to delegate	Cat Act 2011: s.45 Delegation by CEO of local government
Express power or duty delegated	Cat Act 2011: s.64 Extension of time s.65 Withdrawal of notice
Function	<ol style="list-style-type: none"> 1. Authority to extend the period of 28 days within which the modified penalty may be paid and the extension may be allowed whether or not the period of 28 days has elapsed [s.64]. 2. Authority, within one year of the infringement notice being given and whether or not the modified penalty has been paid, to withdraw an infringement notice [s.65].
Delegates	Director Corporate Services
Conditions	Director Corporate Services (Function 1)
Express power to subdelegate	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	8.1.1 Dog Registrations
Head of power	<i>08 Dog Act 1976</i>
Delegator	Council
Express power to delegate	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express power or duty delegated	<i>Dog Act 1976:</i> s.15(2) and (4A) Registration periods and fees s.16(3) Registration procedure s.17A(2) If no application for registration made s.17(4) and (6) Refusal or cancellation of registration
Function	<ol style="list-style-type: none"> 1. Authority to determine a dog registration [s.16(2)]. 2. Authority to determine to refuse a dog registration and refund the fee, if any [s.16(2)]. 3. Authority to direct the registration officer to refuse to effect or renew or to cancel the registration of a dog, and to give notice of such decisions, where: <ol style="list-style-type: none"> i. the applicant, owner or registered owner has been convicted of an offence or paid a modified penalty within the past 3-years in respect of 2 or more offences against this Act, the <i>Cat Act 2011</i> or the <i>Animal Welfare Act 2002</i>; ii. the dog is determined to be destructive, unduly mischievous or to be suffering from a contagious or infectious disease; the delegate is not satisfied that the dog is or will be effectively confined in or at premises where the dog is ordinarily kept; iii. the dog is required to be microchipped but is not microchipped; and iv. the dog is a dangerous dog [s.16(3) and s.17A(2)]. 4. Authority to discount or waive a registration fee, including a concessional fee, for any individual dog or any class of dogs within the Shire's District [s15(4A)]. 5. Authority to apply to a Justice of the Peace for an order to seize a dog where, following a decision to refuse or cancel a registration and the applicant / owner has not applied to the State Administration Tribunal for the decision to be reviewed. [s.17(4)]. <ol style="list-style-type: none"> i. Authority, following seizure, to determine to cause the dog to be detained or destroyed or otherwise disposed of as though it had be found in contravention of section 31, 32 or 33A and had not been claimed [s.17(6)].
Delegates	CEO
Conditions	The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
Express power to subdelegate	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Subdelegates	Lead Customer Experience Officer Customer Experience Officer(s) Customer Service and Library Officer - Marble Bar Manager Community Safety Manager Customer Experience Park Ranger - Cape Keraudren Place & Activities Officer - Nullagine Ranger(s)
Subdelegate conditions	Manager Community Safety (Function 1, 2, 3) Park Ranger – Cape Keraudren (Function 1, 2, 3) Ranger(s) (Function 1, 2, 3) Lead Customer Experience Officer (Function 1) Customer Experience Officer(s) (Function 1) Customer Service and Library Officer – Marble Bar (Function 1) Place and Activities Officer – Nullagine (Function 1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Item 12.1.1 Appendix 1

Delegation	8.1.2 Appoint Authorised Persons
Head of power	08 <i>Dog Act 1976</i>
Delegator	Council
Express power to delegate	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express power or duty delegated	<i>Dog Act 1976 and Dog Regulations 2013</i>
Function	<ol style="list-style-type: none"> 1. Authority to appoint authorised persons to exercise the powers conferred on an authorised person by this Act. 2. Authority to undertake the following functions as authorised persons <ol style="list-style-type: none"> a. To seize dogs [s.29(1)] b. To declare a dog to be dangerous [s.33] c. To seize and destroy dogs [s.33G] d. Issue an order regarding a nuisance dog [s.38] e. Apply for an order that a dog be destroyed [s.39] f. Request personal details [s.43A] g. Commence enforcement proceedings [s.44] h. Veterinary services [s.47] i. To issue an infringement notice [r.35] j. To withdraw infringement notices [r.37]
Delegates	CEO
Conditions	Nil.
Express power to subdelegate	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Subdelegates	Director Regulatory Services Manager Community Safety Park Ranger - Cape Keraudren Ranger(s)
Subdelegate conditions	Director Regulatory Services (Function 2(a), 2(b), 2(c), 2(d), 2(f), 2(h), 2(j)) Manager Community Safety (Function 2(a), 2(b), 2(c), 2(d), 2(f), 2(h), 2(i)) Park Ranger – Cape Keraudren (Function 2(a), 2(b), 2(c), 2(d), 2(f), 2(h), 2(i)) Ranger(s) (Function 2(a), 2(b), 2(c), 2(d), 2(f), 2(h), 2(i)) Exercise of powers to be undertaken in accordance with operational work directions.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	8.1.4 Recovery of Moneys due under this Act
Head of power	08 <i>Dog Act 1976</i>
Delegator	Council
Express power to delegate	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express power or duty delegated	<i>Dog Act 1976:</i> s.29(5) Power to seize dogs
Function	Authority to recover moneys, in a court of competent jurisdiction, due in relation to a dog for which the owner is liable [s.29(5)].
Delegates	CEO
Conditions	The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
Express power to subdelegate	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Subdelegates	Director Corporate Services
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	8.1.5 Dispose of or Sell Dogs Liable to be Destroyed
Head of power	08 <i>Dog Act 1976</i>
Delegator	Council
Express power to delegate	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express power or duty delegated	<i>Dog Act 1976:</i> s.29(11) Power to seize dogs
Function	Authority to dispose of or sell a dog which is liable to be destroyed [s.29(11)].
Delegates	CEO
Conditions	<p>a. The Chief Executive Officer may further delegate (subdelegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.</p> <p>b. Proceeds from the sale of dogs are to be directed into the Municipal Fund.</p>
Express power to subdelegate	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Subdelegates	Manager Community Safety
Subdelegate conditions	Nil.
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	8.1.6 Declare Dangerous Dog
Head of power	08 <i>Dog Act 1976</i>
Delegator	Council
Express power to delegate	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express power or duty delegated	<i>Dog Act 1976:</i> s.33E(1) Individual dog may be declared to be dangerous dog (declared)
Function	1. Authority to declare an individual dog to be a dangerous dog [s.33E(1)].
Delegates	CEO
Conditions	The Chief Executive Officer may further delegate (sub-delegate).
Express power to subdelegate	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Subdelegates	Director Regulatory Services Manager Community Safety Park Ranger – Cape Keraudren Ranger
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	8.1.7 Dangerous Dog Declared or Seized – Deal with Objections and Determine when to Revoke
Head of power	08 Dog Act 1976
Delegator	Council
Express power to delegate	Dog Act 1976: s.10AA Delegation of local government powers and duties
Express power or duty delegated	Dog Act 1976: s.33F(6) Owners to be notified of making of declaration s.33G(4) Seizure and destruction s.33H(1), (2) and (5) Local government may revoke declaration or proposal to destroy
Function	<ol style="list-style-type: none"> 1. Authority to consider and determine to either dismiss or uphold an objection to seizure of a dangerous dog [s.33G(4)]. 2. Authority to revoke a declaration of a dangerous dog or revoke notice proposing to cause a dog to be destroyed, only where satisfied that the dog can be kept without likelihood of any contravention of this Act [s.33H(1)]: <ol style="list-style-type: none"> i. Authority to, before dealing with an application to revoke a declaration or notice, require the owner of the dog to attend with the dog a course in behaviour and training or otherwise demonstrate a change in the behaviour of the dog [s.33H(2)].
Delegates	CEO
Conditions	The Chief Executive Officer may further delegate (sub-delegate). The original decision maker cannot be the review their own decision.
Express power to subdelegate	Dog Act 1976: s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Subdelegate conditions	The original decision maker cannot review their own decision.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	8.1.8 Determine Recoverable Expenses for Dangerous Dog Declaration
Head of power	08 <i>Dog Act 1976</i>
Delegator	Council
Express power to delegate	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express power or duty delegated	<i>Dog Act 1976:</i> s.33M(1)(a) Local Government expenses to be recoverable
Function	Authority to determine the reasonable charge to be paid by an owner at the time of payment of the registration fee under s.15, up to any maximum amount prescribed, having regard to the expenses incurred by the Local Government in making inquiries, investigations and inspections concerning the behaviour of a dog declared to be dangerous [s.33H(5)].
Delegates	CEO
Conditions	The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
Express power to subdelegate	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Subdelegates	Director Regulatory Services Director Corporate Services
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	8.1.9 Determine Applications to Keep Dogs
Head of power	08 <i>Dog Act 1976</i>
Delegator	Council
Express power to delegate	Dog Act 1976: s.26(3) Grant exemption to limit as to number of dogs kept in or at premises in the local government's district
Function	Authority to approve an application to keep additional dogs [s.26(3)]. Revoke an approved application to keep additional dogs [s.26(3)(c)].
Delegates	CEO
Conditions	Nil
Subdelegates	Director Regulatory Services Manager Community Safety
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	9.1.1 General Inspector
Head of power	09 <i>Animal Welfare Act 2002</i>
Delegator	Department of Primary Industries and Regional Development
Express power to delegate	<i>Animal Welfare Act 2002</i> : a.33(2)(a)(v) Appointment of general inspectors
Express power or duty delegated	<i>Animal Welfare Act 2002</i> : a.33(2)(a)(v) Appointment of general inspectors
Function	Power to carry out duties as a General Inspector [s.33].
Delegates	Animal Welfare Officer
Conditions	Appointment from Chief Executive Officer – Department of Primary Industries and Regional Development, pursuant to section 33 of the <i>Animal Welfare Act 2002</i> (this is not a Council power to appoint).
Express power to subdelegate	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	10.1.1 Prohibition Orders
Head of power	10 <i>Food Act 2008</i>
Delegator	Council
Express power to delegate	<i>Food Act 2008</i> : s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express power or duty delegated	<i>Food Act 2008</i> : s.65(1) Prohibition orders s.66 Certificate of clearance to be given in certain circumstances s.67(4) Request for re-inspection
Function	<ol style="list-style-type: none"> 1. Authority to serve a prohibition order on the proprietor of a food business in accordance with s.65 of the <i>Food Act 2008</i> [s.65(1)]. 2. Authority to give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices [s.66]. 3. Authority to give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection [s.67(4)].
Delegates	CEO Coordinator Environmental Health Services Director Regulatory Services Environmental Health Officer
Conditions	Nil
Express power to subdelegate	Nil - <i>Food Regulations 2009</i> do not provide for sub-delegation.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	10.1.2 Food Business Registrations
Head of power	10 <i>Food Act 2008</i>
Delegator	Council
Express power to delegate	<i>Food Act 2008</i> : s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express power or duty delegated	<i>Food Act 2008</i> : s.110(1) and (5) Registration of food business s.112 Variation of conditions or cancellation of registration of food businesses
Function	<ol style="list-style-type: none"> 1. Authority to consider applications and determine registration of a food business and grant the application with or without conditions or refuse the registration [s.110(1) and (5)]. 2. Authority to vary the conditions or cancel the registration of a food business [s.112].
Delegates	CEO Coordinator Environmental Health Services Director Regulatory Services Environmental Health Officer
Conditions	In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to: <ol style="list-style-type: none"> i. Food Act 2008 Regulatory Guideline No.1 Introduction of Regulatory Food Safety Auditing in WA; ii. Food Unit Fact Sheet 8 – Guide to Regulatory Guideline No.1; iii. WA Priority Classification System; and iv. Verification of Food Safety Program Guideline.
Express power to subdelegate	Nil - <i>Food Regulations 2009</i> do not provide for sub-delegation.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	10.1.3 Appoint Authorised Officers and Designated Officers
Head of power	10 <i>Food Act 2008</i>
Delegator	Council
Express power to delegate	<i>Food Act 2008</i> : s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express power or duty delegated	<i>Food Act 2008</i> : s.122(1) Appointment of authorised officers s.126(6), (7) and (13) Infringement Officers
Function	<ol style="list-style-type: none"> 1. Authority to appoint a person to be an authorised officer for the purposes of the Food Act 2008 [s.122(2)]. 2. Authority to appoint an Authorised Officer appointed under s.122(2) of this Act or the s.24(1) of the Public Health Act 2016, to be a Designated Officer for the purposes of issuing Infringement Notices under the Food Act 2008 [s.126(13)]. 3. Authority to appoint an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s.126(6)] and determining withdrawal of an infringement notice [s.126(7)].
Delegates	CEO
Conditions	<p>In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to:</p> <ol style="list-style-type: none"> i. Appointment of Authorised Officers as Meat Inspectors; ii. Appointment of Authorised Officers; iii. Appointment of Authorised Officers – Designated Officers only; and iv. Appointment of Authorised Officers – Appointment of persons to assist with the discharge of duties of an Authorised Officer.
Express power to subdelegate	Nil - <i>Food Regulations 2009</i> do not provide for sub-delegation.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	10.1.4 Authorised Persons
Head of power	10 <i>Food Act 2008</i>
Delegator	Council
Express power to delegate	<i>Food Act 2008</i> : s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express power or duty delegated	<i>Food Act 2008</i> : s.38 Exercise the powers of authorised officers s.40 Power of seizure s.41 To make an application for a warrant
Function	To exercise the powers and functions of authorised persons under the <i>Food Act 2008</i> as described below 1. Exercise the powers of authorised officers. 2. To make a seizure as prescribed in section 40 of the <i>Food Act 2008</i> . 3. To make an application for a warrant.
Delegates	CEO Coordinator Environmental Health Services Director Regulatory Services Environmental Health Officer
Conditions	Nil
Express power to subdelegate	Nil - <i>Food Regulations 2009</i> do not provide for sub-delegation.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	10.1.5 Designated Officers and Infringement Notices
Head of power	10 <i>Food Act 2008</i>
Delegator	Council
Express power to delegate	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express power or duty delegated	<i>Food Act 2008:</i> s.126(2) To give an infringement notice s.126(3) To inform and receive payment for modified penalties s.126(6) To extend the payment period for a modified penalty s.126(7) To withdraw an infringement notice
Function	To exercise the powers and functions relating to infringement notice under section 126 of the Food Act 2008 as described below: <ol style="list-style-type: none"> 1. To give an infringement notice; 2. To inform and receive payment for modified penalties; 3. To extend the payment period for a modified penalty; and 4. To withdraw an infringement notice.
Delegates	CEO Coordinator Environmental Health Services Director Regulatory Services Environmental Health Officer
Conditions	Chief Executive Officer (Function 3, 4) Director Regulatory Services (Function 3) Coordinator Environmental Health Services (Function 1, 2) Environmental Health Officer (Function 1, 2) Original Decision Maker cannot review their own decision
Express power to subdelegate	Nil - <i>Food Regulations 2009</i> do not provide for sub-delegation.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	10.1.6 Debt Recovery and Prosecutions
Head of power	10 <i>Food Act 2008</i>
Delegator	Council
Express power to delegate	<i>Food Act 2008</i> : s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express power or duty delegated	<i>Food Act 2008</i> : s.54 Cost of destruction or disposal of forfeited item s.125 Institution of proceedings
Function	<ol style="list-style-type: none"> 1. Authority to recover costs incurred in connection with the lawful destruction or disposal of an item (seized) including any storage costs [s.54(1)] and the costs of any subsequent proceedings in a court of competent jurisdiction [s.54(3)]. 2. Authority to institute proceedings for an offence under the <i>Food Act 2008</i> [s.125].
Delegates	CEO Director Regulatory Services Director Corporate Services
Conditions	In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time. Director Corporate Services (Function 1)
Express power to subdelegate	Nil - <i>Food Regulations 2009</i> do not provide for sub-delegation.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	10.1.7 Food Businesses List – Public Access
Head of power	10 <i>Food Act 2008</i>
Delegator	Council
Express power to delegate	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express power or duty delegated	<i>Food Act 2008:</i> s.115(a) or (b) Register of food businesses to be maintained <i>Food Regulations 2009</i> r.51 Enforcement agency may make list of food businesses publicly available
Function	Authority to decide to make a list of food businesses maintained under s.115(a) or (b) publicly available [r.51].
Delegates	CEO Director Regulatory Services Coordinator Environmental Health Services
Conditions	In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express power to subdelegate	Nil - <i>Food Regulations 2009</i> do not provide for sub-delegation.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	11.1.1 Give Notice Requiring Obliteration of Graffiti
Head of power	11 <i>Graffiti Vandalism Act 2016</i>
Delegator	Council
Express power to delegate	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
Express power or duty delegated	<i>Graffiti Vandalism Act 2016:</i> s.18(2) Notice requiring removal of graffiti s.19(3) & (4) Additional powers when notice is given
Function	<ol style="list-style-type: none"> 1. Authority to give written notice to a person who is an owner or occupier of property on which graffiti is applied, requiring the person to ensure that the graffiti is obliterated in an acceptable manner, within the time set out in the notice [s.18(2)]. 2. Authority, where a person fails to comply with a notice, to do anything considered necessary to obliterate the graffiti in an acceptable manner [s.19(3)] and to take action to recover costs incurred as a debt due from the person who failed to comply with the notice [s.19(4)].
Delegates	CEO
Conditions	Nil.
Express power to subdelegate	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government
Subdelegates	Director Regulatory Services Manager Director Infrastructure Services Building Approvals and Compliance Manager Community Safety Manager Operations
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	11.1.2 Notices – Deal with Objections and Give Effect to Notices
Head of power	11 <i>Graffiti Vandalism Act 2016</i>
Delegator	Council
Express power to delegate	<i>Graffiti Vandalism Act 2016</i> : s.16 Delegation by local government
Express power or duty delegated	<i>Graffiti Vandalism Act 2016</i> : s.22(3) Objection may be lodged s.24(1)(b) & (3) Suspension of effect of notice
Function	<ol style="list-style-type: none"> 1. Authority to deal with an objection to a notice [s.22(3)]. 2. Authority, where an objection has been lodged, to: <ol style="list-style-type: none"> i. Determine and take action to give effect to the notice, where it is determined that there are urgent reasons or an endangerment to public safety or likely damage to property or serious nuisance, if action is not taken [s.24(1)(b)] and ii. To give notice to the affected person, before taking the necessary actions [s.24(3)].
Delegates	CEO
Conditions	Original Decision Maker cannot review their own decision.
Express power to subdelegate	<i>Graffiti Vandalism Act 2016</i> : s.17 Delegation by CEO of local government
Subdelegates	Director Regulatory Services Director Infrastructure Services
Subdelegate conditions	Original Decision Maker cannot review their own decision.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	11.1.3 Obliterate Graffiti on Private Property
Head of power	11 <i>Graffiti Vandalism Act 2016</i>
Delegator	Council
Express power to delegate	<i>Graffiti Vandalism Act 2016</i> : s.16 Delegation by local government
Express power or duty delegated	<i>Graffiti Vandalism Act 2016</i> : s.25(1) Local government graffiti powers on land not local government property
Function	Authority to determine to obliterate graffiti applied without consent of the owner or occupier, even though the land on which it is done is not local government property and the local government does not have consent [s.25(1)].
Delegates	CEO
Conditions	Subject to exercising Powers of Entry.
Express power to subdelegate	<i>Graffiti Vandalism Act 2016</i> : s.17 Delegation by CEO of local government
Subdelegates	Director Regulatory Services
Subdelegate conditions	Subject to exercising Powers of Entry.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	11.1.4 Powers of Entry
Head of power	11 <i>Graffiti Vandalism Act 2016</i>
Delegator	Council
Express power to delegate	<i>Graffiti Vandalism Act 2016</i> : s.16 Delegation by local government
Express power or duty delegated	<i>Graffiti Vandalism Act 2016</i> : s.28 Notice of entry s.29 Entry under warrant
Function	<ol style="list-style-type: none"> 1. Authority to give notice of an intended entry to the owner or occupier of land, premises or thing, specifying the purpose for which entry is required [s.28]. 2. Authority to obtain a warrant to enable entry onto any land, premises or thing for the purposes of this Act [s.29].
Delegates	CEO
Conditions	Nil.
Express power to subdelegate	<i>Graffiti Vandalism Act 2016</i> : s.17 Delegation by CEO of local government
	Director Regulatory Services (Function 1) Director Infrastructure Services (Function 1)
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	12.1.1 Register and Withdraw Infringement Notices
Head of power	12 Fines, Penalties and Infringement Notices Enforcement Act 1994
Delegator	Council
Express power to delegate	<i>Fines, Penalties and Infringement Notices Act 1994:</i> s.13(2) Approved prosecuting authorities and officers
Express power or duty delegated	<i>Fines, Penalties and Infringement Notices Act 1994:</i> s.16 Registration of infringement notice: enforcement certificate s.22 Prosecuting authority may withdraw proceedings
Function	The powers and functions of designated officers under the <i>Fines, Penalties and Infringement Enforcement Act 1994</i> : 1. To register an infringement notice / enforcement certificate [s.16]. 2. To withdraw proceedings [s.22].
Delegates	CEO
Conditions	Nil
Subdelegates	Administration Officer - Airport Services Assistant Building Surveyor/ Administration Officer Manager Aviation Services Director Regulatory Services Manager Building Approvals and Compliance Manager Community Safety Manager Corporate Services
Subdelegate conditions	Director Regulatory Services (Function 1) Manager Building Approvals and Compliance (Function 1) Manager Community Safety (Function 1) Manager Corporate Services (Function 1) Manager Aviation Services (Function 1) Assistant Building Surveyor/Administration Officer (Function 1) Administration Officer Airport Services (Function 1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	13.1.1 Authorised Officers
Head of power	13 <i>Litter Act 1979</i>
Delegator	Council
Express power to delegate	<i>Litter Act 1979:</i> s.26 (1)(c)(ii) Authorised officers, appointment and jurisdiction of etc.
Express power or duty delegated	<i>Litter Act 1979:</i> s.27 Authorised officers, powers of s.27A Offences involving vehicles, presumptions as to offender etc. s.30 Infringement notices
Function	<ol style="list-style-type: none"> 1. To issue infringement notices [s.30(1)]. 2. To withdraw an infringement notice [s.30(4)&(4A)]. 3. The powers and functions of authorised officers [s.27]. 4. To institute a prosecution [s.27A].
Delegates	CEO Director Regulatory Services Manager Community Safety Park Ranger - Cape Keraudren Ranger
Conditions	Chief Executive Officer (Function 2, 3, 4) Director Regulatory Services (Function 2, 3) Manager Community Safety (Function 1, 3) Park Ranger – Cape Keraudren (Function 1, 3) Ranger(s) (Function 1, 3)
Express power to subdelegate	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	14.1.1 Authorised Officers
Head of power	14 <i>Control of Vehicles (Off Road Areas) Act 1978</i>
Delegator	Council
Express power to delegate	<i>Control of Vehicles (Off-road Areas) Act 1978:</i> s.38(3)(a) Authorised officers, who are, functions of etc.
Express power or duty delegated	<i>Control of Vehicles (Off-road Areas) Act 1978</i> s.37 Infringement notices s.38 Authorised Persons s.40 Prosecutions, who may commence
Function	The functions and powers of authorised officers under the <i>Control of Vehicles (Off Road Areas) Act 1978</i> : <ol style="list-style-type: none"> 1. To issue infringement notices [s37.(1)]. 2. To withdraw and infringement notice [s.37(5)]. 3. The powers and functions [s.38]. 4. Institute a prosecution [s.40].
Delegates	CEO
Conditions	Chief Executive Officer (Function 2, 3, 4)
Subdelegates	Director Regulatory Services Manager Community Safety Park Ranger - Cape Keraudren Ranger
Subdelegate conditions	Director Regulatory Services (Function 2, 3) Manager Community Safety (Function 1, 3) Park Ranger – Cape Keraudren (Function 1, 3) Ranger(s) (Function 1, 3) Must be exercised in accordance with Work Procedures
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	15.1.1 Compliance Certificates
Head of power	15 <i>Liquor Control Act 1998</i>
Delegator	Council
Express power to delegate	<i>Liquor Control Act 1988:</i> s.39 Certificate of local government as to whether premises comply with laws s.40 Certificate of planning authority as to whether use of premises complies with planning laws
Express power or duty delegated	<i>Liquor Control Act 1988</i> s.39 Certificate of local government as to whether premises comply with laws s.40 Certificate of planning authority as to whether use of premises complies with planning laws
Function	<ol style="list-style-type: none"> 1. The power to issue a certificate of local government as to whether premises comply with laws [s.39]. 2. The power to issue a certificate of planning authority as to whether use of premises complies with planning laws [s.40].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Liquor Control Act 1988:</i> s.39 Certificate of local government as to whether premises comply with laws s.40 Certificate of planning authority as to whether use of premises complies with planning laws
Subdelegates	Director Regulatory Services Coordinator Environmental Health Services Environmental Health Officer Manager Building Approvals and Compliance
Subdelegate conditions	Director Regulatory Services (Function 1, 2) Manager Building Approvals and Compliance (Function 1, 2) Coordinator Environmental Health Services (Function 1) Environmental Health Officer (Function 1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	16.1.1 Enforcement Agency Reports to the Chief Health Officer
Head of power	16 <i>Public Health Act 2016</i>
Delegator	Council
Express power to delegate	<i>Public Health Act 2016</i> : s.21 Enforcement agency may delegate
Express power or duty delegated	<i>Public Health Act 2016</i> s.22 Reports by and about enforcement agencies
Function	<ol style="list-style-type: none"> 1. Authority to prepare and provide to the Chief Health Officer, the Local Government's report on the performance of its functions under this Act and the performance of functions by persons employed or engaged by the Shire [s.22(1)]. 2. Authority to prepare and provide to the Chief Health Officer, a report detailing any proceedings for an offence under this Act [s.22(2)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	16.1.2 Designate Authorised Officers
Head of power	16 <i>Public Health Act 2016</i>
Delegator	Council
Express power to delegate	<i>Public Health Act 2016</i> : s.21 Enforcement agency may delegate
Express power or duty delegated	<i>Public Health Act 2016</i> s.24(1) and (3) Designation of authorised officers
Function	<p>Authority to designate a person or class of persons as authorised officers for the purposes of:</p> <ul style="list-style-type: none"> i. The <i>Public Health Act 2016</i> or other specified Act; ii. Specified provisions of the <i>Public Health Act 2016</i> or other specified Act; and iii. Provisions of the <i>Public Health Act 2016</i> or another specified Act, other than the specified provisions of that Act. <p>Including:</p> <ul style="list-style-type: none"> a. an environmental health officer or environmental health officers as a class; b. a person who is not an environmental health officer or a class of persons who are not environmental health officers; and c. a mixture of the two. [s.24(1) and (3)].
Delegates	CEO
Conditions	<ul style="list-style-type: none"> a. Subject to each person so appointed being: <ul style="list-style-type: none"> i. Appropriately qualified and experienced [s.25(1)(a)]; and ii. Issued with a certificate, badge or identity card identifying the authorised officer [s.30 and 31]. b. A Register (list) of authorised officers is to be maintained in accordance with s.27.
Express power to subdelegate	Nil – Unless a Regulation enacted under the <i>Public Health Act 2016</i> , specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	16.1.3 Determine Compensation for Seized Items
Head of power	16 <i>Public Health Act 2016</i>
Delegator	Council
Express power to delegate	<i>Public Health Act 2016</i> : s.21 Enforcement agency may delegate
Express power or duty delegated	<i>Public Health Act 2016</i> s.264 Compensation
Function	Authority, in response to an application for compensation, to determine compensation that is just and reasonable in relation to any item seized under Part 16 if there has been no contravention of the Act and the item cannot be returned or has in consequence of the seizure depreciated in value [s.264].
Delegates	CEO Director Regulatory Services
Conditions	Compensation is limited to a maximum value of \$10,000 with any proposal for compensation above this value to be referred for Council's determination.
Express power to subdelegate	Nil – Unless a Regulation enacted under the <i>Public Health Act 2016</i> , specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	16.1.4 Commence Proceedings
Head of power	16 <i>Public Health Act 2016</i>
Delegator	Council
Express power to delegate	<i>Public Health Act 2016</i> : s.21 Enforcement agency may delegate
Express power or duty delegated	<i>Public Health Act 2016</i> s.280 Commencing Proceedings
Function	Authority to commence proceedings for an offence under the <i>Public Health Act 2016</i> [s.280].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Nil – Unless a Regulation enacted under the <i>Public Health Act 2016</i> , specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	17.1.1 Functions of Authorised Persons
Head of power	<i>17 Health (Miscellaneous Provisions) Act 1911</i>
Delegator	Council
Express power to delegate	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
Express power or duty delegated	<i>Health (Miscellaneous Provisions) Act 1911:</i> s.354 Service of notice s.349 Entry
Function	<p>To exercise the powers and functions of an authorised persons and deputies under the <i>Health (Miscellaneous Provisions) Act 1911</i>:</p> <ol style="list-style-type: none"> 1. Serve health orders in connection with requirements and repairs to businesses, shops and dwellings in accordance with the provisions of s.354. 2. Sign and issue licences and registrations issued. 3. Enter premises under s.349 and administer the provisions in the regulations.
Delegates	CEO Coordinator Environmental Health Services Director Regulatory Services Environmental Health Officer Manager Building Approvals and Compliance
Conditions	Chief Executive Officer (1, 2) Director Regulatory Services (1, 2) Manager Building Approvals & Compliance (1, 2, 3) Coordinator Environmental Health Services (1, 2, 3) Environmental Health Officer (1, 2, 3) <ol style="list-style-type: none"> a. Authority is limited to the forming of opinion and issuing notices, requisitions, directions and orders and does not include the carrying out or causing to be carried out, of works in default of duly served notices, the undertaking or contracting of works, the provision of sanitary conveniences. b. Authority is limited to the forming of opinions and issuing notices and directions and does not include carrying out, or the arranging for the carrying out, of works in default of duly served notices. c. Authority extends to the issue of requisitions and, in the case of default, the causing of requisite work to be done. d. Delegations with respect to the <i>Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974</i> includes the approval of applications for effluent disposal systems as described in regulation 4 and issue permits to use effluent disposal systems as described in regulation 10.
Express power to subdelegate	Nil

Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Item 12.1.1 Appendix 1

Delegation	18.1.1 Grant of Licence
Head of power	18 <i>Caravan and Camping Grounds Act 1995</i>
Delegator	Council
Express power to delegate	<i>Caravan Parks and Camping Ground Act 1995</i> s.5 Terms used s.23 Infringement notices
Express power or duty delegated	<i>Caravan Parks and Camping Ground Act 1995</i> s.7 Application for grant or renewal of licence s.9 Renewal after expiry s.10 Prohibition notice s.12 Cancellation of licence
Function	The powers and functions relating to licensing of a facility under Part 2, Division 1 of the <i>Caravan Parks and Camping Ground Act 1995</i> : <ol style="list-style-type: none"> 1. To determine a licence for a facility [s.7]. 2. To renew a licence for facility [s.9]. 3. To give a licence holder a prohibition notice [s.10]. 4. To cancel a licence [s.12].
Delegates	CEO Coordinator Environmental Health Services Director Regulatory Services Environmental Health Officer
Conditions	Chief Executive Officer (1, 2, 3, 4) Director Regulatory Services (1, 2, 3, 4) Coordinator Environmental Health Services (1, 2) Environmental Health Officer (Function 1, 2)
Express power to subdelegate	<i>Caravan Parks and Camping Ground Act 1995</i> s.17 Appointment of authorised person
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	18.1.2 Appointment of Authorised Persons
Head of power	<i>18 Caravan and Camping Grounds Act 1995</i>
Delegator	Council
Express power to delegate	<i>Caravan Parks and Camping Ground Act 1995</i> s.5 Terms used s.23 Infringement notices
Express power or duty delegated	<i>Caravan Parks and Camping Ground Act 1995</i> s.18 Powers of entry s.20 Entry of occupied caravan or camp s.21 Inspections and works specification notices
Function	The following powers of entry and inspection under Part 3 of the <i>Caravan Parks and Camping Ground Act 1995</i> : 1. Powers of entry [s.18]. 2. Entry of an occupied caravan or camp [s.20]. 3. Inspections and work specification notices [s.21].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Caravan Parks and Camping Ground Act 1995</i> s.17 Appointment of authorised person
Subdelegates	Director Regulatory Services Coordinator Environmental Health Services Environmental Health Officer
Subdelegate conditions	Director Regulatory Services (Function 1, 2,3) Coordinator Environmental Health Services (Function 1, 2, 3) Environmental Health Officer (Function 1, 2)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	18.1.3 Infringement Notices
Head of power	18 <i>Caravan and Camping Grounds Act 1995</i>
Delegator	Council
Express power to delegate	<i>Caravan Parks and Camping Ground Act 1995</i> s.5 Terms used s.23 Infringement notices
Express power or duty delegated	<i>Caravan Parks and Camping Ground Act 1995</i> s.23 Infringement notices
Function	The following powers and functions regarding infringement notices under the <i>Caravan Parks and Camping Ground Act 1995</i> : <ol style="list-style-type: none"> 1. To give an infringement [s.23(2)] notice. 2. To extend the period for payment of the modified penalty [s.23(5)]. 3. To withdraw an infringement notice [s.23(7)].
Delegates	CEO Director Aviation & Regulatory Services Coordinator Environmental Health Services Environmental Health Officer
Conditions	Chief Executive Officer (Function 2, 3) Director Aviation and Regulatory Services (Function 2, 3) Coordinator Environmental Health Services (Function 1) Environmental Health Officer (Function 1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	18.1.4 Camping other than at Caravan Park or Camping Ground
Head of power	18 <i>Caravan and Camping Grounds Act 1995</i>
Delegator	Council
Express power to delegate	<i>Caravan Parks and Camping Ground Act 1995</i> s.5 Terms used s.23 Infringement notices
Express power or duty delegated	<i>Caravan Parks and Camping Grounds Regulations 1997</i> r.11 Camping other than at caravan park or camping ground
Function	To provide written approval for a person to camp on land referred to in r.11(1)(a) of the <i>Caravan Parks and Camping Grounds Regulations 1997</i> [r.11(2)(a)].
Delegates	CEO Director Regulatory Services Manager Community Safety Rangers Park Ranger – Cape Keraurdren
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	19.1.1 Illegal Development
Head of power	19 <i>Planning and Development Act 2005</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> r.82 Delegations by local government r.79 Entry and Inspection powers</p>
Express power or duty delegated	<p><i>Planning and Development Act 2005:</i> Section 214(2), (3) and (5) Illegal development, responsible authority's powers as to</p>
Function	<ol style="list-style-type: none"> 1. Give a written direction to the owner or any other person undertaking an unauthorised development to stop, and not recommence, the development or that part of the development that is undertaken in contravention of the planning scheme, interim development order or planning control area requirements; 2. Give a written direction to the owner or any other person who undertook an unauthorised development: <ol style="list-style-type: none"> a. to remove, pull down, take up, or alter the development; and b. to restore the land as nearly as practicable to its condition immediately before the development started, to the satisfaction of the responsible authority. 3. Give a written direction to the person whose duty it is to execute work to execute that work where it appears that delay in the execution of the work to be executed under a planning scheme or interim development order would prejudice the effective operation of the planning scheme or interim development order.
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	Director Regulatory Services Manager Strategic and Statutory Planning
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	19.1.2 Subdivision
Head of power	19 <i>Planning and Development Act 2005</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> r.82 Delegations by local government r.79 Entry and Inspection powers</p>
Express power or duty delegated	<p><i>Planning and Development Act 2005:</i> S.142 To make recommendations and objections with respect to a subdivision plan</p>
Function	<p>Provide correspondence regarding the powers and functions described below in the <i>Planning and Development Act 2005</i> To make recommendations and objections with respect to a subdivision plan [s.142].</p>
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	Director Regulatory Services Manager Strategic and Statutory Planning
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	19.1.3 Enforcement Powers
Head of power	19 <i>Planning and Development Act 2005</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> r.82 Delegations by local government r.79 Entry and Inspection powers</p>
Express power or duty delegated	<p><i>Planning and Development Act 2005</i> s.216 Breach of Act etc. or development approval, injunctions as to s.218 Planning scheme or condition on development, contravening etc.</p>
Function	<p>The enforcement powers and functions described below in the <i>Planning and Development Act 2005</i>:</p> <ol style="list-style-type: none"> 1. Apply for an injunction [s.216(1)]. 2. Commence a prosecution [s.218].
Delegates	CEO
Conditions	Nil
Subdelegates	<p>Director Regulatory Services Manager Strategic and Statutory Planning</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	19.1.4 Reports to the Development Assessment Panel
Head of power	19 <i>Planning and Development Act 2005</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> r.82 Delegations by local government r.79 Entry and Inspection powers</p>
Express power or duty delegated	<i>Planning and Development (Development Assessment) Panels Regulation 2011</i> r.12 Responsible authority must report to Development Assessment Panel (DAP)
Function	Provide the presiding member of a DAP a report on the development application [r.12].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	Director Regulatory Services Manager Strategic and Statutory Planning
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	19.1.5 Authorised Person – Infringement Notices and Enforcement Powers
Head of power	19 <i>Planning and Development Act 2005</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995</i>: s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Planning and Development (Local Planning Schemes) Regulations 2015</i>: r.82 Delegations by local government r.79 Entry and Inspection powers</p>
Express power or duty delegated	<p><i>Planning and Development Act 2005</i> s.228 Giving of infringement notice s.230 Extending time to pay modified penalty s.231 Withdrawal of infringement notice</p>
Function	<p>The powers and functions relating to enforcement, and infringement notices for prescribed planning offences in Part 13, Division 3 of the <i>Planning and Development Act 2005</i> and the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> respectively:</p> <ol style="list-style-type: none"> 1. To give an infringement notice for a prescribed planning offence [s.228(1)]. 2. To extend time to pay the modified penalty [s.230]. 3. To withdraw an infringement notice [s.231].
Delegates	CEO
Conditions	Delegate is the Chief Executive Officer, pursuant to section 234 of the Act and 79 of the Regulations (both these are the CEO's powers to appoint, not the Council's power).
Express power to subdelegate	<p><i>Local Government Act 1995</i>: s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	Director Regulatory Services Manager Strategic and Statutory Planning
Subdelegate conditions	Director Regulatory Services (Function 3) Manager Strategic & Statutory Planning (Function 1, 2)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	19.2.1 Development Applications
Head of power	19 <i>Planning and Development Act 2005</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995</i>: s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Planning and Development (Local Planning Schemes) Regulations 2015</i>: r.82 Delegations by local government r.79 Entry and Inspection powers</p>
Express power or duty delegated	Under Part 9 of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> : r.68 Determination of applications r.77 Amending or cancelling development approval
Function	<ol style="list-style-type: none"> 1. To determine development applications and impose conditions [r.68]. 2. To determine whether to amend or cancel development applications and impose conditions [r.77].
Delegates	CEO
Conditions	The delegated power under 1 and 2 (regulations 68 and 77) must be consistent with Town Planning Scheme No.4
Express power to subdelegate	<i>Local Government Act 1995</i> : s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Director Regulatory Services Manager Strategic and Statutory Planning
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	19.2.2 Development applications – Landowner's consent
Head of power	19 <i>Planning and Development Act 2005</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995</i>: s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Planning and Development (Local Planning Schemes) Regulations 2015</i>: r.82 Delegations by local government r.79 Entry and Inspection powers</p>
Express power or duty delegated	Under Part 9 of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> : r.62 Form of application
Function	1. Authority to sign an application for development approval on behalf of the Shire as the owner of the land on which the proposed development is to be located.
Delegate	Chief Executive Officer
Conditions	Nil
Subdelegates	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	20.2.1 Instrument of Authorisation - Sign Development Applications for Crown Land as Owner
Head of power	20 Statutory Authorisations and Delegations to Local Government from State Government Entities
Delegator	Minister of Lands
Express power to delegate	The Minister of Lands pursuant to section 267A of the Act delegated this power directly to the CEO of any local government (see Government Gazette dated 2 June 2016)
Express power or duty delegated	The power to sign as owner in respect of Crown land relating to development applications under the <i>Planning and Development Act 2005</i> , subject to the below conditions.
Function	The power to sign as owner in respect of Crown land.
Delegates	CEO
Conditions	The powers in Column 1 subject to the conditions in Column 3 of the Schedule to Government Gazette dated 2 June 2016.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	20.2.2 WA Planning Commission – Section 25 of the <i>Strata Titles Act 1985</i>
Head of power	20 Statutory Authorisations and Delegations to Local Government from State Government Entities
Delegator	Council
Express power to delegate	The WAPC delegated the above power and function to the local government, and to members and officers of those local governments (see Government Gazette, Delegation 2009/03 on 9 January 2009)
Express power or duty delegated	The functions and powers under section 25 of the <i>Strata Titles Act 1985</i> subject to the below conditions:
Function	Power to determine applications for the issuing of a certificate of approval under section 25 of the Act for a plan of subdivision, re-subdivision or consolidation subject to the below conditions and reporting requirements.
Delegates	CEO Director Regulatory Services Manager Building Approvals and Compliance Manager Strategic and Statutory Planning
Conditions	<p>The delegation excludes applications that:</p> <ul style="list-style-type: none"> i. propose a vacant lot; ii. propose vacant air stratas in multi-tiered strata scheme developments; iii. in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relate to: <ul style="list-style-type: none"> • a type of development; • land within an area; and • which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application. iv. To provide the WAPC with data on all applications determined under the Instrument of Delegation at the conclusion of each financial year in a format prescribed by the WAPC.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	21.1.1 <i>Native Title Act 1993</i> – Registration of Interest
Head of power	21 <i>Native Title Act 1993</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<i>Native Title Act 1993:</i> s.61(1) Native title and compensation applications
Function	1. Authority to register an interest in any native title claim affecting the interests of the Shire.
Delegates	Chief Executive Officer
Conditions	Nil
Subdelegates	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.1.1 Authorised Signs
Head of power	21.1 <i>Shire of East Pilbara Parking Local Laws 2011</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 2.2 Unauthorised signs and defacing of signs
Function	<ol style="list-style-type: none"> 1. Authority to approve a person to display, mark, set up or exhibit a sign purporting to be or resembling a sign marked, set up or exhibited by the local government. 2. Authority to approve a person to remove, deface or misuse a sign or property set up or exhibited by the local government. 3. Authority to affix a board, sign, placard, notice or other thing to, or paint or write upon any part of a sign set up or exhibited by the local government.
Delegates	CEO
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.1.2 Parking
Head of power	22.1 <i>Shire of East Pilbara Parking Local Laws 2011</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 4.1(6) Restrictions on parking in particular areas Clause 4.12 Parking on reserves Clause 4.13 Suspension of parking limitations for urgent, essential or official duties
Function	<ol style="list-style-type: none"> 1. Authorise a person to park a vehicle in an area designated by a sign stating "Authorised Vehicles Only" [cl.4.1(6)]. 2. Authorise a person to park or drive a vehicle upon or over any portion of a reserve other than upon an area specifically set aside for that purpose [cl.4.12]. 3. Authorise a person to park a vehicle in a portion of a thoroughfare or parking facility for longer than the permitted time in order that the person may carry out urgent, essential or official duties [cl.4.13].
Delegates	CEO Director Regulatory Services Director Infrastructure Services Manager Community Safety
Express power to subdelegate	Chief Executive Officer (Function 1, 2, 3) Director Regulatory Services (Function 1, 2, 3) Director Infrastructure Services (Function 1, 2, 3) Manager Community Safety (Function 1, 2, 3)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.1.3 Parking Facilities
Head of power	22.1 <i>Shire of East Pilbara Parking Local Laws 2011</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 5.20(1) Permits in parking facilities
Function	Authority to issue a written temporary parking permission [cl. 5.20(1)].
Delegates	CEO Director Regulatory Services Manager Community Safety Manager Aviation Services* * The power may only be exercised by the Manager Aviation Services with respect to parking at Newman Airport.
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.1.4 Obstruction of Public Place or Thoroughfare
Head of power	22.1 <i>Shire of East Pilbara Parking Local Laws 2011</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 6.8 Vehicles not to obstruct a public place or thoroughfare
Function	Authority to grant permission to a person to leave a vehicle, or any part of a vehicle, in a public place so that it obstructs the use of any part of that public place [cl.6.8(1)].
Delegates	CEO Director Regulatory Services Director Infrastructure Services Manager Community Safety Manager Aviation Services* * The power may only be exercised by the Manager Aviation Services with respect to parking at Newman Airport.
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.1.5 Infringements for Prescribed Offences as Per Schedule 2
Head of power	22.1 <i>Shire of East Pilbara Parking Local Laws 2011</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Schedule 2 – An authorised person may issue an infringement for any prescribed offences as per Schedule 2
Function	1. An authorised person may issue an infringement for any prescribed offences as per Schedule 2 of the Shire's Parking Local Law 2011. 2. Withdrawal of Infringement as per Form 3 of the <i>Shire's Parking Local Law 2011</i> .
Delegates	Manager Aviation Services CEO Manager Community Safety Park Ranger - Cape Keraudren Ranger
Conditions	Chief Executive Officer (Function 1 and 2) Manager Community Safety (Function 1) Park Ranger – Cape Keraudren (Function 1) Ranger(s) (Function 1) Manager Aviation Services* (Function 1) * Power extends to Airport parking and refer to Administration Officer-Airport Services and Aviation Admin / Operations Contracts Manager only.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.2.1 Disagreements
Head of power	22.2 <i>Shire of East Pilbara Public Places and Local Government Property Local Law 2011</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Schedule 1 clause 2.11(2) – Objection rights
Function	Authority to deal with an objection made under Sch 1, cl.2.11(1) [cl. 2.11(2)].
Delegates	CEO
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.3.1 Determinations
Head of power	<i>22.3 Shire of East Pilbara Public Places and Local Government Property Local Law 2011</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 2.1 – Local Government may make determinations in accordance with clause 2.2 Clause 2.3 – Erect a sign to give notice of the effect of a determination Clause 2.6 – Amend or revoke a determination
Function	Determinations in respect of Local Government property under the <i>Shire of East Pilbara Public Places and Local Government Property Local Law 2011</i> .
Delegates	CEO
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.3.2 Activities Requiring a Licence
Head of power	22.3 <i>Shire of East Pilbara Public Places and Local Government Property Local Law 2011</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	cl.3.1 Activities requiring a Licence cl.3.2 Licence required to camp outside a facility cl.3.3 Licence required for possession and consumption of liquor cl.6.2 Activities allowed with a licence cl.6.4 Temporary crossings cl.6.16 No driving on closed thoroughfare cl.7.1 Leaving animal or vehicle in public place cl.12.9 Power of local government to grant licence
Function	<ol style="list-style-type: none"> 1. Authority to approve or revoke licences for activities requiring a licence in accordance with the <i>Shire of East Pilbara Public Places and Local Government Property Local Law 2011</i>. 2. Local government may exempt a person from compliance to requiring a licence and may exempt specified local government property or a class of local government property from the application of that person [cl.3.1(1)].
Delegates	CEO
Conditions	Nil
Subdelegates	Coordinator Environmental Health Services Director Regulatory Services Director Infrastructure Services Manager Community Safety Ranger(s)
Subdelegate conditions	Director Regulatory Services Director Infrastructure Services (cl.3.1, cl.3.2, cl.3.3, cl.6.2, cl.6.4) Coordinator Environmental Health Services (cl.3.3) Manager Community Safety (cl.6.16, cl.7.1) Ranger(s) (cl.6.16, cl.7.1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.3.3 Use of Local Government Property
Head of power	22.3 <i>Shire of East Pilbara Public Places and Local Government Property Local Law 2011</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 4.6(1) – erect a sign specifying condition of use Clause 4.10 – give notice for liability of damage to government property
Function	Use of Local Government property under the <i>Shire of East Pilbara Public Places and Local Government Property Local Law 2011</i> : 1. Erect a sign specifying condition of use [cl. 4.6(1)]. 2. Give notice for liability of damage to government property [cl. 4.10].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Director Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services Park Ranger - Cape Keraudren
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.3.4 Authorised Officers (direction to leave and refuse entry powers)
Head of power	22.3 Shire of East Pilbara Public Places and Local Government Property Local Law 2011
Delegator	Council
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 4.8 – Direct a person to leave local government property where they have contravened written law Clause 4.11 – Refuse entry to local government property Clause 5.1 – Refuse admission to a pool area Clause 5.3 – No entry to fenced or closed local government property Clause 5.5 – No unauthorised entry to function Clause 5.6 – Access of animals at aerodrome
Function	Use of local government property under the Shire of East Pilbara Public Places and Local Government Property Local Law 2011: <ol style="list-style-type: none"> 1. Direct a person to leave local government property where they have contravened written law [cl. 4.8]. 2. Refuse entry to local government property [cl. 4.11]. 3. Refuse entry to a pool area [cl. 5.1(1)]. 4. Authorise access to fenced or closed local government property [cl. 5.3]. 5. Authorise a person entry to a function [cl. 5.5(2)]. 6. Authorise a person to bring an animal onto an aerodrome [cl. 5.6(2)(c)].
Delegates	CEO
Subdelegates	<p>Activation and Events Officer Activity Officer - Newman REC (Casual) Administration Officer - Airport Services Administration, Library & Activities Officer - Nullagine Aquatic Officer - Marble Bar Aquatic Officer - Newman Aquatic Officer - Newman (Casual) Manager Aviation Services Community Liaison Officer - Martumili Casual Community Liaison Officer - Martumili (Casual) Community Transport Officer Coordinator Art Production - Martumili Coordinator Environmental Health Services Creche Attendant (Casual) Creche Supervisor Customer Service Supervisor – Newman Recreation Centre Director Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services Environmental Health Officer Field Officer - Seasonal Field Officer- Martumili Fitness and Recreation Supervisor Gallery Officer - Martumili</p>

Group Fitness Instructor (Casual)
 Gym and Membership Officer
 Gym and Membership Officer (Casual)
 Kiosk Attendant (Casual)
 Library and Activities Officer - Newman (Casual)
 Library Officer - Newman (Part Time)
 Library Officer (Casual) Lifeguard - Newman (Casual)
 Manager Activation and Events
 Manager Building Approvals and Compliance
 Manager Community Safety
 Manager Community Services
 Manager Martumili
 Manager Operations
 Manager People & Culture
 Manager Place
 Manager Recreation
 Manager Waste Services
 Park Ranger - Cape Keraudren
 Place & Activities Officer - Marble Bar
 Place & Activities Officer - Nullagine
 Ranger
 Recreation Officer
 Refund Point Leading Hand
 Refund Point Operator (Casual)
 Senior Activation and Events Officer
 Senior Youth Engagement Officer
 Team Leader Aquatic Services
 Team Leader Community Capacity Building
 Team Leader Library and Community
 Team Leader Recreation Services
 Team Leader Youth and Community Services
 Work, Health and Safety Advisor
 Youth & Community Engagement Officer - Marble Bar
 Youth Engagement Assistant (Casual)
 Youth Engagement Assistant (Part Time)
 Youth Engagement Officer

Conditions

Chief Executive Officer (Function 1, 2, 3, 4, 5, 6)
 Director Regulatory Services (Function 1, 2, 4, 5, 6)
 Director Infrastructure Services (Function 1, 2, 3, 4, 5)
 Director Corporate Services (Function 1, 2, 3, 4, 5)
 Manager Community Safety (Function 1, 2, 3, 4, 5)
 Manager Operations (Function 1- 5)
 Manager People and Culture (Function 1-5)
 Work, Health and Safety Advisor (Function 1-5)
 Park Ranger – Cape Keraudren (Function 1, 2, 3, 4, 5)
 Ranger(s) (Function 1, 2, 3, 4, 5)
 Manager Building Approvals and Compliance (Function 1, 2, 3, 4, 5)
 Manager Recreation (Function 1, 2, 3, 4, 5)
 Manager Community Services (Function 1, 2, 3, 4, 5)
 Manager Waste Services (Function 1,-5)
 Coordinator Environmental Health Services(Function 1, 2, 3, 5)
 Environmental Health Officer (Function 1, 2, 3, 4, 5)
 Administration Officer – Airport Services (Function 1, 2, 4, 5, 6)
 Manager Activation and Events (Function 1,2,4,5)
 Senior Activation and Events Officer (Function 1,2,4,5)
 Activation and Events Officer (Function 2)

Item 12.1.1 Appendix 1

	<p>Aviation Admin / Operations Contract Manager (Function 1, 2, 4, 5, 6)</p> <p>Manager Martumili (Function 1, 2, 4, 5)</p> <p>Coordinator Art Production – Martumili (Function 1, 2, 4, 5)</p> <p>Field Officer (Seasonal) (Function 2)</p> <p>Community Liaison Officer – Martumili (Casual) (Function 2)</p> <p>Field Officer – Martumili (Function 2)</p> <p>Gallery Officer – Martumili (Function 2)</p> <p>Manager Place (Function 1, 2, 3, 4, 5)</p> <p>Team Leader Aquatic Services (Function 1, 2, 3, 4, 5)</p> <p>Team Leader Recreation Services (Function 1, 2, 3, 4, 5)</p> <p>Team Leader Community Capacity Building (Function 1, 2, 3, 4, 5)</p> <p>Team Leader Youth and Community Services (Function 1, 2, 3, 4, 5)</p> <p>Community Capacity Building Officer (Function 2)</p> <p>Team Leader Library and Community Services (Function 1, 2, 5)</p> <p>Library and Activities Officer – Newman (Casual) (Function 2)</p> <p>Library Officer – Newman (Part Time) (Function 2)</p> <p>Place and Activities Officer – Nullagine (Function 1, 2, 4, 5)</p> <p>Place and Activities Officer – Marble Bar (Function 2, 3)</p> <p>Youth Engagement Assistant (Casual) (Function 2, 3)</p> <p>Youth Engagement Assistant (Part Time) (Function 2, 3)</p> <p>Senior Youth Engagement Officer (Function 2, 3)</p> <p>Community Transport Officer (Function 2)</p> <p>Aquatic Officer – Marble Bar (Function 2, 3)</p> <p>Kiosk Attendant (Casual) (Function 2, 3)</p> <p>Aquatic Officer – Newman (Casual) (Function 2, 3)</p> <p>Aquatic Officer – Newman (Function 2, 3, 5)</p> <p>Lifeguard – Newman (Casual) (Function 2, 3)</p> <p>Activity Officer – Newman Rec (Casual) (Function 2, 3)</p> <p>Customer Service Supervisor – Newman Recreation Centre (Function 1, 2, 5)</p> <p>Gym and Membership Officer (Casual) (Function 2)</p> <p>Gym and Membership Officer (Function 2)</p> <p>Creche Supervisor (Function 2)</p> <p>Creche Attendant (Casual) (Function 2)</p> <p>Fitness and Recreation Supervisor (Function 1, 2, 5)</p> <p>Group Fitness Instructor (Casual) (Function 2)</p> <p>Recreation Officer (Function 2)</p> <p>Refund Point Leading Hand (Function 2)</p> <p>Refund Point Operator (Casual) (Function 2)</p> <p>Subdelegate's use of power is be subject to completion of approved training.</p>
Express power to subdelegate	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.3.5 Thoroughfares – General
Head of power	22.3 <i>Shire of East Pilbara Public Places and Local Government Property Local Law 2011</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 6.5 – notice to remove redundant crossing Clause 6.17 – notice to redirect or repair sprinkler Clause 6.18 – notice to remove or cut hazardous plants Clause 6.19 – notice to repair damage to thoroughfare Clause 6.20 – notice to remove thing unlawfully placed on thoroughfare
Function	Authority to give notice with respect to activities in thoroughfares under the Shire of East Pilbara Public Places and Local Government Property Local Law 2011 1. Notice to remove redundant crossing [cl. 6.5]. 2. Notice to redirect or repair sprinkler [cl. 6.17]. 3. Notice to remove or cut hazardous plants [cl. 6.18]. 4. Notice to repair damage to thoroughfare [cl. 6.19]. 5. Notice to remove thing unlawfully placed on thoroughfare [cl. 6.20].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Coordinator Environmental Health Services Director Regulatory Services Director Corporate Services Environmental Health Officer Manager Building Approval and Compliance Manager Community Safety Manager Operations Park Ranger - Cape Keraudren Ranger
Subdelegate conditions	Director Regulatory Services (Function 1, 2, 3, 5) Director Infrastructure Services (Function 1, 2, 3, 4, 5)

	Manager Operations(Function 1, 2, 3, 4, 5) Manager Building Approvals and Compliance (Function 2, 3) Coordinator Environmental Health Services (Function 2, 3) Environmental Health Officer (Function 2, 3) Manager Community Safety (Function 5) Park Ranger – Cape Keraudren (Function 5) Ranger(s) (Function 5)
--	--

Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Item 12.1.1 Appendix 1

Delegation	22.3.6 Grant Licence for Commercial Activity
Head of power	22.3 <i>Shire of East Pilbara Public Places and Local Government Property Local Law 2011</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 12.9 – Grant a licence to a person authorising the person to provide a specified type of commercial activity at one or more specified public places Clause 12.12 - Grant a licence subject to any condition that the local government considers appropriate Clause 12.20 – renewals of licence Clause 12.21 - restrictions on renewal of licence Clause 12.22 - renewal of licence Clause 12.23 – Suspension of licence Clause 12.25 – Revocation of suspension Clause 12.26 – cancellation of licence Clause 12.29 – amendment of licence
Function	Grant Licence for Commercial Activity under the Shire of East Pilbara Public Places and Local Government Property Local Law 2011: <ol style="list-style-type: none"> 1. Grant a licence to a person authorising the person to provide a specified type of commercial activity at one or more specified public places [cl. 12.9]. 2. Grant a licence subject to any condition that the local government considers appropriate [cl. 12.12]. 3. Renewals of licence [cl. 12.20]. 4. Restrictions on renewal of licence [cl. 12.21] 5. Renewal of licence [cl.12.22]. 6. Suspension of licence [cl. 12.23]. 7. Revocation of suspension [cl. 12.25]. 8. Cancellation of licence [cl. 12.26]. 9. Amendment of licence [cl. 12.29].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Coordinator Environmental Health Services Director Regulatory Services Environmental Health Officer
Subdelegate conditions	Director Regulatory Services (Function 1, 2, 3, 4, 5, 6, 7, 8, 9) Coordinator Environmental Health Services (Function 1, 2, 3, 4, 5, 7, 9) Environmental Health Officer (Function 1, 2, 3, 4, 5, 7, 9)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.3.7 Prescribed Offences – Schedule 5
Head of power	<i>22.3 Shire of East Pilbara Public Places and Local Government Property Local Law 2011</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 13.1 Offences
Function	Infringements for prescribed offences as per schedule 5 – Modified Penalties
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Coordinator Environmental Health Services Director Regulatory Services Director Infrastructure Services Environmental Health Officer Manager Community Safety Manager Operations Park Ranger - Cape Keraudren Ranger
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.4.1 General Powers
Head of power	<i>22.4 Shire of East Pilbara Cemeteries Local Law 2010</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	<p> Clause 2.4 – Grant of right of burial Clause 2.5 – Rights of holder Clause 2.6 – Renewal of grant Clause 2.7 – Replacement of grant Clause 2.8 – Transfer of grant Clause 2.9 – Exercising the rights of holder Clause 3.4 – Minimum Notice required Clause 3.5 – Fixing times for funerals Clause 3.7 – Times for burials Clause 4.2 – Funeral director's licence Clause 4.5 – Cancellation of funeral director's licence Clause 4.6 – Single funeral permits Clause 5.2 – Funeral processions Clause 5.5 – conduct of funeral by local government Clause 5.6 – Disposal of ashes Clause 6.1 – Depth of grave Clause 6.2 – Vaults and mausoleums Clause 6.3 – Re-opening a grave Clause 6.5 - Exhumation Clause 6.6 – Opening of coffin Clause 7.1 – Application for monumental work Clause 7.2 – Placement of monumental work Clause 7.4 – Operation of work Clause 7.5 – Removal of sand, soil or loam Clause 7.6 – Hours of work Clause 7.7 – Unfinished work Clause 7.8 – Use of wood Clause 7.9 – Plants and trees Clause 7.10 - Supervision Clause 7.12 – Placing of glass domes and vases Clause 7.13 – Monumental mason's licence Clause 7.15 – Carrying out monumental work Clause 7.17 – Cancellation of a monumental mason's licence Clause 7.18 – Application for single monumental work permit Clause 8.1 – Animals Clause 8.6 – Advertising Clause 8.7 – Obeying signs and directions Clause 8.8 – Removal from cemetery Clause 9.1 - Offences </p>

Function	<p>Authority to exercise various local government powers under the <i>Shire of East Pilbara Cemeteries Local Law 2010</i>:</p> <ol style="list-style-type: none"> 1. Clause 2.4 – Grant of right of burial 2. Clause 2.5 – Rights of holder 3. Clause 2.6 – Renewal of grant 4. Clause 2.7 – Replacement of grant 5. Clause 2.8 – Transfer of grant 6. Clause 2.9 – Exercising the rights of holder 7. Clause 3.4 – Minimum Notice required 8. Clause 3.5 – Fixing times for funerals 9. Clause 3.7 – Times for burials 10. Clause 4.2 – Funeral director's licence 11. Clause 4.5 – Cancellation of funeral director's licence 12. Clause 4.6 – Single funeral permits 13. Clause 5.2 – Funeral processions 14. Clause 5.5 – Conduct of funeral by local government 15. Clause 5.6 – Disposal of ashes 16. Clause 6.2 – Vaults and mausoleums 17. Clause 6.3 – Re-opening a grave 18. Clause 6.5 - Exhumation 19. Clause 6.6 – Opening of coffin 20. Clause 7.1 – Application for monumental work 21. Clause 7.2 – Placement of monumental work 22. Clause 7.5 – Removal of sand, soil or loam 23. Clause 7.6 – Hours of work 24. Clause 7.8 – Use of wood 25. Clause 7.9 – Plants and trees 26. Clause 7.12 – Placing of glass domes and vases 27. Clause 7.13 – Monumental mason's licence 28. Clause 7.15 – Carrying out monumental work 29. Clause 7.17 – Cancellation of a monumental mason's licence 30. Clause 7.18 – Application for single monumental work permit 31. Clause 8.1 – Animals 32. Clause 8.6 – Advertising 33. Clause 9.1 - Offences
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<p><i>Local Government Act 1995</i>: s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Community Experience Manager Customer Experience Manager Operations Lead Customer Experience Officer Customer Service and Library Officer - Marble Bar</p>

Subdelegate conditions	<p>Director Community Experience (Function 4, 7, 8, 9, 12, 13, 16, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30)</p> <p>Manager Operations (Function 4, 7, 8, 9, 12, 13, 16, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30)</p> <p>Customer Service and Library Officer Marble Bar (Function 4, 7, 8, 9, 12, 13, 16, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30)</p> <p>Manager Customer Experience (Function 4, 7, 8, 9, 12, 13, 16, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30)</p> <p>Lead Customer Experience Officer (Function 4, 7, 8, 9, 12, 13, 16, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30)</p> <p>Customer Service and Library Officer - Marble Bar (Function 4, 7, 8, 9, 12, 13, 16, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30)</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Item 12.1.1 Appendix

Delegation	22.4.2 Authorised Officers
Head of power	<i>22.4 Shire of East Pilbara Cemeteries Local Law 2010</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 5.4 – Offenders may be ordered to leave Clause 6.1 – Depth of grave Clause 7.4 – Operation of work Clause 7.7 – Unfinished work Clause 7.10 – Supervision Clause 8.7 – Removal from the cemetery
Function	Powers of an authorised officer under the Shire of East Pilbara Cemeteries Local Law 2011. 1. Offenders may be ordered to leave [cl. 5.4]. 2. Depth of grave [cl. 6.1]. 3. Operation of work [cl. 7.4]. 4. Unfinished work [cl. 7.7]. 5. Supervision [cl. 7.10]. 6. Removal from the cemetery [cl. 8.7].
Delegates	CEO
Subdelegates	CEO Director Community Experience Director Infrastructure Services Manager Operations
Conditions	Chief Executive Officer (Function 1, 2, 3, 4, 5, 6) Director Community Experience (Function 1, 2, 3, 4, 5, 6) Director Infrastructure Services (Function 1, 2, 3, 4, 5, 6) Manager Operations (Function 1, 2, 3, 4, 5, 6)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.4.3 Prescribed Offences
Head of power	<i>22.4 Shire of East Pilbara Cemeteries Local Law 2010</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Schedule 1 – Prescribed offences Schedule 3 – Withdrawal of infringement notice
Function	Infringements for prescribed offences as per schedule 1 and withdrawal of infringement notice as per Schedule 3 of <i>the Shire of East Pilbara Cemeteries Local Law 2011</i> : 1. Prescribed offences [schedule 1]. 2. Withdrawal of infringement notice [schedule 3].
Delegates	CEO
Subdelegates	CEO Manager Community Safety Park Ranger - Cape Keraudren Ranger
Conditions	Chief Executive Officer (Function 1, 2) Manager Community Safety (Function 1) Park Ranger – Cape Keraudren (Function 1) Ranger(s) (Function 1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.5.1 Various Powers
Head of power	<i>22.5 Shire of East Pilbara Dogs Local Law 2020</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 2.3 – Release of impounded dogs Clause 4.0 – 4.16 - Application for Kennel Establishment Licence
Function	Authority to exercise various powers under the Shire of East Pilbara Dogs Local Law 201: 1. Release of impounded dogs [cl. 2.3].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Manager Community Safety Park Ranger - Cape Keraudren Ranger Director Regulatory Services
Subdelegate conditions	Director Regulatory Services (Function 1) Manager Community Safety (Function 1) Park Ranger – Cape Keraudren (Function 1) Ranger(s) (Function 1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.5.2 Authorised Person
Head of power	22.5 <i>Shire of East Pilbara Dogs Local Law 2020</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Schedule 3 – Modified penalties Clause 7.6 – Withdrawal of infringement notice
Function	Infringements for prescribed offences as per schedule 3 and withdrawal of infringement notice as per cl.7.6 the Shire of East Pilbara Dogs Local Law 2011: 1. Prescribed offences [schedule 3]. 2. Withdrawal of infringement notice [cl.7.6].
Delegates	CEO
Subdelegates	CEO Director Regulatory Services (Function 1) Manager Community Safety (Function 1) Park Ranger – Cape Keraudren (Function 1) Ranger(s) (Function 1)
Conditions	Original Decision Maker cannot review their own decisions.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.6.1 Various Powers
Head of power	<i>22.6 Shire of East Pilbara Health Local Law 2011</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons

Item 12.1.1 Appendix 1

<p>Express power or duty delegated</p>	<p>Authority to exercise various powers under the <i>Shire of East Pilbara Health Local Law 2011</i>:</p> <p>Clause 2.4 – Outdoor event Clause 2.6 – Temporary works Clause 2.7 – Maintenance of sanitary conveniences and fittings Clause 2.15 – Kitchens Clause 3.1 – Dwelling house maintenance Clause 3.6 – Ventilation Clause 3.7 – Water supply Clause 3.8 – Rain water tanks Clause 3.15 – Licensing of morgues Clause 3.16 – Inspection of morgues Clause 3.17 – Cancellation of a morgue licence Clause 4.1 – Approved carrier Clause 4.5 – Waste food and refuse approvals Clauses 4.8-4.9 – Transport of butchers' waste approval Clause 5.4 – Public vehicles to be kept clean Clause 5.9 - Storage of fertilise in a dwelling house Clause 6.2 – Cleanliness Clause 6.5 – Animal enclosures Clause 6.6 – Cats Clause 6.10 – Conditions for keeping of an animal Clause 6.11 – Stables Clauses 6.14 and 6.16 – Keeping of poultry and pigeons and miscellaneous birds Clauses 6.18-19 – Various (Poultry and pigeons and miscellaneous birds) Clause 7.4 – Measures to be taken – flies Clause 7.5 – Local Government may execute work and recover costs - flies Clauses 7.10-7.12 – Measures to be taken – mosquitos Clause 7.15 – Measures to be taken to eradicate rodents Clause 7.19 – Restrictions on materials affording harbourage for rodents Clause 7.21 – Measures to be taken to eradicate cockroaches Clause 7.23 – Measures to taken to keep premises free from Argentine Ants Clause 7.25 – Measures to be taken to keep premises free from European wasp nests Clause 7.27 – Restrictions on keeping of bees in hives Clause 7.29 – Arthropod vectors of disease Clauses 8.2-8.5 and 8.7-8.9 – Infectious diseases Clause 8.11 - Local Government may carry out work and recover costs under Part 8 – infectious diseases Clause 9.4 – Approval of registration of a lodging house Clause 9.7 – Revocation of registration of a lodging house Clause 9.10 – Cooking facilities Clause 9.13 – Sanitary conveniences Clause 9.14 – Laundry Clause 9.18 – Restriction on use of rooms for sleeping Clause 9.21 – Ventilation Clauses 9.24-9.28 and 9.30-9.32– Lodging houses (various) Clause 10.7 – Registration (offensive trades) Clause 10.14 – Painting of walls etc (offensive trades) Clause 10.16 – Offensive material Clause 10.19 – Directions (offensive trades) Clause 10.36 – Reception room Clause 10.40 – Precautions against combustion Part 11 – Offences and penalties</p>
---	--

Item 12.1.1 Appendix 1

Function	<p>Authority to exercise various powers under the Shire of East Pilbara Health Local Law 2011:</p> <ol style="list-style-type: none"> 1. Clause 2.4 – Outdoor event 2. Clause 2.6 – Temporary work 3. Clause 2.7 – Maintenance of sanitary conveniences and fittings 4. Clause 2.15 – Kitchens 5. Clause 3.1 – Dwelling house maintenance 6. Clause 3.6 – Ventilation 7. Clause 3.7 – Water supply 8. Clause 3.8 – Rain water tanks 9. Clause 3.15 – Licensing of morgues 10. Clause 3.16 – Inspection of morgues 11. Clause 3.17 – Cancellation of a morgue licence 12. Clause 4.1 – Approved carrier 13. Clause 4.5 – Waste food and refuse approvals 14. Clauses 4.8-4.9 – Transport of butchers' waste approval 15. Clause 5.4 – Public vehicles to be kept clean 16. Clause 5.9 – Storage of fertilise in a dwelling house 17. Clause 6.2 – Cleanliness 18. Clause 6.5 – Animal enclosures 19. Clause 6.6 – Cats 20. Clause 6.10 – Conditions for keeping of an animal 21. Clause 6.11 – Stables 22. Clauses 6.14 and 6.16 – Keeping of poultry and pigeons and miscellaneous birds 23. Clauses 6.18-19 – Various (Poultry and pigeons and miscellaneous birds) 24. Clause 7.4 – Measures to be taken – flies 25. Clause 7.5 – Local Government may execute work and recover costs - flies 26. Clauses 7.10-7.12 – Measures to be taken – mosquitos 27. Clause 7.15 – Measures to be taken to eradicate rodents 28. Clause 7.19 – Restrictions on materials affording harbourage for rodents 29. Clause 7.21 – Measures to be taken to eradicate cockroaches 30. Clause 7.23 – Measures to taken to keep premises free from Argentine Ants 31. Clause 7.25 – Measures to be taken to keep premises free from European wasp nests 32. Clause 7.27 – Restrictions on keeping of bees in hives 33. Clause 7.29 – Arthropod vectors of disease 34. Clauses 8.2-8.5 and 8.7-8.9 – Infectious diseases 35. Clause 8.11 - Local Government may carry out work and recover costs under Part 8 – infectious diseases 36. Clause 9.4 – Approval of registration of a lodging house 37. Clause 9.7 – Revocation of registration of a lodging house 38. Clause 9.10 – Cooking facilities 39. Clause 9.13 – Sanitary conveniences 40. Clause 9.14 – Laundry 41. Clause 9.18 – Restriction on use of rooms for sleeping 42. Clause 9.21 – Ventilation 43. Clauses 9.24-9.28 and 9.30-9.32– Lodging houses (various) 44. Clause 10.7 – Registration (offensive trade) 45. Clause 10.14 – Painting of walls etc (offensive trades) 46. Clause 10.16 – Offensive material 47. Clause 10.19 – Directions (offensive trades) 48. Clause 10.36 – Reception room 49. Clause 10.40 – Precautions against combustion 50. Part 11 – Offences and penalties
----------	---

Delegates	CEO
Subdelegates	Coordinator Environmental Health Services Director Regulatory Services Director Infrastructure Services Environmental Health Officer Manager Waste Services
Conditions	<p>Chief Executive Officer (Function 9, 11, 12, 19, 20, 22, 25, 35, 36, 37, 44, 50) Director Regulatory Services (Function 12, 25, 35, 50) Director Infrastructure Services (Function 13, 14) (Manager Waste Services (Function 13, 14) Coordinator Environmental Health Services (Function 1, 2, 3, 4, 5, 6, 7, 8, 10, 13, 14, 15, 16, 17, 18, 21, 23, 24, 26, 27, 28, 29, 30, 31, 32, 33, 34, 38, 39, 40, 41, 42, 43, 45, 46, 47, 48, 49, 50) Environmental Health Officer (Function 1, 2, 3, 4, 5, 6, 7, 8, 10, 13, 14, 15, 16, 17, 18, 21, 23, 24, 26, 27, 28, 29, 30, 31, 32, 33, 34, 38, 39, 40, 41, 42, 43, 45, 46, 47, 48, 49, 50)</p> <p>Clause 1.5 of the <i>Shire of East Pilbara Health Local Law 2011</i> provides that the exercise of powers by Senior Environmental Health Officer and Environmental Health Officer can only be undertaken by a person appointed to either role by the Shire of East Pilbara under the <i>Health Act</i> and includes an Acting or Assistant Environmental Health Officer</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	22.7.1 Various Powers
Head of power	22.6 <i>Shire of East Pilbara Health Local Law 2011</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 2.1 – Sufficient fences Clause 2.2 – Fences within front setback areas Clause 2.5 – Fences on a rural lot Clause 2.7 – Fences across rights-of-way, public access or thoroughfares Clause 2.8 – General discretion of the local government Clauses 2.9-2.11 – Fencing materials Clauses 3.1-3.2 – Approvals Part 6 - Offences
Function	Authority to exercise various Powers under the Shire of East Pilbara Fencing Local Law 2011: <ol style="list-style-type: none"> 1. Clause 2.1 – Sufficient fences 2. Clause 2.2 – Fences within front setback areas 3. Clause 2.5 – Fences on a rural lot 4. Clause 2.7 – Fences across rights-of-way, public access or thoroughfares 5. Clause 2.8 – General discretion of the local government 6. Clauses 2.9-2.11 – Fencing materials 7. Clauses 3.1-3.2 – Approvals 8. Part 6 - Offences
Delegates	CEO
Subdelegates	Director Regulatory Services Manager Building Approvals and Compliance Manager Strategic and Statutory Planning Director Infrastructure Services
Conditions	Decisions under this Functions 1, 2, 3, 5, 6 and 7 should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> . Chief Executive Officer (Function 1-8) Director Infrastructure Services (Function 4) Director Regulatory Services (Function 4, 8) Manager Building Approvals and Compliance (Function 1, 2, 3, 4, 5, 6, 7, 8) Manager Strategic and Statutory Planning (Function 1, 2, 3, 5, 6, 7, 8)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Shire of East Pilbara Register of Delegated Authority

DELEGATIONS

Delegation	1.2.1 Appoint Authorised Persons
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p>Local Government (Financial Management) Regulations 1996 r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.24 Authorising persons under this subdivision [Part 3, Division 3, Subdivision 2 – Certain provisions about land] s.9.10 Appointment of authorised persons</p>
Function	<p>1. Authority to appoint persons or classes of persons as authorised persons for the purpose of fulfilling prescribed functions within the <i>Local Government Act 1995</i> and its subsidiary legislation, including Local Government Act Regulations, the <i>Local Government (Miscellaneous Provisions) Act 1960</i> and Local Laws made under the <i>Local Government Act 1995</i>. [s.3.24 and s.9.10].</p> <p>2. Authority to appoint authorised person for the purposes of the Graffiti Vandalism Act 2016, which prescribes Part 9 of the <i>Local Government Act 1995</i> as the enabling power [s.15 of the <i>Graffiti Vandalism Act 2016</i>].</p>
Delegates	CEO
Conditions	<p>a. A register of Authorised Persons is to be maintained as a Local Government Record.</p> <p>b. Only persons who are appropriately qualified and trained may be appointed as Authorised persons.</p>
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.2 Performing Functions outside the District
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.20(1) Performing functions outside district</p>
Function	Determine the circumstances where it is appropriate for the Local Government's functions to be performed outside the District and prior to implementing such a decision, obtain the consent of the landowner/s and occupier/s and any other person that has control or management of the land impacted by the performance of the function [s.3.20(1)].
Delegates	CEO
Conditions	A decision to undertake a function outside the District, can only be made under this delegation where there is a relevant allocation within the Annual Budget and the performance of the functions does not adversely impact service levels within the District. Where these conditions are not met the matter must be referred to Council for determination.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Regulatory Services Director CommunityDirector Community Experience Director Corporate Services Director Infrastructure Services</p>
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.3 Compensation for Damage Incurred when Performing Executive Functions
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.22(1) Compensation s.3.23 Arbitration</p>
Function	<ol style="list-style-type: none"> 1. In accordance with the s.3.22 procedures, assess and determine the extent of damage to private property arising directly from performance of executive functions and make payment of compensation [s.3.22(1)]. 2. Where compensation is unable to be determined and agreed between parties, give effect to arbitration in accordance with s.3.23.
Delegates	CEO
Conditions	Delegation is limited to settlements which do not exceed a material value of \$20,000.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Corporate Services Director Infrastructure Services</p>
Subdelegate conditions	Sub-delegation is limited to settlements which do not exceed a material value of \$5,000.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.4 Powers of Entry
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.28 When this Subdivision applies s.3.32 Notice of entry s.3.33 Entry under warrant s.3.34 Entry in emergency s.3.36 Opening fences</p>
Function	<ol style="list-style-type: none"> 1. Authority to exercise powers of entry to enter onto land to perform any of the local Government functions under this Act, other than entry under a Local Law [s.3.28]. 2. Authority to give notice of entry [s.3.32]. 3. Authority to seek and execute an entry under warrant [s.3.33]. 4. Authority to execute entry in an emergency, using such force as is reasonable [s.3.34(1) and (3)] 5. Authority to give notice and effect entry by opening a fence [s.3.36].
Delegates	CEO
Conditions	Nil.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	Coordinator Environmental Health Services Director Aviation & Regulatory Services Environmental Health Officer Manager Community Safety Manager Development Services Park Ranger - Cape Keraudren Ranger Senior Ranger Emergency and Community Safety Swimming Pool Inspector
Subdelegate conditions	Director Aviation and Regulatory Services (Function 1, 2, 3, 4, 5) Director Infrastructure Services (Function 1, 2, 3, 4, 5) Manager Development Services (Function 2) Manager Community Safety (Function 1, 2, 3, 4, 5) Senior Ranger Emergency and Community Safety (Function 1, 2, 3, 4, 5) Coordinator Environmental Health Services (Function 2) Environmental Health Officer (Function 2) Park Ranger – Cape Keraudren (Function 1, 4) Ranger(s) (Function 1, 4) Swimming Pool Inspectors (Function 2) Swimming Pool Inspectors designated by CEO
Date adopted	26 July 2024

Adoption references	Item 12.1.1 OCM 24 July 2024
----------------------------	------------------------------

Delegation	1.2.5 Declare Vehicle is Abandoned Vehicle Wreck
Head of power	<i>01 Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.40A(4) Abandoned vehicle wreck may be taken</p>
Function	Declare that an impounded vehicle is an abandoned vehicle wreck [s.3.40A(4)].
Delegates	CEO
Conditions	Disposal of a declared abandoned vehicle wreck to be undertaken in accordance with Delegated Authority 1.2.6 Disposing of Confiscated or Uncollected Goods or alternatively, referred for Council decision.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Manager Community Safety Park Ranger - Cape Keraudren Ranger Senior Ranger Emergency and Community Safety</p>
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.6 Remove and Impound any goods and abandoned Vehicle
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.39 Power to remove and impound s.3.40(1) Vehicle may be removed if goods to be impounded are in or on vehicle s.3.40A Abandoned vehicle wreck may be taken</p>
Function	<ol style="list-style-type: none"> 1. Remove and impound any goods that are involved in a contravention that can lead to impounding [s.3.39(1)]. 2. Remove and impound any goods that are in or on a vehicle and authority to enter the vehicle for the purpose of removing it to a place where the goods may be conveniently unloaded and impounded [s.3.40(1)]. 3. Remove and impound a vehicle that, in the opinion of the local government, is an abandoned vehicle wreck [s.3.40A(1)].
Delegates	CEO
Conditions	Nil.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Regulatory Services Manager Community Safety Park Ranger - Cape Keraudren Ranger Senior Ranger Emergency and Community Safety</p>
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.7 Confiscated or Uncollected Goods
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.39 Power to remove and impound s.3.46 Goods May be withheld until costs paid s.3.47 Confiscated or uncollected goods, disposal of s.3.48 Impounding expenses, recovery of</p>
Function	<ol style="list-style-type: none"> 1. Authority to refuse to allow goods impounded under s.3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid to the local government. [s.3.46]. 2. Authority to sell or otherwise dispose of confiscated or uncollected goods or vehicles that have been ordered to be confiscated under s.3.43 [s.3.47]. 3. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].
Delegates	CEO
Conditions	Disposal of confiscated or uncollected goods, including abandoned vehicles, with a market value less than \$20,000 may, in accordance with Functions and General Regulation 30, be disposed of by any means considered to provide best value, provided the process is transparent and accountable.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>

Subdelegates	Coordinator Environmental Health Services Director Regulatory Services Director Corporate Services Environmental Health Officer Manager Community Safety Manager Corporate Services Manager Governance, Risk and Procurement Park Ranger—Cape Keraudren Ranger Senior Ranger Emergency and Community Safety
Subdelegate conditions	Director Corporate Services Director Regulatory services Manager Community Safety (Function 2) Senior Ranger Emergency and Community Safety Park Ranger—Cape Keraudren (Function 1) Ranger(s) (Function 1) Coordinator Environmental Health Services(Function 1) Environmental Health Officer (Function 1) Director Corporate Services Director Regulatory services (Function 2,3) Manager Corporate Services (Function 2,3) Manager Governance, risk and Procurement (Function 2,3)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.8 Disposal of Sick or Injured Animals <u>(other than dogs and cats)</u>
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO <i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)
Express power or duty delegated	<i>Local Government Act 1995:</i> s.3.47A Sick or injured animals, disposal of s.3.48 Impounding expenses, recovery of
Function	Authority to determine when an impounded animal is ill or injured, that treating it is not practicable, and to humanely destroy the animal and dispose of the carcass [s.3.47A(1)]. 2- Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].
Delegates	CEO
Conditions	Delegation only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed.
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Manager Community Safety Park Ranger - Cape Keraudren Ranger
Subdelegate conditions	Manager Community Safety Senior Ranger Emergency and Community Safety (Function 1, 2Park Ranger - Cape Keraudren Ranger(s)) Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.9 Close Thoroughfares to Vehicles
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO <i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)
Express power or duty delegated	<i>Local Government Act 1995:</i> s.3.50 Closing certain thoroughfares to vehicles s.3.50A Partial closure of thoroughfare for repairs or maintenance s.3.51 Affected owners to be notified of certain proposals
Function	<ol style="list-style-type: none"> 1. Authority to close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles for a period not exceeding 4-weeks [s.3.50(1)]. 2. Authority to determine to close a thoroughfare for a period exceeding 4-weeks and before doing so, to: <ol style="list-style-type: none"> i. give; public notice, written notice to the Commissioner of Main Roads and written notice to prescribed persons and persons that own prescribed land; and ii. consider submissions relevant to the road closure/s proposed [s.3.50(1a), (2) and (4)]. 3. Authority to revoke an order to close a thoroughfare [s.3.50(6)]. 4. Authority to partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have significant adverse effect on users of the thoroughfare [s.3.50A]. 5. Before doing anything to which section 3.51 applies, take action to notify affected owners and give public notice that allows reasonable time for submissions to be made and consider any submissions made before determining to fix or alter the level or alignment of a thoroughfare or draining water from a thoroughfare to private land [s.3.51].
Delegates	CEO
Conditions	If, under s.3.50(1), a thoroughfare is closed without giving local public notice, local public notice is to be given as soon as practicable after the thoroughfare is closed [s.3.50(8)].
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Director Aviation & Regulatory Services Director Infrastructure Services Manager Operations
Subdelegate conditions	Director Infrastructure Services (Function 1, 2, 3, 4, 5) Manager Operations (Function 1, 2, 3) <i>Determination shall be in accordance with the Road Traffic (Events on Roads) Regulations 1991</i>
Date adopted	26 July 2024

Adoption references	Item 12.1.1 OCM 24 July 2024
---------------------	------------------------------

Delegation	1.2.10 Control Reserves and Certain Unvested Facilities
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.53(3) Control of certain unvested facilities s.3.54(1) Reserves under control of local government</p>
Function	<ol style="list-style-type: none"> 1. Authority to agree the method for control and management of an unvested facility which is partially within 2 or more local government districts. [s.3.53(3)]. 2. Authority to do anything for the purpose of controlling and managing land under the control and management of the Shire that the Shire could do under s.5 of the <i>Parks and Reserves Act 1895</i>. [s.3.54(1)].
Delegates	CEO
Conditions	Limited to matters where the financial implications do not exceed a relevant and current budget allocation and which do not create a financial liability in future budgets.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Aviation & Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services Manager Development Services</p>
Subdelegate conditions	<p>Director Corporate Services (Function 1) Director Aviation and Regulatory Services (Function 1) Director Infrastructure Services (Function 1, 2) Manager Development Services (Function 1) Director Community Experience (Function 1)</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.11 Obstruction of Footpaths and Thoroughfares
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.25(1) Notices requiring certain things to be done by owner or occupier of land</p> <p><i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.5(2) Interfering with, or taking from, local government land r.6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a) r.7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b) r.7 Encroaching on public thoroughfare – Sch.9.1. cl.3(2)</p>
Function	<ol style="list-style-type: none"> 1. Authority to give a person who is the owner or, unless Schedule 3.1 indicates otherwise, the occupier of land a notice in writing relating to the land requiring the person to do anything specified in the notice [s.3.25(1)]. 2. Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: <ol style="list-style-type: none"> i. prevent damage to the footpath; or ii. prevent inconvenience to the public or danger from falling materials [ULP r.5(2)]. 3. Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [ULP r.6(2) and (4)]. 4. Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r.6(6)]. 5. Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [ULP r.7A]. 6. Authority to require an owner occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r.7].
Delegates	CEO

Conditions	<p>a. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>.</p> <p>b. Permission may only be granted where, the proponent has:</p> <ul style="list-style-type: none"> i. Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Aviation & Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services Manager Community Safety Manager Operations Ranger(s) Senior Ranger Emergency and Community Safety</p>
Subdelegate conditions	<p>Director Corporate Services (Function 1-6) Director Aviation and Regulatory Services Services (Function 1, 2, 3, 4, 5, 6) Director Infrastructure Services (Function 1, 2, 3, 4, 5, 6) Director Community Experience (Function 1, 2, 3, 4, 5, 6) Manager Community Safety (Function 1, 2, 3, 4, 5, 6) Manager Operations (Function 1, 2, 3, 4, 5, 6)</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.12 Gates across Public Thoroughfares
Head of power	<i>01 Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.9 Permission to have gate across public thoroughfare – Sch.9.1 cl.5(1)
Function	<ol style="list-style-type: none"> 1. Authority to provide, or refuse to provide, permission to have a gate or other device across a local government thoroughfare that permits the passage of vehicle traffic and prevents livestock straying [ULP r.9(1)]. 2. Authority to require an applicant to publish a notice of the application in a manner thought fit for the purpose of informing persons who may be affected by the proposed gate or device [r.9(2)]. 3. Authority to impose conditions on granting permission [ULP r.9(4)]. 4. Authority to renew permission, or at any other time vary any condition, effective upon written notice to the person to whom permission was granted [ULP r.9(5)]. 5. Authority to cancel permission by written notice, and request the person to whom permission was granted to remove the gate or device within a specified time [ULP r.9 (6)].
Delegates	CEO
Conditions	<ol style="list-style-type: none"> a. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>. b. Each approval provided must be recorded in the Shire's statutory Register of Gates in accordance with Uniform Local Provisions Regulation 8.
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	<p>Director Aviation & Regulatory Services Director Infrastructure Services Manager Development Services Manager Operations</p>
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.13 Public Thoroughfare – Dangerous Excavations
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.11(1), (4), (6) and (8) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6
Function	<ol style="list-style-type: none"> 1. Authority to determine if an excavation in or on land adjoining a public thoroughfare is dangerous and take action to fill it in or fence it or request the owner / occupier in writing to fill in or securely fence the excavation [ULP r.11(1)]. 2. Authority to determine to give permission or refuse to give permission to make or make and leave an excavation in a public thoroughfare or land adjoining a public thoroughfare [ULP r.11(4)]. 3. Authority to impose conditions on granting permission [ULP r.11(6)]. 4. Authority to renew a permission granted or vary at any time, any condition imposed on a permission granted [ULP r.11(8)].
Delegates	CEO
Conditions	<ol style="list-style-type: none"> a. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>. b. Permission may only be granted where, the proponent has: <ol style="list-style-type: none"> i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public assets at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>

Subdelegates	Director Aviation & Regulatory Services Director Corporate Services Director Infrastructure Services Manager Development Services Manager Building Approvals and Compliance Manager Operations Work, Health and Safety Advisor
Subdelegate conditions	Director Corporate Services (Function 1) Work, Health and Safety Advisor (Function 1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.14 Crossing – Construction, Repair and Removal
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.12(1) Crossing from public thoroughfare to private land or private thoroughfare – Sch.9.1 cl.7 (2) r.13(1) Requirement to construct or repair crossing – Sch.9.1 cl.7(3)</p>
Function	<ol style="list-style-type: none"> 1. Authority to approve or refuse to approve, applications for the construction of a crossing giving access from a public thoroughfare to land or private thoroughfare serving land [ULP r.12(1)]. 2. Authority to determine the specifications for construction of crossings to the satisfaction of the Local Government [ULP r.12(1)(a)]. 3. Authority to give notice to an owner or occupier of land requiring the person to construct or repair a crossing [ULP r.13(1)]. 4. Authority to initiate works to construct a crossing where the person fails to comply with a notice requiring them to construct or repair the crossing and recover 50% of the cost of doing so as a debt due from the person [ULP r.13(2)].
Delegates	CEO
Conditions	Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> .
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Aviation & Regulatory Services Director Infrastructure Services Manager Development Services Manager Building Building Approvals and Compliance Manager Engineering Manager Operations Manager Strategic and Statutory Planning</p>
Subdelegate conditions	Nil

Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.15 Private Works on, over or under Public Places
Head of power	01 Local Government Act 1995
Delegator	Local Government
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> r.17 Private works on, over, or under public places — Sch.9.1 cl.8</p>
Function	<p>1. Authority to grant permission or refuse permission to construct a specified thing on, over, or under a specified public thoroughfare or public place that is local government property [ULP r.17(3)].</p> <p>2. Authority to impose conditions on permission including those prescribed in r.17(5) and (6) [ULP r.17(5)].</p>
Delegates	CEO
Conditions	<p>a. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>.</p> <p>b. Permission may only be granted where, the proponent has:</p> <ul style="list-style-type: none"> i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed private works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public place at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Aviation & Regulatory Services Director Infrastructure Services Manager Development Services Manager Operations</p>
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 11.2.4 OCM 22/07/2022

Delegation	1.2.156 Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand Drift
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO <i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)
Express power or duty delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.21(1) Wind erosion and sand drifts – Sch.9.1 cl.12
Function	Authority to give notice to an owner / occupier of land if it is considered that clearing the owner / occupier's land might cause local government land having a common boundary, will be adversely affected by wind erosion or sand drift [ULP r.21(1)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Coordinator Environmental Health Services Director Aviation & Regulatory Services Environmental Health Officer Director Infrastructure Services Manager Community Safety Manager Development Services Senior Ranger Emergency and Community Safety Manager Building Approvals and Compliance Director Infrastructure Services
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 11.2.4 OCM 22/o7/2022

Delegation	1.2.167 Expressions of Interest for Goods and Services
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services</p> <p><i>Local Government (Functions and General) Regulations 1996:</i> r.21 Limiting who can tender, procedure for r.23 Rejecting and accepting expressions of interest to be acceptable tenderer</p>
Function	<ol style="list-style-type: none"> 1. Authority to determine when to seek Expressions of Interest and to invite Expressions of Interest for the supply of goods or services [F&G r.21]. 2. Authority to consider Expressions of Interest which have not been rejected and determine those which are capable of satisfactorily providing the goods or services, for listing as acceptable tenderers [F&G r.23].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Aviation & Regulatory Services Director Community Experience Director Corporate Services Director Director Infrastructure Services</p>
Subdelegate conditions	All exercises of power must be consistent with Procurement and Tender Procedures Policy
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.178 Tenders for Goods and Services
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services</p> <p><i>Local Government (Functions and General) Regulations 1996:</i> r.11 When tenders have to be publicly invited r.13 Requirements when local government invites tenders though not required to do so r.14 Publicly inviting tenders, requirements for r.18 Rejecting and accepting tenders r.20 Variation of requirements before entry into contract r.21A Varying a contract for the supply of goods or services</p>

Function	<ol style="list-style-type: none"> 1. Authority to call tenders [F&G r.11(1)] up to and including \$499,999 ex GST value. 2. Authority to, because of the unique nature of the goods or services or for any other reason it is unlikely that there is more than one supplier, determine a sole supplier arrangement [F&G r.11(2)(f)]. 3. Authority to undertake tender exempt procurement, in accordance with the Procurement and Tender Procedures Policy requirements, where the total consideration is included in the adopted Annual Budget [F&G.r.11(2). 4. Authority to invite tenders although not required to do so [F&G r.13]. 5. Authority to determine in writing, before tenders are called, the criteria for acceptance of tenders [F&G r.14(2a)]. 6. Authority to determine the information that is to be disclosed to those interested in submitting a tender [F&G r.14(4)(a)]. 7. Authority to vary tender information after public notice of invitation to tender and before the close of tenders, taking reasonable steps to ensure each person who has sought copies of the tender information is provided notice of the variation [F&G r.14 (5)]. 8. Authority to evaluate tenders, by written evaluation, and decide which is the most advantageous [F&G r.18(4)]. 9. Authority to accept, or reject an RFx, up to and including \$499,999 ex GST value detailed as a condition on this Delegation, and in accordance with the requirements of the Functions and General Regulations [F&G r.18(2) and (4)]. 10. Authority to approve a variation up to an amount of 10% of the original purchasing value of the total goods or services sought through the RFx, and to then negotiate minor variations (up to an amount of 10% of the original purchasing value) with the successful tenderer before entering into a contract [F&G r.20(1) and (3)]. 11. Authority to seek clarification from tenderers in relation to information contained in their tender submission [F&G r.18(4a)]. 12. Authority to decline any tender [F&G r.18(5)]. 13. If the chosen tenderer is unable or unwilling to form a contract or the minor variation cannot be agreed with the successful tenderer, so that the tenderer ceases to be the chosen tenderer, authority to choose the next most advantageous tender to accept [F&G r.20(2)]. 14. Authority to: <ol style="list-style-type: none"> i. Vary a contract that has been entered into with a successful tenderer, provided the variation/s do not change the scope of the original contract and is limited to a 10% tolerance of the original purchasing value; and ii. Exercise an extension option that was included in the original tender specification and contract in accordance with r.11(2)(j). [F&G r.21A]. 15. Authority to accept another tender where within 6-months of either accepting a tender, a contract has not been entered into or the successful tenderer agrees to terminate the contract [F&G r.18(6) and (7)], unless the tender was awarded by Council.
Delegates	CEO

Conditions	<ul style="list-style-type: none"> a. Sole supplier arrangements may only be approved where a record is retained that evidences: <ul style="list-style-type: none"> i. A detailed specification; ii. The outcomes of market testing of the specification; iii. The reasons why market testing has not met the requirements of the specification; and iv. Rationale for why the supply is unique and cannot be sourced through other suppliers. b. Tenders may only be called where there is an adopted budget for the proposed goods or services, with the exception being in the period immediately prior to the adoption of a new Annual Budget and where the: <ul style="list-style-type: none"> i. proposed goods or services are required to fulfil a routine contract related to the day to day operations of the Local Government; ii. current supply contract expiry is imminent; iii. value of the proposed new contract has been included in the draft Annual Budget proposed for adoption; and iv. The tender specification includes a provision that the tender will only be awarded subject to the budget adoption by the Council. c. In accordance with s.5.43, tenders may only be accepted where the resulting expense is included in the adopted Annual Budget. d. All above delegations must be in accordance with the Procurement and Tender Procedures Policy
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Aviation &Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services</p>
Subdelegate conditions	<p>Director Corporate Services (Function 1 3, 4, 5, 6, 7, 8, 9*, 10, 11, 12, 15*) Director Aviation and Regulatory Services (Function 1 3, 4, 5, 6, 7, 8, 9*, 10, 11, 12, 15*) Director Infrastructure Services (Function 1 3, 4, 5, 6, 7, 8, 9*, 10, 11, 12, 15*) Director Community Experience (Function 1 3, 4, 5, 6, 7, 8, 9*, 10, 11, 12, 15*)</p> <ul style="list-style-type: none"> a. In accordance with s.5.43, tenders may only be accepted where the resulting expense is included in the adopted Annual Budget. b. * Directors are authorised to accept tenders under function 9 and 15 up to \$150,000 excluding GST within their Directorate only. c. All above sub-delegations must be in accordance with the Procurement and Tender Procedures Policy d. Directors exercising this function must provide a memorandum to the CEO (for calling of tenders)

Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.189 Disposal of Property
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p>
Express power or duty delegated	<i>Local Government Act 1995:</i> s.3.58(2) and (3) Disposing of Property
Function	<ol style="list-style-type: none"> 1. Authority to dispose of property to: <ol style="list-style-type: none"> i. to the highest bidder at public auction [s.3.58(2)(a)]; and ii. to the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tenders [s.3.58(2)(b)]. 2. Authority to dispose of property by private treaty only in accordance with section 3.58 (3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)]. 3. Authority to dispose of property to a person or body that is an exempt disposition pursuant to r. 30 of the Local Government (Functions and General) Regulations 1996.
Delegates	CEO

Conditions	<p>a. When determining the method of disposal:</p> <p>i. Where a public auction is determined as the method of disposal:</p> <ul style="list-style-type: none"> • Reserve price has been set by independent valuation; and • Where the reserve price is not achieved at auction, negotiation may be undertaken to achieve the sale at up to a -10% variation on the set reserve price; <p>ii. Where a public tender is determined as the method of disposal and the tender does not achieve a reasonable price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method; and</p> <p>iii. Where a private treaty is determined [s.3.58(3)] as the method of disposal, authority to:</p> <ul style="list-style-type: none"> • Negotiate the sale of the property up to a -10% variance on the valuation; and • Consider any public submissions received and determine if to proceed with the disposal, ensuring that the reasons for such a decision are recorded. <p>b. Where the market value of the property is determined as being less than \$20,000 (F&G r.30(3) excluded disposal) may be undertaken:</p> <p>i. Without reference to Council for resolution; and</p> <p>ii. In any case, be undertaken to ensure that the best value return is achieved by gifting, donating, or destruction (including recycling or reusing) a property (not exceeding \$5,000).</p>
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.1920 Payments from the Municipal or Trust Funds
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<i>Local Government (Financial Management) Regulations 1996:</i> r.12(1)(a) Payments from municipal fund or trust fund, restrictions on making
Function	Authority to make payments from the municipal or trust funds [r.12(1)(a)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	<p>Director Corporate Services Director Infrastructure Services Director Aviation &Regulatory Services Director Community Experience Manager Corporate Services Manager Governance, Risk and Procurement</p>
Subdelegate conditions	<p>a. Sub-Delegates must comply with finance procedures approved by the CEO (Financial Management Regulation 5)</p> <p>b. The Municipal Fund and Trust Fund is to be signed by two (2) of the abovementioned officers.</p> <p><i>* Note – payments for investments are specifically outlined under section 1.2.24 and are not included in this section</i></p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.201 Defer, Grant Discounts, Waive or Write Off Debts
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.6.12 Power to defer, grant discounts, waive or write off debts</p>
Function	<ol style="list-style-type: none"> 1. Waive a debt which is owed to the Shire [s.6.12(1)(b)] 2. Grant a concession in relation to money which is owed to the Shire [s.6.12(1)(b)]. 3. Write off an amount of money which is owed to the Shire [s.6.12(1)(c)].
Delegates	CEO
Conditions	<p><u>Waiver of Fee or Charge:</u></p> <ol style="list-style-type: none"> 1. The Chief Executive Officer <u>or subdelegate</u> may waive fees and charges, up to a _____ maximum value of \$3,000 (ex GST) per customer within a financial year; 2. The Chief Executive Officer <u>or subdelegate</u> may waive fees and charges for amounts up to \$3,000 (ex GST) for any fee or charge whose imposition is inequitable during circumstances where the State Government has declared either an 'emergency situation' or 'state of emergency' pursuant to the Emergency Management Act 2005, or a 'public health emergency' declaration under the Public Health Act 2016, and in accordance with a prior Council resolution. <p><u>Grant a Concession:</u></p> <ol style="list-style-type: none"> 3. The Chief Executive Officer <u>or subdelegate</u> may provide a concession, in relation to money which is owed to the Shire [s.6.12(1)(b)], related to their operational responsibilities, where such concession is either to: <ol style="list-style-type: none"> i. a value up to \$3000 (ex GST) per customer within a financial year; or ii. assist a not for profit community group or charitable entity, or where appropriate, up to \$3,000 (ex GST) at the discretion of the Chief Executive Officer, in fulfilling a service, social or cultural outcome, within the Shire. <p><u>Write off Debts:</u></p> <ol style="list-style-type: none"> 4. The Chief Executive Officer <u>or subdelegate</u> may only write off debts, excluding rates, limited to a value up to \$3,000 (ex GST) per debtor within a financial year. <p>The Chief Executive Officer has discretion to determine any conditions applicable to use of sub-delegated powers or duties.</p>

Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Director Aviation & Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services
Subdelegate conditions	<p>Director Corporate Services (Function 1, 2, 3, 4) Director Aviation and Regulatory Services (Function 1, 2, 3) Director Infrastructure Services (Function 1, 2, 3) Director Community Experience (Function 1, 2, 3) Organisational Development</p> <p>A \$10,000 annual limit is imposed on Directors of Community Experience Organisation Development, Aviation and Regulatory Services, Community Services and Infrastructure Services and \$20,000 for Corporate Services Director.</p> <p>Fee waivers and concessions may only be granted by a Director with respect to their Directorate.</p> <p><u>Waiver of Fee or Charge:</u></p> <p>1. Each Director may waive fees and charges related to their operational responsibilities, where such waiver is to a value up to \$3,000 (ex GST) per customer within a financial year; 2. Each Director may waive fees and charges for amounts up to \$3,000 (ex GST) for any fee or charge whose imposition is inequitable during circumstances where the State Government has declared either an 'emergency situation' or 'state of emergency' pursuant to <i>the Emergency Management Act 2005</i>, or a 'public health emergency' declaration under the <i>Public Health Act 2016</i>, and in accordance with a prior Council resolution.</p> <p><u>Grant a Concession:</u></p> <p>3. Each Director may provide a concession, in relation to money which is owed to the Shire [s.6.12(1)(b)], related to their operational responsibilities, where such concession is either to: i. a value up to \$3,000 (ex GST) per customer within a financial year; or ii. assist a not for profit community group or charitable entity, or where appropriate, up to \$3,000 (ex GST) at the discretion of the Director, in fulfilling a service, social or cultural outcome, within the Shire. 4. The Director Corporate Services may only write off debts, excluding rates, limited to a value up to \$3,000 (ex GST) per debtor within a financial year.</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.212 Power to Invest and Manage Investments
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.6.14 Power to invest</p> <p><i>Local Government (Financial Management) Regulations 1996:</i> r.19 Investments, control procedures for</p>
Function	<ol style="list-style-type: none"> 1. Authority to invest money held in the municipal fund or trust fund that is not, for the time being, required for any other purpose [s.6.14(1)]. 2. Authority to establish and document internal control procedures to be followed in the investment and management of investments [FM r.19].
Delegates	CEO
Conditions	<ol style="list-style-type: none"> a. All investment activity must comply with the Financial Management Regulation 19C and Council's Investment Policy. b. A report detailing the investment portfolio's performance, exposures and changes since last reporting, is to be provided as part of the Monthly Financial Reports. c. The placement or redemption of all investments requires dual authorisation by the Chief Executive Officer and a Director.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Corporate Services Manager Corporate Services</p>
Subdelegate conditions	Two (2) authorised signatories are required
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.223 Rate Record Amendment
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.6.39(1) Rate record s.6.39(2)(b) Rate record s.6.40(1) and (2) Effect of amendment of rate record s.6.41 Service of rate notice</p>
Function	<ol style="list-style-type: none"> 1. Authority to compile rate record, at the time and in the form and manner prescribed, for that financial year after Council resolve to impose rates [6.39(1)]. 2. Authority to determine any requirement to amend the rate record for the 5-years preceding the current financial year [s.6.39(2)(b)]. 3. Authority to reassess the rates payable on the land and to give notice to the owner of the land of any change in the amount of rates payable on the land [6.40(1) and (2)]. 4. Authority to provide the owner of rateable land a dated notice accompanied by the details and particulars described [6.41(1)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Corporate Services Manager Corporate Services Rates Revenue Finance Officer</p>
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.234 Agreement as to Payment of Rates and Service Charges
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.6.49 Agreement as to payment of rates and service charges</p>
Function	Authority to make an agreement with a person for the payment of rates or service charges [s.6.49].
Delegates	CEO
Conditions	Agreements must be in writing and must ensure acquittal of the rates or service charge debt before the next annual rates or service charges are levied.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Corporate Services Manager Corporate Services Rates Revenue Finance Officer Senior Finance Officers Management Accountant</p>
Subdelegate conditions	Payments of rates and service charges to be made in accordance with policy and procedures.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.245 Recovery of Rates or Service Charges
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.6.55 Rates or service charges recovery s.6.56 Rates or service charges recoverable in court</p>
Function	<ol style="list-style-type: none"> 1. Authority to recover rates or service charges on land [s.6.55] 2. Authority to recover rates or service charges, as well as costs of proceedings for the recovery, in a court of competent jurisdiction [s.6.56(1)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Corporate Services Manager Corporate Services Rates Revenue Finance Officer (Function 1) Senior Finance Officer</p>
Subdelegate conditions	Nil
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.256 Recover a Fee or Charge (Excluding Rates)
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.6.16 Imposition of fees and charges</p>
Function	The power to recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed under Part 6, Division 5 of the <i>Local Government Act 1995</i> .
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Corporate Services Manager Corporate Services Rates Revenue Finance Officer Senior Finance Officer</p>
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.267 Recovery of Rates Debts – Require Lessee to Pay Rent
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.6.60 Local Government may require lessee to pay rent</p>
Function	<ol style="list-style-type: none"> 1. Authority to give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the Shire [s.6.60(2)]. 2. Authority to recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice [s.6.60(4)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Corporate Services Manager Corporate Services Rates Revenue Finance Officer</p>
Subdelegate conditions	Payments of rates and service charges to be made in accordance with policy and procedure .
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.278 Rate Record – Objections
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<i>Local Government Act 1995:</i> s.6.76 Grounds of objection
Function	<ol style="list-style-type: none"> 1. Authority to extend the time for a person to make an objection to a rate record [s.6.76 (4)]. 2. Authority to consider an objection to a rate record and either allow it or disallow it, wholly or in part, providing the decision and reasons for the decision in a notice promptly served upon the person whom made the objection [s.6.76(5)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Director Corporate Services
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.289 Authority to Commence Prosecutions under the Local Government Act and Local Laws
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.4.97 Prosecutions s.9.24 Prosecutions, commencing</p>
Function	<ol style="list-style-type: none"> 1. The power to commence a prosecution for an offence against the <i>Local Government Act 1995</i> [s.9.24(1)(b)&(c)] 2. The power to commence a prosecution for an offence under a Shire of East Pilbara LLocal Law pursuant to Part 4, Division 11 [s.9.24(2)(a)&(b)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.2930 Execute Documents and Contract Formalities
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Local Government (Administration) Regulations 1996</i> r.18G Delegations to CEOs, limits on (Act s.5.43)</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s.9.49A Execution of Documents s.9.49B Contract Formalities</p>
Function	<ol style="list-style-type: none"> 1. To sign documents on behalf of the local government subject to the conditions below [s.9.49A(4)]. 2. To vary or discharge a contract in the name of or on behalf of the local government subject to conditions below [s.9.49B(1)].
Delegates	CEO
Conditions	<ol style="list-style-type: none"> a. The authorised officers may only sign documents in accordance with the Council's Execution of Documents Policy. b. The authorised officers may only vary or discharge a contract that it has authorisation to sign pursuant to section 9.49A(4) and in accordance with the Council's Execution of Documents Policy. c. Records of executed documents must be maintained in accordance with State Records Act and Council's Record Keeping policy and procedures.
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Aviation & Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services</p>
Subdelegate conditions	Execution of documents must be reported in accordance with the Execution of Documents Policy.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.301 Grants and Sponsorship Allocations
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Function	<p><u>1. Authority to determine allocation [FM Reg 12(1)(a)] of the following grants in accordance with Council's Shire's Grants and Sponsorship Policy:</u></p> <p><u>i. 1. Small Grants up to the value of \$1,000, in accordance with Council Policy 6.5 Grants and Sponsorship;</u></p> <p><u>ii. 2. Events and Activation Grants up to the value of \$1,000, in accordance with Council Policy 6.5 Grants and Sponsorship;</u></p> <p><u>iii. 3. Participation Grants up to a value of \$1,500, in accordance with Council Policy 6.5 Grants and Sponsorship;</u></p> <p><u>4. Venue Support Grants up to a value of \$3,000, in accordance with Council Policy 6.5 Grants and Sponsorship.</u></p>
Delegates	CEO
Conditions	<p><u>1. All applications for Community Grants and Sponsorship requires a decision of Council.</u> Decisions must be in accordance with the requirements of relevant Council Policies and be within Annual Budget allocations.</p> <p><u>2. Records evidencing assessment against criteria must be retained.</u></p> <p><u>3. Decisions made under this Delegation may be appealed by application to Council.</u></p> <p><u>4. This Delegation does not apply to any application received under a scheduled round of funding, including, but not limited to, Community Grants and Sponsorship.</u></p>
Subdelegates	Director Community Experience
Subdelegate conditions	<p><u>The CEO sub-delegation does not include Community Grants or Sponsorship funding.</u></p> <p><u>All applications for Community Grants and Sponsorship made in round funding requires a decision of Council.</u></p> <p><u>The Deputy CEO Director Community Experience is not authorised to delegate this power.</u></p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.2.312 Payments to Australian Taxation Office, Superannuation Funds and Authorised Deposit Taking Institutions
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Council
Express power to delegate	<i>Local Government Act 1995</i> s.3.57 Tenders for providing goods and services
Function	Authority to approve payments to the Australian Taxation Office, Superannuation Funds and Authorised Deposit Taking Institutions.
Delegates	CEO
Conditions	<ol style="list-style-type: none"> 1. Payments of taxation instalments on behalf of Shire Employees to the Australian Taxation Office. 2. Payments of employer and employee contributions on behalf of Shire Employees to Superannuation Funds approved by the Australian Taxation Office. 3. Payments to Authorised Deposit Taking Institutions for the purposes of the repayment of a loan facility authorised by Council.
Express power to subdelegate	As determined by the CEO (Condition 1 applies – conditions 2 and 3 may not be delegated).
Statutory framework	<i>Local Government Act 1995</i>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.1 Determine if an Emergency for Emergency Powers of Entry
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government Act 1995:</i> s.3.34(2) Entry in emergency
Function	Authority to determine on behalf of the CEO that an emergency exists for the purposes of performing local government functions [s.3.34(2)].
Delegates	Coordinator Environmental Health Services Director Aviation & Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services Environmental Health Officer Manager Community Safety Manager Development Services Park Ranger - Cape Keraudren Reserve Officer
Conditions	In each instance that this delegation is exercised, the delegate must provide a report to the Chief Executive Officer.
Express power to subdelegate	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.2 Determine and Manage Conditions on Approvals to Obstruct a Public Thoroughfare
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<i>Local Government Act 1995</i> : s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> : r.6(4)(d) Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a)
Function	<p>When determining to grant permission to obstruct a public footpath or thoroughfare under Delegated Authority 1.2.11 Obstruction of Footpaths and Thoroughfares:</p> <ol style="list-style-type: none"> 1. Authority to determine the sum sufficient to cover the cost of repairing damage to the public thoroughfare resulting from the placement of a thing or a protective structure, on the basis that the local government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant [ULP r.6(4)(d)]. 2. Authority to determine the requirements for protective structures, during such time as it is considered necessary for public safety and convenience [ULP r.6(5)(b)]. 3. Authority to determine and require in writing, that the person granted permission to obstruct a public thoroughfare repair damage caused by things placed on the thoroughfare and authority to determine if such repairs are to the satisfaction of the local government [ULP r.6(5)(d)].
Delegates	Director Aviation & Regulatory Services Director Infrastructure Services
Conditions	<ol style="list-style-type: none"> a. Decisions under this Delegation must be exercised in alignment with Council's Delegated Authority 1.2.11 Obstruction of Footpaths and Thoroughfares. b. Actions under this Delegation must comply with the procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>.
Express power to subdelegate	Nil
Date adopted	26 July 2024
Adoption references	Item 11.2.4 OCM 22/07/2022

Delegation	1.3.3 Determine and Manage Conditions on Permission for Dangerous Excavations on or on land adjoining Public Thoroughfares
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<i>Local Government Act 1995</i> : s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> : r.11(6)(c) and (7)(c) Dangerous excavation in or near public thoroughfare – Sch. 9.1 cl.6
Function	<p>When determining to grant permission to for a dangerous excavation under Delegated Authority 1.2.13 Public Thoroughfares – Dangerous Excavations:</p> <ol style="list-style-type: none"> 1. Authority to determine, as a condition of granting permission, the sum sufficient to deposit to cover the cost of repairing damage to the public thoroughfare or adjoining land resulting from the excavation or a protective structure, on the basis that the local government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant [r.11(6)(c)]. 2. Authority to determine, as a condition of granting permission, requirements for protective structures and for the protective structures to be maintained and kept in satisfactory condition necessary for public safety and convenience [r.11(7)(c)]. 3. Authority to determine if repairs to damage resulting from excavation or protective structures have been repaired satisfactorily.
Delegates	<p>Director Aviation & Regulatory Services</p> <p>Director Infrastructure Services</p> <p>Work, Health and Safety Advisor</p>
Conditions	<ol style="list-style-type: none"> a. Decisions under this Delegation must be exercised in alignment with Council's Delegated Authority 1.2.13 Public Thoroughfares – Dangerous Excavations. b. Actions under this Delegation must comply with the procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>.
Express power to subdelegate	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.4 Determine and Manage Conditions on Permission for Private Works on, over, or under Public Places
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.17(5)(b) and r.17(6)(c) Private works on, over, or under public places — Sch. 9.1 cl. 8
Function	<ol style="list-style-type: none"> 1. Authority to determine, as a condition of granting permission for Private Works in Public Places, the sum sufficient to deposit with the Local Government to cover the cost of repairing damage to the public thoroughfare or public place resulting from the crossing construction, on the basis that the Local Government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant [r.17(5)(b)]. 2. Authority to determine if repairs to damage resulting from excavation or protective structures have been repaired satisfactorily. [r.17(6)(c)].
Delegates	Director Aviation & Regulatory Services Director Infrastructure Services Manager Development Services Manager Operations Manager Building Approvals and Compliance Manager Strategic and Statutory Planning
Conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.5 Electoral Enrolment Eligibility Claims and Electoral Roll
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government Act 1995:</i> s.4.32(4), (5A) and (5) Eligibility to enrol under s.4.30, how to claim s.4.34 Accuracy of enrolment details to be maintained s.4.35 Decision that eligibility to enrol under s.4.30 has ended s.4.37 New roll for each election <i>Local Government (Elections) Regulations 1997:</i> r.11(1a) Nomination of co-owners or co-occupiers — s.4.31 r.13(2) and (4) Register - s.4.32(6)
Function	<ol style="list-style-type: none"> 1. Authority to require the written notice for co-owners or co-occupiers to be incorporated into Form 2 [r.11(1a)]. 2. Authority to decide whether or not the claimant is eligible under s.4.30(1)(a) and (b) and accept or reject the claim accordingly [s.4.32(4)]. 3. Authority to decide to accept or reject a claim made before the close of enrolments, but less than 14-days before the close of nominations [s.3.42(5A)]. 4. Authority to make any enquiries necessary in order to make a decision on an eligibility claim [s.4.32(5)]. 5. Authority to approve the omission of an elector's address from the Owners and Occupiers Register on the basis of a declaration from the elector that the publication of this information would place the elector's or their families safety at risk [Elections r.13 (2)]. 6. Authority to amend the Owners and Occupiers Register from time to time to make sure that the information recorded in it is accurate [Elections r.13(4)]. 7. Authority to ensure that the information about electors that is recorded from enrolment eligibility claims is maintained in an up to date and accurate form [s.4.34]. 8. Authority to decide that a person is no longer eligible under s.4.30 to be enrolled on the Owners and Occupiers Electoral Roll [s.4.35(1)] and to give notice [s.4.35(2)] and consider submissions [s.4.35(6)], before making such determination. 9. Authority to determine to take any action necessary to give effect to advice received from the Electoral Commissioner [s.4.35(5)]. 10. Decide, with the approval of the Electoral Commissioner, that a new electoral roll is not required for an election day which is less than 100 days since the last election day [s.4.37(3)].
Delegates	Director Corporate Services Manager Governance, Risk and Procurement

Conditions	Decisions on enrolment eligibility are to be recorded in the Enrolment Eligibility Register in accordance with s.4.32(6) and s.4.35(7).
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.6 Destruction of Electoral Papers
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government (Elections) Regulations 1997:</i> r.82(4) Keeping election papers – s4.84(a)
Function	Authority to, after a period of 4-years, destroy the parcels of election papers in the presence of at least 2 other employees [Elect. r.82(4)].
Delegates	Director Corporate Services Manager Governance, Risk and Procurement
Conditions	Memo to be kept on the file certifying the destruction of the election papers.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.7 Financial Management Systems and Procedures
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p> <p><i>Local Government (Financial Management) Regulations 1996</i> r.6 Audits and performance review of accounting staff etc, who may conduct</p>
Express power or duty delegated	<i>Local Government (Financial Management) Regulations 1996:</i> r.5 CEO's Duties as to financial management
Function	<p>Authority to establish systems and procedures which give effect to internal controls and risk mitigation for the:</p> <ul style="list-style-type: none"> i. Collection of money owed to the Shire; ii. Safe custody and security of money collected or held by the Shire; iii. Maintenance and security of all financial records; iv. Proper accounting of the Municipal and Trust Funds, including revenue, expenses and assets and liabilities; v. Proper authorisation of employees for incurring liabilities, including authority for initiating Requisition Orders, Purchase Orders and use of Credit and Transaction Cards; vi. Making of payments in accordance with Delegated Authority; and vii. Preparation of budgets, budget reviews, accounts and reports as required by legislation or operational requirements.
Delegates	<p>Director Corporate Services Manager Corporate Services Manager Governance, Risk and Procurement (Function v)</p>
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.8 Infringement Notices
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government Act 1995:</i> s.9.13(6)(b) Onus of proof in vehicle offences may be shifted s.9.16 Notice, giving of to alleged offender s.9.19 Extension of Time s.9.20 Withdrawal of Notice <i>Building Regulations 2012:</i> Regulation 70(1A), (1), (2) Approved officers and authorised officers
Function	<ol style="list-style-type: none"> 1. Authority to consider an owner of a vehicle's submission that the vehicle that is subject of an infringement notice, had been stolen or unlawfully taken at the time of the alleged offence [s.9.13(6)(b)]. 2. Authority to give an infringement notice to an alleged offender [9.16]. 3. Authority to extend the 28-day period within which payment of a modified penalty may be paid, whether or not the period of 28-days has elapsed [s.9.19]. 4. Authority to withdraw an infringement notice within one year after the notice was given, whether or not the modified penalty has been paid by sending a withdrawal notice (in the prescribed form) to the alleged offender and if the modified penalty has been paid, providing a refund [s.9.20].
Delegates	<p>Director Aviation & Regulatory Services Environmental Health Officer Manager Community Safety Manager Development Services] Manager Building Approvals and Compliance Coordinator Environmental Health Services Park Ranger - Cape Keraudren Ranger Senior Ranger Emergency and Community Safety Manager Building Approvals and Compliance</p>
Conditions	<p>Director Aviation and Regulatory Services (Function 1, 2, 3) Manager Community Safety (Function 1, 2, 3) Manager Development Services (Function 2) Senior Ranger Emergency and Community Safety (Function 1, 2) Park Ranger – Cape Keraudren (Function 1, 2) Ranger(s) (Function 1, 2) Coordinator Environmental Health Services (Function 2) Environmental Health Officer (Function 2) Manager Building Approvals and Compliance (Function 2)</p> <p>A delegate who participated in a decision to issue an infringement notice, must NOT determine any matter related to that infringement notice under this Delegation</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.9 Acting Chief Executive Officer
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Local Government Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government Act 1995:</i> s.5.39(1a)(a) An employee may act in the position of a CEO
Function	Senior Employee to act in the capacity of Chief Executive Officer during absences not exceeding three months [s.5.39(1a)(a)].
Delegates	Director Aviation & Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services
Conditions	Only a senior permanent employee may be appointed as acting Chief Executive Officer and in accordance with Council's Appointment of Acting Chief Executive Officer Policy.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.10 Complaints Officer (For Council Members, Committee Members and Candidates)
Head of power	01 <i>Local Government Act 1995</i>
Delegator	CEO
Express power to delegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government Act 1995:</i> s.5.120 Complaints officer
Function	An employee to be the designated Complaints Officer under the <i>Local Government Act 1995</i> [s.5.120(a)].
Delegates	Director Corporate Services Manager Governance, Risk and Procurement
Conditions	All decisions and processes are to align with the Shire of East Pilbara Code of Conduct for Council Members, Committee Members and Candidates
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	1.3.11 Making Payments to Employees in Addition to Contract or Award
Head of power	01 <i>Local Government Act 1995</i>
Delegator	Local Government Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express power or duty delegated	<i>Local Government Act 1995:</i> s.5.50 Payments to Employees in addition to Contract or Award
Function	Making Payments to Employees in addition to Contract or Award pursuant to Part 5, Division 4 of the <i>Local Government Act 1995</i> .
Delegates	CEO
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2.1.1 Power of Local Government to Destroy Dangerous Vegetation or Premises in Cyclone Area
Head of power	02 <i>Emergency Management Act 2005</i>
Delegator	Local Government Council
Express power to delegate	<i>Emergency Management Act 2005:</i> s.45 Exercise of powers under this division
Express power or duty delegated	<i>Emergency Management Act 2005:</i> s.46 Power of local government to destroy dangerous vegetation or premises in cyclone area s.47 Local government may require owner or occupier of land to take action s.48 Additional powers when direction given
Function	Powers and functions of local government during a cyclone under Part 3 Division 3 of the <i>Emergency Management Act 2005</i> .
Delegates	CEO Director Aviation & Regulatory Services Director Community Experience Director Infrastructure Services Manager Community Safety Manager Development Services Manager Operations Park Ranger - Cape Keraudren Ranger Senior Ranger Emergency and Community Safety
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	3.1.1 Decisions Made Under the <i>Freedom of Information Act 1992</i>
Head of power	03 <i>Freedom of Information Act 1992</i>
Delegator	CEO
Express power to delegate	<i>Freedom of Information Act 1992:</i> s.100 Who in agency makes its decisions
Express power or duty delegated	<i>Freedom of Information Act 1992:</i> s.100 Who in agency makes its decisions
Function	1. All primary decisions made under the <i>Freedom of Information Act 1992</i> ; and 2. Internal review of primary decision as to access under section 41.
Delegates	Coordinator Customer Services Director Corporate Services Manager Customer Experience Manager Governance, Risk and Procurement
Conditions	Director Corporate Services (Function 2) Manager Governance, Risk and Procurement (Function 1, 2) Coordinator Customer Services (Function 1) Manager Customer Experience (Function 1,2) Coordinator Records Management (Function 1)
Subdelegates	Nil Coordinator Records Management
Subdelegate conditions	Nil Coordinator Records Management as a subdelegate appointing her as an FOI Coordinator
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	4.1.1 Public Interest Disclosure Officers
Head of power	04 <i>Public Interest Disclosures Act 2003</i>
Delegator	CEO
Express power to delegate	<i>Public Interest Disclosures Act 2003:</i> s.23(1)(a) The principal executive officer of a public authority must designate the occupant of a specified position with the authority as the person responsible for receiving disclosures of public interest information
Express power or duty delegated	<i>Public Interest Disclosures Act 2003:</i> S.23 Principal executive officer of public authority, duties of
Function	The person responsible for receiving disclosures of public interest information under the <i>Public Interest Disclosures Act 2003</i> .
Delegates	Customer Service and Library Officer - Marble Bar Manager Governance, Risk and Procurement Manager Place Operations Coordinator
Conditions	Delegates must be authorised by the CEO and complete a Public Interest Disclosure Officer Declaration certifying they understand their responsibilities and obligations under the <i>Public Interest Disclosures Act 2003</i> .
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.1 Grant a Building Permit
Head of power	05 <i>Building Act 2011</i>
Delegator	Local Government Council
Express power to delegate	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Act 2011:</i> s.18 Further Information s.20 Grant of building permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit <i>Building Regulations 2012:</i> r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))
Function	<ol style="list-style-type: none"> 1. Authority to require an applicant to provide any documentation or information required to determine a building permit application [s.18(1)]. 2. Authority to grant or refuse to grant a building permit [s.20(1) and (2) and s.22]. 3. Authority to impose, vary or revoke conditions on a building permit [s.27(1) and (3)]. 4. Authority to determine an application to extend time during which a building permit has effect [r.23]. <ol style="list-style-type: none"> i. Subject to being satisfied that work for which the building permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)]; and ii. Authority to impose any condition on the building permit extension that could have been imposed under s.27 [r.24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a building permit [r.26].
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Assistant Building Surveyor/ Administration Officer Director Aviation & Regulatory Services Manager Building Approvals and Compliance
Subdelegate conditions	Director Aviation and Regulatory Services (Function 1, 2, 3, 4, 5) Manager Building Approvals and Compliance (Function 1, 2, 3, 4, 5) Assistant Building Surveyor/ Administration Officer (Function 1, 2, 4, 5)

Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.2 Demolition Permits
Head of power	05 <i>Building Act 2011</i>
Delegator	Local Government Council
Express power to delegate	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Act 2011:</i> s.18 Further Information s.21 Grant of demolition permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit <i>Building Regulations 2012:</i> r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))
Function	<ol style="list-style-type: none"> 1. Authority to require an applicant to provide any documentation or information required to determine a demolition permit application [s.18(1)]. 2. Authority to grant or refuse to grant a demolition permit on the basis that all s.21(1) requirements have been satisfied [s.20(1) and (2) and s.22]. 3. Authority to impose, vary or revoke conditions on a demolition permit [s.27(1) and(3)] 4. Authority to determine an application to extend time during which a demolition permit has effect [r.23]. <ol style="list-style-type: none"> i. Subject to being satisfied that work for which the demolition permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)] ii. Authority to impose any condition on the demolition permit extension that could have been imposed under s.27 [r.24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a demolition permit [r.26].
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Director Aviation & Regulatory Services Manager Building Approvals and Compliance Services
Subdelegate conditions	Nil

Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.3 Occupancy Permits or Building Approval Certificates
Head of power	05 <i>Building Act 2011</i>
Delegator	Local Government Council
Express power to delegate	<i>Building Act 2011</i> : s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Act 2011</i> : s.55 Further information s.58 Grant of occupancy permit, building approval certificate s.62(1) and (3) Conditions imposed by permit authority s.65(4) Extension of period of duration <i>Building Regulations 2012</i> : r.40 Extension of period of duration of time limited occupancy permit or building approval certificate (s.65)
Function	<ol style="list-style-type: none"> 1. Authority to require an applicant to provide any documentation or information required in order to determine an application [s.55]. 2. Authority to grant, refuse to grant or to modify an occupancy permit or building approval certificate [s.58]. 3. Authority to impose, add, vary or revoke conditions on an occupancy permit [s.62(1) and (3)]. 4. Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect [s.65(4) and r.40].
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011</i> : s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Director Aviation & Regulatory Services Manager Building Approvals and Compliance
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.4 Authorised Persons (Building)
Head of power	05 <i>Building Act 2011</i>
Delegator	Local Government Council
Express power to delegate	<i>Building Act 2011</i> : s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Act 2011</i> s.96(3) authorised persons s.99(3) Limitation on powers of authorised person
Function	<ol style="list-style-type: none"> 1. Authority to designate an employee as an authorised person [s.96(3)]. 2. Authority to revoke or vary a condition of designation as an authorised person or give written notice to an authorised person limiting powers that may be exercised by that person [s.99(3)]. 3. Authority to undertake the following functions as authorised persons: <ol style="list-style-type: none"> a. Entry powers [s.100] b. Powers after entry and compliance purposes [s.101] c. Obtaining information and documents [s.102] d. Use of force and assistance [s.103] e. Entry warrant to enter a place [s.106] f. Execution of warrant [s.109] g. To carry out the functions to give effect to a building order [s.118]
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011</i> : s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Director Aviation & Regulatory Services Manager Building Approvals and
Subdelegate conditions	Director Aviation and Regulatory Services (Function 3a, 3b, 3c, 3d, 3e, 3f, 3g) Manager Building Approvals and Compliance (Function 3a, 3b, 3c, 3g)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.5 Authorised Persons (Swimming Pool Inspectors)
Head of power	05 <i>Building Act 2011</i>
Delegator	Local Government Council
Express power to delegate	<i>Building Act 2011</i> : s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Regulations 2012</i> : r.53 Inspection of barrier to private swimming pool
Function	<ol style="list-style-type: none"> 1. To authorise persons to inspect the barrier of private swimming pools every 4 years to ensure compliance with the <i>Building Regulations 2012</i> [r.53]. 2. To inspect the barrier of private swimming pools every 4 years to ensure compliance with the <i>Building Regulations 2012</i> [r.53].
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011</i> : s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Director Aviation & Regulatory Services Manager Building Approvals and Compliance
Subdelegate conditions	Director Aviation and Regulatory Services (Function 2) Manager Building Approvals and Compliance (Function 2)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.6 Building Orders
Head of power	05 <i>Building Act 2011</i>
Delegator	Local Government Council
Express power to delegate	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Act 2011:</i> s.110(1) A permit authority may make a building order s.111(1) Notice of proposed building order other than building order (emergency) s.117(1) and (2) A permit authority may revoke a building order or notify that it remains in effect s.118(2) and (3) Permit authority may give effect to building order if non-compliance s.133(1) A permit authority may commence a prosecution for an offence against this Act
Function	<ol style="list-style-type: none"> Authority to make Building Orders in relation to: <ol style="list-style-type: none"> Building work; Demolition work; and An existing building or incidental structure [s.110(1)]. Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(c)]. Authority to revoke a building order [s.117]. If there is non-compliance with a building order, authority to cause an authorised person to: <ol style="list-style-type: none"> take any action specified in the order; or commence or complete any work specified in the order; or if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease [s.118(2)]. Authority to take court action to recover as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order [s.118(3)]. Authority to initiate a prosecution pursuant to section 133(1) for non-compliance with a building order made pursuant to section 110 of the Building Act 2011.
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Director Aviation & Regulatory Services Manager Building Approvals and Compliance
Subdelegate conditions	Director Aviation and Regulatory Services (Function 1, 2, 3, 4, 5, 6) Manager Building Approvals and Compliance Services (Function 1, 2)

Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.7 Inspection and Copies of Building Records
Head of power	05 <i>Building Act 2011</i>
Delegator	Local Government Council
Express power to delegate	<i>Building Act 2011</i> : s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Act 2011</i> : s.131(2) Inspection, copies of building records
Function	Authority to determine an application from an interested person to inspect and copy a building record [s.131(2)].
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011</i> : s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Administration Officer - Airport Services Assistant Building Surveyor/ Administration Officer Director Aviation & Regulatory Services Manager Building Approvals and Compliance
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.8 Referrals and Issuing Certificates
Head of power	05 <i>Building Act 2011</i>
Delegator	Local Government Council
Express power to delegate	<i>Building Act 2011</i> : s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Act 2011</i> : s.145A Local Government functions
Function	<ol style="list-style-type: none"> 1. Authority to refer uncertified applications under s.17(1) to a building surveyor who is not employed by the local government [s.145A(1)]. 2. Authority to issue a certificate for Design Compliance, Construction Compliance or Building Compliance whether or not the land subject of the application is located in the Shire's District [s.145A(2)].
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011</i> : s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Assistant Building Surveyor/ Administration Officer Director Aviation & Regulatory Services Manager Building Approvals and Compliance Services
Subdelegate conditions	Director Aviation and Regulatory Services Manager Building Approvals and Compliance Services (Function 1) Assistant Building Surveyor/ Administration Officer (Function 1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.9 Private Pool Barrier – Alternative and Performance Solutions
Head of power	05 <i>Building Act 2011</i>
Delegator	Local Government Council
Express power to delegate	<i>Building Act 2011</i> : s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Regulations 2012</i> : r.51 Application for occupancy permit or building approval certificate for unauthorised work
Function	<ol style="list-style-type: none"> 1. Authority to approve requirements alternative to a fence, wall, gate or other component included in the barrier, if satisfied that the alternative requirements will restrict access by young children as effectively as if there were compliance with AS 1926.1 [r.51(2)] 2. Authority to approve a door for the purposes of compliance with AS 1926.1, where a fence or barrier would cause significant structural or other problem which is beyond the control of the owner / occupier or the pool is totally enclosed by a building or a fence or barrier between the building and pool would create a significant access problem for a person with a disability [r.51(3)] 3. Authority to approve a performance solution to a Building Code pool barrier requirement if satisfied that the performance solution complies with the relevant performance requirement [r.51(5)].
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	<i>Building Act 2011</i> : s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Director Aviation & Regulatory Services
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.10 Smoke Alarms – Alternative Solutions
Head of power	05 <i>Building Act 2011</i>
Delegator	Local Government Council
Express power to delegate	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Regulations 2012:</i> r.55 Terms Used (alternative building solution approval) r.61 Local Government approval of battery powered smoke alarms
Function	<ol style="list-style-type: none"> 1. Authority to approve alternative building solutions which meet the performance requirement of the Building Code relating to fire detection and early warning [r.55]. 2. Authority to approve or refuse to approve a battery powered smoke alarm and to determine the form of an application for such approval [r.61].
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the Building Regulations 2012.
Subdelegates	Director Aviation & Regulatory Services Manager Building Approvals and Services Compliance
Subdelegate conditions	Director Aviation and Regulatory Services (Function 1 and 2) Manager Approvals and Compliance (Function 2)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	5.1.11 Appointment of approved officers and authorised officers
Head of power	05 <i>Building Act 2011</i>
Delegator	Local Government Council
Express power to delegate	<i>Building Act 2011</i> : s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	<i>Building Regulations 2012</i> : r.70 Approved officers and authorised officers
Function	<p>1. Authority to appoint an approved officer for the purposes of s.6(a) of the <i>Criminal Procedure Act 2004</i>, in accordance with Building Regulation 70(1) and (1A).</p> <p>NOTE: Only employees delegated under s 5.44(1) of the <i>Local Government Act 1995</i> with power under s 9.19 or 9.20 may be appointed as "approved officers".</p> <p>2. Authority to appoint an authorised officer for the purposes of s.6(b) of the <i>Criminal Procedure Act 2004</i>, in accordance with Building Regulation 70(2).</p> <p>NOTE: Only employees appointed under s 9.10 of the <i>Local Government Act 1995</i> and authorised for the purpose of performing functions under s 9.16 of that Act may be appointed as "authorised officers" for the purposes of Building Regulation 70(2).</p>
Delegates	CEO
Conditions	Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> .
Express power to subdelegate	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

<u>Delegation</u>	<u>5.1.12 Applications for building or demolition permits – Landowner’s consent</u>
<u>Head of power</u>	<u>05 Building Act 2011</u>
<u>Delegator</u>	<u>Council</u>
<u>Express power to delegate</u>	<u>Building Act 2011:</u> <u>s.127(1) & (3) Delegation: special permit authorities and local government</u>
<u>Express power or duty delegated</u>	<u>Building Act 2011:</u> <u>s.16(b) Making an application</u>
<u>Function</u>	<u>1. Authority to sign an application for building or demolition permits on behalf of the Shire as the owner of the land on which the building or incidental structure is, or is proposed to be, located.</u>
<u>Delegate</u>	<u>Chief Executive Officer</u>
<u>Conditions</u>	<u>Nil</u>
<u>Subdelegates</u>	<u>Nil</u>
<u>Date adopted</u>	<u>26 July 2024</u>
<u>Adoption references</u>	<u>Item 12.1.1 OCM 24 July 2024</u>

Delegation	6.1.1 Powers, Duties and Functions of a Local Government
Head of power	06 <i>Bush Fires Act 1954</i>
Delegator	Local Government Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954</i> <i>Bush Fires Regulations 1954</i>
Function	Authority to perform all of the powers, duties and functions of the local government under the <i>Bush Fires Act 1954</i> and <i>Bush Fires Regulations 1954</i> .
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.1 Make Request to FES Commissioner – Control of Fire
Head of power	06 Bush Fires Act 1954
Delegator	Local Government Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s.13(4) Duties and powers of bush fire liaison officers
Function	Authority to request on behalf of the Shire that the FES Commissioner authorise the Bush Fire Liaison Officer or another person to take control of fire operations [s.13(4)].
Delegates	CEO Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer Senior Ranger Emergency and Community Safety Shire President
Conditions	Nil
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.21 Prohibited Burning Times – Control Activities
Head of power	06 Bush Fires Act 1954
Delegator	Local Government Council
Express power to delegate	Bush Fires Act 1954: s.48 Delegation by local government
Express power or duty delegated	<p>Bush Fires Act 1954: s.17(7) Prohibited burning times may be declared by Minister s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land</p> <p>Bush Fire Regulations 1954: r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times</p>
Function	<ol style="list-style-type: none"> 1. Authority to determine permits to burn during prohibited burning times that have previously been refused by a Bush Fire Control Officer [r.15]. 2. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained [r.38C]. 3. Authority to determine, during a Prohibited Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B(2)]. 4. Authority to issue directions, during a Prohibited Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an aeroplane [r.39B(3)]. 5. Authority to prohibit the use of tractors, engines or self-propelled harvester, during a Prohibited Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice [s.27(2) and (3)]. 6. Authority to recover the cost of measures taken by the Shire or Bush Fire Control Officer, to extinguish a fire burning during Prohibited Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)].
Delegates	Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer Manager Community Safety Senior Ranger Emergency and Community Safety
Conditions	Chief Bush Fire Control Officer (Department of Fire & Emergency Services [DFES]) (Function 1, 3, 4, 5) Decisions under s.17(7) must be undertake jointly by both the CEO and the Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8).

Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.32 Prohibited Burning Times - Vary
Head of power	06 Bush Fires Act 1954
Delegator	Local Government Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s.17(7) Prohibited burning times may be declared by Minister <i>Bush Fire Regulations 1954:</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Function	Authority, where seasonal conditions warrant it, to determine a variation of the prohibited burning times, after consultation with an authorised CALM Act officer [s.17(7)].
Delegates	CEO Chief Bush Fire Control Officer Shire President
Conditions	Decisions under s,17(7) must be undertake jointly by two of the Chief Executive Officer or Shire President, and Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8).
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.42 Control of Operations Likely to Create Bush Fire Danger
Head of power	06 <i>Bush Fires Act 1954</i>
Delegator	Local Government Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s.27D Requirements for carriage and deposit of incendiary material <i>Bush Fires Regulations 1954:</i> r.39C Welding and cutting apparatus, use of in open air r.39CA Bee smoker devices, use of in restricted or prohibited burning times etc. r.39D Explosives, use of r.39E Fireworks, use of
Function	<ol style="list-style-type: none"> Authority to give directions to a Bush Fire Control Officer regarding matters necessary for the prevention of fire arising from: <ol style="list-style-type: none"> a person operating a bee smoker device during a prescribed period [r.39CA(5)]. a person operating welding apparatus, a power operated abrasive cutting disc [r.39C(3)]. a person using explosives [r.39D(2)]. a person using fireworks [r.39E(3)]. Authority to determine directions or requirements for the carriage and deposit of incendiary materials (hot or burning ash, cinders, hot furnace refuse, or any combustible matter that is burning) [s.27D]. <i>Note: this authority is also prescribed to a Bush Fire Control Officer, a Bush Fire Liaison Officer or an authorised CALM Act officer.</i>
Delegates	Bush Fire Control Officer Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer Manager Community Safety Senior Ranger Emergency and Community Safety
Conditions	Chief Bush Fire Control Officer (Department of Fire and Emergency Services [DFES]) (Function 1, 2) Deputy Chief Bush Fire Control Officer (Function 1, 2) Bush Fire Control Officers (1,2)
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.53 Burning Garden Refuse / Open Air Fires
Head of power	06 Bush Fires Act 1954
Delegator	Local Government Council
Express power to delegate	Bush Fires Act 1954: s.48 Delegation by local government
Express power or duty delegated	Bush Fires Act 1954: s.24F Burning garden refuse during limited burning times s.24G Minister or local government may further restrict burning of garden refuse s.25 No fire to be lit in open air unless certain precautions taken s.25A Power of Minister to exempt from provisions of section 25 Bush Fires Regulations 1954: r.27(3) Permit, issue of
Function	<ol style="list-style-type: none"> 1. Authority to give written permission, during prohibited times and restricted times, for an incinerator located within 2m of a building or fence, only where satisfied it is not likely to create a fire hazard [s.24F(2)(b)(ii) and (4)]. 2. Authority to prohibit or impose restrictions on the burning of garden refuse that is otherwise permitted under s.24F [s.24G(2)]. <ol style="list-style-type: none"> a. Authority to issue directions to an authorised officer as to the manner in which or the conditions under which permits to burn plants or plant refuse shall be issued in the District [r.27(3) and r.33(5)]. b. Authority to prohibit (object to) the issuing of a permit for the burning of a proclaimed plant growing upon any land within the District [r.34]. 3. Authority to provide written approval, during prohibited times and restricted times, for fires to be lit for the purposes of: <ol style="list-style-type: none"> a. camping or cooking [s.25(1)(a)]. b. conversion of bush into charcoal or for the production of lime, in consultation with an authorised CALM Act officer [s.25(1)(b)]. 4. Authority to prohibit the lighting of fires in the open air for the purposes of camping or cooking for such period during the prohibited burning times as specified in a note published in the Gazette and newspaper circulating in the District and authority to vary such notice [s.25(1a) and (1b)]. 5. Authority to serve written notice on a person to whom an exemption has been given under s.25 for lighting a fire in open air, prohibiting that person from lighting a fire and to determine conditions on the notice [s.25A(5)].
Delegates	Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer Manager Community Safety Senior Ranger Emergency and Community Safety
Conditions	Nil.

Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.64 Restricted Burning Times – Vary and Control Activities
Head of power	06 <i>Bush Fires Act 1954</i>
Delegator	Local Government Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<p><i>Bush Fires Act 1954:</i> s.18(5), (11) Restricted burning times may be declared by FES Commissioner s.22(6) and (7) Burning on exempt land and land adjoining exempt land s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land</p> <p><i>Bush Fire Regulations 1954:</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.15C Local Government may prohibit burning on certain days r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times</p>

Function	<ol style="list-style-type: none"> 1. Authority, where seasonal conditions warrant it and after consultation with an authorised CALM Act officer, to determine to vary the restricted burning times in respect of that year [s.18(5)]. <ol style="list-style-type: none"> a. Authority to determine to prohibit burning on Sundays or specified days that are public holidays in the District [r.15C]. 2. Authority, where a permitted burn fire escapes or is out of control in the opinion of the Bush Fire Control Officer or an officer of the Bush Fire Brigade, to determine to recoup bush fire brigade expenses arising from preventing extension of or extinguishing an out of control permitted burn [s.18(11)]. 3. Authority to determine permits to burn during restricted times that have previously been refused by a Bush Fire Control Officer [r.15]. 4. Authority to arrange with the occupier of exempt land, the occupier of land adjoining it and the Bush Fire Brigade to cooperate in burning fire-breaks and require the occupier of adjoining land to provide by the date of the burning, ploughed or cleared fire-breaks parallel to the common boundary [s.22(6) and (7)]. 5. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained [r.38C]. 6. Authority to determine, during a Restricted Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B]. 7. Authority to issue directions, during a Restricted Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an aeroplane [r.39B(3)]. 8. Authority to prohibit the use of tractors, engines or self propelled harvester, during a Restricted Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice [s.27(2) and (3)]. 9. Authority to recover the cost of measures taken by the Shire or Bush Fire Control Officer, to extinguish a fire burning during Restricted Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)].
Delegates	CEO Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer Manager Community Safety Senior Ranger Emergency and Community Safety
Conditions	Nil.
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.74 Firebreaks
Head of power	06 Bush Fires Act 1954
Delegator	Local Government Council
Express power to delegate	Bush Fires Act 1954: s.48 Delegation by local government
Express power or duty delegated	Bush Fires Act 1954: s.33 Local government may require occupier of land to plough or clear fire-breaks
Function	<ol style="list-style-type: none"> 1. Authority to give written notice to an owner or occupier of land or all owners or occupiers of land within the District, requiring, to the satisfaction of the Shire: <ol style="list-style-type: none"> a. clearing of firebreaks as determined necessary and specified in the notice; b. act in respect to anything which is on the land and is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire; and c. as a separate or coordinated action with any other person carry out similar actions [s.33(1)]. 2. Authority to direct a Bush Fire Control Officer or any other employee to enter onto the land of an owner or occupier to carry out the requisitions of the notice which have not been complied with [s.33(4)]: <ol style="list-style-type: none"> a. Authority to recover any costs and expenses incurred in doing the acts, matters or things required to carry out the requisitions of the notice [s.33(5)].
Delegates	Bush Fire Control Officer CEO Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer Director Aviation & Regulatory Services Manager Community Safety
Conditions	Director Aviation and Regulatory Services (Function 1, 2) Manager Community Safety (Function 1, 2) Chief Bush Fire Control Officer (Dept of Fire & Emergency Services [DFES]) (Function 1, <u>2</u>) Deputy Chief Bush Fire Control (Function 1, <u>2</u>)
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.85 Prosecution of Offences
Head of power	06 Bush Fires Act 1954
Delegator	Local Government Council
Express power to delegate	Bush Fires Act 1954: s.48 Delegation by local government
Express power or duty delegated	Bush Fires Act 1954: s.59 Prosecution of offences s.59A(2) Alternative procedure – infringement notices
Function	<ol style="list-style-type: none"> 1. Authority to institute and carry on proceedings against a person for an offence alleged to be committed against this Act [s.59]. 2. Authority to serve an infringement notice for an offence against this Act [s.59A(2)].
Delegates	Bush Fire Control Officer Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer Senior Ranger Emergency and Manager Community Safety
Conditions	Nil
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.98 Appoint Bush Fire Control Officer/s and Fire Weather Officer
Head of power	06 <i>Bush Fires Act 1954</i>
Delegator	Local Government Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s.38 Local Government may appoint bush fire control officer
Function	<ol style="list-style-type: none"> 1. Authority to appoint persons to be Bush Fire Control Officers for the purposes of the <i>Bush Fires Act 1954</i> <ol style="list-style-type: none"> a. Of those Officers, appoint 2 as the Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer; and b. Determine the respective seniority of the other Bush Fire Officers so appointed [s.38(1)]. 2. Authority to issue directions to a Bush Fire Control Officer to burn on or at the margins of a road reserve under the care, control and management of the Shire [s.38(5A)]. 3. Authority to appoint a Fire Weather Officer, selected from senior Bush Fire Control Officers previously appointed and where more than one Fire Weather Officer is appointed, define a part of the District in which each Fire Weather Officer shall have exclusive right to exercise the powers of s.38(17). [s.38(8) and (9)]: <ol style="list-style-type: none"> a. Authority to appoint deputy Fire Weather Officer/s as considered necessary and where two or more deputies are appointed, determine seniority [s.38(10)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.109 Control and Extinguishment of Bush Fires
Head of power	06 Bush Fires Act 1954
Delegator	Local Government Council
Express power to delegate	Bush Fires Act 1954: s.48 Delegation by local government
Express power or duty delegated	Bush Fires Act 1954: s.46 Bush fire control officer or forest officer may postpone lighting fire
Function	<p>1. Authority to prohibit or postpone the lighting of a fire, despite a permit having been issued, where in the opinion of the Delegate the lighting of a fire would be or become a source of danger by escaping from the land on which it is proposed to be lit [s.46(1A)].</p> <p>a. Where it is proposed that the fire will be lit on land within 3kms of the boundary of forest land, and an authorised CALM Act officer is not available or has not exercised the power to prohibit or proposed a fire considered to become a source of danger, then the Delegate may make the decision [s.46(1B)].</p>
Delegates	CEO Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer Ranger Senior Ranger Emergency and Manager Community Safety
Conditions	Nil
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.110 Apply for Declaration as an Approved Area
Head of power	<i>06 Bush Fires Act 1954</i>
Delegator	Local Government Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s.52(1) Approved area may be declared
Function	<p>1. Authority to apply to the Minister to have the local government district, or part of the district, declared as an approved area. [s.52(1)]</p> <p>(Note - The declaration of a district, or part thereof, as an approved area, results in a reduction in insurance premium of crops within that area s.53.)</p>
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.121 Recovery of Expenses Incurred through Contraventions of this Act
Head of power	06 <i>Bush Fires Act 1954</i>
Delegator	Local Government Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s.58 General penalty and recovery of expenses incurred
Function	Authority to recover expenses incurred as a result of an offence against the Bush Fires Act, being expenses incurred through the fulfilment of a duty or doing anything for which the Act empowered or required the Shire or those on behalf of the Shire to do [s.58].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	6.2.13 Withdrawal of Infringement Notices
Head of power	06 <i>Bush Fires Act 1954</i>
Delegator	Local Government Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s.59A(5) Alternative procedure – infringement notices
Function	Authority to withdraw an infringement notice for an offence against this Act [s.59A(5)].
Delegates	CEO Director Aviation & Regulatory Services
Conditions	Nil
Express power to subdelegate	Nil – Sub-delegation is prohibited by s.48(3)
Subdelegate conditions	NIL
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	7.1.1 Cat Registrations
Head of power	07 <i>Cat Act 2011</i>
Delegator	Local Government Council
Express power to delegate	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express power or duty delegated	<i>Cat Act 2011:</i> s.9 Registration s.10 Cancellation of registration s.11 Registration numbers, certificates and tags s.13 Notice of decision regarding registrations <i>Cat Regulations 2012</i> Schedule 3, cl.1(4) Fees Payable
Function	<ol style="list-style-type: none"> 1. Authority to grant, or refuse to grant, a cat registration or renewal of a cat registration [s.9(1)]. 2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.9(6)]. 3. Authority to cancel a cat registration [s.10]. 4. Authority to give the cat owner a new registration certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed [s.11(2)]. 5. Authority to reduce or waive a registration or approval to breed fee, in respect of any individual cat or any class of cats within the Shire's District [Regs. Sch. 3 cl.1(4)]. 6. Authority to give notice to owner of a cat of decisions regarding to registrations [s.13 (1)].
Delegates	CEO
Conditions	Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the <i>Cat Act 2011</i> .
Express power to subdelegate	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

Subdelegates	Lead Coordinator Customer Services Experience Officer Customer Experience Service Administration Officers Customer Service and Library Officer - Marble Bar Manager Community Safety Manager Customer Experience Manager Place Park Ranger - Cape Keraudren Place & Activities Officer - Nullagine Ranger Senior Ranger Emergency and Community Safety
Subdelegate conditions	Manager Community Safety (Function 3, 4, 6) Senior Ranger Emergency and Community Safety (Function 1, 3, 6) Park Ranger – Cape Keraudren (Function 1, 3, 6) Ranger(s) (Function 1, 3, 6) Lead Coordinator Customer Services Experience Officer (Function 1, 4) Customer Experience Officers Service/ Administration Officer(s) (Function 1, 4) Manager Customer Experience (Function 1, 4) Customer Service and Library Officer – Marble Bar (Function 1, 4) Place and Activities Officer – Nullagine (Function 1, 4) Manager Place (Function 3, 4, 6)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	7.1.2 Cat Control Notices
Head of power	07 Cat Act 2011
Delegator	Local Government Council
Express power to delegate	Cat Act 2011: s.44 Delegation by local government
Express power or duty delegated	Cat Act 2011: s.26 Cat control notice may be given to cat owner
Function	Authority to give a cat control notice to a person who is the owner of a cat ordinarily kept within the Shire's District [s.26].
Delegates	CEO
Conditions	Nil.
Express power to subdelegate	Cat Act 2011: s.45 Delegation by CEO of local government
Subdelegates	Manager Community Safety Park Ranger - Cape Keraudren Ranger Senior Ranger Emergency and Community Safety
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	7.1.3 Approval to Breed Cats
Head of power	07 <i>Cat Act 2011</i>
Delegator	Council
Express power to delegate	<i>Cat Act 2011</i> : s.44 Delegation by local government
Express power or duty delegated	<i>Cat Act 2011</i> : s.37 Approval to Breed Cats s.38 Cancellation of approval to breed cats s.39 Certificate to be given to approved cat breeder s.40 Notice of decision
Function	<ol style="list-style-type: none"> 1. Authority to grant or refuse to grant approval or renew an approval to breed cats [s.37 (1) and (2)] 2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.37(4)]. 3. Authority to cancel an approval to breed cats [s.38]. 4. Authority to give an approved breeder a new certificate or tag [s.39]. 5. Authority to give notice of a decision regarding an application to breed cats [s.40]
Delegates	CEO
Conditions	Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the <i>Cat Act 2011</i> .
Express power to subdelegate	<i>Cat Act 2011</i> : s.45 Delegation by CEO of local government
Subdelegates	<p>Customer Experience Service Administration Officer</p> <p>Customer Service and Library Officer - Marble bar</p> <p>Manager Community Safety</p> <p>Place & Activities Officer - Nullagine</p> <p>Senior Ranger Emergency and Community Safety</p>
Subdelegate conditions	<p>Manager Community Safety (Function 1, 2, 3, 4, 5)</p> <p>Senior Ranger Emergency and Community Safety (Function 4)</p> <p>Customer Service Experience / Administration Officer(s) (Function 4)</p> <p>Customer Service and Library Officer – Marble Bar (Function 4)</p> <p>Place and Activities Officer – Nullagine (Function 4)</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	7.1.4 Appoint Authorised Persons
Head of power	07 Cat Act 2011
Delegator	Council
Express power to delegate	Cat Act 2011: s.44 Delegation by local government
Express power or duty delegated	Cat Act 2011: s. 48 Authorised persons
Function	<ol style="list-style-type: none"> 1. Authority to appoint authorised persons by issuing a certificate of authorisation [s.48]. 2. Authority to undertake the following functions as authorised persons: <ol style="list-style-type: none"> a. To seize a cat [s.27] b. To cause a cat to be destroyed [s. 49] c. To require a person's details [s. 50] d. To enter premises [s. 51] e. To carry out general powers of authorised person [s. 52] f. To apply for a warrant [s .57] g. To give an infringement notice [s. 62] h. To commence a prosecution [s. 73]
Delegates	CEO
Conditions	Nil.
Express power to subdelegate	Cat Act 2011: s.45 Delegation by CEO of local government
Subdelegates	Director Regulatory Services Manager Community Safety Park Ranger - Cape Keraudren Ranger(s)
Subdelegate conditions	Director Regulatory Services (Function 2a, 2b, 2c, 2d, 2e, 2f and 2g) Manager Community Safety (Function 2a, 2b, 2c, 2d, 2e, 2f and 2g) Senior Ranger Emergency and Community Safety (Function 2a, 2b, 2c, 2d, 2e, 2f and 2g) Park Ranger – Cape Keraudren (Function 2a, 2b, 2c, 2d, 2e, 2f and 2g) Ranger(s)s (Function 2 a, 2b, 2c, 2d, 2e, 2f and 2g) Director Regulatory Services
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	7.1.5 Recovery of Costs – Destruction of Cats
Head of power	07 <i>Cat Act 2011</i>
Delegator	Council
Express power to delegate	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express power or duty delegated	<i>Cat Act 2011:</i> s.49(3) Authorised person may cause cat to be destroyed
Function	Authority to recover the amount of the costs associated with the destruction and the disposal of a cat [s.49(3)].
Delegates	CEO
Conditions	Nil.
Express power to subdelegate	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government
Subdelegates	Director Corporate Services Director Regulatory Services
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	7.1.6 Applications to Keep Additional Cats
Head of power	07 Cat Act 2011
Delegator	Council
Express power to delegate	Cat Act 2011: s.44 Delegation by local government
Express power or duty delegated	Cat (Uniform Local Provisions) Regulations 2013: r.8 Application to keep additional number of cats r.9 Grant of approval to keep additional number of cats
Function	<ol style="list-style-type: none"> 1. Authority to require any document or additional information required to determine an application [r.8(3)] 2. Authority to refuse to consider an application if the applicant does not comply with a requirement to provide any document or information required to determine an application [r.8(4)]. 3. Authority to grant or refuse approval for additional number of (specified as two (2) in Shire of East Pilbara Health Local Law 2011) specified in an application to be kept at the prescribed premises and to determine any condition reasonably necessary to ensure premises are suitable for the additional number of cats [r.9].
Delegates	CEO
Conditions	a. Notices of decisions must include advice as to Review rights in accordance with r.11 of the Cat (Uniform Local Provisions) Regulations 2013.
Express power to subdelegate	Cat Act 2011: s.45 Delegation by CEO of local government
Subdelegates	Manager Community Safety Park Ranger—Cape Keraudren Ranger Senior Ranger Emergency and Community Safety
Subdelegate conditions	Manager Community Safety (Function 1, 2, 3) Nil Senior Ranger Emergency and Community Safety (Function 1, 2) Park Ranger—Cape Keraudren (Function 1, 2) Ranger(s) (Function 1, 2)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	7.2.1 Infringement Notices – Extensions and Withdrawals
Head of power	07 <i>Cat Act 2011</i>
Delegator	CEO
Express power to delegate	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government
Express power or duty delegated	<i>Cat Act 2011:</i> s.64 Extension of time s.65 Withdrawal of notice
Function	<ol style="list-style-type: none"> 1. Authority to extend the period of 28 days within which the modified penalty may be paid and the extension may be allowed whether or not the period of 28 days has elapsed [s.64]. 2. Authority, within one year of the infringement notice being given and whether or not the modified penalty has been paid, to withdraw an infringement notice [s.65].
Delegates	Director Corporate Services
Conditions	Director Corporate Services (Function 1)
Express power to subdelegate	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	8.1.1 Dog Registrations
Head of power	<i>08 Dog Act 1976</i>
Delegator	Local Government Council
Express power to delegate	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express power or duty delegated	<i>Dog Act 1976:</i> s.15(2) and (4A) Registration periods and fees s.16(3) Registration procedure s.17A(2) If no application for registration made s.17(4) and (6) Refusal or cancellation of registration
Function	<ol style="list-style-type: none"> 1. Authority to determine a dog registration [s.16(2)]. 2. Authority to determine to refuse a dog registration and refund the fee, if any [s.16(2)]. 3. Authority to direct the registration officer to refuse to effect or renew or to cancel the registration of a dog, and to give notice of such decisions, where: <ol style="list-style-type: none"> i. the applicant, owner or registered owner has been convicted of an offence or paid a modified penalty within the past 3-years in respect of 2 or more offences against this Act, the <i>Cat Act 2011</i> or the <i>Animal Welfare Act 2002</i>; ii. the dog is determined to be destructive, unduly mischievous or to be suffering from a contagious or infectious disease; the delegate is not satisfied that the dog is or will be effectively confined in or at premises where the dog is ordinarily kept; iii. the dog is required to be microchipped but is not microchipped; and iv. the dog is a dangerous dog [s.16(3) and s.17A(2)]. 4. Authority to discount or waive a registration fee, including a concessional fee, for any individual dog or any class of dogs within the Shire's District [s15(4A)]. 5. Authority to apply to a Justice of the Peace for an order to seize a dog where, following a decision to refuse or cancel a registration and the applicant / owner has not applied to the State Administration Tribunal for the decision to be reviewed. [s.17(4)]. <ol style="list-style-type: none"> i. Authority, following seizure, to determine to cause the dog to be detained or destroyed or otherwise disposed of as though it had be found in contravention of section 31, 32 or 33A and had not been claimed [s.17(6)].
Delegates	CEO
Conditions	The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
Express power to subdelegate	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Subdelegates	Lead Customer Experience Officer Coordinator Customer Services Customer Service Experience Administration Officer(s) Customer Service and Library Officer - Marble Bar Manager Community Safety Manager Customer Experience Park Ranger - Cape Keraudren Place & Activities Officer - Nullagine Ranger(s) Senior Ranger Emergency and Community Safety
Subdelegate conditions	Manager Community Safety (Function 1, 2, 3) Senior Ranger Emergency and Community Safety (Function 1, 2, 3) Park Ranger – Cape Keraudren (Function 1, 2, 3) Ranger(s) (Function 1, 2, 3) Lead Customer Experience Officer (Function 1) Coordinator Customer Services (Function 1) Customer Service Experience / Administration Officer(s) (Function 1) Customer Service and Library Officer – Marble Bar (Function 1) Place and Activities Officer – Nullagine (Function 1) Manager Customer Experience (Function 1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	8.1.2 Appoint Authorised Persons
Head of power	08 <i>Dog Act 1976</i>
Delegator	Local Government Council
Express power to delegate	<i>Dog Act 1976</i> : s.10AA Delegation of local government powers and duties
Express power or duty delegated	<i>Dog Act 1976</i> and <i>Dog Regulations 2013</i>
Function	<ol style="list-style-type: none"> 1. Authority to appoint authorised persons to exercise the powers conferred on an authorised person by this Act. 2. Authority to undertake the following functions as authorised persons <ol style="list-style-type: none"> a. To seize dogs [s.29(1)] b. To declare a dog to be dangerous [s.33] c. To seize and destroy dogs [s.33G] d. Issue an order regarding a nuisance dog [s.38] e. Apply for an order that a dog be destroyed [s.39] f. Request personal details [s.43A] g. Commence enforcement proceedings [s.44] h. Veterinary services [s.47] i. To issue an infringement notice [r.35] j. To withdraw infringement notices [r.37]
Delegates	CEO
Conditions	Nil.
Express power to subdelegate	<i>Dog Act 1976</i> : s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Subdelegates	Director Aviation & Regulatory Services Manager Community Safety Manager Place Park Ranger - Cape Keraudren Ranger Ranger(s)
Subdelegate conditions	<p>Director Aviation andRegulatory Services (Function 2(a), 2(b), 2(c), 2(d), 2(f), 2(h), 2(j))</p> <p>Manager Community Safety (Function 2(a), 2(b), 2(c), 2(d), 2(f), 2(h), 2(i))</p> <p>Senior Ranger Emergency and Community Safety (Function 2(a), 2(c), 2(d), 2(f), 2(h), 2(i))</p> <p>Park Ranger – Cape Keraudren (Function 2(a), 2(b), 2(c), 2(d), 2(f), 2(h), 2(i))</p> <p>Ranger(s) (Function 2(a), 2(b) 2(c), 2(d), 2(f), 2(h), 2(i))</p> <p><u>Exercise of powers to be undertaken in accordance with operational work directions.</u></p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	8.1.4 Recovery of Moneys due under this Act
Head of power	08 <i>Dog Act 1976</i>
Delegator	Local Government Council
Express power to delegate	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express power or duty delegated	<i>Dog Act 1976:</i> s.29(5) Power to seize dogs
Function	Authority to recover moneys, in a court of competent jurisdiction, due in relation to a dog for which the owner is liable [s.29(5)].
Delegates	CEO
Conditions	The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
Express power to subdelegate	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Subdelegates	Director Corporate Services Manager Governance, Risk and Procurement
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	8.1.5 Dispose of or Sell Dogs Liable to be Destroyed
Head of power	08 Dog Act 1976
Delegator	Local Government Council
Express power to delegate	Dog Act 1976: s.10AA Delegation of local government powers and duties
Express power or duty delegated	Dog Act 1976: s.29(11) Power to seize dogs
Function	Authority to dispose of or sell a dog which is liable to be destroyed [s.29(11)].
Delegates	CEO
Conditions	<p>a. The Chief Executive Officer may further delegate (subdelegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.</p> <p>b. Proceeds from the sale of dogs are to be directed into the Municipal Fund.</p>
Express power to subdelegate	Dog Act 1976: s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Subdelegates	Manager Community Safety
Subdelegate conditions	Nil.
Date adopted	24 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	8.1.6 Declare Dangerous Dog
Head of power	08 Dog Act 1976
Delegator	Local Government Council
Express power to delegate	Dog Act 1976: s.10AA Delegation of local government powers and duties
Express power or duty delegated	Dog Act 1976: s.33E(1) Individual dog may be declared to be dangerous dog (declared)
Function	1. Authority to declare an individual dog to be a dangerous dog [s.33E(1)].
Delegates	CEO
Conditions	The Chief Executive Officer may further delegate (sub-delegate).
Express power to subdelegate	Dog Act 1976: s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Subdelegates	Director Regulatory Services Manager Community Safety Park Ranger - Cape Keraudren Ranger Senior Ranger Emergency and Community Safety
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	8.1.7 Dangerous Dog Declared or Seized – Deal with Objections and Determine when to Revoke
Head of power	08 <i>Dog Act 1976</i>
Delegator	Local Government Council
Express power to delegate	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express power or duty delegated	<i>Dog Act 1976:</i> s.33F(6) Owners to be notified of making of declaration s.33G(4) Seizure and destruction s.33H(1), (2) and (5) Local government may revoke declaration or proposal to destroy
Function	<ol style="list-style-type: none"> 1. Authority to consider and determine to either dismiss or uphold an objection to seizure of a dangerous dog [s.33G(4)]. 2. Authority to revoke a declaration of a dangerous dog or revoke notice proposing to cause a dog to be destroyed, only where satisfied that the dog can be kept without likelihood of any contravention of this Act [s.33H(1)]: <ol style="list-style-type: none"> i. Authority to, before dealing with an application to revoke a declaration or notice, require the owner of the dog to attend with the dog a course in behaviour and training or otherwise demonstrate a change in the behaviour of the dog [s.33H(2)].
Delegates	CEO
Conditions	The Chief Executive Officer may further delegate (sub-delegate). The original decision maker cannot be the review their own decision.
Express power to subdelegate	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Subdelegate conditions	The original decision maker cannot be the review their own decision.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	8.1.8 Determine Recoverable Expenses for Dangerous Dog Declaration
Head of power	08 <i>Dog Act 1976</i>
Delegator	Local Government Council
Express power to delegate	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express power or duty delegated	<i>Dog Act 1976:</i> s.33M(1)(a) Local Government expenses to be recoverable
Function	Authority to determine the reasonable charge to be paid by an owner at the time of payment of the registration fee under s.15, up to any maximum amount prescribed, having regard to the expenses incurred by the Local Government in making inquiries, investigations and inspections concerning the behaviour of a dog declared to be dangerous [s.33H(5)].
Delegates	CEO
Conditions	The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
Express power to subdelegate	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Subdelegates	Director Aviation & Regulatory Services Director Corporate Services
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	8.1.9 Determine Applications to Keep Dogs
Head of power	08 <i>Dog Act 1976</i>
Delegator	Council
Express power to delegate	Dog Act 1976: s.26(3) Grant exemption to limit as to number of dogs kept in or at premises in the local government's district
Function	Authority to approve an application to keep additional dogs [s.26(3)]. Revoke an approved application to keep additional dogs [s.26(3)(c)].
Delegates	CEO
Conditions	Nil
Subdelegates	Director Regulatory Services Manager Community Safety
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	9.1.1 General Inspector
Head of power	09 <i>Animal Welfare Act 2002</i>
Delegator	Department of Primary Industries and Regional Development
Express power to delegate	<i>Animal Welfare Act 2002</i> : a.33(2)(a)(v) Appointment of general inspectors
Express power or duty delegated	<i>Animal Welfare Act 2002</i> : a.33(2)(a)(v) Appointment of general inspectors
Function	Power to carry out duties as a General Inspector [s.33].
Delegates	Animal Welfare Officer
Conditions	Appointment from Chief Executive Officer – Department of Primary Industries and Regional Development, pursuant to section 33 of the <i>Animal Welfare Act 2002</i> (this is not a Council power to appoint).
Express power to subdelegate	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	10.1.1 Prohibition Orders
Head of power	10 <i>Food Act 2008</i>
Delegator	Local Government Council
Express power to delegate	<i>Food Act 2008</i> : s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express power or duty delegated	<i>Food Act 2008</i> : s.65(1) Prohibition orders s.66 Certificate of clearance to be given in certain circumstances s.67(4) Request for re-inspection
Function	<ol style="list-style-type: none"> 1. Authority to serve a prohibition order on the proprietor of a food business in accordance with s.65 of the <i>Food Act 2008</i> [s.65(1)]. 2. Authority to give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices [s.66]. 3. Authority to give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection [s.67(4)].
Delegates	CEO Coordinator Environmental Health Services Director Aviation & Regulatory Services Environmental Health Officer Manager Building Services
Conditions	Nil
Express power to subdelegate	Nil - Food Regulations 2009 do not provide for sub-delegation. Nil - Food Regulations 2009 do not provide for sub-delegation.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	10.1.2 Food Business Registrations
Head of power	10 <i>Food Act 2008</i>
Delegator	Local Government Council
Express power to delegate	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express power or duty delegated	<i>Food Act 2008:</i> s.110(1) and (5) Registration of food business s.112 Variation of conditions or cancellation of registration of food businesses
Function	<ol style="list-style-type: none"> 1. Authority to consider applications and determine registration of a food business and grant the application with or without conditions or refuse the registration [s.110(1) and (5)]. 2. Authority to vary the conditions or cancel the registration of a food business [s.112].
Delegates	<u>CEO</u> Coordinator Environmental Health Services Director Aviation & Regulatory Services Environmental Health Officer Manager Building Services
Conditions	In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to: <ol style="list-style-type: none"> i. Food Act 2008 Regulatory Guideline No.1 Introduction of Regulatory Food Safety Auditing in WA; ii. Food Unit Fact Sheet 8 – Guide to Regulatory Guideline No.1; iii. WA Priority Classification System; and iv. Verification of Food Safety Program Guideline.
Express power to subdelegate	Nil - Food Regulations 2009 do not provide for sub-delegation. Nil - Food Regulations 2009 do not provide for sub-delegation.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	10.1.3 Appoint Authorised Officers and Designated Officers
Head of power	10 <i>Food Act 2008</i>
Delegator	Local Government Council
Express power to delegate	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express power or duty delegated	<i>Food Act 2008:</i> s.122(1) Appointment of authorised officers s.126(6), (7) and (13) Infringement Officers
Function	<ol style="list-style-type: none"> 1. Authority to appoint a person to be an authorised officer for the purposes of the Food Act 2008 [s.122(2)]. 2. Authority to appoint an Authorised Officer appointed under s.122(2) of this Act or the s.24(1) of the Public Health Act 2016, to be a Designated Officer for the purposes of issuing Infringement Notices under the Food Act 2008 [s.126(13)]. 3. Authority to appoint an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s.126(6)] and determining withdrawal of an infringement notice [s.126(7)].
Delegates	CEO
Conditions	<p>In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to:</p> <ol style="list-style-type: none"> i. Appointment of Authorised Officers as Meat Inspectors; ii. Appointment of Authorised Officers; iii. Appointment of Authorised Officers – Designated Officers only; and iv. Appointment of Authorised Officers – Appointment of persons to assist with the discharge of duties of an Authorised Officer.
Express power to subdelegate	Nil - Food Regulations 2009 do not provide for sub-delegation. Nil - Food Regulations 2009 do not provide for sub-delegation.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	10.1.4 Authorised Persons
Head of power	10 <i>Food Act 2008</i>
Delegator	Local Government Council
Express power to delegate	<i>Food Act 2008</i> : s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express power or duty delegated	<i>Food Act 2008</i> : s.38 Exercise the powers of authorised officers s.40 Power of seizure s.41 To make an application for a warrant
Function	To exercise the powers and functions of authorised persons under the <i>Food Act 2008</i> as described below 1. Exercise the powers of authorised officers. 2. To make a seizure as prescribed in section 40 of the <i>Food Act 2008</i> . 3. To make an application for a warrant.
Delegates	CEO Coordinator Environmental Health Services Director Aviation & Regulatory Services Environmental Health Officer Manager Building Services
Conditions	Nil
Express power to subdelegate	Nil - Food Regulations 2009 do not provide for sub-delegation. Nil - Food Regulations 2009 do not provide for sub-delegation.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	10.1.5 Designated Officers and Infringement Notices
Head of power	10 <i>Food Act 2008</i>
Delegator	Local Government Council
Express power to delegate	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express power or duty delegated	<i>Food Act 2008:</i> s.126(2) To give an infringement notice s.126(3) To inform and receive payment for modified penalties s.126(6) To extend the payment period for a modified penalty s.126(7) To withdraw an infringement notice
Function	To exercise the powers and functions relating to infringement notice under section 126 of the Food Act 2008 as described below: 1. To give an infringement notice; 2. To inform and receive payment for modified penalties; 3. To extend the payment period for a modified penalty; and 4. To withdraw an infringement notice.
Delegates	CEO Coordinator Environmental Health Services Director Aviation & Regulatory Services Environmental Health Officer Manager Building Services
Conditions	Chief Executive Officer (Function 3, 4) Director Aviation & Regulatory Services (Function 3, 4) Manager Building Services (Function 1, 2) Coordinator Environmental Health Services (Function 1, 2) Environmental Health Officer (Function 1, 2) Original Decision Maker cannot review their own decision
Express power to subdelegate	Nil - <i>Food Regulations 2009</i> do not provide for sub-delegation.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	10.1.6 Debt Recovery and Prosecutions
Head of power	10 <i>Food Act 2008</i>
Delegator	Local Government Council
Express power to delegate	<i>Food Act 2008</i> : s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express power or duty delegated	<i>Food Act 2008</i> : s.54 Cost of destruction or disposal of forfeited item s.125 Institution of proceedings
Function	<ol style="list-style-type: none"> 1. Authority to recover costs incurred in connection with the lawful destruction or disposal of an item (seized) including any storage costs [s.54(1)] and the costs of any subsequent proceedings in a court of competent jurisdiction [s.54(3)]. 2. Authority to institute proceedings for an offence under the <i>Food Act 2008</i> [s.125].
Delegates	CEO Director Aviation & Regulatory Services Director Corporate Services
Conditions	In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time. Director Corporate Services (Function 1)
Express power to subdelegate	Nil - Food Regulations 2009 do not provide for sub-delegation. Nil - Food Regulations 2009 do not provide for sub-delegation.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	10.1.7 Food Businesses List – Public Access
Head of power	10 <i>Food Act 2008</i>
Delegator	Local Government Council
Express power to delegate	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express power or duty delegated	<i>Food Act 2008:</i> s.115(a) or (b) Register of food businesses to be maintained <i>Food Regulations 2009</i> r.51 Enforcement agency may make list of food businesses publicly available
Function	Authority to decide to make a list of food businesses maintained under s.115(a) or (b) publicly available [r.51].
Delegates	CEO Director Aviation & Regulatory Services Coordinator Environmental Health Services
Conditions	In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express power to subdelegate	Nil – Food Regulations 2009 do not provide for sub-delegation. Nil – Food Regulations 2009 do not provide for sub-delegation.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	11.1.1 Give Notice Requiring Obliteration of Graffiti
Head of power	11 <i>Graffiti Vandalism Act 2016</i>
Delegator	Local Government Council
Express power to delegate	<i>Graffiti Vandalism Act 2016</i> : s.16 Delegation by local government
Express power or duty delegated	<i>Graffiti Vandalism Act 2016</i> : s.18(2) Notice requiring removal of graffiti s.19(3) & (4) Additional powers when notice is given
Function	<ol style="list-style-type: none"> 1. Authority to give written notice to a person who is an owner or occupier of property on which graffiti is applied, requiring the person to ensure that the graffiti is obliterated in an acceptable manner, within the time set out in the notice [s.18(2)]. 2. Authority, where a person fails to comply with a notice, to do anything considered necessary to obliterate the graffiti in an acceptable manner [s.19(3)] and to take action to recover costs incurred as a debt due from the person who failed to comply with the notice [s.19(4)].
Delegates	CEO
Conditions	Nil.
Express power to subdelegate	<i>Graffiti Vandalism Act 2016</i> : s.17 Delegation by CEO of local government
Subdelegates	Director Aviation & Regulatory Services Manager Director Infrastructure Services Building Approvals and Compliance Services Manager Community Safety Senior Ranger Emergency and Community Safety Director Infrastructure Services Manager Operations
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	11.1.2 Notices – Deal with Objections and Give Effect to Notices
Head of power	11 <i>Graffiti Vandalism Act 2016</i>
Delegator	Local Government Council
Express power to delegate	<i>Graffiti Vandalism Act 2016</i> : s.16 Delegation by local government
Express power or duty delegated	<i>Graffiti Vandalism Act 2016</i> : s.22(3) Objection may be lodged s.24(1)(b) & (3) Suspension of effect of notice
Function	<ol style="list-style-type: none"> 1. Authority to deal with an objection to a notice [s.22(3)]. 2. Authority, where an objection has been lodged, to: <ol style="list-style-type: none"> i. Determine and take action to give effect to the notice, where it is determined that there are urgent reasons or an endangerment to public safety or likely damage to property or serious nuisance, if action is not taken [s.24(1)(b)] and ii. To give notice to the affected person, before taking the necessary actions [s.24(3)].
Delegates	CEO
Conditions	Original Decision Maker cannot review their own decision.
Express power to subdelegate	<i>Graffiti Vandalism Act 2016</i> : s.17 Delegation by CEO of local government
Subdelegates	Director Aviation & Regulatory Services Director Infrastructure Services
Subdelegate conditions	Original Decision Maker cannot review their own decision.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	11.1.3 Obliterate Graffiti on Private Property
Head of power	11 <i>Graffiti Vandalism Act 2016</i>
Delegator	Local Government Council
Express power to delegate	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
Express power or duty delegated	<i>Graffiti Vandalism Act 2016:</i> s.25(1) Local government graffiti powers on land not local government property
Function	Authority to determine to obliterate graffiti applied without consent of the owner or occupier, even though the land on which it is done is not local government property and the local government does not have consent [s.25(1)].
Delegates	CEO
Conditions	Subject to exercising Powers of Entry.
Express power to subdelegate	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government
Subdelegates	Director Aviation & Regulatory Services
Subdelegate conditions	Subject to exercising Powers of Entry.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	11.1.4 Powers of Entry
Head of power	11 <i>Graffiti Vandalism Act 2016</i>
Delegator	Local Government Council
Express power to delegate	<i>Graffiti Vandalism Act 2016</i> : s.16 Delegation by local government
Express power or duty delegated	<i>Graffiti Vandalism Act 2016</i> : s.28 Notice of entry s.29 Entry under warrant
Function	<ol style="list-style-type: none"> 1. Authority to give notice of an intended entry to the owner or occupier of land, premises or thing, specifying the purpose for which entry is required [s.28]. 2. Authority to obtain a warrant to enable entry onto any land, premises or thing for the purposes of this Act [s.29].
Delegates	CEO
Conditions	Nil.
Express power to subdelegate	<i>Graffiti Vandalism Act 2016</i> : s.17 Delegation by CEO of local government
Subdelegates	Director Aviation & Regulatory Services (Function 11) Director Infrastructure Services (Function 1)
Subdelegate conditions	Nil.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	12.1.1 Register and Withdraw Infringement Notices
Head of power	12 Fines, Penalties and Infringement Notices Enforcement Act 1994
Delegator	Local Government Council
Express power to delegate	<i>Fines, Penalties and Infringement Notices Act 1994:</i> s.13(2) Approved prosecuting authorities and officers
Express power or duty delegated	<i>Fines, Penalties and Infringement Notices Act 1994:</i> s.16 Registration of infringement notice: enforcement certificate s.22 Prosecuting authority may withdraw proceedings
Function	The powers and functions of designated officers under the <i>Fines, Penalties and Infringement Enforcement Act 1994</i> : 1. To register an infringement notice / enforcement certificate [s.16]. 2. To withdraw proceedings [s.22].
Delegates	CEO
Conditions	Nil
Subdelegates	Administration Officer - Airport Services Assistant Building Surveyor/ Administration Officer Aviation Operations Contract Manager Aviation Services Director Aviation & Regulatory Services Manager Building Approvals and Compliance Services Manager Community Safety Manager Corporate Services
Subdelegate conditions	Director Aviation and Regulatory Services (Function 1,2) Manager Building Approvals and Compliance Services (Function 1) Manager Community Safety (Function 1) Manager Corporate Services (Function 12) Aviation Administration/Operations Contract Manager Aviation Services (Function 12) Assistant Building Surveyor/Administration Officer (Function 12) Administration Officer Airport Services (Function 12)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	13.1.1 Authorised Officers
Head of power	13 <i>Litter Act 1979</i>
Delegator	Local Government Council
Express power to delegate	<i>Litter Act 1979:</i> s.26 (1)(c)(ii) Authorised officers, appointment and jurisdiction of etc.
Express power or duty delegated	<i>Litter Act 1979:</i> s.27 Authorised officers, powers of s.27A Offences involving vehicles, presumptions as to offender etc. s.30 Infringement notices
Function	<ol style="list-style-type: none"> 1. To issue infringement notices [s.30(1)]. 2. To withdraw an infringement notice [s.30(4)&(4A)]. 3. The powers and functions of authorised officers [s.27]. 4. To institute a prosecution [s.27A].
Delegates	CEO Director Aviation & Regulatory Services Manager Community Safety Park Ranger - Cape Keraudren Ranger Senior Ranger Emergency and Community Safety
Conditions	Chief Executive Officer (Function 2, 3, 4) Director Aviation and Regulatory Services (Function 2, 3) Manager Community Safety (Function 1, 3) Senior Ranger Emergency and Community Safety (Function 1, 3) Park Ranger – Cape Keraudren (Function 1, 3) Ranger(s) (Function 1, 3)
Express power to subdelegate	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	14.1.1 Authorised Officers
Head of power	14 <i>Control of Vehicles (Off Road Areas) Act 1978</i>
Delegator	Local Government Council
Express power to delegate	<i>Control of Vehicles (Off-road Areas) Act 1978:</i> s.38(3)(a) Authorised officers, who are, functions of etc.
Express power or duty delegated	<i>Control of Vehicles (Off-road Areas) Act 1978</i> s.37 Infringement notices s.38 Authorised Persons s.40 Prosecutions, who may commence
Function	The functions and powers of authorised officers under the <i>Control of Vehicles (Off Road Areas) Act 1978</i> : <ol style="list-style-type: none"> 1. To issue infringement notices [s37.(1)]. 2. To withdraw and infringement notice [s.37(5)]. 3. The powers and functions [s.38]. 4. Institute a prosecution [s.40].
Delegates	CEO
Conditions	Chief Executive Officer (Function 2, 3, 4)
Subdelegates	Director Aviation & Regulatory Services Manager Community Safety Park Ranger - Cape Keraudren Ranger Senior Ranger Emergency and Community Safety
Subdelegate conditions	Director Aviation and Regulatory Services (Function 2, 3) Manager Community Safety (Function 1, 3) Coordinator Emergency Services and Community Safety (Function 1, 3) Park Ranger – Cape Keraudren (Function 1, 3) Ranger(s) (Function 1, 3) Must be exercised in accordance with Work Procedures
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	15.1.1 Compliance Certificates
Head of power	15 <i>Liquor Control Act 1998</i>
Delegator	Local Government Council
Express power to delegate	<i>Liquor Control Act 1988:</i> s.39 Certificate of local government as to whether premises comply with laws s.40 Certificate of planning authority as to whether use of premises complies with planning laws
Express power or duty delegated	<i>Liquor Control Act 1988</i> s.39 Certificate of local government as to whether premises comply with laws s.40 Certificate of planning authority as to whether use of premises complies with planning laws
Function	<ol style="list-style-type: none"> 1. The power to issue a certificate of local government as to whether premises comply with laws [s.39]. 2. The power to issue a certificate of planning authority as to whether use of premises complies with planning laws [s.40].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Liquor Control Act 1988:</i> s.39 Certificate of local government as to whether premises comply with laws s.40 Certificate of planning authority as to whether use of premises complies with planning laws
Subdelegates	Director Aviation and Regulatory Services Coordinator Environmental Health Services Environmental Health Officer Manager Building Approvals and Compliance Services
Subdelegate conditions	Director Aviation and Regulatory Services (Function 1, 2) Manager Building Approvals and Compliance Services (Function 1, 2) Coordinator Environmental Health Services (Function 1) Environmental Health Officer (Function 1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	16.1.1 Enforcement Agency Reports to the Chief Health Officer
Head of power	16 <i>Public Health Act 2016</i>
Delegator	Local Government Council
Express power to delegate	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
Express power or duty delegated	<i>Public Health Act 2016</i> s.22 Reports by and about enforcement agencies
Function	<ol style="list-style-type: none"> 1. Authority to prepare and provide to the Chief Health Officer, the Local Government's report on the performance of its functions under this Act and the performance of functions by persons employed or engaged by the Shire [s.22(1)]. 2. Authority to prepare and provide to the Chief Health Officer, a report detailing any proceedings for an offence under this Act [s.22(2)].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	16.1.2 Designate Authorised Officers
Head of power	16 <i>Public Health Act 2016</i>
Delegator	Local Government Council
Express power to delegate	<i>Public Health Act 2016</i> : s.21 Enforcement agency may delegate
Express power or duty delegated	<i>Public Health Act 2016</i> s.24(1) and (3) Designation of authorised officers
Function	<p>Authority to designate a person or class of persons as authorised officers for the purposes of:</p> <ul style="list-style-type: none"> i. The <i>Public Health Act 2016</i> or other specified Act; ii. Specified provisions of the <i>Public Health Act 2016</i> or other specified Act; and iii. Provisions of the <i>Public Health Act 2016</i> or another specified Act, other than the specified provisions of that Act. <p>Including:</p> <ul style="list-style-type: none"> a. an environmental health officer or environmental health officers as a class; b. a person who is not an environmental health officer or a class of persons who are not environmental health officers; and c. a mixture of the two. [s.24(1) and (3)].
Delegates	CEO
Conditions	<ul style="list-style-type: none"> a. Subject to each person so appointed being: <ul style="list-style-type: none"> i. Appropriately qualified and experienced [s.25(1)(a)]; and ii. Issued with a certificate, badge or identity card identifying the authorised officer [s.30 and 31]. b. A Register (list) of authorised officers is to be maintained in accordance with s.27.
Express power to subdelegate	Nil – Unless a Regulation enacted under the <i>Public Health Act 2016</i> , specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	16.1.3 Determine Compensation for Seized Items
Head of power	16 <i>Public Health Act 2016</i>
Delegator	Local Government Council
Express power to delegate	<i>Public Health Act 2016</i> : s.21 Enforcement agency may delegate
Express power or duty delegated	<i>Public Health Act 2016</i> s.264 Compensation
Function	Authority, in response to an application for compensation, to determine compensation that is just and reasonable in relation to any item seized under Part 16 if there has been no contravention of the Act and the item cannot be returned or has in consequence of the seizure depreciated in value [s.264].
Delegates	CEO Director Aviation & Regulatory Services
Conditions	Compensation is limited to a maximum value of \$10,000 with any proposal for compensation above this value to be referred for Council's determination.
Express power to subdelegate	Nil – Unless a Regulation enacted under the <i>Public Health Act 2016</i> , specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	16.1.4 Commence Proceedings
Head of power	16 <i>Public Health Act 2016</i>
Delegator	Local Government Council
Express power to delegate	<i>Public Health Act 2016</i> : s.21 Enforcement agency may delegate
Express power or duty delegated	<i>Public Health Act 2016</i> s.280 Commencing Proceedings
Function	Authority to commence proceedings for an offence under the <i>Public Health Act 2016</i> [s.280].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Nil – Unless a Regulation enacted under the <i>Public Health Act 2016</i> , specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	17.1.1 Functions of Authorised Persons
Head of power	17 <i>Health (Miscellaneous Provisions) Act 1911</i>
Delegator	Local Government Council
Express power to delegate	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
Express power or duty delegated	<i>Health (Miscellaneous Provisions) Act 1911:</i> s.354 Service of notice s.349 Entry
Function	<p>To exercise the powers and functions of an authorised persons and deputies under the <i>Health (Miscellaneous Provisions) Act 1911</i>:</p> <ol style="list-style-type: none"> 1. Serve health orders in connection with requirements and repairs to businesses, shops and dwellings in accordance with the provisions of s.354. 2. Sign and issue licences and registrations issued. 3. Enter premises under s.349 and administer the provisions in the regulations.
Delegates	CEO Coordinator Environmental Health Services Director Aviation & Regulatory Services Environmental Health Officer Manager Building Approvals and Compliance-Development Services
Conditions	Chief Executive Officer (1, 2) Director Aviation & Regulatory Services (1, 2) Manager Building Approvals & Compliance-Development (1, 2, 3) Coordinator Environmental Health Services (1, 2, 3) Environmental Health Officer (1, 2, 3) <ol style="list-style-type: none"> a. Authority is limited to the forming of opinion and issuing notices, requisitions, directions and orders and does not include the carrying out or causing to be carried out, of works in default of duly served notices, the undertaking or contracting of works, the provision of sanitary conveniences. b. Authority is limited to the forming of opinions and issuing notices and directions and does not include carrying out, or the arranging for the carrying out, of works in default of duly served notices. c. Authority extends to the issue of requisitions and, in the case of default, the causing of requisite work to be done. d. Delegations with respect to the <i>Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974</i> includes the approval of applications for effluent disposal systems as described in regulation 4 and issue permits to use effluent disposal systems as described in regulation 10.
Express power to subdelegate	Nil

Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	18.1.1 Grant of Licence
Head of power	18 <i>Caravan and Camping Grounds Act 1995</i>
Delegator	Local Government Council
Express power to delegate	<i>Caravan Parks and Camping Ground Act 1995</i> s.5 Terms used s.23 Infringement notices
Express power or duty delegated	<i>Caravan Parks and Camping Ground Act 1995</i> s.7 Application for grant or renewal of licence s.9 Renewal after expiry s.10 Prohibition notice s.12 Cancellation of licence
Function	The powers and functions relating to licensing of a facility under Part 2, Division 1 of the <i>Caravan Parks and Camping Ground Act 1995</i> : <ol style="list-style-type: none"> 1. To determine a licence for a facility [s.7]. 2. To renew a licence for facility [s.9]. 3. To give a licence holder a prohibition notice [s.10]. 4. To cancel a licence [s.12].
Delegates	CEO Coordinator Environmental Health Services Director Aviation & Regulatory Services Environmental Health Officer Manager Building Approvals and Compliance Services
Conditions	Chief Executive Officer (1, 2, 3, 4) Director Aviation and Regulatory Services (1, 2, 3, 4) Manager Building Approvals and Compliance Manager Building Services (1, 2, 3, 4) Coordinator Environmental Health Services (1, 2) Environmental Health Officer (Function 1, 2)
Express power to subdelegate	<i>Caravan Parks and Camping Ground Act 1995</i> s.17 Appointment of authorised person
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	18.1.2 Appointment of Authorised Persons
Head of power	<i>18 Caravan and Camping Grounds Act 1995</i>
Delegator	Local Government Council
Express power to delegate	<i>Caravan Parks and Camping Ground Act 1995</i> s.5 Terms used s.23 Infringement notices
Express power or duty delegated	<i>Caravan Parks and Camping Ground Act 1995</i> s.18 Powers of entry s.20 Entry of occupied caravan or camp s.21 Inspections and works specification notices
Function	The following powers of entry and inspection under Part 3 of the <i>Caravan Parks and Camping Ground Act 1995</i> : 1. Powers of entry [s.18]. 2. Entry of an occupied caravan or camp [s.20]. 3. Inspections and work specification notices [s.21].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Caravan Parks and Camping Ground Act 1995</i> s.17 Appointment of authorised person
Subdelegates	Director Aviation & Regulatory Services Coordinator Environmental Health Services Environmental Health Officer
Subdelegate conditions	Director Aviation and Regulatory Services (Function 1, 2, 3) Manager Community Safety (Function 1, 2) Manager Building Services (Function 1, 2, 3) Coordinator Environmental Health Services (Function 1, 2, 3) Environmental Health Officer (Function 1, 2) Senior Ranger Emergency and Community Safety (Function 1, 2) Park Ranger – Cape Keraudren (Function 1, 2) Ranger(s) (Function 1, 2)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	18.1.3 Infringement Notices
Head of power	18 <i>Caravan and Camping Grounds Act 1995</i>
Delegator	Local Government Council
Express power to delegate	<i>Caravan Parks and Camping Ground Act 1995</i> s.5 Terms used s.23 Infringement notices
Express power or duty delegated	<i>Caravan Parks and Camping Ground Act 1995</i> s.23 Infringement notices
Function	The following powers and functions regarding infringement notices under the <i>Caravan Parks and Camping Ground Act 1995</i> : <ol style="list-style-type: none"> 1. To give an infringement [s.23(2)] notice. 2. To extend the period for payment of the modified penalty [s.23(5)]. 3. To withdraw an infringement notice [s.23(7)].
Delegates	CEO Director Aviation & Regulatory Services Coordinator Environmental Health Services Environmental Health Officer Manager Building Services
Conditions	Chief Executive Officer (Function 2, 3) Director Aviation and Regulatory Services (Function 2, 3) Manager Building Services (Function 1, 2) Coordinator Environmental Health Services (Function 1) Environmental Health Officer (Function 1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	18.1.4 Camping other than at Caravan Park or Camping Ground
Head of power	18 <i>Caravan and Camping Grounds Act 1995</i>
Delegator	Local Government Council
Express power to delegate	<i>Caravan Parks and Camping Ground Act 1995</i> s.5 Terms used s.23 Infringement notices
Express power or duty delegated	<i>Caravan Parks and Camping Grounds Regulations 1997</i> r.11 Camping other than at caravan park or camping ground
Function	To provide written approval for a person to camp on land referred to in r.11(1)(a) of the <i>Caravan Parks and Camping Grounds Regulations 1997</i> [r.11(2)(a)].
Delegates	CEO Director Aviation & Regulatory Services Manager Building Services Manager Community Safety Rangers Park Ranger – Cape K eraurdren
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	19.1.1 Illegal Development
Head of power	19 <i>Planning and Development Act 2005</i>
Delegator	Local Government Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> r.82 Delegations by local government r.79 Entry and Inspection powers</p>
Express power or duty delegated	<i>Planning and Development Act 2005:</i> Section 214(2), (3) and (5) Illegal development, responsible authority's powers as to
Function	<ol style="list-style-type: none"> 1. Give a written direction to the owner or any other person undertaking an unauthorised development to stop, and not recommence, the development or that part of the development that is undertaken in contravention of the planning scheme, interim development order or planning control area requirements; 2. Give a written direction to the owner or any other person who undertook an unauthorised development: <ol style="list-style-type: none"> a. to remove, pull down, take up, or alter the development; and b. to restore the land as nearly as practicable to its condition immediately before the development started, to the satisfaction of the responsible authority. 3. Give a written direction to the person whose duty it is to execute work to execute that work where it appears that delay in the execution of the work to be executed under a planning scheme or interim development order would prejudice the effective operation of the planning scheme or interim development order.
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Director Aviation & Regulatory Services Manager Strategic and Statutory Planning
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	19.1.2 Subdivision
Head of power	19 <i>Planning and Development Act 2005</i>
Delegator	Local Government Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> r.82 Delegations by local government r.79 Entry and Inspection powers</p>
Express power or duty delegated	<p><i>Planning and Development Act 2005:</i> S.142 To make recommendations and objections with respect to a subdivision plan</p>
Function	<p>Provide correspondence regarding the powers and functions described below in the <i>Planning and Development Act 2005</i></p> <p>To make recommendations and objections with respect to a subdivision plan [s.142].</p>
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Director Aviation & Regulatory Services Manager Strategic and Statutory Planning</p>
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	19.1.3 Enforcement Powers
Head of power	19 <i>Planning and Development Act 2005</i>
Delegator	Local Government Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> r.82 Delegations by local government r.79 Entry and Inspection powers</p>
Express power or duty delegated	<p><i>Planning and Development Act 2005</i> s.216 Breach of Act etc. or development approval, injunctions as to s.218 Planning scheme or condition on development, contravening etc.</p>
Function	<p>The enforcement powers and functions described below in the <i>Planning and Development Act 2005</i>:</p> <ol style="list-style-type: none"> 1. Apply for an injunction [s.216(1)]. 2. Commence a prosecution [s.218].
Delegates	CEO
Conditions	Nil
Subdelegates	Director Regulatory Services Manager Strategic and Statutory Planning
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	19.1.4 Reports to the Development Assessment Panel
Head of power	19 <i>Planning and Development Act 2005</i>
Delegator	Local Government Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> r.82 Delegations by local government r.79 Entry and Inspection powers</p>
Express power or duty delegated	<p><i>Planning and Development (Development Assessment) Panels Regulation 2011</i> r.12 Responsible authority must report to Development Assessment Panel (DAP)</p>
Function	Provide the presiding member of a DAP a report on the development application [r.12].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	Director Aviation & Regulatory Services Manager Strategic and Statutory Planning
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	19.1.5 Authorised Person – Infringement Notices and Enforcement Powers
Head of power	19 <i>Planning and Development Act 2005</i>
Delegator	Local Government Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> r.82 Delegations by local government r.79 Entry and Inspection powers</p>
Express power or duty delegated	<p><i>Planning and Development Act 2005</i> s.228 Giving of infringement notice s.230 Extending time to pay modified penalty s.231 Withdrawal of infringement notice</p>
Function	<p>The powers and functions relating to enforcement, and infringement notices for prescribed planning offences in Part 13, Division 3 of the <i>Planning and Development Act 2005</i> and the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> respectively:</p> <ol style="list-style-type: none"> 1. To give an infringement notice for a prescribed planning offence [s.228(1)]. 2. To extend time to pay the modified penalty [s.230]. 3. To withdraw an infringement notice [s.231].
Delegates	CEO
Conditions	Delegate is the Chief Executive Officer, pursuant to section 234 of the Act and 79 of the Regulations (both these are the CEO's powers to appoint, not the Council's power).
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	Director Aviation & Regulatory Services Manager Strategic and Statutory Planning
Subdelegate conditions	Director Aviation and Regulatory Services (Function 3) Manager Strategic & Statutory Planning (Function 1, 2)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	19.2.1 Development Applications
Head of power	19 <i>Planning and Development Act 2005</i>
Delegator	Local Government Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> r.82 Delegations by local government r.79 Entry and Inspection powers</p>
Express power or duty delegated	<p>Under Part 9 of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> r.68 Determination of applications r.77 Amending or cancelling development approval</p>
Function	<ol style="list-style-type: none"> 1. To determine development applications and impose conditions [r.68]. 2. To determine whether to amend or cancel development applications and impose conditions [r.77].
Delegates	CEO
Conditions	The delegated power under 1 and 2 (regulations 68 and 77) must be consistent with Town Planning Scheme No.4
Express power to subdelegate	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	Director Aviation & Regulatory Services Manager Strategic and Statutory Planning
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

<u>Delegation</u>	<u>19.2.2 Development applications – Landowner’s consent</u>
<u>Head of power</u>	<u>19 Planning and Development Act 2005</u>
<u>Delegator</u>	<u>Council</u>
<u>Express power to delegate</u>	<u>Local Government Act 1995:</u> <u>s.5.42(b) Delegation of some powers or duties to the CEO</u> <u>s.5.43 Limitations on delegations to the CEO</u> <u>Planning and Development (Local Planning Schemes) Regulations 2015:</u> <u>r.82 Delegations by local government r.79 Entry and Inspection powers</u>
<u>Express power or duty delegated</u>	<u>Under Part 9 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015:</u> <u>r.62 Form of application</u>
<u>Function</u>	<u>1. Authority to sign an application for development approval on behalf of the Shire as the owner of the land on which the proposed development is to be located.</u>
<u>Delegate</u>	<u>Chief Executive Officer</u>
<u>Conditions</u>	<u>Nil</u>
<u>Subdelegates</u>	<u>Nil</u>
<u>Date adopted</u>	<u>26 July 2024</u>
<u>Adoption references</u>	<u>Item 12.1.1 OCM 24 July 2024</u>

Delegation	20.2.1 Instrument of Authorisation - Sign Development Applications for Crown Land as Owner
Head of power	20 Statutory Authorisations and Delegations to Local Government from State Government Entities
Delegator	Minister of Lands
Express power to delegate	The Minister of Lands pursuant to section 267A of the Act delegated this power directly to the CEO of any local government (see Government Gazette dated 2 June 2016)
Express power or duty delegated	The power to sign as owner in respect of Crown land relating to development applications under the <i>Planning and Development Act 2005</i> , subject to the below conditions.
Function	The power to sign as owner in respect of Crown land.
Delegates	CEO
Conditions	The powers in Column 1 subject to the conditions in Column 3 of the Schedule to Government Gazette dated 2 June 2016.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	20.2.2 WA Planning Commission – Section 25 of the <i>Strata Titles Act 1985</i>
Head of power	20 Statutory Authorisations and Delegations to Local Government from State Government Entities
Delegator	Local Government Council
Express power to delegate	The WAPC delegated the above power and function to the local government, and to members and officers of those local governments (see Government Gazette, Delegation 2009/03 on 9 January 2009)
Express power or duty delegated	The functions and powers under section 25 of the <i>Strata Titles Act 1985</i> subject to the below conditions:
Function	Power to determine applications for the issuing of a certificate of approval under section 25 of the Act for a plan of subdivision, re-subdivision or consolidation subject to the below conditions and reporting requirements.
Delegates	CEO Director Aviation & Regulatory Services Manager Building Approvals and Compliance Services Manager Strategic and Statutory Planning
Conditions	The delegation excludes applications that: <ul style="list-style-type: none"> i. propose a vacant lot; ii. propose vacant air stratas in multi-tiered strata scheme developments; iii. in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WPAC in writing, relate to: <ul style="list-style-type: none"> • a type of development; • land within an area; and • which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application. iv. To provide the WAPC with data on all applications determined under the Instrument of Delegation at the conclusion of each financial year in a format prescribed by the WAPC.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

<u>Delegation</u>	<u>21.1.1 Native Title Act 1993 – Registration of Interest</u>
<u>Head of power</u>	<u>21 Native Title Act 1993</u>
<u>Delegator</u>	<u>Council</u>
<u>Express power to delegate</u>	<u>Local Government Act 1995:</u> <u>s.5.42 Delegation of some powers or duties to the CEO</u> <u>s.5.43 Limitations on delegations to the CEO</u> <u>Local Government (Administration) Regulations 1996</u> <u>r.18G Delegations to CEOs, limits on (Act s.5.43)</u>
<u>Express power or duty delegated</u>	<u>Native Title Act 1993:</u> <u>s.61(1) Native title and compensation applications</u>
<u>Function</u>	<u>1. Authority to register an interest in any native title claim affecting the interests of the Shire.</u>
<u>Delegates</u>	<u>Chief Executive Officer</u>
<u>Conditions</u>	<u>Nil</u>
<u>Subdelegates</u>	<u>Nil</u>
<u>Date adopted</u>	<u>26 July 2024</u>
<u>Adoption references</u>	<u>Item 12.1.1 OCM 24 July 2024</u>

Delegation	221.1.1 Authorised Signs
Head of power	<u>21.1 Shire of East Pilbara Parking Local Laws 2011</u> <u>21 Shire of East Pilbara Local Laws</u>
Delegator	<u>Local Government Council</u>
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 2.2 Unauthorised signs and defacing of signs
Function	<ol style="list-style-type: none"> 1. Authority to approve a person to display, mark, set up or exhibit a sign purporting to be or resembling a sign marked, set up or exhibited by the local government. 2. Authority to approve a person to remove, deface or misuse a sign or property set up or exhibited by the local government. 3. Authority to affix a board, sign, placard, notice or other thing to, or paint or write upon any part of a sign set up or exhibited by the local government.
Delegates	CEO
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.1.2 Parking
Head of power	22.1 Shire of East Pilbara Parking Local Laws 2011 21 Shire of East Pilbara Local Laws
Delegator	Local Government Council
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 4.1(6) Restrictions on parking in particular areas Clause 4.12 Parking on reserves Clause 4.13 Suspension of parking limitations for urgent, essential or official duties
Function	<ol style="list-style-type: none"> 1. Authorise a person to park a vehicle in an area designated by a sign stating "Authorised Vehicles Only" [cl.4.1(6)]. 2. Authorise a person to park or drive a vehicle upon or over any portion of a reserve other than upon an area specifically set aside for that purpose [cl.4.12]. 3. Authorise a person to park a vehicle in a portion of a thoroughfare or parking facility for longer than the permitted time in order that the person may carry out urgent, essential or official duties [cl.4.13].
Delegates	CEO Director Aviation & Regulatory Services Director Corporate Services Director Infrastructure Services Manager Community Safety Senior Ranger Emergency and Community Safety
Express power to subdelegate	Chief Executive Officer (Function 1, 2, 3) Director Aviation and Regulatory Services (Function 1, 2, 3) Director Infrastructure Services (Function 1, 2, 3) Manager Community Safety (Function 1, 2, 3) Senior Ranger Emergency and Community Safety (Function 2, 3)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.1.3 Parking Facilities
Head of power	22.1 Shire of East Pilbara Parking Local Laws 2011 21 Shire of East Pilbara Local Laws
Delegator	Local Government Council
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 5.20(1) Permits in parking facilities
Function	Authority to issue a written temporary parking permission [cl. 5.20(1)].
Delegates	CEO Director Aviation & Regulatory Services Director Infrastructure Services Manager Community Safety <u>Manager Aviation Services*</u> * The power may only be exercised by the Manager Aviation Services with respect to parking at <u>Newman Airport</u> . Senior Ranger Emergency and Community Safety
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.1.4 Obstruction of Public Place or Thoroughfare
Head of power	22.1 Shire of East Pilbara Parking Local Laws 2011 21 Shire of East Pilbara Local Laws
Delegator	Local Government Council
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 6.8 Vehicles not to obstruct a public place or thoroughfare
Function	Authority to grant permission to a person to leave a vehicle, or any part of a vehicle, in a public place so that it obstructs the use of any part of that public place [cl.6.8(1)].
Delegates	CEO Director Aviation & Regulatory Services Director Infrastructure Services Manager Community Safety Manager Aviation Services* * The power may only be exercised by the Manager Aviation Services with respect to parking at Newman Airport. Senior Ranger Emergency and Community Safety Manager Aviation Services
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.1.5 Infringements for Prescribed Offences as Per Schedule 2
Head of power	2122.1 Shire of East Pilbara <i>Parking Local Laws 2011</i>
Delegator	Local Government Council
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Schedule 2 – An authorised person may issue an infringement for any prescribed offences as per Schedule 2
Function	1. An authorised person may issue an infringement for any prescribed offences as per Schedule 2 of the Shire's Parking Local Law 2011. 2. Withdrawal of Infringement as per Form 3 of the <i>Shire's Parking Local Law 2011</i> .
Delegates	Administration Officer – Airport Services Aviation Operations Contract Manager Aviation Services CEO Manager Community Safety Park Ranger - Cape Keraudren Ranger Senior Ranger Emergency and Community Safety
Conditions	Chief Executive Officer (Function 1 and 2) Manager Community Safety (Function 1) Senior Ranger Emergency and Community Safety (Function 1) Park Ranger – Cape Keraudren (Function 1) Ranger(s) (Function 1) Administration Officer-Airport Services* (Function 1) Aviation Admin / Operations Contracts -Manager Aviation Services * (Function 1) * Power extends to Airport parking and refer to Administration Officer-Airport Services and Aviation Admin / Operations Contracts Manager only.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.2.1 Disagreements
Head of power	2122.2 Shire of East Pilbara <i>Public Places and Local Government Property Local Law 2011s</i>
Delegator	Local Government Council
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Schedule 1 clause 2.11(2) – Objection rights
Function	Authority to deal with an objection made under Sch 1, cl.2.11(1) [cl. 2.11(2)].
Delegates	CEO
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.3.1 Determinations needs discussion
Head of power	2122.3 Shire of East Pilbara Public Places and Local Government Property Local Law 2011 Shire of East Pilbara Local Laws
Delegator	Local Government Council
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 2.1 – Local Government may make determinations in accordance with clause 2.2 Clause 2.3 – Erect a sign to give notice of the effect of a determination Clause 2.6 – Amend or revoke a determination
Function	Determinations in respect of Local Government property under the <i>Shire of East Pilbara Public Places and Local Government Property Local Law 2011</i> .
Delegates	CEO
Conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.3.2 Activities Requiring a Licence
Head of power	22.3 Shire of East Pilbara Public Places and Local Government Property Local Law 2011 21 Shire of East Pilbara Local Laws
Delegator	Local Government <u>Council</u>
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	cl.3.1 Activities requiring a Licence cl.3.2 Licence required to camp outside a facility cl.3.3 Licence required for possession and consumption of liquor cl.6.2 Activities allowed with a licence cl.6.4 Temporary crossings cl.6.16 No driving on closed thoroughfare cl.7.1 Leaving animal or vehicle in public place cl.12.9 Power of local government to grant licence
Function	<ol style="list-style-type: none"> 1. Authority to approve or revoke licences for activities requiring a licence in accordance with the <i>Shire of East Pilbara Public Places and Local Government Property Local Law 2011</i>. 2. Local government may exempt a person from compliance to requiring a licence and may exempt specified local government property or a class of local government property from the application of that person [cl.3.1(1)].
Delegates	CEO
Conditions	Nil
Subdelegates	Coordinator Environmental Health Services Director Aviation & Regulatory Services Director Infrastructure Services Manager Building Services Manager Community Safety Ranger(s) Senior Ranger Emergency and Community Safety
Subdelegate conditions	Director Aviation and Regulatory Services Director Infrastructure Services Manager Building Services (cl.3.1, cl.3.2, cl.3.3, cl.6.2, cl.6.4) Coordinator Environmental Health Services (cl.3.3) Manager Community Safety (cl.6.16, cl.7.1) Senior Ranger Emergency and Community Safety (cl.6.16, cl.7.1) Ranger(s) (cl.6.16, cl.7.1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.3.3 Use of Local Government Property
Head of power	<u>22.3 Shire of East Pilbara Public Places and Local Government Property Local Law 2011</u> 21 Shire of East Pilbara Local Laws
Delegator	Local Government Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 4.6(1) – erect a sign specifying condition of use Clause 4.10 – give notice for liability of damage to government property
Function	Use of Local Government property under the <i>Shire of East Pilbara Public Places and Local Government Property Local Law 2011</i> : 1. Erect a sign specifying condition of use [cl. 4.6(1)]. 2. Give notice for liability of damage to government property [cl. 4.10].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Director Aviation & Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure Services Park Ranger - Cape Keraudren
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.3.4 Authorised Officers (direction to leave and refuse entry powers)
Head of power	22.3 Shire of East Pilbara Public Places and Local Government Property Local Law 2011 21 Shire of East Pilbara Local Laws
Delegator	Local Government Council
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 4.8 – Direct a person to leave local government property where they have contravened written law Clause 4.11 – Refuse entry to local government property Clause 5.1 – Refuse admission to a pool area Clause 5.3 – No entry to fenced or closed local government property Clause 5.5 – No unauthorised entry to function Clause 5.6 – Access of animals at aerodrome
Function	Use of local government property under the Shire of East Pilbara Public Places and Local Government Property Local Law 2011: 1. Direct a person to leave local government property where they have contravened written law [cl. 4.8]. 2. Refuse entry to local government property [cl. 4.11]. 3. Refuse entry to a pool area [cl. 5.1(1)]. 4. Authorise access to fenced or closed local government property [cl. 5.3]. 5. Authorise a person entry to a function [cl. 5.5(2)]. 6. Authorise a person to bring an animal onto an aerodrome [cl. 5.6(2)(c)].
<u>Delegates</u>	<u>CEO</u>
<u>SubdDelegates</u>	<u>Activation and Events Officer</u> Activity Officer - Newman REC (Casual) Administration Officer - Airport Services Administration, Library & Activities Officer - Nullagine Aquatic Officer - Marble Bar Aquatic Officer - Newman Aquatic Officer - Newman (Casual) Aviation Operations Contract -Manager Aviation Services CEO Community Capacity Building Officer Community Liaison Officer - Martumili Casual Community Liason <u>Liaison</u> Officer - Martumili (Casual) Community Transport Officer Coordinator Art Production - Martumili Coordinator Environmental Health Services Creche Attendant (Casual) Creche Supervisor Customer Service Supervisor — Newman Recreation Centre <u>WM-REC CENTRE</u> Director Aviation & Regulatory Services Director Community Experience Director Corporate Services Director Infrastructure _ Services

Group Fitness Instructor (Casual)
 Gym and Membership Officer
 Gym and Membership Officer (Casual)
 Kiosk Attendant (Casual)
 Library and Activities Officer - Newman (Casual)
~~(Function 2)~~ Library Officer - Newman (Part Time)
 Library Officer (Casual) Lifeguard - Newman (Casual)
Manager Activation and Events
 Manager Building Approvals and Compliance
~~Services~~ Manager Community
 Safety Manager Community
 Services Manager Martumili
 Manager Operations
 Manager People & Culture
 Manager Place
 Manager Recreation
 Manager Waste Services
 Park Ranger - Cape Keraudren
 Place & Activities Officer - Marble Bar
 Place & Activities Officer - Nullagine
 Ranger
 Recreation Officer
 Refund Point Leading Hand
 Refund Point Operator (Casual)
Senior Activation and Events Officer
Senior Ranger Emergency and Community Safety
 Senior Youth Engagement Officer
 Team Leader Aquatic Services
 Team Leader Community Capacity Building
~~Team Leader Events~~
 Team Leader Library and Community
 Team Leader Recreation Services
 Team Leader Youth and Community Services
 Work, Health and Safety Advisor
 Youth & Community Engagement Officer - Marble Bar
 Youth Engagement Assistant (Casual)
 Youth Engagement Assistant (~~P~~part
 Time) Youth Engagement Officer

Conditions	<p><u>Delegate's use of power must be subject to completion of approved training.</u></p> <p>Chief Executive Officer (Function 1, 2, 3, 4, 5, 6)</p> <p>Director Aviation and Regulatory Services (Function 1, 2, 4, 5, 6)</p> <p>Director Infrastructure Services (Function 1, 2, 3, 4, 5)</p> <p>Director Corporate Services (Function 1, 2, 3, 4, 5)</p> <p>Director Organisation Development (Function 1, 2, 3, 4, 5)</p> <p>Manager Community Safety (Function 1, 2, 3, 4, 5)</p> <p>Manager Operations (Function 1- 5)</p> <p>Manager People and Culture (Function 1-5)</p> <p>Senior Ranger Emergency and Community Safety (Function 1, 2, 3, 4, 5)</p> <p>Work, Health and Safety Advisor (Function 1-5)</p> <p>Park Ranger – Cape Keraudren (Function 1, 2, 3, 4, 5)</p> <p>Ranger(s) (Function 1, 2, 3, 4, 5)</p> <p>Manager Building <u>Approvals and Compliance Services</u> (Function 1, 2, 3, 4, 5)</p> <p>Manager Recreation (Function 1, 2, 3, 4, 5)</p> <p>Manager Community Services (Function 1, 2, 3, 4, 5)</p> <p>Manager Waste Services (Function 1,-5)</p> <p>Coordinator Environmental Health Services(Function 1, 2, 3, 5)</p> <p>Environmental Health Officer (Function 1, 2, 3, 4, 5)</p> <p>Administration Officer – Airport Services (Function 1, 2, 4, 5, 6)</p> <p><u>Manager Activation and Events (Function 1,2,4,5)</u></p>
-------------------	--

	<p>Aviation Admin / Operations Contract Manager (Function 1, 2, 4, 5, 6)</p> <p>Manager Martumili (Function 1, 2, 4, 5)</p> <p>Coordinator Art Production – Martumili (Function 1, 2, 4, 5)</p> <p>Field Officer (Seasonal) (Function 2)</p> <p>Community Liaison Officer – Martumili (Casual) (Function 2)</p> <p>Field Officer – Martumili (Function 2)</p> <p>Gallery Officer – Martumili (Function 2)</p> <p>Manager Place (Function 1, 2, 3, 4, 5)</p> <p>Team Leader Aquatic Services (Function 1, 2, 3, 4, 5)</p> <p>Team Leader Recreation Services (Function 1, 2, 3, 4, 5)</p> <p>Team Leader Events (Function 1, 2, 4, 5)</p> <p>Team Leader Community Capacity Building (Function 1, 2, 3, 4, 5)</p> <p>Team Leader Youth and Community Services (Function 1, 2, 3, 4, 5)</p> <p>Events Officer (Function 2)</p> <p>Events Officer (Casual) (Function 2)</p> <p>Community Capacity Building Officer (Function 2)</p> <p>Team Leader Library and Community Services (Function 1, 2, 5)</p> <p>Library and Activities Officer – Newman (Casual) (Function 2)</p> <p>Library Officer – Newman (Part Time) (Function 2)</p> <p>Place and Activities Officer – Nullagine (Function 1, 2, 4, 5)</p> <p>Place and Activities Officer – Marble Bar (Function 2, 3)</p> <p>Youth Engagement Assistant (Casual) (Function 2, 3)</p> <p>Youth Engagement Assistant (Part Time) (Function 2, 3)</p> <p>Senior Youth Engagement Officer (Function 2, 3)</p> <p>Community Transport Officer (Function 2)</p> <p>Aquatic Officer – Marble Bar (Function 2, 3)</p> <p>Kiosk Attendant (Casual) (Function 2, 3)</p> <p>Aquatic Officer – Newman (Casual) (Function 2, 3)</p> <p>Aquatic Officer – Newman (Function 2, 3, 5)</p> <p>Lifeguard – Newman (Casual) (Function 2, 3)</p> <p>Activity Officer – Newman Rec (Casual) (Function 2, 3)</p> <p>Customer Service Supervisor – Newman Recreation Centre (Function 1, 2, 5)</p> <p>Gym and Membership Officer (Casual) (Function 2)</p> <p>Gym and Membership Officer (Function 2)</p> <p>Creche Supervisor (Function 2)</p> <p>Creche Attendant (Casual) (Function 2)</p> <p>Fitness and Recreation Supervisor (Function 1, 2, 5)</p> <p>Group Fitness Instructor (Casual) (Function 2)</p> <p>Recreation Officer (Function 2)</p> <p>Refund Point Leading Hand (Function 2)</p>
Express power to subdelegate	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.3.5 Thoroughfares – General
Head of power	22.3 Shire of East Pilbara Public Places and Local Government Property Local Law 2011 21 Shire of East Pilbara Local Laws
Delegator	Local Government Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 6.5 – notice to remove redundant crossing Clause 6.17 – notice to redirect or repair sprinkler Clause 6.18 – notice to remove or cut hazardous plants Clause 6.19 – notice to repair damage to thoroughfare Clause 6.20 – notice to remove thing unlawfully placed on thoroughfare
Function	Authority to give notice with respect to activities in thoroughfares under the Shire of East Pilbara Public Places and Local Government Property Local Law 2011 1. Notice to remove redundant crossing [cl. 6.5]. 2. Notice to redirect or repair sprinkler [cl. 6.17]. 3. Notice to remove or cut hazardous plants [cl. 6.18]. 4. Notice to repair damage to thoroughfare [cl. 6.19]. 5. Notice to remove thing unlawfully placed on thoroughfare [cl. 6.20].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Coordinator Environmental Health Services Director Aviation & Regulatory Services Director Corporate Services Environmental Health Officer Manager Building Approval and Compliance Building Services Manager Community Safety Manager Operations Park Ranger - Cape Keraudren Ranger Senior Ranger Emergency and Community Safety
Subdelegate conditions	Director Aviation and Regulatory Services (Function 1, 2, 3, 5) Director Infrastructure Services (Function 1, 2, 3, 4, 5)

	Manager Operations(Function 1, 2, 3, 4, 5) Manager Building Approvals and Compliance Services (Function 2, 3) Coordinator Environmental Health Services (Function 2, 3) Environmental Health Officer (Function 2, 3) Manager Community Safety (Function 5) Senior Ranger Emergency and Community Safety (Function 3, 5) Park Ranger – Cape Keraudren (Function 5) Ranger(s) (Function 5)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.3.6 Grant Licence for Commercial Activity
Head of power	<u>22.3 Shire of East Pilbara Public Places and Local Government Property Local Law 2011</u>
Delegator	<u>Local Government Council</u>
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 12.9 – Grant a licence to a person authorising the person to provide a specified type of commercial activity at one or more specified public places Clause 12.12 - Grant a licence subject to any condition that the local government considers appropriate Clause 12.20 – renewals of licence Clause 12.21 - restrictions on renewal of licence Clause 12.22 - renewal of licence Clause 12.23 – Suspension of licence Clause 12.25 – Revocation of suspension Clause 12.26 – cancellation of licence Clause 12.29 – amendment of licence
Function	Grant Licence for Commercial Activity under the Shire of East Pilbara Public Places and Local Government Property Local Law 2011: <ol style="list-style-type: none"> 1. Grant a licence to a person authorising the person to provide a specified type of commercial activity at one or more specified public places [cl. 12.9]. 2. Grant a licence subject to any condition that the local government considers appropriate [cl. 12.12]. 3. Renewals of licence [cl. 12.20]. 4. Restrictions on renewal of licence [cl. 12.21] 5. Renewal of licence [cl.12.22]. 6. Suspension of licence [cl. 12.23]. 7. Revocation of suspension [cl. 12.25]. 8. Cancellation of licence [cl. 12.26]. 9. Amendment of licence [cl. 12.29].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Coordinator Environmental Health Services Director Aviation & Regulatory Services Environmental Health Officer Manager Building Services
Subdelegate conditions	Director Aviation and Regulatory Services (Function 1, 2, 3, 4, 5, 6, 7, 8, 9) Manager Building Services (Function 1, 2, 3, 4, 5, 6, 7, 8, 9) Coordinator Environmental Health Services (Function 1, 2, 3, 4, 5, 7, 9) Environmental Health Officer (Function 1, 2, 3, 4, 5, 7, 9)

Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.3.7 Prescribed Offences – Schedule 5
Head of power	22.3 Shire of East Pilbara Public Places and Local Government Property Local Law 2011 21 Shire of East Pilbara Local Laws
Delegator	Local Government Council
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 13.1 Offences
Function	Infringements for prescribed offences as per schedule 5 – Modified Penalties
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Coordinator Environmental Health Services Director Aviation & Regulatory Services Director Corporate Services Director Infrastructure Services Environmental Health Officer Manager Building Services Manager Community Safety Manager Operations Park Ranger - Cape Keraudren Ranger Senior Ranger Emergency and Community Safety
Subdelegate conditions	Nil
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.4.1 General Powers
Head of power	<i>2122.4 Shire of East Pilbara <u>Cemeteries Local Law 2010s</u></i>
Delegator	<u>Local Government Council</u>
Express power to delegate	<p><i>Local Government Act 1995:</i></p> <p>s.5.42 Delegation of some powers or duties to the CEO</p> <p>s.5.43 Limitations on delegations to the CEO</p> <p>s.9.10 (1) Appointment of authorised persons</p>
Express power or duty delegated	<p>Clause 2.4 – Grant of right of burial</p> <p>Clause 2.5 – Rights of holder</p> <p>Clause 2.6 – Renewal of grant</p> <p>Clause 2.7 – Replacement of grant</p> <p>Clause 2.8 – Transfer of grant</p> <p>Clause 2.9 – Exercising the rights of holder</p> <p>Clause 3.4 – Minimum Notice required</p> <p>Clause 3.5 – Fixing times for funerals</p> <p>Clause 3.7 – Times for burials</p> <p>Clause 4.2 – Funeral director's licence</p> <p>Clause 4.5 – Cancellation of funeral director's licence</p> <p>Clause 4.6 – Single funeral permits</p> <p>Clause 5.2 – Funeral processions</p> <p>Clause 5.5 – conduct of funeral by local government</p> <p>Clause 5.6 – Disposal of ashes</p> <p>Clause 6.1 – Depth of grave</p> <p>Clause 6.2 – Vaults and mausoleums</p> <p>Clause 6.3 – Re-opening a grave</p> <p>Clause 6.5 - Exhumation</p> <p>Clause 6.6 – Opening of coffin</p> <p>Clause 7.1 – Application for monumental work</p> <p>Clause 7.2 – Placement of monumental work</p> <p>Clause 7.4 – Operation of work</p> <p>Clause 7.5 – Removal of sand, soil or loam</p> <p>Clause 7.6 – Hours of work</p> <p>Clause 7.7 – Unfinished work</p> <p>Clause 7.8 – Use of wood</p> <p>Clause 7.9 – Plants and trees</p> <p>Clause 7.10 - Supervision</p> <p>Clause 7.12 – Placing of glass domes and vases</p> <p>Clause 7.13 – Monumental mason's licence</p> <p>Clause 7.15 – Carrying out monumental work</p> <p>Clause 7.17 – Cancellation of a monumental mason's licence</p> <p>Clause 7.18 – Application for single monumental work permit</p> <p>Clause 8.1 – Animals</p> <p>Clause 8.6 – Advertising</p> <p>Clause 8.7 – Obeying signs and directions</p> <p>Clause 8.8 – Removal from cemetery</p> <p>Clause 9.1 - Offences</p>

Function	<p>Authority to exercise various local government powers under the <i>Shire of East Pilbara Cemeteries Local Law 2010</i>:</p> <ol style="list-style-type: none"> 1. Clause 2.4 – Grant of right of burial 2. Clause 2.5 – Rights of holder 3. Clause 2.6 – Renewal of grant 4. Clause 2.7 – Replacement of grant 5. Clause 2.8 – Transfer of grant 6. Clause 2.9 – Exercising the rights of holder 7. Clause 3.4 – Minimum Notice required 8. Clause 3.5 – Fixing times for funerals 9. Clause 3.7 – Times for burials 10. Clause 4.2 – Funeral director's licence 11. Clause 4.5 – Cancellation of funeral director's licence 12. Clause 4.6 – Single funeral permits 13. Clause 5.2 – Funeral processions 14. Clause 5.5 – Conduct of funeral by local government 15. Clause 5.6 – Disposal of ashes 16. Clause 6.2 – Vaults and mausoleums 17. Clause 6.3 – Re-opening a grave 18. Clause 6.5 – Exhumation 19. Clause 6.6 – Opening of coffin 20. Clause 7.1 – Application for monumental work 21. Clause 7.2 – Placement of monumental work 22. Clause 7.5 – Removal of sand, soil or loam 23. Clause 7.6 – Hours of work 24. Clause 7.8 – Use of wood 25. Clause 7.9 – Plants and trees 26. Clause 7.12 – Placing of glass domes and vases 27. Clause 7.13 – Monumental mason's licence 28. Clause 7.15 – Carrying out monumental work 29. Clause 7.17 – Cancellation of a monumental mason's licence 30. Clause 7.18 – Application for single monumental work permit 31. Clause 8.1 – Animals 32. Clause 8.6 – Advertising 33. Clause 9.1 – Offences
Delegates	CEO
Conditions	Nil
Express power to subdelegate	<p><i>Local Government Act 1995</i>: s.5.44 CEO may delegate some powers and duties to other employees</p>
Subdelegates	<p>Coordinator Customer Services Customer Service and Library Officer – Marble bar Director Community ExperienceCorporate Services Manager Corporate Services Manager Customer Experience Manager Operations Lead Customer Experience Officer</p>

Subdelegate conditions	<p>Director Community ExperienceCorporate Services (Function 4, 7, 8, 9, 12, 13, 16, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30)</p> <p>Manager Operations (Function 4, 7, 8, 9, 12, 13, 16, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30)</p> <p>Manager Corporate Services (Function 4, 7, 8, 9, 12, 13, 16, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30)</p> <p>Coordinator Customer services (Function 4, 7, 8, 9, 12, 13, 16, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30)</p> <p>Customer Service and Library Officer Marble Bar (Function 4, 7, 8, 9, 12, 13, 16, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30)</p> <p>Manager Customer Experience (Function 4, 7, 8, 9, 12, 13, 16, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30)</p> <p>Lead Customer Experience Officer (Function 4, 7, 8, 9, 12, 13, 16, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30)</p> <p>Customer Service and Library Officer - Marble Bar (Function 4, 7, 8, 9, 12, 13, 16, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30)</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.4.2 Authorised Officers
Head of power	22.4 Shire of East Pilbara Cemeteries Local Law 2010 21 Shire of East Pilbara Local Laws
Delegator	Local Government Council
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 5.4 – Offenders may be ordered to leave Clause 6.1 – Depth of grave Clause 7.4 – Operation of work Clause 7.7 – Unfinished work Clause 7.10 – Supervision Clause 8.7 – Removal from the cemetery
Function	Powers of an authorised officer under the Shire of East Pilbara Cemeteries Local Law 2011. 1. Offenders may be ordered to leave [cl. 5.4]. 2. Depth of grave [cl. 6.1]. 3. Operation of work [cl. 7.4]. 4. Unfinished work [cl. 7.7]. 5. Supervision [cl. 7.10]. 6. Removal from the cemetery [cl. 8.7].
<u>Delegates</u>	<u>CEO</u>
<u>Subd</u>Delegates	CEO Director <u>Community</u> — <u>Experience</u> <u>Corporate Services</u> Director Infrastructure Services Manager Operations
Conditions	Chief Executive Officer (Function 1, 2, 3, 4, 5, 6) Director <u>Community Experience (Function 1, 2, 3, 4, 5, 6)</u> <u>Corporate Services</u> Director Infrastructure Services (Function 1, 2, 3, 4, 5, 6) Manager Operations (Function 1, 2, 3, 4, 5, 6)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.4.3 Prescribed Offences
Head of power	22.4 Shire of East Pilbara Cemeteries Local Law 2010 21 Shire of East Pilbara Local Laws
Delegator	Local Government Council
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Schedule 1 – Prescribed offences Schedule 3 – Withdrawal of infringement notice
Function	Infringements for prescribed offences as per schedule 1 and withdrawal of infringement notice as per Schedule 3 of <i>the Shire of East Pilbara Cemeteries Local Law 2011</i> : 1. Prescribed offences [schedule 1]. 2. Withdrawal of infringement notice [schedule 3].
<u>Delegates</u>	<u>CEO</u>
<u>SubdDelegates</u>	CEO Manager Community Safety Park Ranger - Cape Keraudren Ranger Senior Ranger Emergency and Community Safety
Conditions	Chief Executive Officer (Function 1, 2) Manager Community Safety (Function 1) Senior Ranger Emergency and Community Safety (Function 1) Park Ranger – Cape Keraudren (Function 1) Ranger(s) (Function 1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.5.1 Various Powers
Head of power	2122.5 Shire of East Pilbara Dogs Local Law 2020s
Delegator	Local Government Council
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 2.3 – Release of impounded dogs Clause 4.0 – 4.16 – Application for Kennel Establishment Licence
Function	Authority to exercise various powers under the Shire of East Pilbara Dogs Local Law 201: 1. Release of impounded dogs [cl. 2.3].
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees
Subdelegates	Manager Community Safety Park Ranger - Cape Keraudren Ranger Senior Ranger Emergency and Community Safety Director Regulatory Services
Subdelegate conditions	Director Regulatory Services (Function 1) Chief Executive Officer (Function 1) -Manager Community Safety (Function 1) Senior Ranger Emergency and Community Safety (Function 1) Park Ranger – Cape Keraudren (Function 1) Ranger(s) (Function 1) Director Regulatory Services (Function 1)
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.5.2 Authorised Person
Head of power	22.5 Shire of East Pilbara Dogs Local Law 2020 21 Shire of East Pilbara Local Laws
Delegator	Local Government Council
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Schedule 3 – Modified penalties Clause 7.6 – Withdrawal of infringement notice
Function	Infringements for prescribed offences as per schedule 3 and withdrawal of infringement notice as per cl.7.6 the Shire of East Pilbara Dogs Local Law 2011: 1. Prescribed offences [schedule 3]. 2. Withdrawal of infringement notice [cl.7.6].
Delegates	<u>CEO</u>
SubdDelegates	CEO <u>Director Regulatory Services (Function 1)</u> Manager Community Safety (Function 12) Park Ranger - Cape Keraudren <u>(Function 12)</u> Ranger(s) <u>(Function 12)</u> Senior Ranger Emergency and Community Safety
Conditions	Original Decision Maker cannot review their own decisions.
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.6.1 Various Powers
Head of power	2122.6 Shire of East Pilbara Health Local Law 2011s
Delegator	Local Government Council
Express power to delegate	<p>Local Government Act 1995:</p> <p>s.5.42 Delegation of some powers or duties to the CEO</p> <p>s.5.43 Limitations on delegations to the CEO</p> <p>s.9.10 (1) Appointment of authorised persons</p>

Express power or duty delegated	<p>Authority to exercise various powers under the <i>Shire of East Pilbara Health Local Law 2011</i>:</p> <p>Clause 2.4 – Outdoor event Clause 2.6 – Temporary works Clause 2.7 – Maintenance of sanitary conveniences and fittings Clause 2.15 – Kitchens Clause 3.1 – Dwelling house maintenance Clause 3.6 – Ventilation Clause 3.7 – Water supply Clause 3.8 – Rain water tanks Clause 3.15 – Licensing of morgues Clause 3.16 – Inspection of morgues Clause 3.17 – Cancellation of a morgue licence Clause 4.1 – Approved carrier Clause 4.5 – Waste food and refuse approvals Clauses 4.8-4.9 – Transport of butchers' waste approval Clause 5.4 – Public vehicles to be kept clean Clause 5.9 – Storage of fertilise in a dwelling house Clause 6.2 – Cleanliness Clause 6.5 – Animal enclosures Clause 6.6 – Cats Clause 6.10 – Conditions for keeping of an animal Clause 6.11 – Stables Clauses 6.14 and 6.16 – Keeping of poultry and pigeons and miscellaneous birds Clauses 6.18-19 – Various (Poultry and pigeons and miscellaneous birds) Clause 7.4 – Measures to be taken – flies Clause 7.5 – Local Government may execute work and recover costs - flies Clauses 7.10-7.12 – Measures to be taken – mosquitos Clause 7.15 – Measures to be taken to eradicate rodents Clause 7.19 – Restrictions on materials affording harbourage for rodents Clause 7.21 – Measures to be taken to eradicate cockroaches Clause 7.23 – Measures to taken to keep premises free from Argentine Ants Clause 7.25 – Measures to be taken to keep premises free from European wasp nests Clause 7.27 – Restrictions on keeping of bees in hives Clause 7.29 – Arthropod vectors of disease Clauses 8.2-8.5 and 8.7-8.9 – Infectious diseases Clause 8.11 - Local Government may carry out work and recover costs under Part 8 – infectious diseases Clause 9.4 – Approval of registration of a lodging house Clause 9.7 – Revocation of registration of a lodging house Clause 9.10 – Cooking facilities Clause 9.13 – Sanitary conveniences Clause 9.14 – Laundry Clause 9.18 – Restriction on use of rooms for sleeping Clause 9.21 – Ventilation Clauses 9.24-9.28 and 9.30-9.32– Lodging houses (various) Clause 10.7 – Registration (offensive trades) Clause 10.14 – Painting of walls etc (offensive trades) Clause 10.16 – Offensive material Clause 10.19 – Directions (offensive trades) Clause 10.36 – Reception room Clause 10.40 – Precautions against combustion Part 11 – Offences and penalties</p>
--	--

Function	<p>Authority to exercise various powers under the Shire of East Pilbara Health Local Law 2011:</p> <ol style="list-style-type: none"> 1. Clause 2.4 – Outdoor event 2. Clause 2.6 – Temporary work 3. Clause 2.7 – Maintenance of sanitary conveniences and fittings 4. Clause 2.15 – Kitchens 5. Clause 3.1 – Dwelling house maintenance 6. Clause 3.6 – Ventilation 7. Clause 3.7 – Water supply 8. Clause 3.8 – Rain water tanks 9. Clause 3.15 – Licensing of morgues 10. Clause 3.16 – Inspection of morgues 11. Clause 3.17 – Cancellation of a morgue licence 12. Clause 4.1 – Approved carrier 13. Clause 4.5 – Waste food and refuse approvals 14. Clauses 4.8-4.9 – Transport of butchers' waste approval 15. Clause 5.4 – Public vehicles to be kept clean 16. Clause 5.9 - Storage of fertilise in a dwelling house 17. Clause 6.2 – Cleanliness 18. Clause 6.5 – Animal enclosures 19. Clause 6.6 – Cats 20. Clause 6.10 – Conditions for keeping of an animal 21. Clause 6.11 – Stables 22. Clauses 6.14 and 6.16 – Keeping of poultry and pigeons and miscellaneous birds 23. Clauses 6.18-19 – Various (Poultry and pigeons and miscellaneous birds) 24. Clause 7.4 – Measures to be taken – flies 25. Clause 7.5 – Local Government may execute work and recover costs - flies 26. Clauses 7.10-7.12 – Measures to be taken – mosquitos 27. Clause 7.15 – Measures to be taken to eradicate rodents 28. Clause 7.19 – Restrictions on materials affording harbourage for rodents 29. Clause 7.21 – Measures to be taken to eradicate cockroaches 30. Clause 7.23 – Measures to taken to keep premises free from Argentine Ants 31. Clause 7.25 – Measures to be taken to keep premises free from European wasp nests 32. Clause 7.27 – Restrictions on keeping of bees in hives 33. Clause 7.29 – Arthropod vectors of disease 34. Clauses 8.2-8.5 and 8.7-8.9 – Infectious diseases 35. Clause 8.11 - Local Government may carry out work and recover costs under Part 8 – infectious diseases 36. Clause 9.4 – Approval of registration of a lodging house 37. Clause 9.7 – Revocation of registration of a lodging house 38. Clause 9.10 – Cooking facilities 39. Clause 9.13 – Sanitary conveniences 40. Clause 9.14 – Laundry 41. Clause 9.18 – Restriction on use of rooms for sleeping 42. Clause 9.21 – Ventilation 43. Clauses 9.24-9.28 and 9.30-9.32– Lodging houses (various) 44. Clause 10.7 – Registration (offensive trade) 45. Clause 10.14 – Painting of walls etc (offensive trades) 46. Clause 10.16 – Offensive material 47. Clause 10.19 – Directions (offensive trades) 48. Clause 10.36 – Reception room 49. Clause 10.40 – Precautions against combustion 50. Part 11 – Offences and penalties
-----------------	---

Delegates	<u>CEO</u>
SubDelegates	<p>CEO</p> <p>Coordinator Environmental Health Services</p> <p>Director Aviation and Regulatory Services</p> <p>Director Infrastructure Services</p> <p>Environmental Health Officer</p> <p>Manager Development Services</p> <p>Manager Waste Services</p>
Conditions	<p>Chief Executive Officer (Function 9, 11, 12, 19, 20, 22, 25, 35, 36, 37, 44, 50)</p> <p>Director Aviation and Regulatory Services (Function 12, 25, 35, 50)</p> <p>Director Infrastructure Services (Function 13, 14)</p> <p>Manager Development Services (Function 50)</p> <p>Manager Waste Services (Function 13, 14)</p> <p>Coordinator Environmental Health Services (Function 1, 2, 3, 4, 5, 6, 7, 8, 10, 13, 14, 15, 16, 17, 18, 21, 23, 24, 26, 27, 28, 29, 30, 31, 32, 33, 34, 38, 39, 40, 41, 42, 43, 45, 46, 47, 48, 49, 50)</p> <p>Environmental Health Officer (Function 1, 2, 3, 4, 5, 6, 7, 8, 10, 13, 14, 15, 16, 17, 18, 21, 23, 24, 26, 27, 28, 29, 30, 31, 32, 33, 34, 38, 39, 40, 41, 42, 43, 45, 46, 47, 48, 49, 50)</p> <p>Clause 1.5 of the <i>Shire of East Pilbara Health Local Law 2011</i> provides that the exercise of powers by Senior Environmental Health Officer and Environmental Health Officer can only be undertaken by a person appointed to either role by the Shire of East Pilbara under the <i>Health Act</i> and includes an Acting or Assistant Environmental Health Officer</p>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

Delegation	2122.7.1 Various Powers
Head of power	<u>22.6 Shire of East Pilbara Health Local Law 2011</u> <u>21 Shire of East Pilbara Local Laws</u>
Delegator	<u>Local Government Council</u>
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.9.10 (1) Appointment of authorised persons
Express power or duty delegated	Clause 2.1 – Sufficient fences Clause 2.2 – Fences within front setback areas Clause 2.5 – Fences on a rural lot Clause 2.7 – Fences across rights-of-way, public access or thoroughfares Clause 2.8 – General discretion of the local government Clauses 2.9-2.11 – Fencing materials Clauses 3.1-3.2 – Approvals Part 6 - Offences
Function	Authority to exercise various Powers under the Shire of East Pilbara Fencing Local Law 2011: <ol style="list-style-type: none"> 1. Clause 2.1 – Sufficient fences 2. Clause 2.2 – Fences within front setback areas 3. Clause 2.5 – Fences on a rural lot 4. Clause 2.7 – Fences across rights-of-way, public access or thoroughfares 5. Clause 2.8 – General discretion of the local government 6. Clauses 2.9-2.11 – Fencing materials 7. Clauses 3.1-3.2 – Approvals 8. Part 6 - Offences
Delegates	<u>CEO</u>
SubDelegates	CEO Director Aviation & Regulatory Services Manager Building <u>Approvals and Compliance Services</u> <u>Manager Strategic and Statutory Planning</u> <u>Director Infrastructure Services</u>
Conditions	Decisions under this Functions 1, 2, 3, 5, 6 and 7 should be either undertaken or informed by a person qualified in accordance with r.5 of the <i>Building Regulations 2012</i> . Chief Executive Officer (Function <u>1-84, 8</u>) <u>Director Infrastructure Services (Function 4)</u> Director Aviation and Regulatory Services (Function 4, 8) Manager Building <u>Approvals and Compliance Services</u> (Function 1, 2, 3, 4, 5, 6, 7, 8) <u>Manager Strategic and Statutory Planning (Function 1, 2, 3, 5, 6, 7, 8)</u> <u>Director Infrastructure Services (Function 4)</u>
Date adopted	26 July 2024
Adoption references	Item 12.1.1 OCM 24 July 2024

12.1.2 IN-KIND SUPPORT GRANT 2024/25

Report Type	Executive
Responsible Officer	Steven Harding, Chief Executive Officer
Author	Nikki Archer Coordinator Grants and Partnerships
Voting Requirements	Simple Majority
Attachments	1. Evaluation Summary
Author Disclosure of Interest:	No
Location / Address:	Applicant No 1 address: Newman Basketball Association 19 Yanboomah Clos, Newman, WA, 6753, Australia Applicant No 2 address: Educational Music Tour Bus Foundation is 17 Blinco St, Fremantle, WA, 6160, Australia
Name of Applicant:	Applicant No 1: Newman Basketball Association Applicant No 2: Educational Music Tour Bus Foundation Australia

Officer Recommendation

That Council approves the following In-Kind Support Grants:

Applicant Organisation	Event	Recommended Total Amount
Newman Basketball Association	Newman Basketball Junior Competition & Skills Development	\$3,325.00 (in-kind)
Educational Music Tour Bus Foundation Australia Ltd	The FAME Project – Engagement Program	\$5,070.00 (in-kind)

Purpose

For Council to consider funding recommendations for the 2024/25 In-Kind Support Grant's program.

Background

At the Council meeting held on 30 June 2023, Council adopted a revised Grants and Sponsorship Policy, which encompasses the details and eligibility for Community Grant applicants, policy conditions and program conditions. A copy of the policy can be accessed on the Shire's website at the following address:

[https://www.eastpilbara.wa.gov.au/documents/1304/grants-and-sponsorship-policy-\(adopted-30-june-2023\)](https://www.eastpilbara.wa.gov.au/documents/1304/grants-and-sponsorship-policy-(adopted-30-june-2023))

The In-Kind Support Grant applications are open all year round, with applications then undergoing an assessment against the eligibility and criteria. 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.

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 staged of life. The purpose is to increase the capacity of local community groups to deliver 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.

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 program, including Participation Grants, Small Grants, Events and Activation Grants and In-Kind Support Grants is \$115,000 for the 2024/25 financial year, and \$75,000 for Sponsorship. In-kind contributions are funded from the Community Grants program.

The request from the In-Kind Support Grants applications for Council consideration is \$8,395.00.

Details and Analysis

The Shire has received two (2) applications for the In-Kind Support Grants to be considered by Council, with all being eligible for assessment. The full list of applications and summary details can be found in **Appendix 1**.

All applications were assessed against a selection criteria with the criterion aligned to the

Shire's Strategic Community Plan. Of the two (2) applications, both are recommended to be approved.

It is worth noting that all applications were originally submitted within the 2-month timeframe, however the Administration has had to work with the applicants to ensure the applications were completed to the necessary standard and that all required supporting documentation was accurate and submitted with the application.

Activity/Organisation	Requested Support (\$)	Recommended Support (\$)	Remaining Grant Budget
Total current budget allocation			\$115,000.00
Remaining current budget			\$68,555.00
<i>Recommended Applications: Eligible and recommended grants, which are the highest priority.</i>			
Newman Basketball Association / Newman Basketball Junior Competition & Skills Development	\$3,325.00 (in-kind)	\$3,325.00 (in-kind)	\$65,230.00
Educational Music Tour Bus Foundation Australia Ltd / The FAME Project – Engagement Program	\$5,070.00 (in-kind)	\$5,070.00 (in-kind)	\$60,160.00
TOTAL	\$8,395.00	\$8,395.00	\$60,160.00

Community Engagement

All successful applications will be promoted on the Shire's website and Facebook page.

Strategic, Legislative and Policy Implications

Strategic Community Plan	<p>1: Economic</p> <p>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.</p> <p>1.1 <i>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.</i></p> <p>1.4 <i>Collaborate with key stakeholders on brand promotion, tourist accommodation, investment in attractions and product development, and supporting infrastructure such as wayfinding and signage.</i></p> <p>2: Social</p>
---------------------------------	--

	<p>Safe, connected and family-friendly communities where all people thrive, and have their needs met at all ages and stages of life.</p> <p>2.1 <i>Advocacy, partnerships and delivery of children's, family and young people's services.</i></p> <p>2.2 <i>Advocate for the improved provision of health and education services</i></p> <p>2.4 <i>Promote healthy and safe lifestyle choices, and uphold public health and safety.</i></p> <p>2.5 <i>Provide facilities, services, and programs that provide opportunities for participation in sport, recreation and fitness.</i></p> <p>2.6 <i>Support local sporting clubs and community organisations to grow their capacity to increase healthy activity and cohesion.</i></p> <p>2.7 <i>Support art and culture, and events and activities that bring people together in shared experience and celebration.</i></p> <p>2.8 <i>Improve inclusion and harmony across the diverse groups in the population.</i></p> <p>2.9 <i>Implement Reconciliation Action Plan and build cultural awareness, understanding and respect across Aboriginal and non-Aboriginal community members.</i></p> <p><i>Advocate for resources to support the Aboriginal community's efforts to preserve their language and culture.</i></p> <p>2.10</p>
Statutory Implications/Requirements	No statutory implications or requirements.
Policy Implications	Recommendation is consistent with Council's Grants and Sponsorship Policy and the Shire's Grants and Sponsorship Guidelines.

Risk Management Considerations

Risk	Reputational
Consequence	Insignificant
Likelihood	Unlikely
Current Risk Rating	Low 2
Mitigation Action	If applicants are not successful in obtaining an In-Kind Support Grant, the Administration will work with the

	applicants to access eligibility for other smaller Shire grants.
Residual Risk Rating	Low 2

Risk	Service Interruption
Consequence	Insignificant
Likelihood	Unlikely
Current Risk Rating	Low 2
Mitigation Action	If applicants are not successful in obtaining an In-Kind Support Grant, the Administration will work with the applicants to access eligibility for other smaller Shire grants.
Residual Risk Rating	Low 2

	Insignificant	Minor	Significant	Major	Severe
Rare	Low 1	Low 4	Low 6	Medium 13	Medium 15
Unlikely	Low 2	Low 5	Medium 11	Medium 14	High 21
Moderate	Low 3	Medium 9	Medium 12	High 19	High 22
Likely	Medium 7	Medium 10	High 17	High 20	Critical 24
Almost Certain	Medium 8	High 16	High 18	Critical 23	Critical 25

Financial Implications

The Community Grants budget for the 2024/25 financial year is \$115,000.00. When approving successful applications, Council should consider ensuring there is adequate funding remaining in the budget for applications throughout the year from the broader Grants programs.

Sustainability Considerations

There are no known sustainability considerations.

Options

That Council:

1. Adopts the Officer's recommendation to provide In-Kind Funding to Newman Basketball Association and Educational Music Tour Bus Foundation Australia Ltd; or
2. Declines the Officer's recommendation for In Kind Grant Funding to Newman Basketball Association; or
3. Declines the Officer recommendation for In-Kind Grant Funding to Educational Music Tour Bus Foundation Australia Ltd.

**Attachment 3: Summary of Applications and Recommendation Rationale –In-Kind Support Grants
2024/2025**

Ref	Applicant/Project	Location	Total Project Cost	Funding Request (excl. GST)	Total Funding recommendation (excl. GST)
1	Newman Basketball Association / Newman Basketball Junior Competition and Skills Development	Newman	\$3,325.00 (in-kind)	\$3,325.00	\$3,325.00 (in-kind)
2	Educational Music Tour Bus Foundation Ltd / The FAME Project – Engagement Program	Newman	\$50,070.00 \$5,070.00 (in-kind)	\$5,070.00 (in-kind)	\$5,070.00 (in-kind)

Item 12.1.2 Appendix 1

1) Newman Basketball Association

Applicant Details		
Applicant Name	Newman Basketball Association	
Previous Support (5-year period)	2022 -\$8,584.00 Community Grant 2023 - \$3,700.00 In-Kind Support Grant	
Project Details		
Project Title	Newman Basketball Junior Competition and Skills Development	
Project Date/Location	12 th August – 30 th November 2024	Newman
Project Description	Newman Basketball Association is seeking in-kind support to cover the fees association with hiring the courts at Newman Recreation Centre. The proposed program will provide a local competition and skills development to children and young people aged 4 to 17 years located in Newman. The program will provide opportunities to engage in sports and umpire upskilling	
Total Project Cost	\$3,325.00	
Total Amount Requested	\$3,325.00 comprising of: \$3,325.00 (in-kind)	
Recommendation	APPROVE a one-year term	
Recommended Amount	\$3,325.00 comprising of: \$3,325.00 (in-kind)	
Recommendation Rationale	<p>The applicants request was considered for a total of \$3,325.00 in-kind for a one-term grant. It is recommended in supporting the application for a total of \$3,325.00 (in-kind) for the following reasons:</p> <ul style="list-style-type: none">• Organisation met all administrative requirements as stated in the Grants and Sponsorship Guidelines• Project provides a benefit and assists a target group and activity identified in the Shire’s Strategic Community Plan• Provides benefits in areas where there is an identified and documented community need through improving inclusion and harmony across diverse groups in the community• As per the Grants and Sponsorship Guidelines In-Kind Support Grants are available for up to \$6,000 of in-kind support for the Shire• In-kind support will be given towards the Newman Recreation Centre court hire fees.	

2) Educational Music Tour Bus Foundation Australia Ltd

Applicant Details		
Applicant Name	Educational Music Tour Bus Foundation Australia Ltd	
Previous Support (5-year period)	Nil	
Project Details		
Project Title	The FAME Project – Engagement Program	
Project Date/Location	24 th July – 17 th August 2024	Newman
Project Description	The Fame Project hosts young participants on state of the art music media, stage performance and broadcast equipment, mounted on the back of a road train. The goal of the program is to provide a platform that allows each participant to express their difficulties with school through a strength based support and activity model that encourages gratitude, acceptance, belonging, as a path for them to return to mainstream education and/or seek an alternative form of education through apprenticeships and/or internships. Through film, arts and music, participants can explore mediums of expression, outside of the usual classroom environment. The funding will support the costs associated with hiring the East Pilbara Arts Centre for the duration of the project.	
Total Project Cost	\$50,070.00	
Total Amount Requested	\$5,070.00 comprising of: \$5,070.00 in-kind	
Recommendation	APPROVE a one-year term	
Recommended Amount	\$5,070.00 comprising of: \$5,070.00 in-kind	
Recommendation Rationale	<p>The applicants request was considered for a total of \$5,070.00 for a one-term grant. It is recommended in supporting the application for a total of \$5,070.00 (in-kind) for the following reasons:</p> <ul style="list-style-type: none">• Organisation met all administrative requirements as stated in the Grants and Sponsorship Guidelines• Project provides a benefit and assists a target group and activity identified in the Shire’s Strategic Community Plan through delivering opportunities for children and young people to participate in sport, recreation and fitness• Provides benefits in areas where there is an identified and documented community need• Project budget includes applicants own financial contributions and/or contributions from other sources.]• In-kind support will be given for the costs associated with the hiring of East Pilbara Arts Centre <p>Please note: The applicant originally applied for funding 2 months prior to the event start date however due to delays in receiving supporting documentation, a report to Council was pushed back by the Administration to the July Ordinary Council meeting.</p>	

12.1.3 POLICY REGISTER REVIEW

Report Type	Executive
Responsible Officer	Steven Harding, Chief Executive Officer
Author	Joshua Brown Manager Governance
Voting Requirements	Absolute Majority
Attachments	1. Policy Review
Author Disclosure of Interest:	No
Location / Address:	N/A
Name of Applicant:	N/A

Officer Recommendation

That Council:

1. Accepts the review of the Shire of East Pilbara Policy Register;
2. Revokes the following policies:
 - a. Aboriginal Affairs Policy
 - b. Advocacy Policy
 - c. Bereavement Recognition Policy
 - d. Citizenship Ceremonies Policy
 - e. Complaints Against Third Parties
 - f. Council Meetings Dates and Times Policy
 - g. Dress Standard for Council Chambers Policy
 - h. Environment Council Recognition Policy
 - i. Gratuity Policy
 - j. Hire of Recreation Facilities for Youth Activities Policy
 - k. Light Vehicle Policy
 - l. Logo Policy
 - m. Native Title Act 1993 - Registration of Interest Policy
 - n. Newman Aquatic Centre Alcohol Policy
 - o. Newman Recreation Centre - Commercial and Group Use Policy
 - p. Pastoral Stations Rubbish Pits Policy
 - q. Piri Smith Retirement Units - Marble Bar Policy
 - r. Public Relations Policy
 - s. Rubbish Pits - Aboriginal Communities Policy
 - t. Self Supporting Loans Policy
 - u. Smoke Free Policy

-
- v. Staff Housing - Home Improvements Policy
 - w. Tourism Policy
 - x. Uranium Policy
 - y. Use of Native Plants, Shrubs and Grasses Policy
3. Revokes the following policies and notes the Chief Executive Officer is to consider each as prospective internal work directions:
- a. Community Banner Poles Policy
 - b. Compliance Guidelines for Contractors (OHS)
 - c. Conflicts of Interest Policy
 - d. Section 39 and 40 Certificates Policy
4. Notes the Chief Executive Officer will undertake a review of the following policies and provide reports to Council:
- a. Aboriginal Communities - Road and Airstrip Designation and Maintenance Policy
 - b. Accounting for Non-current Assets
 - c. Annual Community Survey Policy
 - d. Annual Review of CEO Remuneration Policy
 - e. Appointment of Acting Chief Executive Officer Policy
 - f. Asset Management
 - g. Award of the Title Honorary Freeman of the Shire Policy
 - h. Budget Amendments Policy
 - i. Budget Management Capital Acquisitions Policy
 - j. Caravan other than in a Caravan Park Policy
 - k. Cattle Grids Policy
 - l. Closed Circuit Television (CCTV) Monitoring Equipment Policy
 - m. Corporate Credit Card Policy
 - n. Council Member Travel Policy
 - o. Crossover Subsidies and Specifications Policy
 - p. Debt Policy
 - q. Designated Senior Employees Policy
 - r. Drug and Alcohol Policy
 - s. Execution of Documents Policy
 - t. Financial Hardship Policy
 - u. Financial Reserves Policy
 - v. Fraud and Corruption Control Policy
 - w. Grants and Sponsorship Policy
 - x. Integrity Framework
 - y. Investment Policy
 - z. Location of Council Meetings Policy
 - aa. Meeting Attendance by Electronic Means Policy
 - bb. Mining Act 1978 Policy
 - cc. Mining and Other Leases - Road Designation and Maintenance (Not Pastoral) Policy
 - dd. Naming of Parks, Reserves and Buildings Policy (Adopted 27 June 2003)
 - ee. Pastoral Stations - Road and Airstrip Designation and Maintenance Policy
-

- ff. Photographing Videoing People and Publishing Photos Policy
- gg. Plant Replacement Policy
- hh. Prequalified Supplier Panels Policy
- ii. Procurement and Tender Procedures Policy
- jj. Public Art Policy
- kk. Public Liability - Sporting and Community Organisations
- ll. Rating Exemptions and Waivers Policy
- mm. Regional Price Preference Policy
- nn. Related Party Disclosures Policy
- oo. Relocated Dwellings Policy
- pp. Risk Management Policy
- qq. Road Verge Development Criteria Policy
- rr. Road Verge Directional Signs Policy
- ss. Rubbish Bin Replacement Policy
- tt. Social Media Policy
- uu. Stall Holder and Street Trading
- vv. Standards for CEO Recruitment, Performance and Termination
- ww. Statement of Business Ethics
- xx. Subdivisional Development Policy
- yy. Use of Presidential Chain Policy
- zz. Work Health and Safety Policy.

Purpose

For Council to consider a review of the Shire of East Pilbara Policy Manual.

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.

Details and Analysis

The first wholesale review of the Shire of East Pilbara Policy Manual has been undertaken in a number of years. A range of policies have not been subject to a formal review since 2003, with the majority of policies either beyond their current scheduled review period or for which no review period was ever set. The object of this review has been initially to test which of Council's policies remain relevant and fit for purpose. A list of the status of each of Council's policies is attached as **Appendix 1** to this report, and each policy can be accessed on the Shire's website at:

<https://www.eastpilbara.wa.gov.au/documents/policies-and-procedures>.

The review recommends that 25 of Council's policies be revoked, having been considered as either no longer relevant, appropriate or fit for purpose. There is no recommendation

to replace these policies with others. A further four policies are recommended to be revoked by Council, with a view to the Chief Executive Officer considering those as possible internal operational work directions. As these are operational in nature, they fall within the Chief Executive Officer to determine.

The table below details those policies recommended for revocation and reasons the recommendation is made:

	Policy Title	Reasons for recommended revocation
1	Aboriginal Affairs Policy	Policy is superseded by current legislation.
2	Advocacy Policy	Not fit for purpose and is procedural in nature. The Shire has established practices in place by which it undertakes its advocacy work on behalf of Council, the Shire and community.
3	Bereavement Policy	This policy is not fit for purpose and stipulates which persons are entitled to bereavement recognition. It is considered more appropriate that in such circumstances of the passing of a significant member of the community that decisions in relation to recognition be considered by the President and Chief Executive Officer, which is the current practice and more appropriate.
4	Citizenship Ceremonies Policy	Not fit for purpose and is procedural in nature. The Shire has established practices in place by which it undertakes citizenship ceremonies. As practices and Commonwealth regulations change from time to time, a policy of this type lacks the necessary agility to respond to change in a timely manner.
5	Complaints Against Third Parties Policy	This policy is not fit for purpose and if followed places an obligation on the Shire to follow up any complaint made by any person against a third party, even where that complaint relates to a matter outside the control of the Shire.
6	Council Meetings, Dates and Times Policy	This policy is unnecessary, as all matters are dealt with in the <i>Local Government Act 1995</i> , which requires Council to give consideration to these matters on an annual basis.
7	Dress Standard for Council Chambers Policy	This policy is no longer considered appropriate by Council Officers.
8	Environment Council Recognition Policy	No longer relevant. The policy was adopted in 2003 and represents a policy position not in line with Council's current position, and which reflects values of the age in which the policy was adopted.
9	Gratuity Policy	Not fit for purpose and is procedural in nature.
10	Hire of Recreation Facilities for Youth Activities Policy	This is covered in the schedule of fees and charges and also in Delegations for fee waivers where appropriate

	Policy Title	Reasons for recommended revocation
11	Light Vehicle Policy	This policy is operational in nature and stipulates what vehicle types certain Shire employees may be provided with upon their employment.
12	Logo Policy	This policy is unnecessary as protection of the Shire Logo is dealt with under the <i>Copyright Act 1968</i> .
13	<i>Native Title Act 1993</i> - Registration of Interest Policy	This policy is unnecessary and more appropriate dealt with by the Register of Delegations and Authorisations - it is noted that the recommended review of the Register to be considered by Council at this meeting recommends the creation of a delegation with respect to the registration of interests under the <i>Native Title Act 1993</i> .
14	Newman Aquatic Centre Alcohol Policy	It is recommended that this policy be revoked with a view to considering a new policy to apply to all Shire facilities.
15	Newman Recreation Centre - Commercial and Group Use Policy	This is covered in the Schedule of Fees and Charges and in the Conditions of Hire.
16	Pastoral Stations Rubbish Pits Policy	Insufficient resources to undertake these works. The Shire has not undertaken this work under the policy for many years.
17	Piri Smith Retirement Units - Marble Bar Policy	This policy was adopted in 2019 and does not reflect current operational practice.
18	Public Relations Policy	This policy is unnecessary as the matters it relates to are dealt with in the <i>Local Government Act 1995</i> .
19	Rubbish Pits - Aboriginal Communities Policy	Insufficient resources to undertake these works. The Shire has not undertaken this work under the policy for many years.
20	Self Supporting Loans	This policy is not supported by Shire Officers. It provides access to community organisations to financial loans from the Shire's funds. No budget allocation has been made and would not be recommended.
21	Smoke Free Policy	This policy is unnecessary as the matters it relates to are dealt with by State legislation.
22	Staff Housing - Home Improvements Policy	This policy is operational in nature and not supported by Shire Officers.

	Policy Title	Reasons for recommended revocation
23	Tourism Policy	This policy is operational in nature and not supported by Shire Officers.
24	Uranium Policy	This policy was adopted in 2010 and is not considered by Shire Officers as a relevant matter for local government, as Council has no powers in relation to the subject matter.
25	Use of Native Plants, Shrubs and Grasses Policy	The policy is operational in nature and falls within the jurisdiction of the Administration.

Three policies previously adopted by Council are considered by Shire Officers to relate to operational matters that would more appropriately be considered as internal work directions. The policies are as follows, and will be considered by the Chief Executive Officer and the Executive Leadership Team:

- Community Banner Poles Policy
- Conflicts of Interest Policy
- Section 39 and 40 Certificates Policy.

The following policies have had an initial review and are recommended to be subject to further review and consideration by Council. It is noted that not all policies are out of date, however the review has prompted a need to consider additional matters:

	Policy Title	Adoption date	Date of next schedule review
1	Aboriginal Communities - Road and Airstrip Designation and Maintenance Policy	5 May 2006	None stated
2	Accounting for Non-current Assets Policy	28 May 2021	None stated
3	Annual Community Survey Policy	28 September 2021	None stated
4	Annual Review of CEO Remuneration Policy	28 October 2022	28 October 2023
5	Appointment of Acting Chief Executive Officer Policy	26 April 2024	26 May 2025
6	Asset Management	25 June 2021	None stated
7	Award of the Title Honorary Freeman of the Shire Policy	25 January 2019	None stated
8	Budget Amendments Policy	27 June 2003	None stated
9	Budget Management Capital Acquisitions Policy	27 June 2003	None stated
10	Caravan other than in a Caravan Park Policy	27 June 2003	None stated

	Policy Title	Adoption date	Date of next schedule review
11	Cattle Grids Policy	5 May 2006	None stated
12	Closed Circuit Television (CCTV) Monitoring Equipment Policy	24 March 2023	24 March 2027
13	Corporate Credit Card Policy	24 August 2018	None stated
14	Council Member Travel Policy	23 February 2024	23 February 2025
15	Crossover Subsidies and Specifications Policy	22 August 2008	None stated
16	Debt Policy	24 October 2013	25 October 2014
17	Designated Senior Employees Policy	17 December 2021	None stated
18	Drug and Alcohol Policy	25 February 2022	None stated
19	Execution of Documents Policy	17 December 2021	None stated
20	Financial Hardship Policy	24 April 2020	None stated
21	Financial Reserves Policy	27 June 2019	None stated
22	Fraud and Corruption Control Policy	27 August 2021	27 August 2023
23	Grants and Sponsorship Policy	30 June 2023	30 June 2024
24	Integrity Framework	25 August 2023	25 August 2024
25	Investment Policy	25 June 2021	None stated
26	Location of Council Meetings Policy	24 March 2023	21 October 2023
27	Meeting Attendance by Electronic Means Policy	28 April 2023	21 October 2023
28	Mining Act 1978 Policy	19 April 2013	Not stated
29	Mining and Other Leases - Road Designation and Maintenance (Not Pastoral) Policy	27 March 2009	Not stated
30	Naming of Parks, Reserves and Buildings Policy	27 June 2003	Not stated
31	Pastoral Stations - Road and Airstrip Designation and Maintenance Policy	5 May 2006	Not stated
32	Photographing Videoing People and Publishing Photos Policy	26 June 2020	Not stated
33	Plant Replacement Policy	24 June 2022	24 June 2023
34	Prequalified Supplier Panels Policy	25 August 2023	25 August 2023
35	Procurement and Tender Procedures Policy	27 October 2023	27 October 2024
36	Public Art Policy	19 April 2013	19 May 2014
37	Public Liability - Sporting and Community Organisations	23 October 2009	Not stated
38	Rating Exemptions and Waivers Policy	19 November 2021	Not stated
39	Regional Price Preference Policy	17 March 2017	17 March 2018

	Policy Title	Adoption date	Date of next schedule review
40	Related Party Disclosures Policy	24 June 2022	24 June 2023
41	Relocated Dwellings Policy	27 June 2003	Not stated
42	Risk Management Policy	22 November 2019	22 November 2021
43	Road Verge Development Criteria Policy	8 February 2013	Not stated
44	Road Verge Directional Signs Policy	27 June 2003	Not stated
45	Rubbish Bin Replacement Policy	27 June 2003	Not stated
46	Social Media Policy	29 June 2018	Not stated
47	Stall Holder and Street Trading Policy	27 April 2012	Not stated
48	Standards for CEO Recruitment, Performance and Termination	27 March 2021	Not stated
49	Statement of Business Ethics	27 August 2022	27 August 2023
50	Subdivisional Development Policy	28 June 2013	28 June 2014
51	Use of Presidential Chain Policy	21 April 2017	21 April 2018
52	Work Health and Safety Policy	17 December 2021	Not stated

The review of four of these policies has been completed and will be subject to a further report for Council to consider at this meeting. Those policies are as follows:

- Appointment of Acting Chief Executive Officer
- Council Member Travel Policy
- Meeting Attendance by Electronic Means Policy
- Statement of Business Ethics

Each of the remaining policies recommended for further review, will be systematically considered and reported as recommendations arise from Shire Officers.

Of the remaining Council policies, the following have either recently been adopted by Council, are not scheduled for review and considered by Shire Officers to be relevant and fit for purpose. No current review for these policy documents is recommended:

	Policy Title	Adoption date	Date of next scheduled review
1	Attendance at Events Policy	22 March 2024	22 March 2025
2	Community Engagement Policy	26 April 2024	26 April 2026
3	Council Meeting Recordings and Live Streaming Policy	25 August 2023	25 August 2027
4	Council Member Allowances and Expenses Policy	23 February 2024	18 October 2025
5	Council Member Communications with Shire Officers Policy	22 March 2024	22 March 2025

	Policy Title	Adoption date	Date of next scheduled review
6	Council Members' Continuing Professional Development Policy	22 November 2023	18 October 2025
7	Councillors Insurance Cover Policy	26 May 2023	26 May 2025
8	Minor Variations Policy	24 March 2023	24 March 2027
9	Parking Infringements Appeals Policy	24 March 2023	24 March 2027
10	Record Keeping Policy	28 April 2023	28 April 2027

Community Engagement

The Shire's Policy Manual is published on the Shire's website. In April 2024, each policy was made available as an individual document on the website and Councillor portal. As part of the review, consideration will be given to recommending certain policies to a period of public consultation prior to final adoption by Council.

Strategic, Legislative and Policy Implications

Strategic Community Plan	5: Governance 5 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources. 5.1 <i>Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.</i> 5.4 <i>Ensure a high standard of organisational management and effectiveness.</i>
Statutory Implications/Requirements	Consistent with section 2.7 of the <i>Local Government Act 1995</i> .
Policy Implications	The decision of Council with respect to the recommended revocation of policies will establish a change in Council's current policy positions.

Risk Management Considerations

Risk	Reputational
Consequence	Significant
Likelihood	Moderate
Current Risk Rating	Medium 12
Mitigation Action	Acceptance of the recommendation will mitigate the risk
Residual Risk Rating	Low 6

	Insignificant	Minor	Significant	Major	Severe
Rare	Low 1	Low 4	Low 6	Medium 13	Medium 15
Unlikely	Low 2	Low 5	Medium 11	Medium 14	High 21
Moderate	Low 3	Medium 9	Medium 12	High 19	High 22
Likely	Medium 7	Medium 10	High 17	High 20	Critical 24
Almost Certain	Medium 8	High 16	High 18	Critical 23	Critical 25

Financial Implications

There are no known financial implications.

Sustainability Considerations

There are no known sustainability implications.

Options

1. Accept the recommended policy review and adopt the recommended action;
2. Make amendments to the recommended action; or
3. Defer consideration pending consideration by Shire officers of matters raised by Council.

Policy Title	Adopted	Review Cycle	Review Date	Current
Aboriginal Affairs Policy	28/10/2011			No
Aboriginal Communities - Road and Airstrip Designation and Maintenance Policy	5/05/2006			No
Accounting for Non-current Assets	28/05/2021			No
Advocacy Policy	23/05/2014			No
Annual Community Survey Policy	28/09/2012			No
Annual Review of CEO Remuneration Policy	28/10/2022	Annual	28/10/2023	No
Appointment of Acting Chief Executive Officer Policy	26/04/2024	Annual	26/05/2025	Yes
Asset Management	25/06/2021			No
Attendance at Events Policy	22/03/2024	Annual	22/03/2025	Yes
Award of the Title Honorary Freeman of the Shire Policy	25/01/2019			No
Bereavement Recognition Policy	26/06/2020			No
Budget Amendments Policy	27/06/2003			No
Budget Management Capital Acquisitions Policy	27/06/2003			No
Caravan other than in a Caravan Park Policy	27/06/2003			No
Cattle Grids Policy	5/05/2006			No
Citizenship Ceremonies Policy	7/12/2012			No
Closed Circuit Television (CCTV) Monitoring Equipment Policy	24/03/2023	Every four years	24/03/2027	Yes
Code of Conduct for Local Government Employees, Contractors and Volunteers				No
Community Banner Poles Policy	23/10/2009			No
Community Engagement Policy	26/04/2024	Every two years	26/04/2026	Yes
Complaints Against Third Parties	29/06/2018			No
Conflicts of Interest Policy	26/06/2020			No
Corporate Credit Card Policy	24/08/2018			No
Council Meeting Recordings and Live Streaming Policy	25/08/2023	Every four years	25/08/2027	Yes
Council Meetings Dates and Times Policy	27/08/2021			No
Council Member Allowances and Expenses Policy	23/02/2024	Following each ordinary election	18/10/2025	Yes
Council Member Communications with Shire Officers Policy	22/03/2024	Annual	22/03/2025	Yes
Council Member Travel Policy	23/02/2024	Annual	23/02/2025	Yes
Council Members' Continuing Professional Development Policy	24/11/2023	Following each ordinary election	18/10/2025	Yes
Councillors Insurance Cover Policy	26/05/2023	Every two years	26/05/2025	Yes

Crossover Subsidies and Specifications Policy	22/08/2008			No
Debt Policy	25/10/2013	Annual	25/10/2014	No
Designated Senior Employees Policy	17/12/2021			No
Dress Standard for Council Chambers Policy	27/06/2003			No
Drug and Alcohol Policy	25/02/2022			No
Environment Council Recognition Policy	27/06/2003			No
Execution of Documents Policy	17/12/2021			No
Financial Hardship Policy	24/04/2020			No
Financial Reserves Policy	28/06/2019			No
Fraud and Corruption Control Policy	27/08/2021	Every two years	27/08/2023	No
Grants and Sponsorship Policy	30/06/2023	Annual	30/06/2024	Yes
Gratuity Policy	25/06/2021			No
Hire of Recreation Facilities for Youth Activities Policy	27/06/2003			No
Integrity Framework	25/08/2023	Every two years	25/08/2024	No
Investment Policy	25/06/2021			No
Light Vehicle Policy	24/08/2018			No
Location of Council Meetings Policy	24/03/2023	Following each ordinary election	21/10/2023	No
Logo Policy	27/06/2003			No
Meeting Attendance by Electronic Means Policy	28/04/2023	Following each ordinary election	21/10/2023	No
Mining Act 1978 Policy	19/04/2013			No
Mining and Other Leases - Road Designation and Maintenance (Not Pastoral) Policy	27/03/2009			No
Minor Variations Policy	24/03/2023	Every four years	24/03/2027	Yes
Naming of Parks, Reserves and Buildings Policy	27/06/2003			No
Native Title Act 1993 - Registration of Interest Policy (Adopted 19 April 2013)	19/04/2013			No
New Development Road Reserves Policy	22/08/2008			No
Newman Aquatic Centre Alcohol Policy	10/12/2004			No
Newman Recreation Centre - Commercial and Group Use Policy	10/12/2004			No

Parking Infringement Appeals Policy	24/03/2023	Every four years	24/03/2027	Yes
Pastoral Stations - Road and Airstrip Designation and Maintenance Policy	5/05/2006			No
Pastoral Stations Rubbish Pits Policy	27/06/2003			No
Photographing Videoing People and Publishing Photos Policy	26/06/2020			No
Piri Smith Retirement Units - Marble Bar Policy	28/06/2019			No
Plant Replacement Policy	24/06/2022	Annual	24/06/2023	No
Prequalified Supplier Panels Policy	25/08/2023	Annual	25/08/2024	Yes
Procurement and Tender Procedures Policy	27/10/2023	Annual	27/10/2024	Yes
Public Art Policy	19/04/2013	Annual	19/05/2014	No
Public Liability - Sporting and Community Organisations	23/10/2009			No
Public Relations Policy	27/07/2003			No
Rating Exemptions and Waivers Policy	19/11/2021			No
Record Keeping Policy	28/04/2023	Every four years	28/04/2027	Yes
Regional Price Preference Policy	17/03/2017	Annual	17/03/2018	No
Related Party Disclosures Policy	24/06/2022	Annual	24/06/2023	No
Relocated Dwellings Policy	27/06/2003			No
Risk Management Policy	22/11/2019	Every two years	22/11/2021	No
Road Verge Development Criteria Policy	8/02/2013			No
Road Verge Directional Signs Policy	27/06/2003			No
Rubbish Bin Replacement Policy	27/06/2003			No
Rubbish Pits - Aboriginal Communities Policy	27/06/2003			No
Sea Containers Policy	28/06/2019			No
Section 39 and 40 Certificates Policy	26/06/2020	Annual	26/06/2021	No
Self Supporting Loans Policy	23/07/2021			No
Smoke Free Policy	27/06/2003			No
Social Media Policy	29/06/2018			No
Staff Housing - Home Improvements Policy	3/02/2017			No
Stall Holder and Street Trading	27/04/2012			No
Standard Conditions for Use of Active Reserves (Ovals) Policy	23/10/2009			No
Standards for CEO Recruitment, Performance and Termination	26/03/2021			No
Statement of Business Ethics	26/08/2022	Annual	27/08/2023	No

Subdivisional Development Policy	28/06/2013	Annual	28/06/2014	No
Tourism Policy	27/06/2003			No
Uranium Policy	23/07/2010			No
Use of Native Plants, Shrubs and Grasses Policy	27/06/2003			No
Use of Presidential Chain Policy	21/04/2017	Annual	21/04/2018	No
Work Health and Safety Policy	17/12/2021			No

Item 12.1.3 Appendix 1

12.1.4 POLICY REVIEW - APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER POLICY

Report Type	Legislative
Responsible Officer	Steven Harding, Chief Executive Officer
Author	Joshua Brown Manager Governance
Voting Requirements	Absolute Majority
Attachments	1. Appointment of Acting Chief Executive Officer Policy Review 2. Appointment of Acting Chief Executive Officer Policy Review (tracked changes)
Author Disclosure of Interest:	No
Location / Address:	N/A
Name of Applicant:	N/A

Officer Recommendation

That Council accepts the review of and adopts the revised Acting Chief Executive Officer Policy (attached as Appendix 1).

Purpose

The purpose of this report is for Council to consider a review of the Shire's Appointment of Acting Chief Executive Officer Policy.

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.

Details and Analysis

A review has been undertaken of the Appointment of Acting Chief Executive Officer Policy.

The review recommends minor amendments clarifying the restriction of the appointment of employees who are temporary acting in higher duties in the absence of a Director who is absent from work on approved leave. A copy of the reviewed policy with tracked changes is attached at **Appendix 2** and without tracked changes at **Appendix 1** to the report.

Community Engagement

The adopted policy is published on the Shire website.

Strategic, Legislative and Policy Implications

Strategic Community Plan	5: Governance 5 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources. 5.1 <i>Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.</i> 5.4 <i>Ensure a high standard of organisational management and effectiveness.</i>
Statutory Implications/Requirements	Consistent with section 5.39C of the <i>Local Government Act 1995</i> which provides that a local government must prepare and adopt a policy that sets out the process to be following by the local government in relation to the appointment of an employee to act in the position of CEO for a term not exceeding one (1) year, subject to an absolute majority of Council.
Policy Implications	Recommended action will amend the current policy position of Council.

Risk Management Considerations

Risk	Reputational
Consequence	Minor
Likelihood	Unlikely
Current Risk Rating	Low 5
Mitigation Action	Acceptance of recommendation will eliminate the risk.
Residual Risk Rating	Low 4

	Insignificant	Minor	Significant	Major	Severe
Rare	Low 1	Low 4	Low 6	Medium 13	Medium 15

Unlikely	Low 2	Low 5	Medium 11	Medium 14	High 21
Moderate	Low 3	Medium 9	Medium 12	High 19	High 22
Likely	Medium 7	Medium 10	High 17	High 20	Critical 24
Almost Certain	Medium 8	High 16	High 18	Critical 23	Critical 25

Financial Implications

Resource requirements are in accordance with existing budgetary allocation.

Sustainability Considerations

There are no known sustainability considerations.

Options

1. Accept the recommended policy review and adopt the recommended action;
2. Make amendments to the reviewed policy; or
3. Defer consideration pending consideration by Shire officers of matters raised by Council.

1.26 Appointment of Acting Chief Executive Officer

Objective

The purpose of this policy is to provide clear guidance on the provisions that apply to the appointment of a person as Acting Chief Executive Officer (A/CEO) and to allow for the approval by the Shire President of applications by the Chief Executive Officer (CEO) for extended sick leave, long service leave, annual leave or other extended absences.

Background

In accordance with s5.39C of the *Local Government Act 1995* ("the Act"), the Shire must prepare and adopt a policy that sets out the process to be followed in relation to:

- a. the employment of a person in the position of CEO for a term not exceeding 1 year; and
- b. the appointment of an employee to act in the position of CEO for a term not exceeding 1 year.

Policy

CEO Leave Entitlements

1. The CEO is contractually entitled to certain leave conditions as outlined in their employment contract and the relevant industrial relations legislation.
2. Approval of the CEO to take leave entitlements is at the discretion of the Shire President, or where the Shire President is on an approved leave of absence, the Deputy President. The President/Deputy President cannot unreasonably withhold approval.
3. When the CEO is on leave, an Acting Chief Executive Officer is to take up their duties in accordance with this Policy.

Appointment of an Acting CEO – Expected leave periods up to 35 days

4. Acting arrangements for the position of CEO for leave periods up to 35 days is at the discretion of the CEO, in accordance with the Delegations and Authorisations Register.
5. The following officers can be appointed to the position of Acting CEO in accordance with the Delegations and Authorisations Register:
 - a. Director Corporate Services
 - b. Director Regulatory Services
 - c. Director Community Experience
 - d. Director Infrastructure Services
6. It is intended that Directors will carry out the role of Acting CEO during periods of absence of the CEO due to annual or extended sick leave, as nominated by the CEO.
7. It is intended that a Director will only be appointed as Acting CEO under the terms of this Policy if:
 - a. In the opinion of the CEO the employee is satisfactorily performing his/her duties;

- b. In the opinion of the CEO and the employee, the employee has capacity to perform the duties of Acting CEO along with his/her current duties; and
- c. This Policy does not apply to an employee who is temporarily acting on higher duties in the role of a Director where the Director is absent from work on approved leave.

Appointment of an Acting CEO – leave periods in excess of 35 days

- 8. Should the CEO be absent for more than 35 days, the authority to appoint an Acting CEO shall be determined by Council.

Appointment of an Acting CEO – unexpected leave or vacancy

- 9. In the event that the CEO:
 - a. takes unexpected leave;
 - b. is incapacitated;
 - c. is unable to perform their duties as a result of a disaster or crisis event;
 - d. the position falls unexpectedly vacant; or
 - e. is suspended or terminated,the following shall occur:
 - f. if the Council has not appointed an Acting CEO, the Shire President shall appoint an interim Acting CEO, from the list specified in clause 5 having regard to the officer's experience and capacity, until the Council can appoint an ongoing Acting CEO in accordance with clause 10.
- 10. Where it is likely that a person will act as CEO under clause 9(f) for a period of more than ten (10 working days), a Special Council Meeting shall be convened as soon as possible, so that an ongoing acting appointment can be made.

Salary and conditions of Acting CEO

- 11. Unless Council otherwise resolves, and the Acting CEO agrees, a person acting as CEO shall be remunerated pro rata at the following rates:
 - a. Up to 1 week – negotiated according to tasks and skill level required and only payable where substantive functions are required.
 - b. 1-2 weeks – 50% differential
 - c. 3-4 weeks – 70% differential
 - d. Over 4 weeks – 100% differential
- 12. Note – the differential being the difference between the officer's base hourly rate and the higher positions current base hourly rate. All standard allowances received by relevant employees does not change only the base hourly rate changes.

Publication

In accordance with s5.39C(4) of the Act, the Shire must publish an up-to-date version of this policy on the local government's official website.

Authorisation Details

References:	s5.39C <i>Local Government Act 1995</i>		
Authorised by:	Council		
Date:	28 May 2021	Item No.	10.1.7
Review/Amendment Date	24 June 2022	Item No.	12.2.5
	26 April 2024	Item No.	16.1.1
	26 July 2024	Item No.	
Next Review	Annually		
Responsible Directorate	Chief Executive Officer		
Responsible Officer	Manager Governance, Risk and Procurement		
File No.			

Item 12.1.4 Appendix 1

1.26 Appointment of Acting Chief Executive Officer

Objective

The purpose of this policy is to provide clear guidance on the provisions that apply to the appointment of a person as Acting Chief Executive Officer (A/CEO) and to allow for the approval by the Shire President of applications by the Chief Executive Officer (CEO) for extended sick leave, long service leave, annual leave or other extended absences.

Background

In accordance with s5.39C of the *Local Government Act 1995* ("the Act"), the Shire must prepare and adopt a policy that sets out the process to be followed in relation to:

- a. the employment of a person in the position of CEO for a term not exceeding 1 year; and
- b. the appointment of an employee to act in the position of CEO for a term not exceeding 1 year.

Policy

CEO Leave Entitlements

1. The CEO is contractually entitled to certain leave conditions as outlined in their employment contract and the relevant industrial relations legislation.
2. Approval of the CEO to take leave entitlements is at the discretion of the Shire President, or where the Shire President is on an approved leave of absence, the Deputy President. The President/Deputy President cannot unreasonably withhold approval.
3. When the CEO is on leave, an Acting Chief Executive Officer is to take up their duties in accordance with this Policy.

Appointment of an Acting CEO – Expected leave periods up to 35 days

4. Acting arrangements for the position of CEO for leave periods up to 35 days is at the discretion of the CEO, in accordance with the Delegations and Authorisations Register.
5. The following officers can be appointed to the position of Acting CEO in accordance with the Delegations and Authorisations Register:
 - a. Director Corporate Services
 - b. Director Regulatory Services
 - c. Director Community Experience
 - d. Director Infrastructure Services
6. It is intended that Directors will carry out the role of Acting CEO during periods of absence of the CEO due to annual or extended sick leave, as nominated by the CEO.
7. It is intended that a Director will only be appointed as Acting CEO under the terms of this Policy if:
 - a. In the opinion of the CEO the employee is satisfactorily performing his/her duties;

- b. In the opinion of the CEO and the employee, the employee has capacity to perform the duties of Acting CEO along with his/her current duties; and
- c. This Policy does not apply to an employee who is temporarily acting on higher duties in the role of a Director where the Director is absent from work on approved leave.

Appointment of an Acting CEO – leave periods in excess of 35 days

- 8. Should the CEO be absent for more than 35 days, the authority to appoint an Acting CEO shall be determined by Council.

Appointment of an Acting CEO – unexpected leave or vacancy

- 9. In the event that the CEO:
 - a. takes unexpected leave;
 - b. is incapacitated;
 - c. is unable to perform their duties as a result of a disaster or crisis event;
 - d. the position falls unexpectedly vacant; or
 - e. is suspended or terminated,the following shall occur:
 - f. if the Council has not appointed an Acting CEO, the Shire President shall appoint an interim Acting CEO, from the list specified in clause 5 having regard to the officer's experience and capacity, until the Council can appoint an ongoing Acting CEO in accordance with clause 10.
- 10. Where it is likely that a person will act as CEO under clause 9(f) for a period of more than ten (10 working days), a Special Council Meeting shall be convened as soon as possible, so that an ongoing acting appointment can be made.

Salary and conditions of Acting CEO

- 11. Unless Council otherwise resolves, and the Acting CEO agrees, a person acting as CEO shall be remunerated pro rata at the following rates:
 - a. Up to 1 week – negotiated according to tasks and skill level required and only payable where substantive functions are required.
 - b. 1-2 weeks – 50% differential
 - c. 3-4 weeks – 70% differential
 - d. Over 4 weeks – 100% differential
- 12. Note – the differential being the difference between the officer's base hourly rate and the higher positions current base hourly rate. All standard allowances received by relevant employees does not change only the base hourly rate changes.

Publication

In accordance with s5.39C(4) of the Act, the Shire must publish an up-to-date version of this policy on the local government's official website.

Authorisation Details

References:	s5.39C <i>Local Government Act 1995</i>		
Authorised by:	Council		
Date:	28 May 2021	Item No.	10.1.7
Review/Amendment Date	24 June 2022	Item No.	12.2.5
	26 April 2024	Item No.	16.1.1
	<u>26 July 2024</u>	<u>Item No.</u>	
Next Review	Annually		
Responsible Directorate	Chief Executive Officer		
Responsible Officer	Manager Governance, Risk and Procurement		
File No.			

Item 12.1.4 Appendix 2

12.1.5 POLICY REVIEW - COUNCIL MEMBER TRAVEL POLICY

Report Type	Legislative
Responsible Officer	Steven Harding, Chief Executive Officer
Author	Joshua Brown Manager Governance
Voting Requirements	Simple Majority
Attachments	1. Council Member Travel Policy Review 2. Council Member Travel Policy Review (tracked changes)
Author Disclosure of Interest:	No
Location / Address:	N/A
Name of Applicant:	N/A

Officer Recommendation

That Council accepts the review of and adopts the revised Council Member Travel Policy (attached as Appendix 1).

Purpose

The purpose of this report is for Council to consider a review of Council's Council Member Travel Policy.

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.

Details and Analysis

A review has been undertaken of the Council Member Travel Policy. This Policy was adopted by Council at its ordinary meeting on 23 February 2024. Following the recent wholesale review of Council policy, a minor amendment to the policy is recommended.

As a risk management strategy, the policy as adopted states:

To minimise the potential impact on the Shire's leadership due to an accident, the following travelling combinations should, whenever practicable, avoid travelling together by air:

- the Shire President and a majority of Council members;
- the CEO and all Directors.

On further assessment, Shire Officers recommend that the strategy be amended to include all forms of transport by deleting the reference to "by air". This change recognises the risk of accidents involving motor vehicles is far higher than those involving aircraft.

A copy of the reviewed policy with tracked changes is attached at **Appendix 2** and without tracked changes at **Appendix 1** to the report.

Community Engagement

The adopted policy is published on the Shire website.

Strategic, Legislative and Policy Implications

Strategic Community Plan	5: Governance 5 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. 5.4 Ensure a high standard of organisational management and effectiveness.
Statutory Implications/Requirements	Consistent with section 2.7 of the <i>Local Government Act 1995</i> (Enter any other relevant sections and / or regulations and any other relevant information).
Policy Implications	Recommended action will amend the current policy position of Council.

Risk Management Considerations

Risk	Safety
Consequence	Severe
Likelihood	Moderate
Current Risk Rating	High 22
Mitigation Action	Acceptance of the recommendation will significantly mitigate the risk
Residual Risk Rating	Low 6

	Insignificant	Minor	Significant	Major	Severe
Rare	Low 1	Low 4	Low 6	Medium 13	Medium 15
Unlikely	Low 2	Low 5	Medium 11	Medium 14	High 21
Moderate	Low 3	Medium 9	Medium 12	High 19	High 22
Likely	Medium 7	Medium 10	High 17	High 20	Critical 24
Almost Certain	Medium 8	High 16	High 18	Critical 23	Critical 25

Financial Implications

Resource requirements are in accordance with existing budgetary allocation.

Sustainability Considerations

There are no known sustainability considerations.

Options

1. Accept the recommended policy review and adopt the recommended action;
2. Make amendments to the reviewed policy; or
3. Defer consideration pending consideration by Shire officers of matters raised by Council.

1.15 Council Member Travel

Objective

To establish appropriate financial controls over Corporate Travel and to ensure the appropriate management of travel risk, to ensure the Shire meets its duty of care.

Definitions

Best Fare of the Day means the lowest fare that exists in the marketplace at the time of booking and for which a seat is available, that meets the business requirements of the Traveller.

Salaries and Allowances Tribunal Determination means the Local Government Chief Executive Officers and Elected Members Determination in force at the time.

The Act means the *Local Government Act 1995*.

The Regulations means the *Local Government (Administration) Regulations 1996*.

Travel Approver means the Chief Executive Officer for all travel with the exception of international travel, which must be approved by Council.

Traveller means the Council Member approved to undertake travel.

Scope

This policy applies to travel by Council Members of the Shire of East Pilbara where the travel costs are paid directly by the Shire or by reimbursement. This policy does not apply to any Council Member's private travel.

As far as it is practicable and consistent with the relevant legislation and Council policies, this policy will apply to the purchasing of travel for Council members by the Shire.

Who can Travel?

1. Council Members may travel in accordance with the relevant Council policies, Regulations and Local Government Chief Executive Officers and Elected Members Determination as amended from time to time.
2. Council Members may undertake travel for the Shire as is considered appropriate for their role. This travel may include attending meetings of Council and its committees, professional development and training, product or site inspections, conferences, public relations opportunities or business development.
3. All travel by Council Members must provide a benefit to the Shire and its community.
4. Council Members Travel approval is requested and assessed through the completion of a Travel booking request form, which is subject to acceptance by the authorised Travel approver.

Approval of Travel

5. Travel by Council Members, outside of the Shire and Pilbara Regions which involves either:
 - a. Air travel

- b. Road travel using Shire vehicles
- c. Overnight accommodation
- d. Car Hire

must be requested using a Travel Booking Request Form and approved by the authorised Travel Approver prior to any booking being made.

6. The following aspects of travel will be considered in determining whether approval is granted:
- a. purpose of travel
 - b. estimated travel costs
 - c. duration of travel
 - d. impact on Shire operations
 - e. expected value generated by the travel.

7. The travel may be accepted or rejected at the sole discretion of the authorised Travel Approver.

Flights

8. Flights will be booked using the Best Fare of the Day which shall be reasonably determined by taking into consideration:
- a. airline scheduling including departure and arrival times, overall travel time and transit location(s).
 - b. the ability to provide suitable connecting flights.
 - c. price, taking into account relevant service costs that are included/excluded from the published fare (e.g., meal, baggage allowance).
 - d. fare conditions including cancellation or change fees and other potential costs; and
 - e. the need to accompany another traveller whose itinerary has been booked and it is most practical for them to travel together.
9. Travel will be purchased through the Shire's contracted Travel Agent.
10. Airline preferences, lounge membership, airline reward programs and preferences of accompanying family members will not be considerations in determining the Best Fare of the day for the traveller.
11. Business Class travel may be permitted where approved by the Chief Executive Officer in exceptional circumstances, which are limited to:
- a. there being no other practical flight available; or
 - b. the traveller has a medical certificate or disability affecting their travel requirements; and
 - c. there is sufficient budget to cover the cost of the travel.
12. Travellers may choose to upgrade to higher class of travel than at their own expense.

13. Amendments to ticketed airfares must be kept to a minimum. That is, bookings are only to be made once itinerary requirements are reasonably firm. Amendments are subject to cancellation fee, fare and airline differences.
14. The purchase of a flexible fare may be permissible in circumstances such as dates of meetings possibly changing subject to budget and travel approver, noting that these fares are often more expensive than regular fare.
15. Any amendment to approved travel is to be approved again by the Travel Approver. However, in exceptional circumstances that do not allow approval to be obtained in time, the traveller may amend a booking directly with the provider, provided they have the financial authority to do so and must notify the Travel Approver at the first opportunity.
16. Where a Council Member resides or works outside of the District but within Western Australia, the Shire will meet the costs of a return economy airfare to travel from their home or place of work to attend a Meeting, where this is the most practical and economical means of travel in accordance with the Council Member Allowances and Expenses Policy. The Shire will not meet the costs of partners or family members to accompany the Council Member.
17. Where a Council Member or a person in their direct care is outside the district and within Australia for ongoing medical treatment, the Shire will meet the cost of a return economy airfare to travel from their place of medical treatment to attend a Meeting, where this is the most practical and economical means of travel in accordance with the Council Member Allowances and Expenses Policy.
18. The Shire will meet the costs of commercial travel for Council Members travelling on approved business of the Council, including but not limited to training, advocacy and other meetings and events as approved by the Chief Executive Officer.
19. While bookings should where practicable be made through the Shire, a Council Member will be reimbursed for the actual cost of an economy class airfare booked by the Council Member, in accordance with the Salaries and Allowances Tribunal Determination and the Council Member Allowances and Expenses Policy. Bookings may be made through the Shire.
20. Frequent flyer points are not to be accrued when travelling on the official business of Council.

Special Requests

21. If a Council Member wishes to travel with pets, the Council Member must meet the expense for the transportation of their pets – the Shire will not cover any cost.
22. Requests for mobility assistance, including the transport of wheel chairs and other mobility aids must be entered in the Travel Form prior to booking. Costs will be met by the Shire.
23. Excess luggage costs may be approved by the Chief Executive Officer prior to booking. Excess luggage must be for the purposes of Official Business only.

Travel by charter plane

24. The Shire will meet the cost of travel by air charter by Council Members subject to approval by the Chief Executive Officer in exceptional circumstances, where no practical alternative is in place or where it is unsafe to travel by any other means in accordance with the Council Member Allowances and Expenses Policy.

Accommodation

25. Accommodation will be arranged and paid for by the Shire in accordance with the Council Member Allowances and Expenses Policy, if the Council Member is required to travel for the following purposes:

- a. Attendance at an approved Meeting or Event; or
- b. Attendance at approved training, advocacy and other meetings and events as approved by the Chief Executive Officer; or
- c. Where the Council Member has travelled by road in excess of 100km to attend an approved Meeting or Event. For travel in excess of five (5) hours by road, accommodation at an intermediate stop where available, will be arranged and paid for by the Shire on request.

26. Incidental expenses will not be covered by the Shire.

Meals

27. The cost of meals for Council Member undertaking taking in accordance with the Council Member Allowances and Expenses policy will be met by the Shire.

28. The Shire will not meet the cost of alcoholic beverages unless approved by the Shire President or Chief Executive Officer.

Car Hire

29. Shire vehicles should be used where available.

30. Car hire will be booked on the basis of best fare of the day and suitability for the intended travel.

Use of Private Motor Vehicle

31. Where a private motor vehicle is used, reimbursement of travelling expenses is calculated for the shortest distance between the origin and destination in accordance with the Salaries and Allowances Tribunal Determination and Council Member Allowances and Expenses Policy.

32. If the shortest possible route uses gravel roads, and the road conditions are unsafe (due to adverse weather for instance), the Council Member may take a longer route via bitumen roads, and will be reimbursed for the actual kilometres travelled to the extent permitted above.

33. In accordance with section 5.98(6)(b) of the Act, the Shire cannot reimburse any costs incurred for any repairs or servicing to a private motor vehicle, arising from its use for Council related travel.

34. All claims for the reimbursement of the use of private motor vehicles must be supported by evidence of odometer readings immediately before departure and immediately upon arrival at the destination.

Other Travel Expenses and Acquittal

35. Travel expenses will be reimbursed in accordance with the Act and the Salaries and Allowances Tribunal Determination and Council Member Allowances and Expenses policy.

36. Council Members will also be responsible for the acquittal of their travel and to provide photographs of their before and after odometer readings as evidence to support claims for reimbursement of costs

of using a private motor vehicle.

37. The Chief Executive Officer is authorised to develop Travel Booking and Travel Acquittal Forms, to be completed by Council Members to ensure the payment of expenses comply with the Shire's Integrity Framework, the statutory and policy framework, and best audit practice.

Place of residence or work

38. If the Council Member does not live or work in the local government district, actual travel costs will be reimbursed from the person's usual place of residence or work and back to the extent permitted by the Salaries and Allowances Tribunal Determination from the Council Member's place of residence or work to the meeting and back; or if the distance travelled referred to above, is more than 100 kilometres, for the person to travel from the outer boundary of an adjoining local government district to the meeting and back to that boundary.
39. Advice of any changes in a Council Member's place of residence or work should be provided to the Shire.
40. Reimbursement of expenses for the Council members is to be approved by the Chief Executive Officer, with claims to be supported by receipts or other evidence.
41. All council members must complete a travel acquittal within 14 days of travel taken.

Private Travel

42. A traveller may request to include private travel in their Shire itinerary provided:
- a. the Shire shall not pay for any accommodation, transportation or reimburse any expenses associated with the private portion of the travel;
 - b. the private component of the travel does not impact on any aspect of the business travel including, but not limited to, itinerary, choice of airline, choice of accommodation or general standard of travel; and
 - c. the Shire will fund no more than the cost of the travel had the Best Fare of the Day not included the private travel.
 - d. Council Members will make their own arrangements for private part of travel.

Risk Management

43. The Shire will provide sufficient travel insurance. Travellers are responsible for not undertaking activities that would invalidate the insurance.
44. When traveling, the traveller will carry the telephone number of the Shire's emergency travel service provider and will contact the provider when experiencing a medical, safety or security emergency.
45. Travel will be undertaken using reputable service providers and safe means of transportation relative to the route and destination.
46. Travel to a destination with an alert level of "do not travel" or "reconsider your need to travel" as assigned by the Department of Foreign Affairs and Trade of the Australian Government is not to be undertaken.

47. To minimise the potential impact on the Shire's leadership due to an accident, the following travelling combinations should, whenever practicable, avoid travelling together:

- a. the Shire President and a majority of Council members;
- b. the CEO and all Directors.

Exemptions

48. While this policy is intended to cover most travel circumstances, the Chief Executive Officer may, where it is in the public interest to do so, authorise an exemption to this Policy.

Authorisation Details

References:	<i>Local Government Act 1995</i> <i>Local Government (Administration) Regulations 1996</i> <i>Local Government Chief Executive Officers and Elected Members Determination No 1 of 2023</i> Council Member Allowances and Expenses Policy		
Authorised by:	Council		
Date:	23 February 2024	Item No.	12.1.1
Review/Amendment Date	26 July 2024	Item No.	
Next Review	Annually		
Responsible Directorate	Chief Executive Officer		
Responsible Officer	Manager Governance, Risk and Procurement		
File No.			

1.15 Council Member Travel

Objective

To establish appropriate financial controls over Corporate Travel and to ensure the appropriate management of travel risk, to ensure the Shire meets its duty of care.

Definitions

Best Fare of the Day means the lowest fare that exists in the marketplace at the time of booking and for which a seat is available, that meets the business requirements of the Traveller.

Salaries and Allowances Tribunal Determination means the Local Government Chief Executive Officers and Elected Members Determination in force at the time.

The Act means the *Local Government Act 1995*.

The Regulations means the *Local Government (Administration) Regulations 1996*.

Travel Approver means the Chief Executive Officer for all travel with the exception of international travel, which must be approved by Council.

Traveller means the Council Member approved to undertake travel.

Scope

This policy applies to travel by Council Members of the Shire of East Pilbara where the travel costs are paid directly by the Shire or by reimbursement. This policy does not apply to any Council Member's private travel.

As far as it is practicable and consistent with the relevant legislation and Council policies, this policy will apply to the purchasing of travel for Council members by the Shire.

Who can Travel?

1. Council Members may travel in accordance with the relevant Council policies, Regulations and Local Government Chief Executive Officers and Elected Members Determination as amended from time to time.
2. Council Members may undertake travel for the Shire as is considered appropriate for their role. This travel may include attending meetings of Council and its committees, professional development and training, product or site inspections, conferences, public relations opportunities or business development.
3. All travel by Council Members must provide a benefit to the Shire and its community.
4. Council Members Travel approval is requested and assessed through the completion of a Travel booking request form, which is subject to acceptance by the authorised Travel approver.

Approval of Travel

5. Travel by Council Members, outside of the Shire and Pilbara Regions which involves either:
 - a. Air travel

- b. Road travel using Shire vehicles
- c. Overnight accommodation
- d. Car Hire

must be requested using a Travel Booking Request Form and approved by the authorised Travel Approver prior to any booking being made.

6. The following aspects of travel will be considered in determining whether approval is granted:
- a. purpose of travel
 - b. estimated travel costs
 - c. duration of travel
 - d. impact on Shire operations
 - e. expected value generated by the travel.

7. The travel may be accepted or rejected at the sole discretion of the authorised Travel Approver.

Flights

8. Flights will be booked using the Best Fare of the Day which shall be reasonably determined by taking into consideration:
- a. airline scheduling including departure and arrival times, overall travel time and transit location(s).
 - b. the ability to provide suitable connecting flights.
 - c. price, taking into account relevant service costs that are included/excluded from the published fare (e.g., meal, baggage allowance).
 - d. fare conditions including cancellation or change fees and other potential costs; and
 - e. the need to accompany another traveller whose itinerary has been booked and it is most practical for them to travel together.
9. Travel will be purchased through the Shire's contracted Travel Agent.
10. Airline preferences, lounge membership, airline reward programs and preferences of accompanying family members will not be considerations in determining the Best Fare of the day for the traveller.
11. Business Class travel may be permitted where approved by the Chief Executive Officer in exceptional circumstances, which are limited to:
- a. there being no other practical flight available; or
 - b. the traveller has a medical certificate or disability affecting their travel requirements; and
 - c. there is sufficient budget to cover the cost of the travel.
12. Travellers may choose to upgrade to higher class of travel than at their own expense.

13. Amendments to ticketed airfares must be kept to a minimum. That is, bookings are only to be made once itinerary requirements are reasonably firm. Amendments are subject to cancellation fee, fare and airline differences.
14. The purchase of a flexible fare may be permissible in circumstances such as dates of meetings possibly changing subject to budget and travel approver, noting that these fares are often more expensive than regular fare.
15. Any amendment to approved travel is to be approved again by the Travel Approver. However, in exceptional circumstances that do not allow approval to be obtained in time, the traveller may amend a booking directly with the provider, provided they have the financial authority to do so and must notify the Travel Approver at the first opportunity.
16. Where a Council Member resides or works outside of the District but within Western Australia, the Shire will meet the costs of a return economy airfare to travel from their home or place of work to attend a Meeting, where this is the most practical and economical means of travel in accordance with the Council Member Allowances and Expenses Policy. The Shire will not meet the costs of partners or family members to accompany the Council Member.
17. Where a Council Member or a person in their direct care is outside the district and within Australia for ongoing medical treatment, the Shire will meet the cost of a return economy airfare to travel from their place of medical treatment to attend a Meeting, where this is the most practical and economical means of travel in accordance with the Council Member Allowances and Expenses Policy.
18. The Shire will meet the costs of commercial travel for Council Members travelling on approved business of the Council, including but not limited to training, advocacy and other meetings and events as approved by the Chief Executive Officer.
19. While bookings should where practicable be made through the Shire, a Council Member will be reimbursed for the actual cost of an economy class airfare booked by the Council Member, in accordance with the Salaries and Allowances Tribunal Determination and the Council Member Allowances and Expenses Policy. Bookings may be made through the Shire.
20. Frequent flyer points are not to be accrued when travelling on the official business of Council.

Special Requests

21. If a Council Member wishes to travel with pets, the Council Member must meet the expense for the transportation of their pets – the Shire will not cover any cost.
22. Requests for mobility assistance, including the transport of wheel chairs and other mobility aids must be entered in the Travel Form prior to booking. Costs will be met by the Shire.
23. Excess luggage costs may be approved by the Chief Executive Officer prior to booking. Excess luggage must be for the purposes of Official Business only.

Travel by charter plane

24. The Shire will meet the cost of travel by air charter by Council Members subject to approval by the Chief Executive Officer in exceptional circumstances, where no practical alternative is in place or where it is unsafe to travel by any other means in accordance with the Council Member Allowances and Expenses Policy.

Accommodation

25. Accommodation will be arranged and paid for by the Shire in accordance with the Council Member Allowances and Expenses Policy, if the Council Member is required to travel for the following purposes:

- a. Attendance at an approved Meeting or Event; or
- b. Attendance at approved training, advocacy and other meetings and events as approved by the Chief Executive Officer; or
- c. Where the Council Member has travelled by road in excess of 100km to attend an approved Meeting or Event. For travel in excess of five (5) hours by road, accommodation at an intermediate stop where available, will be arranged and paid for by the Shire on request.

26. Incidental expenses will not be covered by the Shire.

Meals

27. The cost of meals for Council Member undertaking taking in accordance with the Council Member Allowances and Expenses policy will be met by the Shire.

28. The Shire will not meet the cost of alcoholic beverages unless approved by the Shire President or Chief Executive Officer.

Car Hire

29. Shire vehicles should be used where available.

30. Car hire will be booked on the basis of best fare of the day and suitability for the intended travel.

Use of Private Motor Vehicle

31. Where a private motor vehicle is used, reimbursement of travelling expenses is calculated for the shortest distance between the origin and destination in accordance with the Salaries and Allowances Tribunal Determination and Council Member Allowances and Expenses Policy.

32. If the shortest possible route uses gravel roads, and the road conditions are unsafe (due to adverse weather for instance), the Council Member may take a longer route via bitumen roads, and will be reimbursed for the actual kilometres travelled to the extent permitted above.

33. In accordance with section 5.98(6)(b) of the Act, the Shire cannot reimburse any costs incurred for any repairs or servicing to a private motor vehicle, arising from its use for Council related travel.

34. All claims for the reimbursement of the use of private motor vehicles must be supported by evidence of odometer readings immediately before departure and immediately upon arrival at the destination.

Other Travel Expenses and Acquittal

35. Travel expenses will be reimbursed in accordance with the Act and the Salaries and Allowances Tribunal Determination and Council Member Allowances and Expenses policy.

36. Council Members will also be responsible for the acquittal of their travel and to provide photographs of their before and after odometer readings as evidence to support claims for reimbursement of costs

of using a private motor vehicle.

37. The Chief Executive Officer is authorised to develop Travel Booking and Travel Acquittal Forms, to be completed by Council Members to ensure the payment of expenses comply with the Shire's Integrity Framework, the statutory and policy framework, and best audit practice.

Place of residence or work

38. If the Council Member does not live or work in the local government district, actual travel costs will be reimbursed from the person's usual place of residence or work and back to the extent permitted by the Salaries and Allowances Tribunal Determination from the Council Member's place of residence or work to the meeting and back; or if the distance travelled referred to above, is more than 100 kilometres, for the person to travel from the outer boundary of an adjoining local government district to the meeting and back to that boundary.
39. Advice of any changes in a Council Member's place of residence or work should be provided to the Shire.
40. Reimbursement of expenses for the Council members is to be approved by the Chief Executive Officer, with claims to be supported by receipts or other evidence.
41. All council members must complete a travel acquittal within 14 days of travel taken.

Private Travel

42. A traveller may request to include private travel in their Shire itinerary provided:
- a. the Shire shall not pay for any accommodation, transportation or reimburse any expenses associated with the private portion of the travel;
 - b. the private component of the travel does not impact on any aspect of the business travel including, but not limited to, itinerary, choice of airline, choice of accommodation or general standard of travel; and
 - c. the Shire will fund no more than the cost of the travel had the Best Fare of the Day not included the private travel.
 - d. Council Members will make their own arrangements for private part of travel.

Risk Management

43. The Shire will provide sufficient travel insurance. Travellers are responsible for not undertaking activities that would invalidate the insurance.
44. When traveling, the traveller will carry the telephone number of the Shire's emergency travel service provider and will contact the provider when experiencing a medical, safety or security emergency.
45. Travel will be undertaken using reputable service providers and safe means of transportation relative to the route and destination.
46. Travel to a destination with an alert level of "do not travel" or "reconsider your need to travel" as assigned by the Department of Foreign Affairs and Trade of the Australian Government is not to be undertaken.

47. To minimise the potential impact on the Shire's leadership due to an accident, the following travelling combinations should, whenever practicable, avoid travelling together ~~by air~~:

- a. the Shire President and a majority of Council members;
- b. the CEO and all Directors.

Exemptions

48. While this policy is intended to cover most travel circumstances, the Chief Executive Officer may, where it is in the public interest to do so, authorise an exemption to this Policy.

Authorisation Details

References:	<i>Local Government Act 1995</i> <i>Local Government (Administration) Regulations 1996</i> <i>Local Government Chief Executive Officers and Elected Members Determination No 1 of 2023</i> Council Member Allowances and Expenses Policy		
Authorised by:	Council		
Date:	23 February 2024	Item No.	12.1.1
Review/Amendment Date		Item No.	
Next Review	Annually		
Responsible Directorate	Chief Executive Officer		
Responsible Officer	Manager Governance, Risk and Procurement		
File No.			

12.1.6 POLICY REVIEW - STATEMENT OF BUSINESS ETHICS

Report Type	Legislative
Responsible Officer	Steven Harding, Chief Executive Officer
Author	Joshua Brown Manager Governance
Voting Requirements	Simple Majority
Attachments	1. Statement of Business Ethics Policy Review
Author Disclosure of Interest:	No
Location / Address:	N/A
Name of Applicant:	N/A

Officer Recommendation

That Council accepts the review of and adopts the revised Statement of Business Ethics (attached as Appendix 1).

Purpose

The purpose of this report is for Council to consider a review of Council's Statement of Business Ethics.

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.

Details and Analysis

A review has been undertaken of the Shire of East Pilbara Statement of Business Ethics, which was adopted by Council at its ordinary meeting on 26 August 2022.

The Statement of Business Ethics is intended to provide guidance for all sectors of the community when conducting business with the Shire of East Pilbara. It clearly establishes the ethical ground rules for all business dealings between the Shire and its suppliers

including, but not limited to, providers of goods and services, contractors, tenderers and consultants.

The Statement sets out Council's expectations for Council officials and the requirements for the private sector when undertaking business with Council. It defines Council's ethical standards and obligations, and establishes Council's expectation that all suppliers will be aware of and comply with these standards. It also provides suppliers with an understanding of what to expect from the Shire undertaking business with the local government. The Statement outlines Council's core values and aims to increase the private sector's awareness of and respect for these values. The Statement outlines the consequences for Council officials and suppliers of not complying with the requirements as outlined.

The review recommends no substantive amendments and seeks Council's re-adoption of the Statement. It is further recommended that Council accept a recommendation to change the policy review cycle from annual to every two years.

A copy of the reviewed policy is attached at **Appendix 1** to the report.

Community Engagement

The adopted policy is published on the Shire website.

Strategic, Legislative and Policy Implications

Strategic Community Plan	5: Governance 5 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources. 5.1 <i>Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.</i> 5.4 <i>Ensure a high standard of organisational management and effectiveness.</i>
Statutory Implications/Requirements	Consistent with section 2.7 of the <i>Local Government Act 1995</i> (Enter any other relevant sections and / or regulations and any other relevant information).
Policy Implications	Recommended action will amend the current policy position of Council.

Risk Management Considerations

Risk	Corruption
Consequence	Major
Likelihood	Moderate

Current Risk Rating	High 19
Mitigation Action	The recommended action will reaffirm a fraud and corruption control Council has previously adopted and provide some mitigation against the risk.
Residual Risk Rating	Medium 14

	Insignificant	Minor	Significant	Major	Severe
Rare	Low 1	Low 4	Low 6	Medium 13	Medium 15
Unlikely	Low 2	Low 5	Medium 11	Medium 14	High 21
Moderate	Low 3	Medium 9	Medium 12	High 19	High 22
Likely	Medium 7	Medium 10	High 17	High 20	Critical 24
Almost Certain	Medium 8	High 16	High 18	Critical 23	Critical 25

Financial Implications

Resource requirements are in accordance with existing budgetary allocation.

Sustainability Considerations

There are no known sustainability considerations.

Options

1. Accept the recommended policy review and adopt the recommended action;
2. Make amendments to the reviewed policy; or
3. Defer consideration pending consideration by Shire officers of matters raised by Council.

3.19 Statement of Business Ethics

1. Policy Objective

The Statement of Business Ethics provides guidance for businesses, organisations and other sectors of the community, undertaking business with the Shire of East Pilbara ("the Shire"). It outlines the Shire's ethical standards and expectations that goods and service providers and contractors will comply with these standards in all their dealings with the Shire. This Statement also outlines what goods and service providers and contractors can expect from the Shire.

2. Our key business principles

Ethics and integrity - The Shire and its employees shall observe the highest standards of ethics and integrity in undertaking purchasing activities and act in an honest and professional manner. All parties are to be treated equitably, consistently, impartially and fairly.

Value for money - The Shire will procure goods and services that offer the best value for money. Best value for money does not automatically mean the lowest price. Rather the Shire will balance all relevant factors including initial cost, whole-of life cost, quality, reliability and timeliness in determining true value for money.

Transparency and accountability - Business activities are to be open, transparent, comply with relevant legislation and the Shire's policies, procedures and practices. The Shire's business dealings will be transparent and open to public scrutiny wherever possible.

Sustainability - The Shire is committed to setting up efficient, effective, economical and sustainable procedures in all purchasing activities and to consider environmental and social impacts when purchasing goods and services.

3. What you can expect from the Shire

The Shire will ensure all its policies, procedures and practices relating to tendering, contracting and the purchase of goods and services are consistent with the law, industry leading practice and the highest standards of ethical conduct.

All employees, contractors and volunteers are bound by the Shire's Code of Conduct for Local Government Employees, Contractors and Volunteers. Councillors, committee members, and candidates are bound by the Code of Conduct for Council Members, Committee Members and Candidates. Each Code of Conduct requires those bound by them to be accountable for their actions and will:

- Use public resources effectively and efficiently.
- Avoid any conflicts of interest (whether real, perceived or potential).
- Deal with all individuals and organisations in a fair, honest and ethical manner.
- **Never seek gifts or other personal benefits.**

In addition, all Shire procurement activities are guided by the following principles:

- All suppliers (whether invited to lodge a submission through tendering or other request for quotation process) will be treated with impartiality and fairness, and given equal access to information to assist with quotations, tendering or supply.
- Energy-efficient equipment, products containing recycled materials and environmentally friendly products will be purchased wherever reasonably possible taking into account best value for money considerations.

- All procurement activities and decisions will be fully and clearly documented to provide an effective audit trail and to allow for effective performance review of contracts.
- Tenders will not be called unless the Shire has a firm commitment to proceed to contract although the Shire reserves the right not to proceed with any tender or quotation so advertised.
- All contracts that involve services to the public will be undertaken in a manner consistent with the Shire's Disability Access and Inclusion Plan 2020-2025.
- The Shire will not disclose confidential or proprietary information.
- The Shire will provide public services to all on an equitable basis. Fees for services will be charged at the rates approved by Council.
- Shire equipment and resources will be made available for use on payment of the fee approved by Council or as per the terms of a contract between the Shire and other party.
- The use of Shire equipment and resources is subject to the Shire's Codes of Conduct.

4. What the Shire expects from goods and service providers and contractors

All providers of goods and services and contractors to the Shire must:

- Comply with all Australian Laws, regulations and workplace standards.
- Operate in a safe manner in compliance with the Workplace, Health and Safety Act.
- Act ethically, honestly and fairly when dealing with the Shire.
- Be aware of the Shire's policies, guidelines and procedures relating to purchasing, including this Statement (available on the Shire's website).
- Not offer Shire employees, Elected Councillors, contractors, sub-contractors and consultants any financial inducements, or any gifts or other benefits (including employment).
- Not seek discounts on fees and charges for Shire provided public services.
- Not engage in any form of collusion.
- Declare any actual, perceived or potential conflicts of interests.
- Give reliable advice and accurate information when requested.
- Notify the Shire immediately if there are any errors or omissions in documents.
- Consider the environmental and local economic impacts when providing goods and services.
- Take all necessary steps to ensure the supply of goods and services is sourced in an ethical and socially responsible manner.
- Not discuss Shire business or information in the media.
- Take all necessary measures to prevent the disclosure of confidential information.

Immediately report any unethical behaviour (actual or perceived).

5. Why is compliance important?

By complying with this Statement of Business Ethics, all sectors of the community undertaking business with the Shire will be able to advance objectives and interests fairly and ethically.

Non-compliance with the Shire's ethical standards whilst undertaking business with the Shire and/or improper or unethical conduct could lead to consequences such as termination of contracts, exclusion from future procurement and business activities or loss of future work with the Shire. Overall business reputations can also be adversely impacted if corrupt and criminal behaviour is made public. The Shire has a legal obligation to report any reasonably suspected case of corruption to the WA Corruption and Crime Commission.

Complying with the Shire's business principles will also prepare your business for dealing with the ethical requirements of other local governments and public sector agencies.

6. How do I reporting suspected wrongdoing?

If you are concerned about a possible breach of this Statement, or about any conduct that could involve fraud, corrupt conduct, maladministration or serious and substantial waste of public funds, please contact the Shire's Chief Executive Officer, Complaints Officer or Public Interest Disclosures Officer.

Where there is a reasonable suspicion of corrupt conduct by a Shire officer, the Chief Executive Officer must report it to the Corruption and Crime Commission.

Shire officers may make a Protected Interest Disclosure (or 'whistleblower' complaint) by contacting a Public Interest Disclosures Officer.

Contact details and further information on reporting suspected wrongdoing are available on the Shire's website and staff intranet.

Guidance notes

Incentives, gifts and benefits

The Shire's employees, Elected Councillors, Committee members, contractors and suppliers must not be offered incentives, gifts or benefits because of business relationships.

Conflicts of interest

All Shire employees, Elected Councillors, Committee members, contractors and suppliers must disclose any actual, perceived or potential conflicts of interest. The Shire requires this of all persons, organisations and sectors of the community undertaking business with the Shire.

Confidentiality

Information which is marked confidential, or which a reasonable person would expect to be confidential, must be treated as such.

Communication between parties

All communication shall be clear, direct and accountable to minimise the risk or perception of inappropriate influence being brought to bear on the business relationship.

Use of Shire equipment, resources and information

All Shire equipment, resources and information must only be used for acceptable purposes.

Contracting employees

All contracted and subcontracted employees are expected to comply with this Statement. If subcontractors are employed to assist with work for the Shire, they must be made aware of this Statement.

Intellectual property rights

All parties are to respect intellectual property rights and formally negotiate any access, licence or use of intellectual property.

Safety

All parties shall observe legal and moral obligations to protect the safety of Shire employees, Elected Councillors, Committee members, contractors and suppliers, and the public.

Regional Price Preference

The Shire encourages the development of competitive local businesses. This is supported by Council's Regional Price Preference Policy.

Authorisation Details

References:	<i>Local Government Act 1995</i>		
Authorised by:	Council		
Date:	26 August 2022	Item No.	11.2.3
Review/Amendment Date	26 July 2024	Item No.	
Next Review	Every 2 years		
Responsible Directorate	Chief Executive Officer		
Responsible Officer	Manager Governance, Risk and Procurement		
File No.			

Item 12.1.6 Appendix 1

12.1.7 POLICY REVIEW - MEETING ATTENDANCE BY ELECTRONIC MEANS

Report Type	Legislative
Responsible Officer	Steven Harding, Chief Executive Officer
Author	Joshua Brown Manager Governance
Voting Requirements	Simple Majority
Attachments	1. Meeting Attendance by Electronic Means Policy Review
Author Disclosure of Interest:	No
Location / Address:	N/A
Name of Applicant:	N/A

Officer Recommendation

That Council accepts the review of and adopts the revised Meeting Attendance by Electronic Means Policy (attached as Appendix 1).

Purpose

The purpose of this report is for Council to consider a review of Council's Meeting Attendance by Electronic Means Policy.

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.

Details and Analysis

A review has been undertaken of the Meeting Attendance by Electronic Means Policy, which was adopted by Council at its meeting on 28 April 2023. The policy must be reviewed by Council following each Ordinary Election.

The review recommends no changes to the policy, and it is recommended that it be adopted in its current form.

A copy of the reviewed policy is attached at **Appendix 1** to the report.

Community Engagement

The adopted policy is published on the Shire website.

Strategic, Legislative and Policy Implications

Strategic Community Plan	5: Governance 5 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources. 5.1 <i>Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.</i> 5.4 <i>Ensure a high standard of organisational management and effectiveness.</i>
Statutory Implications/Requirements	Consistent with section 2.7 of the <i>Local Government Act 1995</i> (Enter any other relevant sections and / or regulations and any other relevant information).
Policy Implications	Recommended action will amend the current policy position of Council.

Risk Management Considerations

Risk	Compliance
Consequence	Minor
Likelihood	Unlikely
Current Risk Rating	Low 5
Mitigation Action	Adoption of the recommendation will mitigate the risk
Residual Risk Rating	Low 1

	Insignificant	Minor	Significant	Major	Severe
Rare	Low 1	Low 4	Low 6	Medium 13	Medium 15
Unlikely	Low 2	Low 5	Medium 11	Medium 14	High 21
Moderate	Low 3	Medium 9	Medium 12	High 19	High 22
Likely	Medium 7	Medium 10	High 17	High 20	Critical 24
Almost Certain	Medium 8	High 16	High 18	Critical 23	Critical 25

Financial Implications

Resource requirements are in accordance with existing budgetary allocation.

Sustainability Considerations

There are no known sustainability considerations.

Options

1. **Accept the recommended policy review and adopt the recommended action;**
2. **Make amendments to the reviewed policy; or**
3. **Defer consideration pending consideration by Shire officers of matters raised by Council.**

1.28 Meeting Attendance by Electronic Means

Objective

To provide a framework for the conduct of electronic meetings of Council, its committees and informal briefings. The Policy also provides clear guidance on Council's requirements for Members of Council and Committees attending meetings by electronic means, including defining:

- the requirements for requests for attendance at meetings by electronic means, and grounds for refusal;
- suitable locations for both open and confidential meetings; and
- suitable equipment.

The policy also establishes a register to record remote attendance and ensure compliance with the 50 percent cap on meetings attended by electronic means imposed by the *Local Government (Administration) Regulations 1996* ("the Regulations"), and attends to a number of consequential matters.

Definitions

Council Briefing Session means an informal briefing or workshop of Council Members organised by the Shire of East Pilbara.

Electronic Meeting means a Meeting convened entirely by electronic means under regulation 14D of the Regulations.

Meeting means an Ordinary Council Meeting, Special Council Meeting, or Committee Meeting, including the Audit, Risk and Governance Committee, Plant Committee, Shire Airports Committee and Local Emergency Management Committees of the Shire of East Pilbara, or any other Committee established by the Council.

Member means a Member of the Council or Committee of the Council.

Policy means this Meeting Attendance by Electronic Means Policy.

Attendance at meetings by electronic means

1. Requests by Members to attend a Meeting or Council Briefing Session, must be made prior to the commencement of the Meeting or Council Briefing Session. Where possible, the request should be made in writing at least one (1) week prior to the meeting to the Shire's Governance staff. The Chief Executive Officer is authorised to develop and amend a form for such requests to be made.
2. All requests to attend by electronic means are to be considered by the President. If the President refuses the request, the Member may elect to have the request considered by Council.
3. A request must identify the location; confirm the Member will be in a private and quite space; and that the equipment and network to be used comply with this policy. The request may be refused if this information is not provided.
4. Requests must be refused if the Member's attendance by electronic means would result in the Member attending more than half of the meetings of Council or the Committee in the period of twelve (12) months from the day on which the Meeting requested to be attended by electronic means is proposed to be held.

5. In accordance with regulation 14C of the Regulations, neither the President nor Council may refuse a request to attend a meeting by electronic means by either:
 - a. a Member who is a person with a disability as defined by section 3 of the *Disability Services Act 1993*; or
 - b. by a Member who is unable, or considers it inappropriate, to be present in person at the Meeting in the circumstances of a public health emergency, state of emergency or natural disaster.
6. A request to attend by electronic means must be refused if the Member is not in a suitable location as defined by this Policy.
7. There is no limit on the number of Council Briefing Sessions a Member may attend by electronic means.

Electronic Meetings

1. When Council determines to convene any electronic meeting (including but not limited to a Meeting or Council Briefing Session), Members may attend the meeting from either the Newman or Marble Bar Council Chambers, unless the circumstances of a public health emergency, state of emergency or natural disaster prevail.
2. Attendance by a Member at an Electronic Meeting is not counted towards the 50% cap in place on a Member's attendance by electronic means authorised under regulation 14C(b) of the Regulations.

Suitable Networks and Equipment

1. Members attending a Meeting by electronic means should, where possible, connect to the Meeting through the videoconferencing software provided by the Shire, using their Shire issued device.
2. In recognition of frequently poor network conditions in remote parts of the District, Members may participate in Meetings by telephone, where no alternative is available.
3. It is the responsibility of Members to ensure their electronic device has sufficient battery power for the duration of the Meeting.
4. The equipment must have the capability of allowing the Member to clearly hear the Meeting proceedings, and to be heard. Where the equipment is video camera enabled, the video should be switched on.
5. Public wi-fi networks may be vulnerable to cybersecurity threats and are not to be used. A private home or business internet connection, or hotspot from a trusted source is suitable.

Suitable Location

1. A Suitable Location for the purposes of this Policy is defined as being in Australia. Council may approve participation from a country outside of Australia, subject to network security confirmation by the qualified Shire Officers.
2. The Member should participate in the meeting within a private and quiet space.
3. For the purposes of a Confidential Session under 5.23(2) of the *Local Government Act 1996* ("the Act"), a Member must ensure they cannot be observed or overheard by any other person. If this cannot be

ensured, the Member must immediately seek the attention of the Presiding Member and advise they are leaving the meeting until they cannot be observed or overheard by any other person.

Suspension of Meeting Procedures

In each instance of an Electronic Meeting, or where a Member is authorised to attend a Meeting by electronic means, clause 8.1(2) of the *Shire of East Pilbara Meeting Procedures Local Law 2019*, which requires each Member to occupy their allotted position at each Council meeting, is suspended for the duration of the Meeting. The Suspension of Meeting Procedures is to be recorded in the Minutes.

Conflicts of Interest

Where a Member attending a Meeting by electronic means has disclosed an interest under Part 5, Division 6 of the Act, and are to leave the proceedings of the Meeting during the consideration of the relevant item, the Member must leave the Meeting (for example by exiting the videoconference or terminating the telephone call) so they cannot see nor hear any of the proceedings. This must be confirmed with Shire Officers by the Presiding Member before the Meeting will proceed further. Shire Officers will contact the Member at the conclusion of the item and invite them to resume their participation in the Meeting.

Loss of connectivity

In the event of a loss of connectivity with a Member attending a Meeting by electronic means, the times of the loss and resumption of connectivity is to be recorded in the Minutes.

Voting procedures

The Presiding Member at a Meeting with Members attending by electronic means, must call a roll of those Members to state whether they are 'for' or 'against' the motion under consideration.

Register of Attendance by Electronic Means

The Chief Executive Officer will maintain a Register of Attendance by Electronic Means, as part of the Register of Meeting Attendance, which is to be published on the Shire's website.

Authorisation Details

References:	<i>Local Government Act 1995</i> Regulations 14C, 14CA, 14D and 14E of the <i>Local Government (Administration) Regulations 1996</i>		
Authorised by:	Council		
Date:	28 April 2023	Item No.	11.1.2
Review/Amendment Date	26 July 2024	Item No.	
Next Review	Following each Ordinary Election		
Responsible Directorate	Chief Executive Office		
Responsible Officer	Manager Governance, Risk and Governance		
File No.			

12.1.8 STATUS OF COUNCIL DECISIONS

Report Type	Executive
Responsible Officer	Steven Harding, Chief Executive Officer
Author	Tehsin Ali
Voting Requirements	Simple Majority
Attachments	1. Status of Council Decisions
Author Disclosure of Interest:	No
Location / Address:	N/A
Name of Applicant:	N/A

Officer Recommendation

That Council notes the 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.

Details and Analysis

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

Community Engagement

The Status of Council Decisions report provides Council and community with an update of the status of the decisions of the previous meeting of Council.

Strategic, Legislative and Policy Implications

Strategic Community Plan	5: Governance 5 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources. 5.1 <i>Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.</i> 5.4 <i>Ensure a high standard of organisational management and effectiveness.</i>
Statutory Implications/Requirements	Recommendation is consistent with section 2.7 of the <i>Local Government Act 1995</i> .
Policy Implications	Consistent with past policy and practices of the Council.

Risk Management Considerations

Risk	Compliance
Consequence	Significant
Likelihood	Unlikely
Current Risk Rating	Medium 11
Mitigation Action	The continued reporting of the status of Council decisions mitigates against any compliance risk associated with Council decisions not being implemented in accordance with law.
Residual Risk Rating	Low 6

Risk	Reputational
Consequence	Significant
Likelihood	Unlikely
Current Risk Rating	Medium 11
Mitigation Action	The continued reporting of the status of Council decisions mitigates against any compliance risk associated with Council decisions not being implemented in accordance with law.
Residual Risk Rating	Low 6

	Insignificant	Minor	Significant	Major	Severe
Rare	Low 1	Low 4	Low 6	Medium 13	Medium 15
Unlikely	Low 2	Low 5	Medium 11	Medium 14	High 21

Moderate	Low 3	Medium 9	Medium 12	High 19	High 22
Likely	Medium 7	Medium 10	High 17	High 20	Critical 24
Almost Certain	Medium 8	High 16	High 18	Critical 23	Critical 25

Financial Implications

No financial resource impact.

Sustainability Considerations

No sustainability considerations.

Options

1. Council may determine to note the report.
2. Council may determine to seek further information in relation to the progress of any of the items considered at the previous Council meeting.

Status of Council Decisions - Ordinary Council Meeting - 28 June 2024						
Item No	Responsible Directorate/Officer	Report Title	Accepted Recommendation	Council Resolution No.	Comments / Action Taken	Completion Date
ORDINARY COUNCIL MEETING 28 JUNE 2024						
12.1.1	Steven Harding Chief Executive Officer	SPONSORSHIP 2024-25	That Council APPROVES the following Sponsorships, totaling \$49,000 (excluding GST), subject to Council's adoption of the 2024/25 Annual Budget: Applicant Organisation Event Amount Newman Chamber of Commerce and Industry Business Excellence Awards 2024 \$10,000 (cash) Western Australia Police Legacy Bloody Slow Cup 2024 \$14,000 (in-kind) East Pilbara Race Club Newman Cup 2023 \$15,000 (cash) Marble Bar Race Club Marble Bar Races 2023 \$10,000 (cash) TOTAL \$49,000	2024 / 81	Applicants notified and funding agreements executed.	9/07/2024
12.1.2	Steven Harding Chief Executive Officer	SPONSORSHIP REQUEST – NEWMAN VETS FOOTBALL CLUB	That Council approves the Sponsorship request from Newman Vets Football Club, totaling \$10,000 (excluding GST), in recognition of the community benefits that are expected to be realised from the event, and subject to Council's approval of the 2024/25 Annual Budget.	2024 / 82	Applicant notified and funding agreements executed.	9/07/2024
12.1.3	Steven Harding Chief Executive Officer	COMMUNITY GRANTS PROGRAM 2024-25	That Council: 1. Approves the following Community Grants, totaling \$40,000 (excluding GST) pending the endorsement of the 2024/25 Financial Budget: Applicant Organisation Event Recommendation Total Amount Marble Bar Resource Centre Christmas in July Family Activities \$10,000 Ngurra Kujunka Inc. Martu Youth Festival Travel Assistance \$10,000 Pilbara for Purpose ADHD Training Newman \$7,500 Newman Daycare Centre Supporting Sensory and Safety Needs \$7,500 Doer Group Pty Ltd Doer Drive Newman \$5,000 2. That the sponsorship for the Pilbara for Purpose be approved subject to a marketing plan for the event submitted and approved by the CEO.	2024 / 83	Applicants notified and funding agreements executed.	9/07/2024
12.2.1	Steven Harding Chief Executive Officer	ANNUAL BUDGET - 2024 / 2025	Refer to Minutes: https://www.eastpilbara.wa.gov.au/council-meetings/ordinary-council-meeting/28-june-2024-ordinary-council-meeting/298/documents/ordinary-minutes-june-28-council-final.pdf	2024 / 85	Budget and associated documents currently being embedded into Council's various systems. No further action required.	16/07/2024
12.2.2	Scott Greensill Acting Director Corporate Services	MONTHLY FINANCIAL STATEMENTS, INSURANCE AND INVESTMENT REPORT – MAY 2024	That Council adopts the Monthly Financial Statements for the period ending 31 May 2024 of the 2023/2024 financial year included as Appendices 1 and 2 to the report.	2024 / 86	No further action required.	16/07/2024
12.2.3	Scott Greensill Acting Director Corporate Services	LIST OF PAYMENTS TO 30 MAY 2024	That Council endorses the below payments for the period of 1 May 2024 to 31 May 2024: EFT Payments \$5,218,211.92 MasterCard \$27,015.17 Cheque Payments \$200.00 Direct Payments \$4,319.83	2024 / 87	No further action required.	16/07/2024
12.2.4	Scott Greensill Acting Director Corporate Services	PAYMENT OF 2024/25 INSURANCE PREMIUMS	That Council: 1. Notes the increase in cost for the Shire's insurance premiums; and 2. Authorises the payment of \$1,984,206.12 (excluding GST) in two equal instalments to LGIS for the Shire's insurance policy premiums.	2024 / 88	Insurance premiums as outlined in the reports have now been paid. No further action required.	16/07/2024
12.3.1	Steven Harding Chief Executive Officer	NULLAGINE SPORTS COURTS OFFICIAL NAMING	That Council: 1. Approves the official name of the Nullagine Race Cage, also known as the Nullagine Sports Courts, as 'Yirrunkadi Sports Courts'; 2. Notes that the Shire will undertake multi language signage at the site, in Palku, Martu and English; and 3. Thanks all of the students at Nullagine Primary School, Community members and the Palyku-Jartai Aboriginal Corporation for their assistance in the development of the name for the Sports Courts.	2024 / 89	Completed. When the sports Courts are constructed new signage will also be installed as noted in the resolution.	30/06/2024
12.4.1	Steven Harding Chief Executive Officer	DEVELOPMENT APPLICATION P014/24 – MODIFICATION TO EXISTING DEVELOPMENT APPROVAL - EXTENSION OF USE NOT LISTED: WORKFORCE ACCOMMODATION – LOT 44 GREAT NORTHERN HIGHWAY, NEWMAN (OASIS @ NEWMAN)	Refer to Minutes: https://www.eastpilbara.wa.gov.au/council-meetings/ordinary-council-meeting/28-june-2024-ordinary-council-meeting/298/documents/ordinary-minutes-june-28-council-final.pdf	2024 / 90	Formal advice to applicant pending addition information to be provided by Oasis.	Ongoing
17.1.1	Steven Harding Chief Executive Officer	DEED OF EXTENSION OF LEASE (BAYSWATER ROAD PTY LTD T/A AERO LOGISTICS)	That Council: 1. Authorises the Chief Executive Officer to extend the Lease between the Shire of East Pilbara and Bayswater Road Pty Ltd (trading as Aero Logistics) for a further term of five (5) years backdated from 1 November 2021 to 31 October 2026 over a portion of the Airport Reserve 44775 known as Lease Area 11; and 2. Authorises the Chief Executive Officer to approve any Minor Variations in accordance with Council's Minor Variations Policy.	2024 / 91	Proposed lease forwarded to Lessee for execution.	Ongoing
17.1.2	Steven Harding Chief Executive Officer	AWARD OF TENDER - RFT 13-2023/24 – PROVISION OF AIRCRAFT FUELLING FACILITIES AND LEASE, MARBLE BAR AIRPORT	That Council: 1. Award Tender RFT 13-2023/24 - Provision of Aircraft Fuelling Facilities and Lease, Marble Bar Airport to Fueltrans Australia Pty Ltd t/a Recharge Petroleum. 2. Authorises the Chief Executive Officer (or delegate) to enter into negotiations with the successful Tenderer to finalise the lease conditions.	2024 / 92	All tenderers have been advised of the outcome of this RFT. Discussions with successful tenderer scheduled to finalise terms of the lease.	Ongoing
17.2.1	Scott Greensill A/Director Corporate Services	REQUEST TO WRITE OFF OUTSTANDING SUNDRY DEBTOR	That Council: Writes off invoice 94541 for water charges of \$8,442.62 associated with the water leak at the Newman SES and a new invoice be issued.	2024 / 93	Write-off completed	28/06/2024
17.2.2	Scott Greensill A/Director Corporate Services	REQUEST TO WRITE OFF OUTSTANDING RATES	That Council approves the list of rates write offs in the appendix for the total value of \$30,600.51.	2024 / 94	Completed	30/06/2024
17.3.1	Mr Malcolm Somers A/Director Regulatory Services	AWARD OF TENDER RFT 10-2023/24 - PREQUALIFIED SUPPLIER PANEL – TRADE SERVICES (SEPARABLE PORTIONS)	Refer to Minutes: https://www.eastpilbara.wa.gov.au/council-meetings/ordinary-council-meeting/28-june-2024-ordinary-council-meeting/298/documents/ordinary-minutes-june-28-council-final.pdf	2024 / 95	All tenderers have been advised of the outcome of this RFT. Heads of Agreement being finalised for despatch to successful members of the panel.	Ongoing

12.1.9 AFFIXING THE COMMON SEAL UNDER DELEGATED AUTHORITY

Report Type	Legislative
Responsible Officer	Steven Harding, Chief Executive Officer
Author	Tehsin Ali
Voting Requirements	Simple Majority
Attachments	None
Author Disclosure of Interest:	No
Location / Address:	N/A
Name of Applicant:	N/A

Officer Recommendation

That Council notes the 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 2024 Council meeting.

Background

Council's Execution of Documents Policy requires the Chief Executive Officer to report to Council the details of all transactions where the Common Seal of the Shire of East Pilbara has been affixed in the previous month.

Details and Analysis

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

Document	Details	Other Parties
Licence Agreement	Licence Agreement - Portion of Reserve 44775, Newman Airport	QANTAS Freight Enterprises Limited
Deed of Extension of Lease	Deed of Extension of Lease - Reserve 38372, Lot 995 Thulluna Cr, Newman	Newman Vet's Football Club Inc

Community Engagement

The Affixing the Common Seal under Delegated Authority report provides details of the use of the Shire's Common Seal to Council and community.

Strategic, Legislative and Policy Implications

Strategic Community Plan	5: Governance 5 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources. 5.1 <i>Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.</i> 5.4 <i>Ensure a high standard of organisational management and effectiveness.</i>
Statutory Implications/Requirements	Consistent with section 5.42 of the <i>Local Government Act 1995</i> . Delegation of some powers and duties to Chief Executive Officer <ol style="list-style-type: none"> 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. * <i>Absolute majority required.</i> 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	Consistent with Council's Execution of Documents Policy.

Risk Management Considerations

Risk	Compliance
Consequence	Minor
Likelihood	Unlikely
Current Risk Rating	Low 5
Mitigation Action	Notification to Council of the use of the Shire's Common Seal eliminates the compliance risk of being in breach of Council's Execution of Documents Policy.
Residual Risk Rating	Low 1

	Insignificant	Minor	Significant	Major	Severe
Rare	Low 1	Low 4	Low 6	Medium 13	Medium 15
Unlikely	Low 2	Low 5	Medium 11	Medium 14	High 21
Moderate	Low 3	Medium 9	Medium 12	High 19	High 22
Likely	Medium 7	Medium 10	High 17	High 20	Critical 24
Almost Certain	Medium 8	High 16	High 18	Critical 23	Critical 25

Financial Implications

No financial resource impact.

Sustainability Considerations

No known sustainability considerations.

Options

1. Council may note the report; or
2. Defer consideration pending further information being provided.

12.1.10 CORPORATE BUSINESS PLAN 2022-2026 UPDATE

Report Type	Legislative
Responsible Officer	Steven Harding, Chief Executive Officer
Author	Joshua Brown Manager Governance
Voting Requirements	Simple Majority
Attachments	1. Item 12.1.10 Appendix 1 - Corporate Business Plan Status Update
Author Disclosure of Interest:	No
Location / Address:	N/A
Name of Applicant:	N/A

Officer Recommendation

That Council notes the update of the Corporate Business Plan 2022-2026 (Appendix 1 to the report).

Purpose

For Council to note the most recent update of the Shire of East Pilbara (“the Shire”) Corporate Business Plan 2022-2026.

Background

Council adopted revisions to the Shire’s Strategic Community and Corporate Business Plan 2022-2032 (SCP/CBP) on 30 June 2023. This report provides an update on the progress of the Corporate Business Plan 2022-2026 for the 2023/24 financial year.

The Shire’s SCP/CBP meets the requirements of the *Local Government Act 1995* to plan for the future. The Western Australian Integrated Planning and Reporting (IPR) Framework seeks to ensure that Council’s decisions take the community’s views into account and deliver the best results possible within available resources. All local governments in Western Australia follow the IPR Framework.

The Shire’s SCP was developed in consultation with the community. The engagement was conducted in November 2021 and was one of the most extensive consultation processes undertaken by the Shire to date.

The purpose of the engagement was to gain a clear understanding of the community’s

visions and priorities. More than 600 people were engaged over a 3 week period across the communities in Newman, Nullagine and Marble Bar.

The Shire's CBP seeks to align and prioritise available resourcing (financial, physical, staffing) to achieve the SCP goals. Other strategies and plans, including Long Term Financial Planning, Workforce Planning and Asset Management Plans, seek to further inform / guide / deliver upon the community's visions and priorities within the IPR Framework.

Details and Analysis

A update of the Shire's progress in meeting the targets of the CBP for 2023/24 has been undertaken as part of the introduction of a quarterly reporting regime. Details of the performance are included in **Appendix 1** to this report.

The progress report notes that 80 percent of projects are on target.

It is noted that the document is being updated to reflect the current organisation structure.

Community Engagement

The current Corporate Business Plan was developed following the extensive community engagement process which resulted in Council's Shire of East Pilbara Strategic Community Plan.

Strategic, Legislative and Policy Implications

Strategic Community Plan	5: Governance 5 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources. 5.1 <i>Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.</i> 5.2 <i>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.).</i> 5.3 <i>Engage young people in civic leadership.</i> 5.4 <i>Ensure a high standard of organisational management and effectiveness.</i>
Statutory Implications/Requirements	Consistent with section 5.56 of the <i>Local Government Act 1995</i> .

Policy Implications	Related policies support and are revised in accordance with the Shire's current Strategic Community and Corporate Business plans.
----------------------------	---

Risk Management Considerations

Risk	Compliance
Consequence	Minor
Likelihood	Unlikely
Current Risk Rating	Low 5
Mitigation Action	Reporting to progress against targets in the Corporate Business Plan mitigates the risk of non-compliance with the targets set by Council
Residual Risk Rating	Low 4

	Insignificant	Minor	Significant	Major	Severe
Rare	Low 1	Low 4	Low 6	Medium 13	Medium 15
Unlikely	Low 2	Low 5	Medium 11	Medium 14	High 21
Moderate	Low 3	Medium 9	Medium 12	High 19	High 22
Likely	Medium 7	Medium 10	High 17	High 20	Critical 24
Almost Certain	Medium 8	High 16	High 18	Critical 23	Critical 25

Financial Implications

Resource requirements are within the allocated budget.













Sustainability Considerations

Ongoing reviews of the performance of the Shire against the targets of the Corporate Business Plan, which is working to deliver the priorities of the Strategic Community Plan, will build sustainability in the Shire's responsiveness and engagement with its communities.

Options

1. Council may accept the review; or
2. Council may defer consideration of the report pending additional information from Shire officers.

Operational Projects/Service Level Enhancements	Grants	Existing resources /staff priorities	Municipal Funds	Other	Yr 1 2023	Yr 2 2024	Yr 3 2025	Yr 4	Indicator	Progress Comment
Strategies and Plans										
East Pilbara Local Planning Strategy		•	•							The Shire of East Pilbara Local Planning Strategy was endorsed by the WA Planning Commission in July 2021. This task is complete. The Strategy is always being implemented but will not be reviewed again for several years, following the Local Planning Scheme Review which is currently underway.
Housing Strategy		•	•							The scope of this project is being finalised and will be most likely be informed by the outcomes of the Local Planning Scheme Review.
Waste Strategy		•	•							Waste Strategy is in development.
Public Health Plan		•	•							In development - A new Public Health Plan is being developed.
Community Safety Plan		•	•							In development - A final draft is being finalised and is due to be released for internal comment during mid 2024.
Cape Keraudren Master Plan	•									We are putting a focus of our efforts into Cape Keraudren and what it could become. Early stages of developing what will be a Masterplan/Business case.
Coastal Management Plan Cape Keraudren		•	•							GHD has been awarded the tender for the Coastal hazard risk management and adaptation plan (CHRMAP)and released to market. The CHRMAP will set the framework for the assessment, by identifying coastal hazards, analysing vulnerability for specific assets, identifying and prioritising management and adaptation responses, and providing an implementation plan. It will also inform the community and stakeholders about potential coastal hazard risks; identify community and stakeholders' values as well as key coastal infrastructure and assets at risk; and provide a clear pathway for the Shire of East Pilbara to address coastal hazard risks over time. Ultimately, the CHRMAP will provide strategic guidance for coordinated, integrated and sustainable land use planning and management decision-making by the Shire.
Marble Bar Airport Masterplan		•	•							Currently we have constructed the new airstrip and car park. Terminal location has been determined and is complete in a basic sense - more work to be done to bring it up to an appropriate standard. The location of the fuel supply has been determined and is undergoing lease/specific area negotiations. Hangar location to be determined in light of accessibility to runway for aircraft/helicopters.
Economic development planning and implementation with Marble Bar, Nullagine and remote communities		•	•							The major issues in this area include land accessibility and government investment in light industrial and general industrial land. There has been progress with Development WA and with expectation of land being available over the next two years. There have been ongoing discussions with industry and potential businesses looking to set up in the Shire of East Pilbara. In relation to the labour shortages in our area, we have lobbied and achieved DAMA access.
Marketing and Communication Strategy		•								Marketing and Communication Strategy Drafted.
Develop 20 year Asset Management Plans and capital works programs		•	•							Asset Management Plans (AMP's) for Roads & Footpaths, Drainage, Parks & Reserves, Playgrounds and Buildings have been compiled. Work on AMP's for Signage, Lighting, CCTV, Art/Sculptures, Recycled Water Network, RO Plants and Pools to follow. The road network has been surveyed by a consultant and information provided for compilation of Long-Term Work and Financial Plans.
Land Asset Strategy	•									This has been completed
Social Strategy			•							Social Inclusion Plan drafted, with future report to Council to endorse for the purposes of public advertising.
Arts and Culture Strategy	•		•							Arts and Cultural Strategy drafted, with future report to Council to endorse for the purposes of public advertising.
Reconciliation Action Plan (Innovate and Stretch)			•							Reflect RAP adopted 2022. New RAP to commence in 2024/25
Place Plans	•		•							Draft Developed under review
East Pilbara 2050	•									Concept Brief to be developed in later half of 2024 for foresight activities in 2025.
Youth Strategy		•	•							Stage one completed. Next phase we will consult with young people on what is most important to them to develop the actions for the Youth Strategy. Due for completion in 2024/2025.

Organisational Improvement Plan		●	●							Workforce Plan
Other Operational Projects										
Provide technical support services to remote communities		●	●							Ongoing support provided.
Increased focus on engaging young people in civic leadership		●	●							Through the development of the Youth Strategy the Shire will be egaging with young people further . The next phase will be the development of a Youth Advisory Council.
'Shovel ready' project plans in readiness for State and Federal election promises		●	●							The Shire has been progressing project plans for the development of all projects we are currentny seeking funding for.
Increase landscaping and tree canopy		●	●							Tree planting in all of the towns is a prominent activity scheduled for each year.
Increased swimming pool activities to meet the needs of the community		●	●							Swim school expanded to include adults, special needs, Jnr Lifeguard Club. New pool currentny being in built in Nullagine to service the Nullagine community, expected completion in late 2024.
Firebreak planning and maintenance		●	●							BRMP 95% complete, waiting for DFES to finalise.
Destination major event	●									Council endorsed a sponsorship at the Ordinary Coucli Meeting on the 23 February to host the Red Country Music Festival in Newman on Friday, 14 June 2024.
More accessible events to Marble Bar and Nullagine, including linking those residents to Newman events		●	●							The Shire is developing an Activation and Events Strategy that will have a focus on events in Marble Bar and Nullagine, while also exploring methods to enhance connectivity across all areas.
Play a bigger role in leadership of strategic partnerships, including the facilitation of transport and mining partnership groups		●	●							We continue to grow and develop our strategic relationships in Economic Development. We have been working with general and mining industry.
Strengthen collaborative growth initiatives with a focus on agriculture, mining services, Aboriginal business and tourism		●	●							We have been working on projects such as a Fresh Food Production Hub for Newman, A branch of the WA School of Mines in Newman, some 14 different tourism projects on the go and many of these involve Aboriginal corporations and individual businesses.
Work with businesses and entrepreneurs to reduce leakage from the local economy		●	●							The Economic Development team continues to work in this area to help upskill local businesses and entreneupers by facilitating training and development through the NCCI.

12.2.1 LIST OF PAYMENTS - JUNE 2024

Report Type	Advocacy
Responsible Officer	Scott Greensill, Acting Director Corporate Services
Author	Jack Kettle Senior Finance Officer - Accounts Payable
Voting Requirements	Simple Majority
Attachments	1. List of Payments
Author Disclosure of Interest:	No
Location / Address:	N/A
Name of Applicant:	N/A

Officer Recommendation

That Council endorses the below payments for the period of 1 February 2024 to 29 February 2024:

EFT Payments	\$6,285,313.43
MasterCard	\$12,413.85
Cheque Payments	\$550
Direct Payments	\$5,073.24

Purpose

To seek Council endorsement of payments made for the month ending 30th June 2024.

Background

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

Details and Analysis

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

Cancelled and Unused Cheques:

Unused Cheques

Nil

Cancelled Cheques & EFTs

Nil

Community Engagement

The report provides details of the Shire's financial transactions over the previous month to Council and the community.

Strategic, Legislative and Policy Implications

Strategic Community Plan	5: Governance 5 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources. 5.1 <i>Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.</i>
Statutory Implications/Requirements	<p><i>Local Government (Financial Management) Regulations 1996</i> Part 2 – General Financial Management Reg. 11</p> <ol style="list-style-type: none"> 1. <i>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:</i> <ol style="list-style-type: none"> a. <i>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</i> b. <i>petty cash systems.</i> <p><i>Local Government (Financial Management) Regulations 1996</i> Part 2 – General financial management Reg. 12</p> <ol style="list-style-type: none"> 1. <i>A payment may only be made from the municipal fund or the trust fund:</i> <ol style="list-style-type: none"> a. <i>if the local government has delegated to the CEO the exercise of its power to make payments from those funds – by the CEO; or</i> b. <i>otherwise, if the payment is authorised in advance by a resolution of the council.</i> 2. <i>The council must not authorise a payment from those funds until a list prepared under regulation</i>

	<i>13(2) containing details of the accounts to be paid has been presented to the Council</i>
Policy Implications	Consistent with Council's Corporate Credit Card and Procurement and Tender Procedures Policy

Risk Management Considerations

Risk	Compliance
Consequence	Minor
Likelihood	Almost Certain
Current Risk Rating	High 16
Mitigation Action	Endorsement of the payments meets Council's compliance obligations and will eliminate the compliance risk.
Residual Risk Rating	Low 4

	Insignificant	Minor	Significant	Major	Severe
Rare	Low 1	Low 4	Low 6	Medium 13	Medium 15
Unlikely	Low 2	Low 5	Medium 11	Medium 14	High 21
Moderate	Low 3	Medium 9	Medium 12	High 19	High 22
Likely	Medium 7	Medium 10	High 17	High 20	Critical 24
Almost Certain	Medium 8	High 16	High 18	Critical 23	Critical 25

Financial Implications

Total expenses of \$6,303,350.52

Sustainability Considerations

There are no known sustainability considerations.

Options

1. Council accepts the recommendation
2. Council defers consideration of the report pending additional information

EFT Payment for the Month of June 2024

Chq/EFT	Date	Name	Description	Amount
INV-2517	31/05/2024	Acknowledge This Pretty Dardy Pty Ltd	Facilitation of three online Lunch & Learn events	2,200.00
Acknowledge This Pretty Dardy Pty Ltd				2,200.00
51357	20/06/2024	ACROMAT PTY LTD	Adjustable basketball backboard - Whaleback Arena, Price including installation and delivery.	23,466.30
ACROMAT PTY LTD Total				23,466.30
C76_202403289	31/05/2024	ADVAM PTY LTD	Provide Credit Card Payment processing services for Car Park stations at Newman Airport for FY 23/24	455.62
ADVAM PTY LTD Total				455.62
2854210	07/06/2024	AFGRI Equipment Australia Pty Ltd	Spindle for Mower P27961, Fuel Cap - Grader P2828, Tyres - Grader P2828, Freight	2,633.09
AFGRI Equipment Australia Pty Ltd Total				2,633.09
00013159	15/05/2024	AFLEX TECHNOLOGY (NZ) LTD	Dolphin Play and Slide, Airflow Blower Small	7,736.30
AFLEX TECHNOLOGY (NZ) LTD Total				7,736.30
PRF170624	17/06/2024	Agnieszka Flakus-Makowski	Staff reimbursement - travel	247.02
Agnieszka Flakus-Makowski Total				247.02
215800	28/05/2024	AHRENS GROUP PTY LTD	Supply and install missing connection fasteners in the Newman Airport Roof. Secure the roof flashing back in position	4,531.77
215585	14/05/2024	AHRENS GROUP PTY LTD	Structural Welds - Newman Airport Roof Modification	6,842.87
AHRENS GROUP PTY LTD Total				11,374.64
17692	25/06/2024	Aiden Polly(Beneficiary)	Estate payment to be made to C&G Mioceovich Law Offices on behalf of trustee Aiden Polly	7,218.93
Aiden Polly(Beneficiary) Total				7,218.93
296169	23/05/2024	Alcolizer Technology	HH3 Alcoho Tester, 3 Soft Shoulder Bag, Mouthpiece Branded, Spigot Locator, Online Training - HH3 Certified operator	3,093.20
Alcolizer Technology Total				3,093.20
1232 #1	09/05/2024	Allied Forklift ta Searano Marine	Purchase of minor equipment including mowers, brush cutters and blowers	12,506.40
Allied Forklift ta Searano Marine Total				12,506.40
946173	12/06/2024	ALLPEST WA	Staff housing - pest control	325.00
ALLPEST WA Total				325.00
REN-34568	14/04/2024	ALL-RID PEST MANAGEMENT	Mosquito Barrier Treatment to Newman Airport Terminal buildings and Airport Residential Estate (x 10 dwellings)	250.00
ALL-RID PEST MANAGEMENT Total				250.00
SUPER	12/05/2024	AMP Signature Super	Superannuation contribution	160.05
SUPER	26/05/2024	AMP Signature Super	Superannuation contribution	160.05
SUPER	09/06/2024	AMP Signature Super	Superannuation contribution	160.05
SUPER	23/06/2024	AMP Signature Super	Superannuation contribution	160.05
AMP Signature Super Total				640.20
SUPER	12/05/2024	AMP Super Fund	Superannuation contribution	764.97
SUPER	26/05/2024	AMP Super Fund	Superannuation contribution	764.96
SUPER	09/06/2024	AMP Super Fund	Superannuation contribution	764.97
SUPER	23/06/2024	AMP Super Fund	Superannuation contribution	764.97
AMP Super Fund Total				3,059.87
107380	31/05/2024	AMPAC Debt Recovery (WA) Pty Ltd	Debt recovery until EOY24 approximate amount	1,669.25
107102	10/05/2024	AMPAC Debt Recovery (WA) Pty Ltd	Debt recovery until EOY24 approximate amount	660.00
107090	10/05/2024	AMPAC Debt Recovery (WA) Pty Ltd	Debt recovery until EOY24 approximate amount	99.00
AMPAC Debt Recovery (WA) Pty Ltd Total				2,428.25
17714	25/06/2024	AMY FRENCH	Artist Payment 17714	500.00
17554	11/06/2024	AMY FRENCH	Artist Payment 17554	1,500.00
17193	18/06/2024	AMY FRENCH	Artist Payment 17193	700.00
AMY FRENCH Total				2,700.00
SITTINGFEESJUN24	25/06/2024	Annabell Landy	Councillor Fees and Allowances Jun24	2,305.84
Annabell Landy Total				2,305.84
SITTINGFEESJUN24	25/06/2024	Anthony Middleton	President's Fees & Allowances June24	8,485.42
Anthony Middleton Total				8,485.42
SUPER	12/05/2024	ANZ Australia Staff Superannuation Scheme	Superannuation contribution	346.40
SUPER	26/05/2024	ANZ Australia Staff Superannuation Scheme	Superannuation contribution	355.12
SUPER	09/06/2024	ANZ Australia Staff Superannuation Scheme	Superannuation contribution	354.33
SUPER	23/06/2024	ANZ Australia Staff Superannuation Scheme	Superannuation contribution	273.47
ANZ Australia Staff Superannuation				1,329.32
SUPER	12/05/2024	ANZ SMART CHOICE SUPER	Superannuation contribution	250.89
SUPER	26/05/2024	ANZ SMART CHOICE SUPER	Superannuation contribution	250.89
SUPER	09/06/2024	ANZ SMART CHOICE SUPER	Superannuation contribution	250.89
SUPER	23/06/2024	ANZ SMART CHOICE SUPER	Superannuation contribution	250.89
ANZ SMART CHOICE SUPER Total				1,003.56
CINS3159598	16/01/2024	ARM Security - CTI Security Services Pty Ltd	Youth Centre Replacement Duress Alarm	330.00
ARM Security - CTI Security Services Pty Ltd				330.00
SUPER	12/05/2024	ASGUARD	Superannuation contribution	400.00
SUPER	26/05/2024	ASGUARD	Superannuation contribution	400.00
SUPER	09/06/2024	ASGUARD	Superannuation contribution	400.00
SUPER	23/06/2024	ASGUARD	Superannuation contribution	400.00
DEDUCTION	12/05/2024	ASGUARD	Payroll Deduction	125.00
DEDUCTION	26/05/2024	ASGUARD	Payroll Deduction	125.00
DEDUCTION	09/06/2024	ASGUARD	Payroll Deduction	125.00
DEDUCTION	23/06/2024	ASGUARD	Payroll Deduction	125.00
ASGUARD Total				2,100.00
INV-100520243	10/05/2024	Ashara Wills ta Let's Queer the Air	Free To Be Me Final Payment	12,938.10
Ashara Wills ta Let's Queer the Air Total				12,938.10
240220_1	20/02/2024	Aurora Information Technology Pty Ltd	Aurora LMS Catalogue and Data Extract - Feb and June 2024.	5,500.00
Aurora Information Technology Pty Ltd				5,500.00
INV-2094	30/05/2024	AUSTRALIA DAY COUNCIL OF WA INC	Australia Day Council Membership Subscription	762.00
AUSTRALIA DAY COUNCIL OF WA INC Total				762.00
1013280025	03/06/2024	Australia Post - Credit Management	Standing Order for Postage - for the 23/24 Financial Year	672.66
1013008247	03/02/2024	Australia Post - Credit Management	Standing Order for Postage - for the 23/24 Financial Year	200.93
Australia Post - Credit Management Total				873.59
SUPER	12/05/2024	AUSTRALIAN ETHICAL SUPER	Superannuation contribution	804.88
SUPER	26/05/2024	AUSTRALIAN ETHICAL SUPER	Superannuation contribution	2,111.52
SUPER	09/06/2024	AUSTRALIAN ETHICAL SUPER	Superannuation contribution	337.38
SUPER	14/06/2024	AUSTRALIAN ETHICAL SUPER	Superannuation contribution	211.37
SUPER	18/06/2024	AUSTRALIAN ETHICAL SUPER	Superannuation contribution	394.55
SUPER	23/06/2024	AUSTRALIAN ETHICAL SUPER	Superannuation contribution	689.03
AUSTRALIAN ETHICAL SUPER Total				4,548.73
49869	29/05/2024	Australian Institute of Building Surveyors	Staff registration for AIBS WA Chapter Conference 2024	1,720.00

49867	29/05/2024	Australian Institute of Building Surveyors	Staff registration for AIBS WA Chapter Conference 2024	1,720.00
48697	20/03/2024	Australian Institute of Building Surveyors	Staff registration for Building Surveyors	132.00
Australian Institute of Building Surveyors				3,572.00
INV-0527	11/06/2024	Australian Natural Beef	OCM Community BBQ Lunch, Nullagine	604.00
INV-0464	11/06/2024	Australian Natural Beef	Marble Bar Family Fun Day - 1st Prize Meat Pack	612.50
INV-0415	14/06/2024	Australian Natural Beef	ANZAC Day, Marble Bar - camp steaks	1,000.00
Australian Natural Beef Total				2,216.50
SUPER	12/05/2024	Australian Retirement Trust	Superannuation contribution	1,478.88
SUPER	26/05/2024	Australian Retirement Trust	Superannuation contribution	1,452.70
SUPER	09/06/2024	Australian Retirement Trust	Superannuation contribution	1,396.85
SUPER	23/06/2024	Australian Retirement Trust	Superannuation contribution	1,476.70
Australian Retirement Trust Total				5,805.13
SUPER	12/05/2024	AUSTRALIAN SUPER	Superannuation contribution	11,904.86
SUPER	26/05/2024	AUSTRALIAN SUPER	Superannuation contribution	13,168.35
SUPER	09/06/2024	AUSTRALIAN SUPER	Superannuation contribution	11,510.72
SUPER	23/06/2024	AUSTRALIAN SUPER	Superannuation contribution	12,401.76
SUPER	12/05/2024	AUSTRALIAN SUPER	Superannuation contribution	2,207.68
SUPER	26/05/2024	AUSTRALIAN SUPER	Superannuation contribution	1,979.40
SUPER	09/06/2024	AUSTRALIAN SUPER	Superannuation contribution	1,905.96
SUPER	23/06/2024	AUSTRALIAN SUPER	Superannuation contribution	1,974.06
DEDUCTION	12/05/2024	AUSTRALIAN SUPER	Payroll Deduction	1,117.57
DEDUCTION	12/05/2024	AUSTRALIAN SUPER	Payroll Deduction	279.48
DEDUCTION	12/05/2024	AUSTRALIAN SUPER	Payroll Deduction	631.57
DEDUCTION	12/05/2024	AUSTRALIAN SUPER	Payroll Deduction	670.39
DEDUCTION	26/05/2024	AUSTRALIAN SUPER	Payroll Deduction	1,120.71
DEDUCTION	26/05/2024	AUSTRALIAN SUPER	Payroll Deduction	279.48
DEDUCTION	26/05/2024	AUSTRALIAN SUPER	Payroll Deduction	631.57
DEDUCTION	26/05/2024	AUSTRALIAN SUPER	Payroll Deduction	670.39
DEDUCTION	09/06/2024	AUSTRALIAN SUPER	Payroll Deduction	1,063.57
DEDUCTION	09/06/2024	AUSTRALIAN SUPER	Payroll Deduction	279.48
DEDUCTION	09/06/2024	AUSTRALIAN SUPER	Payroll Deduction	457.09
DEDUCTION	09/06/2024	AUSTRALIAN SUPER	Payroll Deduction	670.39
DEDUCTION	23/06/2024	AUSTRALIAN SUPER	Payroll Deduction	1,033.57
DEDUCTION	23/06/2024	AUSTRALIAN SUPER	Payroll Deduction	279.48
DEDUCTION	23/06/2024	AUSTRALIAN SUPER	Payroll Deduction	835.66
DEDUCTION	23/06/2024	AUSTRALIAN SUPER	Payroll Deduction	670.39
AUSTRALIAN SUPER TOTAL				67,743.58
PRF050624	05/06/2024	AUSTRALIAN TAXATION OFFICE (BAS)	april 2024 BAS payment	59,292.00
PRF300524	30/05/2024	Australian Taxation Office (PAYG)	ATO	353,358.00
PRF280624	28/06/2024	Australian Taxation Office (PAYG)	payg for one-off payment in june.	3,038.00
PRF260624	26/06/2024	Australian Taxation Office (PAYG)	PAYG for month june 2024	346,253.64
Australian Taxation Office Total				761,941.64
160638	21/05/2024	Autopro Newman	As per Quote 10677 - 2 x 24V 75/40W Halogen - Sweeper Rego 1HAO964	33.72
160432	15/05/2024	Autopro Newman	As per quote 10655 - Purchase of Trolley Jack 1850KG - Rego 117EPS, As per quote 10655 - Purchase of Trolley Jack 1850KG - Rego 1HYV 792	299.98
Autopro Newman Total				333.70
ES 2056	12/04/2024	Avantgarde Technologies Pty Ltd	Develop a complete Scope of Works for the digital transformation project covering the required remediation	31,353.30
3417	13/06/2024	Avantgarde Technologies Pty Ltd	Development of a Detailed Network Diagram	22,000.00
3409	04/06/2024	Avantgarde Technologies Pty Ltd	Microsoft 365 Vision Plan 2 Licenses 12 month subscription	73.92
3409	04/06/2024	Avantgarde Technologies Pty Ltd	Mlcrosoft Business Premium Licence. (250 User Licences) Replaces existing Microsft Office 365 licence	9,047.50
3375	31/05/2024	Avantgarde Technologies Pty Ltd	ServiceDesk Plus Enterprise - Cloud Subscription Model, Cotermed Subscription fee for additional 3 Technicians	4,022.85
3374	31/05/2024	Avantgarde Technologies Pty Ltd	Digital Transformation Project VP 04-2023/24, Panel: WALGA Consultancy - Technical	10,659.22
3372	29/05/2024	Avantgarde Technologies Pty Ltd	RDS - remediation works, Network remediation work as directed , Decommsion of servers and infrastrucuter that are no longer required	22,000.00
3369	24/05/2024	Avantgarde Technologies Pty Ltd	Nessus Professional Deployment, RFQ Digital Transformation Project	8,800.00
3368	24/05/2024	Avantgarde Technologies Pty Ltd	Nessus Professional (1-Year Subscription), Includes Advanced Support, As per RFQ VP 04-23/24,	9,050.01
3367	22/05/2024	Avantgarde Technologies Pty Ltd	Microsoft 365 Remediation	24,200.00
3366	22/05/2024	Avantgarde Technologies Pty Ltd	Service Desk Plus Deployment, ConnectWise Control Deployment	22,880.00
3365	22/05/2024	Avantgarde Technologies Pty Ltd	Microsoft 365 Vision Plan 2 Licenses 12 month subscription	73.92
3365	22/05/2024	Avantgarde Technologies Pty Ltd	Mlcrosoft Business Premium Licence. (250 User Licences) Replaces existing Microsft Office 365 licence.	9,047.50
3355	09/05/2024	Avantgarde Technologies Pty Ltd	Latitude 5550 (15.6 Accounting w/ Numpad)	6,538.04
3299	12/04/2024	Avantgarde Technologies Pty Ltd	Develop a complete Scope of Works for the digital transformation project covering the required remediation	7,874.72
3298	12/04/2024	Avantgarde Technologies Pty Ltd	Develop a complete Scope of Works for the digital transformation project covering the required remediation	1,616.53
3296	12/04/2024	Avantgarde Technologies Pty Ltd	Develop a complete Scope of Works for the digital transformation project covering the required remediation	42,954.53
Avantgarde Technologies Pty Ltd Total				232,192.04
2532336	17/06/2024	AVIAIR	Standing Order for arts materials Aviair freight only to and from communities from 21/03/2024 until 30/06/2024	100.07
2506026	27/05/2024	AVIAIR	Mail Plane Flights , Duncan Wright Parngurr to Newman	285.00
2506020	27/05/2024	AVIAIR	Mail Plane Flights , Mayma Awaiida Parngurr to Newman	285.00
AVIAIR Total				670.07
SUPER	12/05/2024	Aware Super	Superannuation contribution	33,338.84
SUPER	26/05/2024	Aware Super	Superannuation contribution	35,737.82
SUPER	05/06/2024	Aware Super	Superannuation contribution	167.70
SUPER	09/06/2024	Aware Super	Superannuation contribution	35,316.92
SUPER	23/06/2024	Aware Super	Superannuation contribution	32,524.06
SUPER	30/06/2024	Aware Super	Superannuation contribution	29.25
SUPER	30/06/2024	Aware Super	Superannuation contribution	82.34
SUPER	28/06/2024	Aware Super	Superannuation contribution	1,230.77
DEDUCTION	12/05/2024	Aware Super	Payroll Deduction	613.17
DEDUCTION	12/05/2024	Aware Super	Payroll Deduction	573.34
DEDUCTION	12/05/2024	Aware Super	Payroll Deduction	3,004.92
DEDUCTION	12/05/2024	Aware Super	Payroll Deduction	450.00
DEDUCTION	12/05/2024	Aware Super	Payroll Deduction	842.07
DEDUCTION	26/05/2024	Aware Super	Payroll Deduction	613.17
DEDUCTION	26/05/2024	Aware Super	Payroll Deduction	567.72

DEDUCTION	26/05/2024	Aware Super	Payroll Deduction	2,946.63
DEDUCTION	26/05/2024	Aware Super	Payroll Deduction	450.00
DEDUCTION	26/05/2024	Aware Super	Payroll Deduction	842.07
DEDUCTION	09/06/2024	Aware Super	Payroll Deduction	613.17
DEDUCTION	09/06/2024	Aware Super	Payroll Deduction	614.53
DEDUCTION	09/06/2024	Aware Super	Payroll Deduction	3,846.65
DEDUCTION	09/06/2024	Aware Super	Payroll Deduction	450.00
DEDUCTION	09/06/2024	Aware Super	Payroll Deduction	842.07
DEDUCTION	23/06/2024	Aware Super	Payroll Deduction	613.17
DEDUCTION	23/06/2024	Aware Super	Payroll Deduction	618.27
DEDUCTION	23/06/2024	Aware Super	Payroll Deduction	3,200.38
DEDUCTION	23/06/2024	Aware Super	Payroll Deduction	450.00
DEDUCTION	23/06/2024	Aware Super	Payroll Deduction	842.07
DEDUCTION	28/06/2024	Aware Super	Payroll Deduction	384.62
Aware Super Total				161,805.72
PRF060624	06/06/2024	Ayesha Maryam	Staff reimbursement	187.45
Ayesha Maryam Total				187.45
17693	26/06/2024	Bali Bumba	Artist Payment 17693	465.00
Bali Bumba Total				465.00
75697 #21	04/06/2024	BEACON EQUIPMENT	10 pack Axir Teejet Nozzle, 50 pack of 10 Mesh Screen, 3x 4 pack Non drip Nozzle holders	443.00
75592 #21	25/05/2024	BEACON EQUIPMENT	2 x Leg Gaiters5 x Hard Hat Combo Kit - 3m with Suncover	1,410.00
75528 #21	21/05/2024	BEACON EQUIPMENT	2x replacement belt guard for John Deere mower 115EPS	118.60
74990 #21	13/04/2024	BEACON EQUIPMENT	Supply two Shil chain Saws, Supply two Pole Pruners, Supply Hedge Trimmer	9,112.00
BEACON EQUIPMENT Total				11,083.60
#535256	15/03/2024	BENARA NURSERIES	400 x Bougainvillea Assorted	5,325.10
BENARA NURSERIES Total				5,325.10
PRF210624	21/06/2024	Bhagya Jayasanka	Staff reimbursement	228.02
Bhagya Jayasanka Total				228.02
201783.328168	31/05/2024	BHP BILLITON IRON ORE PTY LTD	Electricity Charges 08/02/2024 - 28/05/2024	239.76
201358.322340	22/02/2024	BHP BILLITON IRON ORE PTY LTD	Electricity Charges 20/12/2023 to 20/02/2024	455.05
BHP BILLITON IRON ORE PTY LTD Total				694.81
00001590	30/04/2024	Binbirri Contracting Pty Ltd	Repair flood damage at Jigalong Road	66,000.00
Binbirri Contracting Pty Ltd Total				66,000.00
SI08376585	19/06/2024	Blackwoods	Community saftey supplies	44.09
SI08369746	18/06/2024	Blackwoods	Newman depot supplies	315.78
SI08354639	17/06/2024	Blackwoods	Newman depot supplies	34.50
SI08342243	14/06/2024	Blackwoods	Community saftey supplies	7.88
SI08340487	14/06/2024	Blackwoods	Newman depot supplies	1,070.03
SI08340471	14/06/2024	Blackwoods	Newman depot supplies	220.57
SI08340205	14/06/2024	Blackwoods	Community saftey supplies	160.93
SI08319702	12/06/2024	Blackwoods	Community saftey supplies	132.26
SI08319635	12/06/2024	Blackwoods	Community saftey supplies	88.18
SI08307032	11/06/2024	Blackwoods	Staff PPE	252.78
SI08294047	08/06/2024	Blackwoods	Socket Set 3/4 DR 20 piece	299.00
SI08288115	07/06/2024	Blackwoods	Staff PPE	38.85
SI08285037	07/06/2024	Blackwoods	10 x M12 High Output Battery, 2 x Charger M18 6 pack, 4 x Bisley Jeans	1,470.04
SI08280971	06/06/2024	Blackwoods	Newman depot supplies	88.80
SI08278074	06/06/2024	Blackwoods	Newman Rec Centre, 4x 52L tubs 4x lids	148.83
SI08266583	05/06/2024	Blackwoods	WWTP Supplies	25.08
SI08265030	05/06/2024	Blackwoods	Newman depot supplies	73.29
SI08264982	05/06/2024	Blackwoods	10 x M12 High Output Battery, 2 x Charger M18 6 pack, 4 x Bisley Jeans	598.00
SI08244492	03/06/2024	Blackwoods	Community saftey supplies	130.39
SI08219297	30/05/2024	Blackwoods	3 pairs of safety boots	512.46
SI08199860	28/05/2024	Blackwoods	Cape K supplies	363.70
SI08188257	27/05/2024	Blackwoods	Newman depot supplies	177.61
SI08181416	27/05/2024	Blackwoods	Staff PPE	342.20
SI08165688	24/05/2024	Blackwoods	Newman depot supplies	10.13
SI08159438	23/05/2024	Blackwoods	Newman depot supplies	377.77
SI08159434	23/05/2024	Blackwoods	Community saftey supplies	31.97
SI08157540	23/05/2024	Blackwoods	Storemasta Cabinet - LPG Cage - 9kg Cylinder	2,624.14
SI08157486	23/05/2024	Blackwoods	Storemasta Cabinet - Lpg Cage - Cylinder - S/Masta - 2 x 9kg	1,157.19
SI08147995	22/05/2024	Blackwoods	Community saftey supplies	46.13
SI08136264	21/05/2024	Blackwoods	Newman depot supplies	117.49
SI08095296	16/05/2024	Blackwoods	Community saftey supplies	130.39
SI08087267	15/05/2024	Blackwoods	Dupont Tyvek D14809622 Coverall - 400 Dual - White	27.78
SI08087065	15/05/2024	Blackwoods	PROSAFE Danger Sign - Electrical Equipment Authorised Persons Only - Polypropylene	33.68
SI08086810	15/05/2024	Blackwoods	Airport supplies	83.18
SI08083122	15/05/2024	Blackwoods	Dupont Tyvek D14809622 Coverall - 400 Dual - White	27.78
SI08070905	14/05/2024	Blackwoods	Dupont Tyvek D14809622 Coverall - 400 Dual - White x2	55.55
SI08068468	14/05/2024	Blackwoods	Community saftey supplies	23.76
SI08060642	13/05/2024	Blackwoods	Community saftey supplies	138.64
SI07885300	22/04/2024	Blackwoods	Staff PPE	180.42
SI07853822	17/04/2024	Blackwoods	Staff PPE	416.43
SI07807006	12/04/2024	Blackwoods	For facility hire usage:, Oates - Contractor Wringer Mop Bucket	70.42
SI07735582	04/04/2024	Blackwoods	Community saftey supplies	207.00
SI07535714	12/03/2024	Blackwoods	Uniforms and PPE for Waste Services.	742.58
SI07504331	07/03/2024	Blackwoods	WWTP Supplies	9.30
SI07485443	06/03/2024	Blackwoods	Newman depot supplies	139.48
CR03651963	11/06/2024	Blackwoods	Respirator Mask x 2, Respirator Filters x 2, Safety Gloves x 4, Facesheilds x 4	252.78
Blackwoods Total				12,993.68
5006336123	31/03/2024	BOC GASES	Services Charges 27/02/2024 to 28/03/2024	225.41
BOC GASES Total				225.41
00024451	08/05/2024	Book Easy Australia Pty Ltd	Bookeasy Pty Ltd - May 2024	548.90
00024339	08/04/2024	Book Easy Australia Pty Ltd	Bookeasy Pty Ltd - April 2024	548.90
00024073	08/02/2024	Book Easy Australia Pty Ltd	Bookeasy Pty Ltd - February 2024	548.90
Book Easy Australia Pty Ltd Total				1,646.70
1130	23/05/2024	BRIDGETOWN DESIGN AND PRINT	Newman Recreation Centre, MDC 2024 POSTER	137.50
BRIDGETOWN DESIGN AND PRINT Total				137.50
SUPER	12/05/2024	Brighter Super	Superannuation contribution	316.78
SUPER	26/05/2024	Brighter Super	Superannuation contribution	316.78
SUPER	09/06/2024	Brighter Super	Superannuation contribution	316.78
SUPER	23/06/2024	Brighter Super	Superannuation contribution	132.09

Brighter Super Total				1,082.43
IN1048786	30/05/2024	Brooks Access Pty Ltd	Hire of Telehandler for LWF in accordance with Tender RFT 05-22/23.	13,721.20
Brooks Access Pty Ltd Total				13,721.20
267487	31/05/2024	BROOKS HIRE SERVICES PTY LTD	Hire of water cart for landfill operations	10,843.36
266727	24/05/2024	BROOKS HIRE SERVICES PTY LTD	Supply parts for Hire Loader	3,860.16
266147	10/05/2024	BROOKS HIRE SERVICES PTY LTD	RHS Indicator light replaced on hire front end loader	712.01
266087	05/05/2024	BROOKS HIRE SERVICES PTY LTD	demobilisation WA320 of Loader from Cape Keraudren to Port Hedland.	1,815.00
266086	05/05/2024	BROOKS HIRE SERVICES PTY LTD	Hire of Komatsu Loader for May 2024 - Hire due to loader being damaged by Cyclone Ilsa in April 2023	406.42
262540	31/03/2024	BROOKS HIRE SERVICES PTY LTD	Hire of Komatsu Loader for April 2024 - Hire due to loader being damaged by Cyclone Ilsa in April 2023	12,598.74
259238	29/02/2024	BROOKS HIRE SERVICES PTY LTD	Hire of water cart for landfill operations	12,185.36
BROOKS HIRE SERVICES PTY LTD Total				42,421.05
INV-1161	09/05/2024	Bucci Holdings Pty Ltd T/A Visimax	Purchase Muzzles, Microchip Readers, Labelopes, Animal Control Poles and Tri Lights	3,416.03
Bucci Holdings Pty Ltd T/A Visimax Total				3,416.03
INV-0236	21/06/2024	Buckman Enterprises t/a Code Hire	supply and deliver RHS tram peal to suit 5.5t Kobelco Excavator	220.00
INV-0230	10/06/2024	Buckman Enterprises t/a Code Hire	Undertake town pot hole repairs	3,850.00
INV-0227	12/06/2024	Buckman Enterprises t/a Code Hire	Supply and deliver 200sqm of Sir Walter buffalo turf for Emu Oval turf repairs	9,319.20
INV-0226	06/06/2024	Buckman Enterprises t/a Code Hire	Remove four dead trees at Miners Promise park	660.00
INV-0220	24/05/2024	Buckman Enterprises t/a Code Hire	Supply labour to repair broken fridge-freezer roller stucture as not sliding Rego EP6029	700.00
INV-0219	03/06/2024	Buckman Enterprises t/a Code Hire	Pressure clean the Shire Administration building at the main entry and Council chambers	1,595.00
INV-0218	25/05/2024	Buckman Enterprises t/a Code Hire	remove existing dead trees on Iron Ore Parade and town centre., Re-plant and stake any vacant planting rings in town centre only	3,465.00
INV-0217	14/06/2024	Buckman Enterprises t/a Code Hire	supply and delivery of 2 x Flag poles for Marble Bar	6,270.00
INV-0211	18/05/2024	Buckman Enterprises t/a Code Hire	Repair potholes and road damage adjacent to the short term car park entry and exit as per customers request	4,895.00
INV-0199	10/05/2024	Buckman Enterprises t/a Code Hire	Undertake vegetation clearing at the Airport	3,300.00
INV-0192	31/05/2024	Buckman Enterprises t/a Code Hire	clean and remove debris from storm water drain adjacent to Pardoo St in LIA	5,525.00
INV-0191	06/06/2024	Buckman Enterprises t/a Code Hire	Clean and remove debris from storm water drain at corner of Welsh Dr and Laver St	6,785.00
INV-0166	09/06/2024	Buckman Enterprises t/a Code Hire	Supply and install Garrison Fencing at Newman Aquatic Centre – rear delivery gates and fence replacement	38,034.70
Buckman Enterprises t/a Code Hire Total				84,618.90
17694	26/06/2024	BUGAI WHYOULTER	Artist Payment 17694	2,000.00
17556	12/06/2024	BUGAI WHYOULTER	Artist Payment 17556	2,000.00
17390	05/06/2024	BUGAI WHYOULTER	Artist Payment 17390	2,000.00
17196	19/06/2024	BUGAI WHYOULTER	Artist Payment 17196	2,000.00
BUGAI WHYOULTER Total				8,000.00
6126	19/06/2024	CADD Building Construction and	Staff housing repairs	2,673.00
6125	19/06/2024	CADD Building Construction and	Staff housing repairs	16,227.20
6124	19/06/2024	CADD Building Construction and	Staff housing repairs	598.40
6123	19/06/2024	CADD Building Construction and	Shire Public Building- Rangers- Fence Extension	2,391.40
6122	19/06/2024	CADD Building Construction and	Staff housing repairs	1,023.00
6121	19/06/2024	CADD Building Construction and	Staff housing repairs	1,338.70
6120	19/06/2024	CADD Building Construction and	Staff housing repairs	531.85
6119	19/06/2024	CADD Building Construction and	Staff housing repairs	1,138.50
6118	19/06/2024	CADD Building Construction and	Staff housing repairs	1,342.00
6117	19/06/2024	CADD Building Construction and	Staff housing repairs	297.00
6116	19/06/2024	CADD Building Construction and Maintenance Pty Ltd	Marble Bar Exeloo, Tourists/Cleaners have reported exeloo door in malfunctioning - Please investigate and fix	742.50
6115	19/06/2024	CADD Building Construction and	Staff housing repairs	632.50
6114	19/06/2024	CADD Building Construction and Maintenance Pty Ltd	Shire Administration Building, Please Secure Base of Gas Bottle Cage to Paving	324.50
6113	19/06/2024	CADD Building Construction and	Staff housing repairs	335.50
6112	19/06/2024	CADD Building Construction and	Staff housing repairs	445.50
6104	14/06/2024	CADD Building Construction and Maintenance Pty Ltd	supply and install replacement parts to playground equipment at Ethel Creek Park, Newman	1,045.00
6079	30/05/2024	CADD Building Construction and	Staff housing repairs	1,989.90
6078	30/05/2024	CADD Building Construction and	Staff housing repairs	21,461.00
6077	30/05/2024	CADD Building Construction and	Office relocation to Newman House	297.00
6076	30/05/2024	CADD Building Construction and	Staff housing repairs	2,838.00
6075	30/05/2024	CADD Building Construction and	Staff housing repairs	297.00
6074	30/05/2024	CADD Building Construction and	Staff housing repairs	594.00
6073	30/05/2024	CADD Building Construction and	Staff housing repairs	528.00
6072	30/05/2024	CADD Building Construction and	Staff housing repairs	326.70
6071	30/05/2024	CADD Building Construction and	Staff housing repairs	2,233.00
6070	30/05/2024	CADD Building Construction and	Staff housing repairs	297.00
6063	21/05/2024	CADD Building Construction and	Newman Aquatic Centre- Door Replacement	4,841.10
6062	21/05/2024	CADD Building Construction and	Yurlu Caravan- Rec Room- Ceiling Lights Replacement	5,938.35
6061	21/05/2024	CADD Building Construction and	Newman Aquatic Centre- Footpath Paver Repairs	5,726.60
6052	21/05/2024	CADD Building Construction and Maintenance Pty Ltd	Rangers yard- Supply and Install new Fence panel and Posts on Dividing Fence. Also repair flood light.	1,177.00
6049	21/05/2024	CADD Building Construction and	Staff housing repairs	654.50
6044	21/05/2024	CADD Building Construction and	Staff Housing Upgrades - Tender - 1 Ella Street	154,652.84
6030	06/05/2024	CADD Building Construction and Maintenance Pty Ltd	Consultation for Plumbing and Electrical service connections for the proposed Wilara Park public toilet block.,	1,188.00
6019	30/04/2024	CADD Building Construction and	Staff housing repairs	1,323.30
6001	30/04/2024	CADD Building Construction and	Staff housing repairs	3,685.00
CADD Building Construction and				241,134.84
227050	16/05/2024	Camera Electronic Pty Ltd	Studio Camera repair , Canon EOS 5d Mark II, Faulty CF Reader	149.00
Camera Electronic Pty Ltd Total				149.00
INV-13917	05/10/2023	Caravan Industry Association Western	Full page advertisement in Caravan Industry Association WA Guide 2024	4,123.90
Caravan Industry Association Western				4,123.90
3706	05/06/2024	Castledine & Castledine	Digitising Aboriginal Youth Artwork for Youth Bus	110.00
Castledine & Castledine Total				110.00
362024	24/06/2024	CCS Strategic Management	Multipurpose Clubhouse Project - operating model & concept designs	13,466.75
352024	24/06/2024	CCS Strategic Management	Multipurpose Clubhouse Project - operating model & concept designs	8,080.05
CCS Strategic Management Total				21,546.80
17192	18/06/2024	Cecilia Brolga	Artist Payment 17192	300.00
Cecilia Brolga Total				300.00
SI0632833	19/05/2024	Centurion Transport Co Pty Ltd	Freight Services 01/03/2024 to 30/06/2024 - Onsite	1,485.00

Centurion Transport Co Pty Ltd Total				1,485.00
A0107470	23/05/2024	Chadson Engineering	Pooltest 9 calibration service and tablets	569.25
Chadson Engineering Total				569.25
249014	27/05/2024	CHAPMAN & BAILEY	Additional art materials for MMA art production, Canvas rolls for art production	2,073.50
248954	21/05/2024	CHAPMAN & BAILEY	Additional Art materials for MMA Art Production, Primed Linen	581.24
248886	16/05/2024	CHAPMAN & BAILEY	Additional Art materials for MMA Art Production, Primed Linen	3,447.96
248702	01/05/2024	CHAPMAN & BAILEY	Additional Art materials for MMA Art Production, Primed Linen	586.30
248673	30/04/2024	CHAPMAN & BAILEY	Additional Art materials for MMA Art Production, Primed Linen	1,754.50
248630	26/04/2024	CHAPMAN & BAILEY	Additional art materials for MMA art production, Canvas rolls for art production	5,707.59
CHAPMAN & BAILEY Total				14,151.09
17695	25/06/2024	Charmaine Rogers (Beneficiary)	Deceased Estate payment to Beneficiary Charmaine Rogers	467.52
Charmaine Rogers (Beneficiary) Total				467.52
PRF210624	21/06/2024	Cheryl Wainwright	Staff reimbursement	267.48
Cheryl Wainwright Total				267.48
A703874	30/05/2024	CHICHESTER METALS PTY LTD	Rates refund for assessment A703874 LOT E47/03262 EXPLORATION LICENCE	686.42
CHICHESTER METALS PTY LTD Total				686.42
INV-0480	17/05/2024	Chicken Treat Newman (MDM (WA) Pty Ltd)	Catering for nightfeilds	290.80
Chicken Treat Newman (MDM (WA) Pty				290.80
DEDUCTION	26/05/2024	CHILD SUPPORT AGENCY	Payroll Deduction	461.57
DEDUCTION	09/06/2024	CHILD SUPPORT AGENCY	Payroll Deduction	461.57
CHILD SUPPORT AGENCY Total				923.14
PRF240624	24/06/2024	Christine George	Staff reimbursment	200.57
PRF210524	21/05/2024	Christine George	Staff reimbursment	19.00
Christine George Total				219.57
PRF250624	25/06/2024	Christopher Scanlan	Staff reimbursment	544.00
PRF240524	24/05/2024	Christopher Scanlan	Staff reimbursment	71.98
PRF210624	21/06/2024	Christopher Scanlan	Staff reimbursment	184.84
Christopher Scanlan Total				800.82
PRF060624	06/06/2024	CHRISTOPHER SUMNERS	Staff reimbursment	136.91
CHRISTOPHER SUMNERS Total				136.91
17542	10/06/2024	Ciarn Dean-Bullen	Artist Payment 17542	500.00
Ciarn Dean-Bullen Total				500.00
141826	30/05/2024	CITY OF KARRATHA	Crossack Art Award Entry x 5	250.00
CITY OF KARRATHA Total				250.00
21785776	30/04/2024	Cleanaway (Acct 53652829)	Provision of liquid waste collection & disposal services	12,182.70
21780828	31/03/2024	Cleanaway (Acct 53652829)	Provision of liquid waste collection & disposal services	15,862.80
21777513	29/02/2024	Cleanaway (Acct 53652829)	Provision of liquid waste collection & disposal services for February 2024	16,394.12
21771259	31/01/2024	Cleanaway (Acct 53652829)	Provision of liquid waste collection & disposal services for January 2024	14,448.87
21789483	30/04/2024	CLEANAWAY PTY LTD (acct 53651265)	Newman Recycling - Month of April 2024	12,046.31
21789482	30/04/2024	CLEANAWAY PTY LTD (acct 53651265)	Newman Street Litter Control - Contract Month of April 2024	31,261.71
21789481	30/04/2024	CLEANAWAY PTY LTD (acct 53651265)	Newman refuse/recycling collection - Month of April 2024	29,296.09
19306977	31/05/2024	CLEANAWAY WASTE MANAGEMENT LTD	Annual Purchase Order for front loader bin pick up - Cape Keraudren	4,561.39
Cleanaway Total				136,053.99
542612	20/06/2024	CLEVER PATCH	Arts & Craft supplies for Youth Shed, Marble Bar	1,508.63
541633	13/06/2024	CLEVER PATCH	Supplies for East Newman Activation	1,021.37
536725	06/05/2024	CLEVER PATCH	Arts and Crafts items for Marble Bar, Nullagine and Newman Libraries	1,310.47
CLEVER PATCH Total				3,840.47
00021494	01/06/2024	CM Technology Group t/a CMTG Hosting	Veeam Backup including Offline Tape Storage - Management -, July 23 to June 24,	4,440.39
00021355	09/05/2024	CM Technology Group t/a CMTG Hosting	Veeam Backup including Offline Tape Storage - Backup/Storage, - July 23 to June 24,	308.00
00021244	01/05/2024	CM Technology Group t/a CMTG Hosting	Veeam Backup including Offline Tape Storage - Management -, July 23 to June 24,	4,518.80
00021128	30/04/2024	CM Technology Group t/a CMTG Hosting	Veeam Backup including Offline Tape Storage - Management -, July 23 to June 24,	2,635.91
00021004	01/04/2024	CM Technology Group t/a CMTG Hosting	Veeam Backup including Offline Tape Storage - Backup/Storage, - July 23 to June 24,	1,515.26
CM Technology Group t/a CMTG Hosting				13,418.36
23199793	23/04/2024	COATES HIRE	Hire of 2 Portable Toilets from 1/11/23 to 31/5/24 .	440.00
23311348	31/05/2024	COATES HIRE OPERATIONS PTY LTD	Supply large 100mm Trash Pump - Newman WWTP	97.26
COATES HIRE Total				537.26
0234233134	14/06/2024	Coca-Cola Amatil (acct 6745685)	Newman Recreation Centre, Drinks for Retail Sale	754.71
0233800379	15/04/2024	Coca-Cola Amatil (acct 6745685)	Drinks for kiosk Re-sale - Newman Aquatic Centre	1,578.25
Coca-Cola Amatil (acct 6745685) Total				2,332.96
SUPER	12/05/2024	COLONIAL FIRST STATE	Superannuation contribution	2,091.02
SUPER	26/05/2024	COLONIAL FIRST STATE	Superannuation contribution	2,089.26
SUPER	09/06/2024	COLONIAL FIRST STATE	Superannuation contribution	2,027.56
SUPER	23/06/2024	COLONIAL FIRST STATE	Superannuation contribution	2,054.42
DEDUCTION	12/05/2024	COLONIAL FIRST STATE	Payroll Deduction	429.53
DEDUCTION	26/05/2024	COLONIAL FIRST STATE	Payroll Deduction	428.98
DEDUCTION	09/06/2024	COLONIAL FIRST STATE	Payroll Deduction	429.53
DEDUCTION	23/06/2024	COLONIAL FIRST STATE	Payroll Deduction	418.09
COLONIAL FIRST STATE Total				9,968.39
32281	21/06/2024	COMMERCIAL AQUATICS AUSTRALIA	New wet end dosind pumps acid/chlorine	1,551.00
COMMERCIAL AQUATICS AUSTRALIA Total				1,551.00
13093607	28/05/2024	Complete Office Supplies	May 2024 Interim - Governance	202.77
13066851	17/05/2024	Complete Office Supplies	May 2024 Interim - Customer Experience, Library	1,698.69
Complete Office Supplies Total				1,901.46
SUPER	12/05/2024	Construction and Building Unions	Superannuation contribution	1,730.78
SUPER	26/05/2024	Construction and Building Unions	Superannuation contribution	1,730.78
SUPER	09/06/2024	Construction and Building Unions	Superannuation contribution	1,730.78
SUPER	23/06/2024	Construction and Building Unions	Superannuation contribution	1,730.78
DEDUCTION	12/05/2024	Construction and Building Unions	Payroll Deduction	256.61
DEDUCTION	26/05/2024	Construction and Building Unions	Payroll Deduction	256.61
DEDUCTION	09/06/2024	Construction and Building Unions	Payroll Deduction	256.61
DEDUCTION	23/06/2024	Construction and Building Unions	Payroll Deduction	256.61
Construction and Building Unions Superannuation Fund (CBUS) Total				7,949.56
INV-3285	12/06/2024	Continental Picture Framers	Stretching of canvas	398.68
Continental Picture Framers Total				398.68
17537	10/06/2024	CORBAN CLAUSE WILLIAMS	Artist Payment 17537	1,004.21
17376	04/06/2024	CORBAN CLAUSE WILLIAMS	Artist Payment 17376	500.00
CORBAN CLAUSE WILLIAMS Total				1,504.21

00086663	17/06/2024	Corsign WA Pty Ltd	Supply 200 x Red Corner Cube, 200 x White Corner Cube and 200 x Survey Pegs for Talawana Track	924.00
00086001	27/05/2024	Corsign WA Pty Ltd	60x 20kg bags of rapid set concrete (1 pallet)	561.00
00085669	29/05/2024	Corsign WA Pty Ltd	Supply and Deliver 3 x Stencil Signs, 'Keep Clear', 'Authorised', 'Parking Only'	589.60
00085528	24/05/2024	Corsign WA Pty Ltd	purchase of 12 x CHS Post Galv 60mmOD x 3.25m with welded base plate and drill holes	1,518.00
00085183	08/05/2024	Corsign WA Pty Ltd	Warning signs (Warning - Airside Area - Authorised Access Only)	1,584.00
00083413	08/04/2024	Corsign WA Pty Ltd	Supply and deliver Custom Signs for Marble Bar Airport and Newman Airport	819.50
Corsign WA Pty Ltd Total				5,996.10
622018.00 - 10	30/04/2024	Cox Architecture	Newman Youth & Community Hub	8,156.23
Cox Architecture Total				8,156.23
PRF200524	20/05/2024	CREATING COMMUNITIES	Return of Bond #2992	500.00
CREATING COMMUNITIES Total				500.00
SOEP20	06/05/2024	Crisdale Group of Companies Pty Ltd ATF	Staff recruitment	5,488.88
SOEP19	13/05/2024	Crisdale Group of Companies Pty Ltd ATF	Staff recruitment	26,297.49
Crisdale Group of Companies Pty Ltd ATF The Crisdale Unit Trust Total				31,786.37
0139699	31/05/2024	CTI Records Management Pty Ltd	Offsite Tape Storage April 1 to March 24	33.00
0138310	30/04/2024	CTI Records Management Pty Ltd	Offsite Tape Storage April 1 to March 24	33.00
0136919	31/03/2024	CTI Records Management Pty Ltd	Offsite Tape Storage July 23 to June 24	33.00
CTI Records Management Pty Ltd Total				99.00
105543	20/06/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	741.17
105441	10/06/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Shire Admin Building , A/C unit repair	148.50
105438	10/06/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	569.80
105431	10/06/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	566.21
105418	07/06/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	381.43
105411	07/06/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Replace light in the GA Terminal	417.85
105382	04/06/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	148.50
105344	31/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	1,913.10
105341	31/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	2,025.75
105340	31/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	replace lockable switches mounted on the switchboard as the locks have broken leaving the switches unusable	1,276.99
105318	30/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Ice machine is leaking due to cross-threading of attachment	646.25
105313	30/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Plumber to fix issues at the RO plant	1,757.24
105309	30/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	1,669.64
105303	30/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	378.40
105300	30/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Shire Public Building- AC Routine Maintenance April/ May 2024	6,408.82
105299	30/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Shire Public Buildings- AC Routine Maintenance	8,483.70
105295	29/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Marble Bar - Shire housing electrical test and tagging	1,313.40
105294	29/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	446.77
105291	29/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	repair switchboard at Marble Bar race track due to damaged poles	4,914.62
105286	29/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	364.08
105285	29/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	336.73
105276	29/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	555.50
105270	29/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Repair the leaking tap at the Cemetery	294.26
105263	28/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	361.09
105261	28/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	258.50
105255	28/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Fix aircon in the airport screening - not working	556.05
105237	28/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Rec Centre Whaleback Courts- Evap Unit Making Loud Noise	859.32
105225	27/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	1,613.48
105209	24/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Change the lighting time to 5:00pm daily at Miners Promise Park	668.18
105200	24/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	replace 1x street light on Iron Ore Parade	1,194.27
105198	24/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	New powerpoint to be installed in kitchen area	1,485.55
105192	24/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Check gas at BBQ at Lions Animal park.	166.38
105169	23/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Plumber to install an ice machine in Airport Admin Office	1,696.60
105167	23/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	310.59
105165	23/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Replace Damaged Top Rail at Netball Court	1,193.50
105155	22/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Staff housing repairs	21,169.50
105154	22/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	SUPPLY 9M X 6M COLORBOND SHED	2,782.34
105149	21/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Remove Zip Tap in kitchen and cap off the hole	269.63
105148	21/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Fix water leak in maintaince yard	2,197.44
105145	21/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Fix a water leak at the Newman Works Depot	1,179.75
105123	21/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Shire Public Buildings- AC Routine Servicing 23/24	4,126.10
105121	21/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Whaleback Gym- Clean and Remove Scale Build Up on Evap Units 2 (SE) and Unit 4 (SW).	1,587.30
105098	17/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Shire Public Buildings- AC Routine Maintenance	5,063.85
105015	13/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Fix lights in the Short Term Car Park that are U/S	2,890.25
105011	11/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Inspect and install new airconditioning unit to caravan at Mt Divide	4,633.81
105010	11/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Checks on Solar assets capacity lighting for Shire Streets and Cycle paths	297.00
104968	08/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Males bathroom in departure lounge push tap is leaking	811.11
104950	06/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Replace damaged Finder relays for lighting at Newman Netball Courts	2,557.50
104940	06/05/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Rec Centre Whaleback Courts- Evap Unit in Whaleback Courts are leaking onto the flooring.	505.95
104715	19/04/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Power cord coming out of the ground isolated and cut off at ground level at Yurlu Caravan Park.	663.94
104636	11/04/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Fix ceiling damage (due to storm) in CBS area at Newman Airport	3,529.90
104017	29/02/2024	CUSTOMER FIRST CONTRACTING PTY LTD	SUPPLY 9M X 6M COLORBOND SHED	3,300.00
103906	23/02/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Replace Indoor PCB and Evaporator fan motor on A/C 4 (Airside Main Security Office) at Newman Airport	4,587.76
103768	20/02/2024	CUSTOMER FIRST CONTRACTING PTY LTD	Technician to attend site and investigate on failed aerator electrical box. Repair fault if possible (minor repairs only)	371.25
CUSTOMER FIRST CONTRACTING PTY LTD				108,646.60
17682	24/06/2024	CYRIL WHYOULTER	Artist Payment 17682	800.00
17543	10/06/2024	CYRIL WHYOULTER	Artist Payment 17543	627.20
CYRIL WHYOULTER Total				1,427.20
PRF140624	14/06/2024	Daniel Saeuberlich	Staff reimbursement - tavel	189.31
Daniel Saeuberlich Total				189.31
SITTINGFEESJUN24	25/06/2024	David Evrett	Councillor Fees and Allowances Jun24	2,305.84
David Evrett Total				2,305.84
SITTINGFEESJUN24	25/06/2024	David Kular	Councillor Fees and Allowance Jun24	2,305.84
David Kular Total				2,305.84
PRF290524	29/05/2024	David Olney	Staff reimbursement	174.00
PRF140624	14/06/2024	David Olney	Staff reimbursement	963.02
David Olney Total				1,137.02

822137	30/04/2024	DE & BM Store Pty Ltd as Trustee of the DE & BM No.2 Trust Harvey Norman AV/IT Port	Universal power adaptor for speaker (Marble Bar)	16.95
821465	23/04/2024	DE & BM Store Pty Ltd as Trustee of the DE & BM No.2 Trust Harvey Norman AV/IT Port	PA Speaker Equipment, ANZAC Day - Marble Bar	1,297.00
DE & BM Store Pty Ltd as Trustee of the DE & BM No.2 Trust Harvey Norman AV/IT				1,313.95
17535	10/06/2024	DEBRA THOMAS	Artist Payment 17535	500.00
17382	04/06/2024	DEBRA THOMAS	Artist Payment 17382	300.00
17180	17/06/2024	DEBRA THOMAS	Artist Payment 17180	503.00
DEBRA THOMAS Total				1,303.00
PRF140524	14/05/2024	Department of Mines, Industry Regulation and Safety (Building and Energy)	APRIL 2024-bsl PAYMENTS RECEIVED, APRIL 2024-ADMIN FEE	1,364.94
PRF 29052024	29/05/2024	Department of Mines, Industry Regulation and Safety (Building and Energy)	Additional April BSL Payment required due to incorrect charges	61.65
Department of Mines, Industry Regulation and Safety (Building and Energy) Total				1,426.59
8054348	10/06/2024	DEPARTMENT OF TRANSPORT	Release of Ownership requests 23/24	4.40
8053456	03/05/2024	DEPARTMENT OF TRANSPORT	Release of Ownership requests 23/24	180.40
DEPARTMENT OF TRANSPORT Total				184.80
WL6870/2024-25	14/05/2024	Department of Water and Environmental Regulation	ANNUAL LICENCE FEE 2024 - 2025 L6870/1993/13 for Newman Wastewater Treatment Plant	9,938.21
Department of Water and Environmental				9,938.21
36944	01/06/2024	DESIGNA AUSTRALIA PTY LTD	Provision of comprehensive carpark maintenance services at Newman Airport for FY 23/24	6,457.10
36714	01/05/2024	DESIGNA AUSTRALIA PTY LTD	Provision of comprehensive carpark maintenance services at Newman Airport for FY 23/24	6,457.10
DESIGNA AUSTRALIA PTY LTD Total				12,914.20
17555	11/06/2024	Desmond Taylor	Artist Payment 17555	200.00
Desmond Taylor Total				200.00
17185	17/06/2024	DESRAE ANDERSON	Artist Payment 17185	276.00
DESRAE ANDERSON Total				276.00
7174	21/06/2024	Dick Tracey Contracting Pty Ltd	Manual screening of softfall sandpit for sharps and debris Ethel Creek park	444.00
7173	18/06/2024	Dick Tracey Contracting Pty Ltd	Weekly works Yurlu Caravan park	2,459.16
7171	14/06/2024	Dick Tracey Contracting Pty Ltd	Manual screening of softfall sandpit for sharps and debris Ethel Creek park	444.00
7170	14/06/2024	Dick Tracey Contracting Pty Ltd	Manual screening of softfall sandpit for sharps and debris Lions Animal park	444.00
7169	14/06/2024	Dick Tracey Contracting Pty Ltd	Works Newman Airport terminal and residential June	1,844.37
7168	14/06/2024	Dick Tracey Contracting Pty Ltd	Carry out vegetation contract in Newman	15,778.40
7167	10/06/2024	Dick Tracey Contracting Pty Ltd	weekly work at the Shire Administration Office w/ending 07/06/24	1,844.37
7166	04/06/2024	Dick Tracey Contracting Pty Ltd	weekly work at the Shire Administration Office w/ending 07/06/24	1,844.37
7165	11/06/2024	Dick Tracey Contracting Pty Ltd	Weekly works Yurlu Caravan park w/ending 14/06/2024	2,459.16
7163	07/06/2024	Dick Tracey Contracting Pty Ltd	Carry out vegetation contract in Newman	15,778.40
7162	07/06/2024	Dick Tracey Contracting Pty Ltd	Works Newman Airport terminal and residential for June	1,844.37
7161	07/06/2024	Dick Tracey Contracting Pty Ltd	Manual screening of softfall sandpit for sharps and debris Lions Animal park	444.00
7160	07/06/2024	Dick Tracey Contracting Pty Ltd	Manual screening of softfall sandpit for sharps and debris Ethel Creek park	444.00
7157	04/06/2024	Dick Tracey Contracting Pty Ltd	Weekly works Yurlu Caravan park w/ending 07/06/2024	2,459.16
7155	01/06/2024	Dick Tracey Contracting Pty Ltd	Carry out vegetation contract in Newman	15,778.40
7154	31/05/2024	Dick Tracey Contracting Pty Ltd	Works Newman Airport Terminal and residential for May	1,844.37
7153	31/05/2024	Dick Tracey Contracting Pty Ltd	Manual screening of softfall sandpit for sharps and debris Ethel Creek park	444.00
7152	31/05/2024	Dick Tracey Contracting Pty Ltd	Manual Screening of softfall sandpit for sharps and debris Lions Animal park	444.00
7151	28/05/2024	Dick Tracey Contracting Pty Ltd	Weekly works Yurlu caravan park week ending 31/05/2024	2,459.16
7150	27/05/2024	Dick Tracey Contracting Pty Ltd	Parks and gardens work at Newman Council Office	1,844.37
7147	25/05/2024	Dick Tracey Contracting Pty Ltd	Carry out vegetation contract in Newman	15,778.40
7146	24/05/2024	Dick Tracey Contracting Pty Ltd	Works Newman Airport Terminal and residential for May	1,844.37
7145	24/05/2024	Dick Tracey Contracting Pty Ltd	Manual screening of softfall sandpit for sharps and debris Ethel Creek park	444.00
7144	24/05/2024	Dick Tracey Contracting Pty Ltd	Manual Screening of softfall sandpit for sharps and debris Lions Animal park	444.00
7143	21/05/2024	Dick Tracey Contracting Pty Ltd	Weekly works Yurlu Caravan Park week ending 10/05/2024	2,459.16
7142	20/05/2024	Dick Tracey Contracting Pty Ltd	Parks and gardens work at Newman Council Office	1,844.37
7141	18/05/2024	Dick Tracey Contracting Pty Ltd	Carry out vegetation contract in Newman	15,778.40
7136	13/05/2024	Dick Tracey Contracting Pty Ltd	Parks and gardens work at Newman Council Office	1,844.37
7135	11/05/2024	Dick Tracey Contracting Pty Ltd	Carry out vegetation contract in Newman	15,778.40
7129	04/05/2024	Dick Tracey Contracting Pty Ltd	Carry out vegetation contract in Newman	15,778.40
7128	03/05/2024	Dick Tracey Contracting Pty Ltd	Weekly service at Newman Airport - April 2024	1,844.37
7123	29/04/2024	Dick Tracey Contracting Pty Ltd	Parks and gardens work at Newman Council Office	1,844.37
7114	24/04/2024	Dick Tracey Contracting Pty Ltd	Parks and gardens work at Newman Council Office	1,844.37
7107	15/04/2024	Dick Tracey Contracting Pty Ltd	Parks and gardens work at Newman Council Office	1,844.37
7101	08/04/2024	Dick Tracey Contracting Pty Ltd	Parks and gardens work at Newman Council Office	1,844.37
Dick Tracey Contracting Pty Ltd Total				152,561.78
17179	17/06/2024	DONNA LOXTON	Artist Payment 17179	432.87
DONNA LOXTON Total				432.87
17552	11/06/2024	DOREEN CHAPMAN	Artist Payment 17552	199.32
17189	17/06/2024	DOREEN CHAPMAN	Artist Payment 17189	411.00
DOREEN CHAPMAN Total				610.32
INV-1142	05/06/2024	DRS Training PL ta Metafit ANZ	METAFIT – Corporate subscription – 12 months	198.00
DRS Training PL ta Metafit ANZ Total				198.00
01065800	30/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	129.80
01065269	31/05/2024	Dunnings	Fuel Supply for waste department – May 2024	107.54
01065269	31/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	1,116.53
01064353	30/05/2024	Dunnings	Fuel Supply for waste department – May 2024	123.78
01064353	30/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	315.83
01064011	29/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	1,061.42
01064011	29/05/2024	Dunnings	Fuel Supply for waste department – May 2024	245.85
01063604	28/05/2024	Dunnings	Fuel Supply for waste department – May 2024	846.66
01063604	28/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	387.48
01063187	27/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	349.48
01062031	24/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	1,842.23
01062031	24/05/2024	Dunnings	Fuel Supply for waste department – May 2024	1,052.85
01061720	23/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	681.89
01061720	23/05/2024	Dunnings	Fuel Supply for waste department – May 2024	120.01
01061334	22/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	384.93
01061334	22/05/2024	Dunnings	Fuel Supply for waste department – May 2024	304.99
01060879	21/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	387.62
01059902	20/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	859.88

01059902	20/05/2024	Dunnings	Fuel Supply for waste department – May 2024	240.67
01059902	20/05/2024	Dunnings	Fuel Supply for waste department – May 2024	122.42
01059278	16/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	1,131.98
01059278	16/05/2024	Dunnings	Fuel Supply for waste department – May 2024	1,108.10
01058964	17/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	175.68
01058757	18/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	255.27
01058569	15/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	672.70
01058029	14/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	1,160.82
01057231	13/05/2024	Dunnings	Fuel Supply for waste department – May 2024 - Tipper	295.41
01057231	13/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	423.04
01056651	11/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	295.73
01056466	10/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	1,247.73
01056255	09/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	573.12
01056255	09/05/2024	Dunnings	Fuel Supply for waste department – May 2024	1,367.83
01055714	08/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	431.22
01055446	07/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	3,610.99
01055446	07/05/2024	Dunnings	Fuel Supply for waste department – May 2024	128.22
01054889	06/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	2,716.99
01054028	04/05/2024	Dunnings	Fuel Supply for waste department – May 2024	296.21
01053873	03/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	813.23
01053393	02/05/2024	Dunnings	Monthly purchase of fuel June 24	220.66
01053393	02/05/2024	Dunnings	Fuel Supply for waste department – May 2024	122.85
01053115	26/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	63.87
01053060	01/05/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of May 2024	494.35
01052770	18/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	130.61
01049841	05/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	65.00
01049575	30/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	1,244.83
01048931	29/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	1,746.57
01048931	29/04/2024	Dunnings	Fuel Supply for waste department – April 2024	2,315.92
01048104	26/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	591.76
01047908	27/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024 - 11CW533	68.24
01047908	27/04/2024	Dunnings	Fuel Supply for waste department – April 2024	128.04
01047128	24/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	749.69
01046699	23/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	482.51
01046324	22/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	5,491.37
01046324	22/04/2024	Dunnings	Fuel Supply for waste department – April 2024	973.78
01045412	19/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	849.20
01045412	19/04/2024	Dunnings	Fuel Supply for waste department – April 2024 - POD	833.82
01045207	20/04/2024	Dunnings	Fuel Supply for waste department – April 2024 - Tipper	253.16
01044743	18/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	794.50
01044743	18/04/2024	Dunnings	Fuel Supply for waste department – April 2024 - POD	833.64
01044386	17/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	695.54
01044386	17/04/2024	Dunnings	Fuel Supply for waste department – April 2024	140.64
01043937	16/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	928.60
01043937	16/04/2024	Dunnings	Fuel Supply for waste department – April 2024	115.28
01043479	15/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	1,171.50
01042678	11/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	354.58
01042678	11/04/2024	Dunnings	Fuel Supply for waste department – April 2024 - POD	833.61
01042168	12/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	948.65
01041635	10/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	1,379.00
01041194	09/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	1,395.35
01041194	09/04/2024	Dunnings	Fuel Supply for waste department – April 2024	92.73
01040374	08/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	578.33
01040044	05/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	770.86
01039847	06/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	195.69
01039408	04/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024 - Mower	772.85
01039408	04/04/2024	Dunnings	Fuel Supply for waste department – April 2024	281.80
01039032	03/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	504.43
01039032	03/04/2024	Dunnings	Fuel Supply for waste department – April 2024	1,790.88
01038621	02/04/2024	Dunnings	Monthly purchase of fuel for the SOEP for the month of April 2024	766.70
01038621	02/04/2024	Dunnings	Fuel Supply for waste department – April 2024	431.29
Dunnings Total				59,988.81
PRF260624	26/06/2024	Easifleet Group	Staff salary sacrifice	648.87
PRF120624	12/06/2024	Easifleet Group	Staff salary sacrifice	648.87
Easifleet Group Total				1,297.74
INV-3553	22/06/2024	East Pilbara Maintenance Pty Ltd	Supply and install new tubular fence panel and post at Nardool Loop park., Install missing steel tube to 7 fence panels at Nardool Loop park.	2,713.59
INV-3405	25/05/2024	East Pilbara Maintenance Pty Ltd	Reconciliation Week Banner - To remove and hang banners for the Iron Ore parade	2,970.00
INV-3397	23/05/2024	East Pilbara Maintenance Pty Ltd	10L Water Bottle Refill, Punmu	116.00
INV-3365	21/05/2024	East Pilbara Maintenance Pty Ltd	Repair damaged guard rail at Corner of Mclennon and Kalgans Drive, Newman	3,618.55
INV-3317	14/05/2024	East Pilbara Maintenance Pty Ltd	Supply and re-paint 2x bollards at IGA Cross walk, Newman	742.50
INV-3313	31/05/2024	East Pilbara Maintenance Pty Ltd	To repair section of render boards and paint at Miners Promise Park	3,333.00
INV-3303	13/05/2024	East Pilbara Maintenance Pty Ltd	Purchase of 8.5kg Swap and Go Gas bottle for BBQ at Lions Animal park, Newman	44.00
INV-3089	30/05/2024	East Pilbara Maintenance Pty Ltd	Repair damaged fence on Daniels Drive, Newman, Supply and Install galvanised pipe fencing to match the existing fence, including fixings	8,950.02
INV-1681	05/09/2023	East Pilbara Maintenance Pty Ltd	Monthly Purchase order for bottled gas for BBQ's - SOEP September 2023	41.80
East Pilbara Maintenance Pty Ltd Total				22,529.46
SEPTEMBER2023	18/06/2024	EAST PILBARA VETERINARY SERVICE	Provision of mosquito sentinel chicken program in Newman and Ophthalmia Dam for 2023/24.	1,655.00
OCTOBER2023	18/06/2024	EAST PILBARA VETERINARY SERVICE	Provision of mosquito sentinel chicken program in Newman and Ophthalmia Dam for 2023/24.	1,094.60
NOVEMBER2023	18/06/2024	EAST PILBARA VETERINARY SERVICE	Provision of mosquito sentinel chicken program in Newman and Ophthalmia Dam for 2023/24.	1,302.00
MAY2024	18/06/2024	EAST PILBARA VETERINARY SERVICE	Provision of mosquito sentinel chicken program in Newman and Ophthalmia Dam for 2023/24.	1,129.00
MARCH2024	18/06/2024	EAST PILBARA VETERINARY SERVICE	Provision of mosquito sentinel chicken program in Newman and Ophthalmia Dam for 2023/24.	1,071.20
JUNE2024	18/06/2024	EAST PILBARA VETERINARY SERVICE	Provision of mosquito sentinel chicken program in Newman and Ophthalmia Dam for 2023/24.	388.77
JULY2023	18/06/2024	EAST PILBARA VETERINARY SERVICE	Provision of mosquito sentinel chicken program in Newman and Ophthalmia Dam for 2023/24.	1,164.35

JANUARY2024	18/06/2024	EAST PILBARA VETERINARY SERVICE	Provision of mosquito sentinel chicken program in Newman and Ophthalmia Dam for 2023/24.	1,381.80
FEBRUARY2024	18/06/2024	EAST PILBARA VETERINARY SERVICE	Provision of mosquito sentinel chicken program in Newman and Ophthalmia Dam for 2023/24.	1,056.80
DECEMBER2023	18/06/2024	EAST PILBARA VETERINARY SERVICE	Provision of mosquito sentinel chicken program in Newman and Ophthalmia Dam for 2023/24.	1,117.40
AUGUST2023	18/06/2024	EAST PILBARA VETERINARY SERVICE	Provision of mosquito sentinel chicken program in Newman and Ophthalmia Dam for 2023/24.	880.00
APRIL2024	18/06/2024	EAST PILBARA VETERINARY SERVICE	Provision of mosquito sentinel chicken program in Newman and Ophthalmia Dam for 2023/24.	1,247.50
1331	18/06/2024	EAST PILBARA VETERINARY SERVICE	Provision of mosquito sentinel chicken program in Newman and Ophthalmia Dam for 2023/24.	1,193.60
EAST PILBARA VETERINARY SERVICE Total				14,682.02
0361229503	04/06/2024	ELGAS	elgas	58.30
0361229502	04/06/2024	ELGAS	elgas	58.30
0361229501	04/06/2024	ELGAS	elgas	58.30
0361229500	04/06/2024	ELGAS	elgas	116.60
ELGAS Total				291.50
00008036	20/06/2024	Elite Compliance	SoEP - Office Fit Out	3,630.00
00007820	09/05/2024	Elite Compliance	SoEP - Office Fit Out	13,970.00
Elite Compliance Total				17,600.00
0118	02/05/2024	Elizabeth Chadwick	Annual graphic design support	405.00
Elizabeth Chadwick Total				405.00
17383	04/06/2024	ELIZABETH TOBY	Artist Payment 17383	136.00
ELIZABETH TOBY Total				136.00
F085-23568	13/06/2024	Ellsea Holdings Snap Perth CBD	Business Cards - Aimee Brown, Scott Greensill, Etienne Vorster, Malcolm Somers (250 p/p)	440.00
F085-23180	22/05/2024	Ellsea Holdings Snap Perth CBD	Business Cards x 250 pp (7 People as follows - Cr Evrett, Cr Anderson, Cr Chapman, Lisa Deveraux, Shannon Geikie, Joshua Costello and Glenn Brickhill)	737.00
Ellsea Holdings Snap Perth CBD Total				1,177.00
INV-3940	31/05/2024	EM ELECTRICAL MOVEMENT	Shire Community Building - Staff Offices, Carry out Electrical Fault Finding - Power Tripping.	297.00
INV-3924	24/05/2024	EM ELECTRICAL MOVEMENT	Shire Public Building - Newman House , Replace down lights in kitchen	1,375.95
INV-3920	23/05/2024	EM ELECTRICAL MOVEMENT	Newman Aquatic Centre, SOEP Building Maintenance, No Power to Security System Power Board.	148.50
INV-3913	22/05/2024	EM ELECTRICAL MOVEMENT	Newman Youth Centre- Electrical Power Kepps Switching off in Ome Room and Cannot be Turned Back to ON.	1,067.05
INV-3898	18/05/2024	EM ELECTRICAL MOVEMENT	Shire Public Building- Yurlu Caravan Park- Outside Wall Lights Along Kitchen and Rec Room not Working	1,159.29
INV-3850	08/05/2024	EM ELECTRICAL MOVEMENT	Newman Youth Centre- Electrical Power Kepps Switching off in Ome Room and Cannot be Turned Back to ON.	297.00
INV-3817	24/04/2024	EM ELECTRICAL MOVEMENT	Shire Public Building- Newman Aquatic Centre- Male Bathroom Light is Hanging form the Ceiling and Requires re-attaching.	185.63
INV-3810	21/04/2024	EM ELECTRICAL MOVEMENT	Shire Public Building- Newman Admin Office- PA to CEO Office- Please Supply and Install Light at front of Susan's office door.	353.25
INV-3795	10/04/2024	EM ELECTRICAL MOVEMENT	Newman Town Square, SOEP Building Maintenance, Reprogram Lighting for the Edge Building and the Square- Currently coming on in daylight hours	297.00
INV-3734	20/03/2024	EM ELECTRICAL MOVEMENT	Newman Town Square, SOEP Building Maintenance, Reprogram Lighting for the Edge Building and the Square- Currently coming on in daylight hours	827.84
EM ELECTRICAL MOVEMENT Total				6,008.51
3304	16/05/2024	Emerging Graphics Pty Ltd	Update to exisiting Emergency exit maps to Newman Recreation Centre and 19*A3 snaplock	669.35
Emerging Graphics Pty Ltd Total				669.35
34107658875.040624	04/06/2024	Emerson Raine	Staff Housing - Strata fees	909.15
34107658875.040624	04/06/2024	Emerson Raine	Staff Housing - Strata fees	589.40
Emerson Raine Total				1,498.55
INV-0089	21/05/2024	EMILIA GALATIS	Delivery of Faciliatoin workshop for MMA Field officers , prep and presentation of Facilitation workshop for art production staff	1,210.00
EMILIA GALATIS Total				1,210.00
INV-5803	23/05/2024	EMPLOYMENT TRAINING SOLUTIONS	Basic Traffic Management Course for 7 Infrastructure employees.	10,693.00
INV-5803	23/05/2024	EMPLOYMENT TRAINING SOLUTIONS	Shortfall from original quote for Basic Traffic Management Training 21-23 May 2024	1,000.00
EMPLOYMENT TRAINING SOLUTIONS Total				11,693.00
38882430	21/05/2024	ENVIRONMENTAL HEALTH AUSTRALIA	Registration for World Congress on Environmental Health in Perth	2,106.50
ENVIRONMENTAL HEALTH AUSTRALIA				2,106.50
INV32154	31/05/2024	ENVIRONMENTAL INDUSTRIES	Staff Housing - Garden maintenance	836.00
INV32154	31/05/2024	ENVIRONMENTAL INDUSTRIES	Staff Housing - Garden maintenance	418.00
INV32154	31/05/2024	ENVIRONMENTAL INDUSTRIES	Staff Housing - Garden maintenance	836.00
INV32154	31/05/2024	ENVIRONMENTAL INDUSTRIES	Staff Housing - Garden maintenance	522.50
INV32153	31/05/2024	ENVIRONMENTAL INDUSTRIES	Staff Housing - Garden maintenance	313.50
INV32153	31/05/2024	ENVIRONMENTAL INDUSTRIES	Staff Housing - Garden maintenance	418.00
INV32153	31/05/2024	ENVIRONMENTAL INDUSTRIES	Staff Housing - Garden maintenance	716.76
INV32153	31/05/2024	ENVIRONMENTAL INDUSTRIES	Staff Housing - Garden maintenance	313.50
INV31621	31/03/2024	ENVIRONMENTAL INDUSTRIES	Staff Housing - Garden maintenance	522.50
INV31621	31/03/2024	ENVIRONMENTAL INDUSTRIES	Staff Housing - Garden maintenance	418.00
INV31621	31/03/2024	ENVIRONMENTAL INDUSTRIES	Staff Housing - Garden maintenance	418.00
INV31620	31/03/2024	ENVIRONMENTAL INDUSTRIES	Staff Housing - Garden maintenance	1,045.00
INV31620	31/03/2024	ENVIRONMENTAL INDUSTRIES	Staff Housing - Garden maintenance	522.50
INV31620	31/03/2024	ENVIRONMENTAL INDUSTRIES	Staff Housing - Garden maintenance	1,045.00
INV31620	31/03/2024	ENVIRONMENTAL INDUSTRIES	Staff Housing - Garden maintenance	1,045.00
INV31620	31/03/2024	ENVIRONMENTAL INDUSTRIES	Staff Housing - Garden maintenance	836.00
ENVIRONMENTAL INDUSTRIES Total				10,226.26
031104	03/06/2024	Enviropacific Services Limited	Airport, Sodium Hypochlorite 12.5% 20 Litre x4, POSM352T Antiscalant, 16kg x10, 20 1 Micron String Wound Polypropylene NSF Filter Cartridge x20	2,874.41
Enviropacific Services Limited Total				2,874.41
A702230	23/04/2024	EPIS INCORPORATED	Rates refund for assessment A702230 33 DANIELS DRIVE NEWMAN WA 6753	1,864.72
A700889	23/04/2024	EPIS INCORPORATED	Rates refund for assessment A700889 11 ARMSTRONG WAY NEWMAN 6753	8,679.42
A200130	23/04/2024	EPIS INCORPORATED	Rates refund for assessment A200130 11-13 FRANCIS STREET MARBLE BAR 6760	1,300.00
EPIS INCORPORATED Total				11,844.14
INV-13616	10/06/2024	ES2 Enterprise Solutions	Veeam Backup & Replication July 23 to June 24	357.50
INV-13573	31/05/2024	ES2 Enterprise Solutions	SIEM(AlienVault) with EPM 24/7 Monitoring, 1TB & 2 Sensors	9,900.00

INV-13572	31/05/2024	ES2 Enterprise Solutions	IT Managed Services RFT 14 2021/2022 for 2023-2024,	10,450.00
INV-13506	16/05/2024	ES2 Enterprise Solutions	Veeam Backup & Replication July 23 to June 24	357.50
INV-13425	10/05/2024	ES2 Enterprise Solutions	SEAGATE IRONWOLF NAS PRO INTERNAL 3.5 SATA DRIVE	825.46
INV-13072	21/03/2024	ES2 Enterprise Solutions	Microsoft 365 E3 (NCE COM MTH)	7,190.37
INV-12702	31/01/2024	ES2 Enterprise Solutions	SIEM(AlienVault) with EPM 24/7 Monitoring, 1TB & 2 Sensors	9,900.00
INV-12407	31/12/2023	ES2 Enterprise Solutions	IT Managed Services RFT 14 2021/2022 for 2023-2024,	10,450.00
CN-13526	29/05/2024	ES2 Enterprise Solutions	Microsoft 365 E3 (NCE COM MTH)	-1,074.48
ES2 Enterprise Solutions Total				48,356.35
SI-00305951	29/05/2024	Essential Coffee Pty Ltd	Consumables for coffe machine., Consumables for coffe machine.	779.74
Essential Coffee Pty Ltd Total				779.74
SUPER	12/05/2024	ESSENTIAL SUPER	Superannuation contribution	393.85
SUPER	26/05/2024	ESSENTIAL SUPER	Superannuation contribution	492.31
SUPER	09/06/2024	ESSENTIAL SUPER	Superannuation contribution	492.31
SUPER	23/06/2024	ESSENTIAL SUPER	Superannuation contribution	520.37
DEDUCTION	12/05/2024	ESSENTIAL SUPER	Payroll Deduction	123.08
DEDUCTION	26/05/2024	ESSENTIAL SUPER	Payroll Deduction	153.85
DEDUCTION	09/06/2024	ESSENTIAL SUPER	Payroll Deduction	153.85
DEDUCTION	23/06/2024	ESSENTIAL SUPER	Payroll Deduction	162.62
ESSENTIAL SUPER Total				2,492.24
PM 33119577 TM76	25/06/2024	Estate of BETTY WHYOUTLER	Estate payment to Public Trustee ref PM33119577 TM76	323.31
Estate of BETTY WHYOUTLER Total				323.31
191074	25/06/2024	Estate of MABEL WAKARTA	Deceased Estate payment to Cullen Macleod Law Practice trust account ref 191074	7,005.43
Estate of MABEL WAKARTA Total				7,005.43
PM 33176688 TM28	25/06/2024	Estate of MINYAWWE MILLER	Estate payment to Public Trustee ref PM 33176688 TM28	771.03
Estate of MINYAWWE MILLER Total				771.03
PRF230524	23/05/2024	Etienne Vorster	Staff reimbursement	625.00
PRF180624	18/06/2024	Etienne Vorster	Staff reimbursement	122.65
PRF100524	10/05/2024	Etienne Vorster	Staff reimbursement	103.74
PRF070524	07/05/2024	Etienne Vorster	Staff reimbursement	138.89
Etienne Vorster Total				990.28
AU14-864640	25/06/2024	EUROFINS ARL PTY LTD	Wastewater Sampling WWTP and LWF	587.40
AU14-855276	16/05/2024	EUROFINS ARL PTY LTD	Wastewater Sampling WWTP and LWF	587.40
AU14-855274	16/05/2024	EUROFINS ARL PTY LTD	Wastewater Sampling WWTP and LWF	1,126.95
AU14-842096	02/04/2024	EUROFINS ARL PTY LTD	Wastewater Sampling WWTP and LWF	1,339.25
EUROFINS ARL PTY LTD Total				3,641.00
101315516614	28/05/2024	EUROPCAR	Reservation Number 11720212870 - 5/04/24 - 5/7/25 Ranger employee vehicle Toyota Hilux 1HTB696	2,389.13
101315202264	28/04/2024	EUROPCAR	Reservation Number 11720212870 - 5/04/24 - 5/7/25 Ranger employee vehicle Toyota Hilux 1HTB696	2,678.78
EUROPCAR Total				5,067.91
IN 114454	07/05/2024	Excel Consulting Solutions Pty Ltd ta Nexacu	Registration for Steven Wilson for Excel - Beginner" online course on 2 July 2024"	385.00
Excel Consulting Solutions Pty Ltd ta				385.00
74255	20/05/2024	ExpandaBrand	Purchase of Marquees (3mx3m and 6mx3m) for Nullagine Aquactic Centre	5,254.70
ExpandaBrand Total				5,254.70
D3331	21/05/2024	Ezijak (Mckenzie Holdings Pty Limited)	Supply and Deliver 5 x Ezijak Automatic Trolley Jack's	2,220.00
Ezijak (Mckenzie Holdings Pty Limited)				2,220.00
00033882	10/05/2024	Farmarama Pty Ltd	40x 25kg Polypon NPK + ME, 15-2-10, 8-9mth,1x Spraywise log book	8,194.95
00033881	30/05/2024	Farmarama Pty Ltd	25kg Polyon NPK + ME, Mineral magic soil conditioner, 30Lt Peat plus, 25kg Hydroforce Calwet, 25kg Yara Mila Complex NPK, 1x Spraywise log book	4,865.29
00033693	30/04/2024	Farmarama Pty Ltd	Pesticide Applicator Log Book	60.45
00033366	15/04/2024	Farmarama Pty Ltd	Supply 120 x 25kg of Yara Mila Complex	6,798.00
00033332	12/04/2024	Farmarama Pty Ltd	supply 5 x 20Lt Kamba M	1,622.50
00033320	12/04/2024	Farmarama Pty Ltd	supply 10 x 20Lt Sure Fire spectrum (Confidor), 100 x 25kg Yara Mila Complex	9,812.00
Farmarama Pty Ltd Total				31,353.19
053848	31/05/2024	Finmec Pty Ltd	Staff housing maintenance	1,757.91
Finmec Pty Ltd Total				1,757.91
PRF180624	18/06/2024	Fiona Robinson	Staff reimbursement	40.65
Fiona Robinson Total				40.65
206598	29/05/2024	FLEX FITNESS	3X Foam Rollers and 5X Speed Ropes for Pro Shop	300.72
FLEX FITNESS Total				300.72
2472	24/06/2024	Flowtek Plumbing and Gas Pty Ltd	Staff housing repairs	858.00
2469	24/06/2024	Flowtek Plumbing and Gas Pty Ltd	Staff housing repairs	5,476.65
2464	21/06/2024	Flowtek Plumbing and Gas Pty Ltd	Newman Recreation Centre, SOEP Building Maintenance, SAI New Cistern in Female WC.	1,591.00
2463	21/06/2024	Flowtek Plumbing and Gas Pty Ltd	Shire Public Building- Newman House- Fire Mains 100ml Pipe Has Major Leak	3,210.10
2457	20/06/2024	Flowtek Plumbing and Gas Pty Ltd	Shire Public Buildng- Rec Centre Whaleback Courts- Water Fountain has Out of Order Sign.	474.10
2454	19/06/2024	Flowtek Plumbing and Gas Pty Ltd	Shire Public Building- Capricirn Oval- RPZ test failure.	3,079.75
2452	19/06/2024	Flowtek Plumbing and Gas Pty Ltd	Tennis Courts Toilets- Female Toilet Doesn't Flush - Male Toilet Hand Basin is Blocked and Has Minimal Water Flow	809.80
2450	11/06/2024	Flowtek Plumbing and Gas Pty Ltd	Staff housing repairs	148.50
2448	18/06/2024	Flowtek Plumbing and Gas Pty Ltd	Staff housing repairs	297.00
2446	10/06/2024	Flowtek Plumbing and Gas Pty Ltd	Newman Youth Centre, SOEP Building Maintenance, Pipe under the Sink in Female Ablutions is Leaking.	241.25
2442	10/06/2024	Flowtek Plumbing and Gas Pty Ltd	Newman Town Square- Female Toilet, Basin Needs to be removed to repair Leaking Pipe in the Wall, Replace Time Delay Tap.	1,391.50
2439	06/06/2024	Flowtek Plumbing and Gas Pty Ltd	Shire Admin Building -Rear Annexe, THe Events Office Bathroom has no water.	148.50
2436	13/06/2024	Flowtek Plumbing and Gas Pty Ltd	Saints Footbal Club, Tree roots growing into pipe and causing toilets to block	1,529.90
2430	05/06/2024	Flowtek Plumbing and Gas Pty Ltd	Staff housing repairs	148.50
2428	11/06/2024	Flowtek Plumbing and Gas Pty Ltd	Boomerang Oval, SOEP Building Maintenance, Grandstand Toilets are Blocked	387.75
2421	29/05/2024	Flowtek Plumbing and Gas Pty Ltd	Shire public building - Junior sports pavilion - Female toilet flush button broken and toilets not flushing	445.50
2413	28/05/2024	Flowtek Plumbing and Gas Pty Ltd	Shire Public Building- Newman House- LH Male Toilet Cistern is leaking	275.00
2407	28/05/2024	Flowtek Plumbing and Gas Pty Ltd	Shire Public lot- North newman Reserve- BMX Club Water Meter is Leaking. Meter is Turned off during off Season.	1,026.60
2387	17/05/2024	Flowtek Plumbing and Gas Pty Ltd	Shire Public Building- Shire Depot- Crib Room- Supply and Install replacement Wall Water Boiler.	2,183.30
2371	14/05/2024	Flowtek Plumbing and Gas Pty Ltd	Shire Public Lot- North Newman Reserve- Backflow Testing Due.	350.00
2362	13/05/2024	Flowtek Plumbing and Gas Pty Ltd	Shire Public Building- Newman House- Leaking Male Toilet/ Unrinal	300.00
2361	13/05/2024	Flowtek Plumbing and Gas Pty Ltd	Newman Aquatic Centre- Female Toilet Leaking Duct- Works Already.	331.90

2347	07/05/2024	Flowtek Plumbing and Gas Pty Ltd	Newman Aquatic Centre- Plant room solar panels need to be cleaned for efficiency.	440.00
------	------------	----------------------------------	---	--------

Flowtek Plumbing and Gas Pty Ltd Total				25,144.60
460523948	01/06/2024	FOXTEL CABLE TELEVISION	Monthly foxtel decription - July 2023 - June 2024	265.00
FOXTEL CABLE TELEVISION Total				265.00
1079	04/06/2024	Freestyle Now	July Holiday Program Skatepark Activation	2,800.00
Freestyle Now Total				2,800.00
F779	27/05/2024	Froggy Property Solutions Pty Ltd	Undertake night pressure cleaning of the Town Square.	1,100.00
F3153	17/06/2024	Froggy Property Solutions Pty Ltd	Graffiti removal from Town square 14/06/2024	137.50
F3100	17/06/2024	Froggy Property Solutions Pty Ltd	Removal of blue paint Graffiti from the road signs on the corner of Welsh Drive & Kalgan Drive.	137.50
F2886	06/06/2024	Froggy Property Solutions Pty Ltd	Regular cleaning of Martumili staff accomodation	165.00
F2885	06/06/2024	Froggy Property Solutions Pty Ltd	Regular cleaning of Martumili staff accomodation	165.00
F2854	05/06/2024	Froggy Property Solutions Pty Ltd	Graffiti removal at the large dump truck at the Tourist Information Centre	481.25
F2837	04/06/2024	Froggy Property Solutions Pty Ltd	Graffiti removal at Miners Promise Park	550.00
F2142	31/05/2024	Froggy Solutions Pty Ltd	Graffiti removal at Miners Promise Park on 21st May, 2024	378.13
F2034	27/05/2024	Froggy Property Solutions Pty Ltd	Regular cleaning of Martumili staff accomodation	357.50
F2033	27/05/2024	Froggy Property Solutions Pty Ltd	Regular cleaning of Martumili staff accomodation	275.00
F2032	08/06/2024	Froggy Property Solutions Pty Ltd	Regular cleaning of Martumili staff accomodation	357.50
F2031	26/05/2024	Froggy Property Solutions Pty Ltd	Regular cleaning of Martumili staff accomodation	357.50
F2011	14/05/2024	Froggy Property Solutions Pty Ltd	Regular cleaning of Martumili staff accomodation	357.50
F1963	31/05/2024	Froggy Property Solutions Pty Ltd	Graffiti removal from Nardoo Loop park	240.63
F1936	10/05/2024	Froggy Property Solutions Pty Ltd	Regular cleaning of Martumili staff accomodation	206.25
F1869	10/05/2024	Froggy Property Solutions Pty Ltd	Regular cleaning of Martumili staff accomodation	517.00
F1648	06/05/2024	Froggy Property Solutions Pty Ltd	Graffiti removal from Homestead Ramble playground,	206.25
F1645	06/05/2024	Froggy Property Solutions Pty Ltd	High Pressure clean around BBQ area at Boomerang Oval	137.50
00004236	29/02/2024	Froggy Property Solutions Pty Ltd	Regular cleaning of Martumili staff accomodation	1,210.00
# F1649	06/05/2024	Froggy Property Solutions Pty Ltd	Graffiti removal at Emu Oval playground	206.25
# F1646	06/05/2024	Froggy Property Solutions Pty Ltd	Graffiti removal from Wilara Park	137.50
Froggy Property Solutions Pty Ltd Total				7,680.76
QH557814	30/05/2024	Fuji Xerox Australia Pty Ltd	Fujifilm Copier Monthly Charges - Rental & Usage - July 2023 to June 2024	166.10
QH520114	30/05/2024	Fuji Xerox Australia Pty Ltd	Fujifilm Copier Monthly Charges - Rental & Usage - July 2023 to June 2024	166.10
QH520014	30/05/2024	Fuji Xerox Australia Pty Ltd	Fujifilm Copier Monthly Charges - Rental & Usage - July 2023 to June 2024	275.00
QG196630	08/04/2024	Fuji Xerox Australia Pty Ltd	Fujifilm Copier Monthly Charges - Rental & Usage - July 2023 to June 2024	171.60
Fuji Xerox Australia Pty Ltd Total				778.80
SUPER	12/05/2024	Future Super Fund	Superannuation contribution	267.56
SUPER	26/05/2024	Future Super Fund	Superannuation contribution	267.56
SUPER	09/06/2024	Future Super Fund	Superannuation contribution	267.56
SUPER	23/06/2024	Future Super Fund	Superannuation contribution	267.56
Future Super Fund Total				1,070.24
INV-0000809	27/05/2024	G Power Systems Pty Ltd	Supply labour and install two way, antena and GeoTab - 1IDX 920, Supply labour and remove two way, antena and GeoTab - 1HWV247	3,600.00
INV-0000808	27/05/2024	G Power Systems Pty Ltd	Supply labour and repair lighting issue with Mistal Sweeper 1HAO 964	1,980.00
INV-0000807	27/05/2024	G Power Systems Pty Ltd	Supply Labour and working for new Beacon, Fridge to auxilary and switches for 1HOA889	4,320.00
INV-0000806	27/05/2024	G Power Systems Pty Ltd	Supply labour to take out satalite phone and check Geo tab is taken out 101EPS	1,980.00
INV-0000805	27/05/2024	G Power Systems Pty Ltd	Supply Labour to wire the fridge from back socket to the auxilary battery battery 1IAT185	1,760.00
G Power Systems Pty Ltd Total				13,640.00
PRF190624	19/06/2024	Gabrielle Hingston	Staff reimbursement	29.57
Gabrielle Hingston Total				29.57
00059294	17/06/2024	GALJO PTY LTD T/A EAST PILBARA TYRE	Works as required for EP5895 as per Quote 00059294	506.00
00059224	11/06/2024	GALJO PTY LTD T/A EAST PILBARA TYRE	Repair spare tyre 1HUF 151 USUZU DMax , Depot pool car	55.00
00059218	14/06/2024	GALJO PTY LTD T/A EAST PILBARA TYRE	ride on mower Nullagine repairs	221.60
00058648	23/05/2024	GALJO PTY LTD T/A EAST PILBARA TYRE	Supply Westlake tyre 8.25R16.14 for Caravan tyre constuction crew	383.00
00058572	21/05/2024	GALJO PTY LTD T/A EAST PILBARA TYRE	supply 1Toyo 235/85R M55 tyre for Rego 1GKY573 - Marble Bark Constuction Crew	440.00
00057059	01/04/2024	GALJO PTY LTD T/A EAST PILBARA TYRE	Supply 2nd Battery S57229 for Rego 121 EPS	265.00
GALJO PTY LTD T/A EAST PILBARA TYRE				1,870.60
1272320	15/06/2024	GALVINS PLUMBING SUPPLIES	Purchases of parts for Parks and Gardens for June 2024	101.31
1257829	05/06/2024	GALVINS PLUMBING SUPPLIES	Purchases of parts for Parks and Gardens for June 2024	167.21
1252784	30/05/2024	GALVINS PLUMBING SUPPLIES	Purchases of parts for Parks and Gardens for the month of May 2024	70.79
1224697	09/05/2024	GALVINS PLUMBING SUPPLIES	Shire Public Building- Newman Airport- Supplies to Repair Smoking Ashtrays.	42.85
1181728	04/04/2024	GALVINS PLUMBING SUPPLIES	Shire Public Building- Cape K- General Tools and Supplies for Repairs.	37.40
GALVINS PLUMBING SUPPLIES Total				419.56
PRF210624	21/06/2024	Gemma Lacey	Staff reimbursement	93.33
PRF190624	19/06/2024	Gemma Lacey	Staff reimbursement	43.50
PRF190624	19/06/2024	Gemma Lacey	Staff reimbursement	117.99
PRF080524	08/05/2024	Gemma Lacey	Staff reimbursement	306.35
Gemma Lacey Total				561.17
PRF190624	19/06/2024	Gerard Dhu	Staff reimbursement	1,531.32
Gerard Dhu Total				1,531.32
112-0202197	02/05/2024	GHD PTY LTD	Provision of additional services for Soil/Turf sampling report	24,625.70
112-0202195	02/05/2024	GHD PTY LTD	A study of the Newman Town Recycled Water Scheme	2,318.80
GHD PTY LTD Total				26,944.50
17688	24/06/2024	GLADYS BIDU	Artist Payment 17688	542.80
17389	04/06/2024	GLADYS BIDU	Artist Payment 17389	400.00
17183	17/06/2024	GLADYS BIDU	Artist Payment 17183	500.00
GLADYS BIDU Total				1,442.80
PRF270524	27/05/2024	Glenn Brickhill	Staff reimbursement	19.40
PRF180524	18/05/2024	Glenn Brickhill	Staff reimbursement	24.25
Glenn Brickhill Total				43.65
00000046	10/04/2024	Gold Play Civil Pty Ltd	Wet hire contract arrangement for earthworks for 3x floodways on the Muccan Shay Gap Road	330,000.00
Gold Play Civil Pty Ltd Total				330,000.00
51936	24/04/2024	Gold Touch Group Pty Ltd	Car detailing	550.28
Gold Touch Group Pty Ltd Total				550.28
SUPER	12/05/2024	GOVERNMENT EMPLOYEES	Superannuation contribution	41.83
SUPER	26/05/2024	GOVERNMENT EMPLOYEES	Superannuation contribution	49.53
DEDUCTION	12/05/2024	GOVERNMENT EMPLOYEES	Payroll Deduction	41.83
DEDUCTION	26/05/2024	GOVERNMENT EMPLOYEES	Payroll Deduction	49.53
GOVERNMENT EMPLOYEES				182.72
SUPER	12/05/2024	Greensill Superannuation Fund	Superannuation contribution	1,128.60
SUPER	26/05/2024	Greensill Superannuation Fund	Superannuation contribution	1,128.60

SUPER	09/06/2024	Greensill Superannuation Fund	Superannuation contribution	1,128.60
SUPER	23/06/2024	Greensill Superannuation Fund	Superannuation contribution	1,128.60
Greensill Superannuation Fund Total				4,514.40
PRF290524	29/05/2024	GTEA Resi Rental Trust	Staff salary sacrifice	580.00
PRF290524	29/05/2024	GTEA Resi Rental Trust	Staff salary sacrifice	580.00
PRF260624	26/06/2024	GTEA Resi Rental Trust	Staff salary sacrifice	580.00
PRF120624	12/06/2024	GTEA Resi Rental Trust	Staff salary sacrifice	580.00
GTEA Resi Rental Trust Total				1,160.00
11466	18/06/2024	GYMCARE	Marble Bar gym - replacement strap for bike pedal,	71.96
GYMCARE Total				71.96
PRF070624	07/06/2024	HAN-MARI ROETS	Staff reimbursement	185.35
HAN-MARI ROETS Total				185.35
#AU51540-I	02/04/2024	Hanna Instrument Pty LTd	HI98194 pH,EC,DO multiparameter portable meter supplied with HI7698194 probe with 4 meter cable	373.53
Hanna Instrument Pty LTd Total				373.53
17684	24/06/2024	HELEN DALE SAMSON	Artist Payment 17684	500.40
17545	10/06/2024	HELEN DALE SAMSON	Artist Payment 17545	411.00
17184	17/06/2024	HELEN DALE SAMSON	Artist Payment 17184	911.50
HELEN DALE SAMSON Total				1,822.90
PRF240624	24/06/2024	Helen Likiliki	Staff reimbursement	92.43
Helen Likiliki Total				92.43
17690	25/06/2024	Helena Butt	Artist Payment 17690	70.00
17546	10/06/2024	Helena Butt	Artist Payment 17546	100.00
17381	04/06/2024	Helena Butt	Artist Payment 17381	100.00
Helena Butt Total				270.00
SH49348/49	22/05/2024	Hersey's Safety	Purchase of assorted safety supplies and minor equipment for Marble Bar Works Depot	4,760.50
SH49345/46	21/05/2024	Hersey's Safety	Purchase of assorted safety supplies and minor equipment for Nullagine Depot	4,886.48
Hersey's Safety Total				9,646.98
SUPER	12/05/2024	HESTA SUPER FUND	Superannuation contribution	401.93
SUPER	26/05/2024	HESTA SUPER FUND	Superannuation contribution	401.93
SUPER	09/06/2024	HESTA SUPER FUND	Superannuation contribution	401.93
SUPER	23/06/2024	HESTA SUPER FUND	Superannuation contribution	401.93
HESTA SUPER FUND Total				1,607.72
9409203542	18/04/2024	HOLCIM (AUSTRALIA) PTY LTD	Supply 55 Tonne of 20mm Aggregate inlucing Levy	8,057.35
9409199362	17/04/2024	HOLCIM (AUSTRALIA) PTY LTD	Supply 55 Tonnes of Course Creek Sand including levy	5,542.09
9409199278	17/04/2024	HOLCIM (AUSTRALIA) PTY LTD	Supply 55 Tonnes of Course River Sand includes levy for Jigalong Road 32km	5,769.76
9409199276	17/04/2024	HOLCIM (AUSTRALIA) PTY LTD	Supply 56 Tonnes of Coarse Creek Sand including levy	5,754.79
9409199272	17/04/2024	HOLCIM (AUSTRALIA) PTY LTD	Supply 55 Tonnes 20mm Aggregate including levy	7,372.57
9409199270	17/04/2024	HOLCIM (AUSTRALIA) PTY LTD	Supply 56 Tonnes of 20mm Aggregate including levy	7,801.46
HOLCIM (AUSTRALIA) PTY LTD Total				40,298.02
355854.180324	18/03/2024	HORIZON POWER	Electricity charges 160124 to 150324	136.69
355854.150524	15/05/2024	HORIZON POWER	Electricity Charges 160324 to 140524	135.76
325456.090424	09/04/2024	HORIZON POWER	Electricity Charges 160124 to 150324	124.41
306487.150524	15/05/2024	HORIZON POWER	Electricity Charges 160324 to 140524	752.94
270232.150524	15/05/2024	HORIZON POWER	Electricity Charges 160324 to 140524	699.24
267688.130624	13/06/2024	HORIZON POWER	Electricity Charges 110424 to 120624	1,560.72
259607.150524	15/05/2024	HORIZON POWER	Electricity Charges160324 to 140524	565.02
242015.110424	11/04/2024	HORIZON POWER	Electricity Charges 100224 to 100424	101.98
229754.130624	13/06/2024	HORIZON POWER	Electricity Charges 110424 to 120624	421.14
206570.130624	13/06/2024	HORIZON POWER	Electricity Charges 110424 to 120624	16.42
206570.110424	11/04/2024	HORIZON POWER	Electricity Charges 100224 to 100424	105.14
194408.030524	03/05/2024	HORIZON POWER	Electricity Usage 154556 to 090224	124.41
188010.130624	13/06/2024	HORIZON POWER	Electricity Charges 110424 to 120624,	284.98
188010.110424	11/04/2024	HORIZON POWER	Electricity Usage 100224 to 100424	273.69
155673.130624	13/06/2024	HORIZON POWER	Electricity Charges 110424 to 120624	2,249.03
138892.130624	13/06/2024	HORIZON POWER	Electricity Charges 110424 to 120624	295.47
122385.130624	13/06/2024	HORIZON POWER	Electricity Charges 110424 to 120624	531.46
121568.310524	31/05/2024	HORIZON POWER	Electricity Charges 010524 to 310524	2,595.51
106951.130624	13/06/2024	HORIZON POWER	Electricity Charges 110424 to 120624	754.90
106951.110424	11/04/2024	HORIZON POWER	Electricity Charges 100224 to 100424	2,619.83
HORIZON POWER Total				14,348.74
138805	29/05/2024	HOSPITALITY INN PORT HEDLAND	RPT Bus - Accommm	270.50
138726	27/05/2024	HOSPITALITY INN PORT HEDLAND	RPT Bus - Accommm	274.00
138566	22/05/2024	HOSPITALITY INN PORT HEDLAND	RPT Bus - Accommm	271.50
138300	15/05/2024	HOSPITALITY INN PORT HEDLAND	RPT Bus - Accommm	271.50
138219	13/05/2024	HOSPITALITY INN PORT HEDLAND	RPT Bus - Accommm	272.50
HOSPITALITY INN PORT HEDLAND Total				1,360.00
SUPER	12/05/2024	Hostplus	Superannuation contribution	1,637.81
SUPER	26/05/2024	Hostplus	Superannuation contribution	1,557.00
SUPER	09/06/2024	Hostplus	Superannuation contribution	1,531.57
SUPER	18/06/2024	Hostplus	Superannuation contribution	11.27
SUPER	23/06/2024	Hostplus	Superannuation contribution	1,872.61
DEDUCTION	12/05/2024	Hostplus	Payroll Deduction	254.07
DEDUCTION	26/05/2024	Hostplus	Payroll Deduction	254.07
DEDUCTION	09/06/2024	Hostplus	Payroll Deduction	254.07
DEDUCTION	23/06/2024	Hostplus	Payroll Deduction	254.07
Hostplus Total				7,626.54
SUPER	12/05/2024	Hostplus Superannuation Fund	Superannuation contribution	2,155.27
SUPER	17/05/2024	Hostplus Superannuation Fund	Superannuation contribution	49.32
SUPER	26/05/2024	Hostplus Superannuation Fund	Superannuation contribution	2,248.93
SUPER	09/06/2024	Hostplus Superannuation Fund	Superannuation contribution	1,816.70
SUPER	18/06/2024	Hostplus Superannuation Fund	Superannuation contribution	384.69
SUPER	23/06/2024	Hostplus Superannuation Fund	Superannuation contribution	2,192.31
Hostplus Superannuation Fund Total				8,847.22
00015556	24/04/2024	ID Consulting Pty Ltd	Literature Review and Summary of the characteristics of Pilbara's youth	19,800.00
ID Consulting Pty Ltd Total				19,800.00
SUPER	12/05/2024	IOOF Investments Services Ltd	Superannuation contribution	186.69
SUPER	26/05/2024	IOOF Investments Services Ltd	Superannuation contribution	174.17
SUPER	09/06/2024	IOOF Investments Services Ltd	Superannuation contribution	161.64
SUPER	23/06/2024	IOOF Investments Services Ltd	Superannuation contribution	163.73
IOOF Investments Services Ltd Total				686.23
SUPER	12/05/2024	IOOF PORTFOLIO SERVICE SUPER FUND	Superannuation contribution	34.31
SUPER	26/05/2024	IOOF PORTFOLIO SERVICE SUPER FUND	Superannuation contribution	769.46

SUPER	09/06/2024	IOOF PORTFOLIO SERVICE SUPER FUND	Superannuation contribution	934.30
SUPER	23/06/2024	IOOF PORTFOLIO SERVICE SUPER FUND	Superannuation contribution	966.59
DEDUCTION	09/06/2024	IOOF PORTFOLIO SERVICE SUPER FUND	Payroll Deduction	291.97
DEDUCTION	23/06/2024	IOOF PORTFOLIO SERVICE SUPER FUND	Payroll Deduction	291.97
IOOF PORTFOLIO SERVICE SUPER FUND				3,288.60
DEP361	12/06/2024	Isaac McLellan ta Make Parkour	Parkour Facilitatiion Initial Deposit	2,093.00
Isaac McLellan ta Make Parkour Total				2,093.00
57265	17/05/2024	ISC Teamwear Pty Limited	Aquatic centre uniforms	4,768.50
57264	10/05/2024	ISC Teamwear Pty Limited	Aquatic centre uniforms	6,847.50
ISC Teamwear Pty Limited Total				11,616.00
6822129	31/05/2024	Ixom Operations Pty Ltd	Annual Servicing Fees for Chlorine Gas for WWTP FY 23/24.	348.50
Ixom Operations Pty Ltd Total				348.50
INV-00017370	14/06/2024	Jaz Creative	Cultural Learning Resource Graphic Design & Print of 150 copies	3,843.95
Jaz Creative Total				3,843.95
BD1472730	07/06/2024	JB HIFI SOLUTIONS	Apple iPad 10.9-inch 256GB Wi-Fi + Cellular (Blue) [10th Gen]	1,295.00
BD1461027	27/05/2024	JB HIFI SOLUTIONS	10812420.322649361 HP EliteOne 870 G9 AIO -8Q7G7PA-Intel i7 13700/16GB 4800MHz / 512GB SSD / 27QHD non touch / W11P /3-3-3 x 8	22,672.00
JB HIFI SOLUTIONS Total				23,967.00
PRF300524	30/05/2024	Jeanette M Simpson	Staff reimbursement	350.47
PRF300524	30/05/2024	Jeanette M Simpson	Staff reimbursement	13.02
Jeanette M Simpson Total				363.49
17699	25/06/2024	Jennaley Jackson (Beneficiary)	Deceased Estate payment to beneficiary Jennaley Jackson 7/7 ref 17699	467.52
Jennaley Jackson (Beneficiary) Total				467.52
17380	04/06/2024	Jenny Butt	Artist Payment 17380	700.00
Jenny Butt Total				700.00
002992-D01	31/05/2024	JH Computer Services WA Pty Ltd	New headsets for Shire staff	3,491.66
002935-D02	30/05/2024	JH Computer Services WA Pty Ltd	Network Cables	452.99
002934-D01	28/05/2024	JH Computer Services WA Pty Ltd	CRUCIAL 16GB (1x16GB) DDR4 SODIMM 3200MHz CL22 NOTEBOOK LAPTOP RAM	356.00
002933-D01	28/05/2024	JH Computer Services WA Pty Ltd	Logitech StreamCam - Graphite	2,299.00
002876-D01	22/05/2024	JH Computer Services WA Pty Ltd	Logitech MK345 Wireless Desktop & Mouse Combo, Logitech MK850 Performance	2,475.00
002736-D01	01/05/2024	JH Computer Services WA Pty Ltd	Acer B247Y 24 Screen	748.00
002686-D01	29/04/2024	JH Computer Services WA Pty Ltd	18S100, ESPRESSO DISPLAY 13 TOUCH V2 MONITOR - (ED0012)	
002284-D01	06/03/2024	JH Computer Services WA Pty Ltd	Acer B247Y 24 Screen"	3,740.00
JH Computer Services WA Pty Ltd Total				13,562.65
PRF140624	14/06/2024	Jonathan Smaill	Successful Paricipation Grant	300.00
Jonathan Smaill Total				300.00
17694	25/06/2024	Jonathon Atkins (Beneficiary)	Deceased Estate payment to Beneficiary Jonathan Atkins	467.52
Jonathon Atkins (Beneficiary) Total				467.52
17374	04/06/2024	JONES, KAREN	Artist Payment 17374	237.00
JONES, KAREN Total				237.00
PRF210624	21/06/2024	Joshua Brown	Staff reimbursement	146.19
Joshua Brown Total				146.19
17538	10/06/2024	JUDITH ANYA SAMSON	Artist Payment 17538	330.00
17387	04/06/2024	JUDITH ANYA SAMSON	Artist Payment 17387	300.00
JUDITH ANYA SAMSON Total				630.00
24314-01	29/05/2024	Jurovich Surveying Pty Ltd	Feature and Level Survey of the Admin Office Back Carpark Area in the Shire of East Pilbara	7,474.50
Jurovich Surveying Pty Ltd Total				7,474.50
PRF240624	24/06/2024	Kaitlyn Elsegood	Staff reimbursement	141.73
Kaitlyn Elsegood Total				141.73
INV-1124	14/06/2024	Kalu Studio Pty Ltd	Warrarnku Ninti Marketing, Kujungka Exhibition Branding & Catalogue, Warrarnku Ninti Celebration Brochure	2,186.80
Kalu Studio Pty Ltd Total				2,186.80
17712	25/06/2024	Kara Patch	Artist Payment 17712	300.00
Kara Patch Total				300.00
TRAVEL240524	24/05/2024	KAREN LOCKYER	Fuel Allowance for travel to Jigalong for OCM May	333.33
SITTINGFEESJUN24	25/06/2024	KAREN LOCKYER	Councillor Fees and Allowances Jun24	2,305.84
KAREN LOCKYER Total				2,639.17
INV-0116	08/05/2024	Karrakurru Mechanical Services	Break down Dolly Remove and replace leaking brake booster - 1TFO 872	264.00
INV-0109	08/05/2024	Karrakurru Mechanical Services	Repair Blade Lift cylinder, fit new bolts broken and set shins Rego 1HPO-069	1,694.00
Karrakurru Mechanical Services Total				1,958.00
17388	04/06/2024	KATHLEEN MAREE SORENSEN	Artist Payment 17388	411.00
17191	18/06/2024	KATHLEEN MAREE SORENSEN	Artist Payment 17191	525.00
KATHLEEN MAREE SORENSEN Total				936.00
PRF210624	21/06/2024	Kerry Bain	Electricity Reimbursement 050424 to 100624	86.27
Kerry Bain Total				86.27
24322	04/06/2024	Kim Buttfield Consulting	East Pilbara Sport Club Black Box, Establish/identify suite of standard club templates, as word print based format	4,004.00
Kim Buttfield Consulting Total				4,004.00
ZNE2537	11/06/2024	King Kira Maintenance Pty Ltd	Purchase 1x spare vehicle for vehicle REGO 1HWV246 Airport Safety Vehicle - Bridgestone LT265/65R17 All Terrain	508.95
ZNE2467	31/05/2024	King Kira Maintenance Pty Ltd	15000km service 1HZJ815 Isuzu MUX LST, Booked for 31 May 2024	756.33
ZNE2466	06/06/2024	King Kira Maintenance Pty Ltd	Replace two front tyres with 2x new tyres: Bridgestone Brand 5U327 A/T LT 26/65 R17, Inc balance and alignment and tyre disposal on Vehicle 177EPS	989.10
ZNE2373	16/05/2024	King Kira Maintenance Pty Ltd	Supply fit and wheel balance 3x Bridgestone 265/65R17LT - Rego 125EPS	1,793.04
King Kira Maintenance Pty Ltd Total				4,047.42
364901	13/06/2024	KMART AUSTRALIA LTD	Supply goods for Bens caravan 1TPG-976	190.00
362806	20/05/2024	KMART AUSTRALIA LTD	Kitchen equipment - MB Rec Shed	138.00
KMART AUSTRALIA LTD Total				328.00
003616173	07/03/2024	KOMATSU AUSTRALIA PTY LTD	Parts listing to repair damaged grader Steve's Grader driven by Rob whilst on holidays	101.85
003610566	04/03/2024	KOMATSU AUSTRALIA PTY LTD	Parts listing to repair damaged grader Steve's Grader driven by Rob whilst on holidays	184.01
003605457	29/02/2024	KOMATSU AUSTRALIA PTY LTD	Parts listing to repair damaged grader Steve's Grader driven by Rob whilst on holidays	7,740.26
KOMATSU AUSTRALIA PTY LTD Total				8,026.12
PRF210624	21/06/2024	Kristina Quince	Staff reimbursement	358.33
Kristina Quince Total				358.33
PRF130624	13/06/2024	Kristy Brown	Staff reimbursement	434.00
Kristy Brown Total				434.00
INV-0611	19/02/2024	Kryal Castle One 2 One KC Pty Ltd	Acting & Recording for characters for the Shire of East Pilbara Augmented Reality App - new actors for each character	4,400.00
Kryal Castle One 2 One KC Pty Ltd Total				4,400.00

17695	26/06/2024	KUMPAYA GIRGIRBA	Artist Payment 17695	500.00
17548	11/06/2024	KUMPAYA GIRGIRBA	Artist Payment 17548	1,500.00
17391	05/06/2024	KUMPAYA GIRGIRBA	Artist Payment 17391	500.00
17197	19/06/2024	KUMPAYA GIRGIRBA	Artist Payment 17197	500.00
KUMPAYA GIRGIRBA Total				3,000.00
394013	06/06/2024	LANDGATE (DOLA)	Standing PO for 2023/24 for Valuation Services	360.80
393335	16/05/2024	LANDGATE (DOLA)	Standing PO for 2023/24 for Valuation Services	1,638.00
393222	03/05/2024	LANDGATE (DOLA)	Mining tenements revaluation roll for FY25	18,952.15
392706	26/04/2024	LANDGATE (DOLA)	Standing PO for 2023/24 for Valuation Services	105.60
392018	25/03/2024	LANDGATE (DOLA)	Standing PO for 2023/24 for Valuation Services	74.15
1386078	04/06/2024	LANDGATE (DOLA)	Standing PO for 2023/24 for Valuation Services	122.00
1386078	04/06/2024	LANDGATE (DOLA)	SOEP Planning Department - May 2024, Landgate- Annual Ordering -Tiltes and Information.	30.50
1386078	04/06/2024	LANDGATE (DOLA)	Standing PO for 2023/24 for Valuation Services	122.00
1386078	04/06/2024	LANDGATE (DOLA)	SLIP Subscription Services - Small	2,533.00
LANDGATE (DOLA) Total				23,938.20
PRF220524	22/05/2024	Lauren Elsie Harbour	Reimbursement for travel to Newman	1,298.41
Lauren Elsie Harbour Total				1,298.41
TRAVEL310524	31/05/2024	Lee Anderson	Marble Bar-Newman-Jigalong Return - May OCM	784.68
TRAVEL270424	27/04/2024	Lee Anderson	Marble Bar-Newman Return - April OCM	636.65
SITTINGFEESJUN24	25/06/2024	Lee Anderson	Councillor Fees and Allowance Jun24	2,305.84
Lee Anderson Total				3,727.17
4431	16/04/2024	LEISURE INSTITUTE OF WA AQUATIC (INC.)	Registrations for the North West Aquatic Recreation Seminar on 10 May 2024	660.00
LEISURE INSTITUTE OF WA AQUATIC (INC.)				660.00
17698	25/06/2024	Liam Atkins (Beneficiary)	Deceased estate payment to beneficiary Liam Atkins	467.52
Liam Atkins (Beneficiary) Total				467.52
CA5051872	03/05/2024	Life Apparel Co Pty Ltd	Fusion Knitted Cotton standard polo custom printed - NAIDOC 2024	587.95
CA5051869	01/05/2024	Life Apparel Co Pty Ltd	Classic Venta® standard polo custom printed	211.20
CA5051854	18/04/2024	Life Apparel Co Pty Ltd	2024 staff NAIDOC shirts and shipping to Newman, 12 x unisex knitted polo, 10 x fitted knitted polo, 37 x unisex Venta polo, 15 x fitted Venta polo	4,264.25
Life Apparel Co Pty Ltd Total				5,063.40
60182424	07/06/2024	LILS RETRAVISION PORT HEDLAND	Music Equipment - Rec Shed, Marble Bar, - set of drum sticks	49.00
LILS RETRAVISION PORT HEDLAND Total				49.00
IN1479154	22/04/2024	Links Modular Solutions	Newman Recreation Centre, Technogym Integration Annual Fee and Set up and Configuration	1,653.66
Links Modular Solutions Total				1,653.66
38716	04/06/2024	LOCAL GOVERNMENT PROFESSIONALS	In-house Report Writing workshop by LGPWA on 27-28 May 2024	13,500.00
38618	08/05/2024	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	Registration at the People and Culture Network Event: Hone your negotiation techniques" online event on 10 May 2024"	95.00
LOCAL GOVERNMENT PROFESSIONALS				13,595.00
17686	24/06/2024	LORNA LINMURRA	Artist Payment 17686	480.00
LORNA LINMURRA Total				480.00
PRF140324	14/03/2024	Lynn Sumners	Staff reimbursement	54.95
Lynn Sumners Total				54.95
15820	11/06/2024	LYNX INTEGRATED SYSTEMS	Kangaroo and Emu Oval issues after lightning/storm	418.00
LYNX INTEGRATED SYSTEMS Total				418.00
SUPER	12/05/2024	Macquarie Super Accumulator Account	Superannuation contribution	926.92
SUPER	26/05/2024	Macquarie Super Accumulator Account	Superannuation contribution	926.92
SUPER	09/06/2024	Macquarie Super Accumulator Account	Superannuation contribution	926.92
SUPER	23/06/2024	Macquarie Super Accumulator Account	Superannuation contribution	926.92
DEDUCTION	12/05/2024	Macquarie Super Accumulator Account	Payroll Deduction	289.66
DEDUCTION	26/05/2024	Macquarie Super Accumulator Account	Payroll Deduction	289.66
DEDUCTION	09/06/2024	Macquarie Super Accumulator Account	Payroll Deduction	289.66
DEDUCTION	23/06/2024	Macquarie Super Accumulator Account	Payroll Deduction	289.66
Macquarie Super Accumulator Account				4,866.32
PRF240624	24/06/2024	Malcolm Somers	Staff reimbursement	68.70
PRF180624	18/06/2024	Malcolm Somers	Staff reimbursement	123.50
Malcolm Somers Total				192.20
INV-0171	31/05/2024	Mandy Wynne	Monthly Statement Compilation until required, Statutory Budget Compilation	4,866.29
INV-0171	31/05/2024	Mandy Wynne	Adhoc Finance works for the FY 23/24	739.31
Mandy Wynne Total				5,605.60
GS-41374	31/05/2024	Marble Bar General Store	3rd Prize - MB ANZAC Day Big Bake-Off Comp, Store Voucher, 3rd Prize - MB ANZAC Day Big Bake-Off Comp, Store Voucher	199.24
GS-41373	31/05/2024	Marble Bar General Store	Purchase of groceries for Grader driver - Steve Mason - Skull Springs Road	373.15
GS-41372	31/05/2024	Marble Bar General Store	MB Family Fun Day - food for BBQ lunch	223.91
Marble Bar General Store Total				796.30
ZJ8680601	30/05/2024	MARBLE BAR HOLIDAY PARK (Caravan Park)	Accommodation - MB Family Fun Day	560.00
MARBLE BAR HOLIDAY PARK (Caravan				560.00
INV-RH-2359	31/05/2024	Marble Bar Roadhouse and Travellers Rest	Food and accomodation shire employee while attending Basic Traffic Management training in Marble Bar 20-24 May 2024	1,048.00
INV-RH-2358	31/05/2024	Marble Bar Roadhouse and Travellers Rest	Meals Package for Shire employees	1,183.00
INV-RH-2314	31/05/2024	Marble Bar Roadhouse and Travellers Rest	Marble Bar Travellers Rest Road House, One Night Stay	185.00
INV-RH-2313	31/05/2024	Marble Bar Roadhouse and Travellers Rest	205L unleaded fuel for gardening crew equipment	490.31
INV-RH-2230	30/04/2024	Marble Bar Roadhouse and Travellers Rest	Accomodation for Marble Bar Events 10 & 11.04.2024 - Shire staff	2,185.00
Marble Bar Roadhouse and Travellers Rest				5,091.31
17691	25/06/2024	MARIANNE BURTON	Artist Payment 17691	420.00
17540	10/06/2024	MARIANNE BURTON	Artist Payment 17540	500.40
17378	04/06/2024	MARIANNE BURTON	Artist Payment 17378	500.00
17182	17/06/2024	MARIANNE BURTON	Artist Payment 17182	749.00
MARIANNE BURTON Total				2,169.40
17692	25/06/2024	Marianne Burton (Beneficiary)	Deceased Estate payment 1/4 Marianne Burton ref 17692	207.00
Marianne Burton (Beneficiary) Total				207.00
INV-0906	21/06/2024	Mark Keogh Pty Ltd tas Mark Keogh	First Aid Equipment	3,762.44
INV-0905	21/06/2024	Mark Keogh Pty Ltd tas Mark Keogh	Lifeguard Equipment	1,772.00
INV-0891	12/06/2024	Mark Keogh Pty Ltd tas Mark Keogh	Registration for First Aid course on 17 June 2024	175.00
INV-0857	30/05/2024	Mark Keogh Pty Ltd tas Mark Keogh	Registration for Provide First Aid training on 30 May 2024	175.00
INV-0842	14/05/2024	Mark Keogh Pty Ltd tas Mark Keogh	Fire Warden Training x6, Provide First Aid training	1,669.00
INV-0825	28/04/2024	Mark Keogh Pty Ltd tas Mark Keogh	Operate 4WD course x3	1,190.00
Mark Keogh Pty Ltd tas Mark Keogh				8,743.44
17711	25/06/2024	Marlene Anderson	Artist Payment 17711	810.00
17536	10/06/2024	Marlene Anderson	Artist Payment 17536	1,500.00
17379	04/06/2024	Marlene Anderson	Artist Payment 17379	1,000.00
17190	17/06/2024	Marlene Anderson	Artist Payment 17190	1,000.00

Marlene Anderson Total				4,310.00
17715	25/06/2024	Marnie French	Artist Payment 17715	465.00
Marnie French Total				465.00
17689	24/06/2024	MARY ROWLANDS	Artist Payment 17689	174.00
17544	10/06/2024	MARY ROWLANDS	Artist Payment 17544	393.00
17385	04/06/2024	MARY ROWLANDS	Artist Payment 17385	700.00
MARY ROWLANDS Total				700.00
202225	06/06/2024	Matkaylajay Transport PL ta MKJ Logistics	Delivery of 2 x IBC from Perth to Newman,	556.60
202168	31/05/2024	Matkaylajay Transport PL ta MKJ Logistics	Freight for chemicals	721.05
Matkaylajay Transport PL ta MKJ Logistics				1,277.65
PRF310524	31/05/2024	Matt Damon	Reimbursement or building maintenance supplies	139.48
Matt Damon Total				139.48
17690	25/06/2024	Matthew Mintern	Artist Payment 17690	225.53
17533	10/06/2024	Matthew Mintern	Artist Payment 17533	100.00
Matthew Mintern Total				325.53
233783	20/06/2024	Maxiparts Operations PL	Supply centre bearing spicer 60mm solid for broken down truck	227.50
233782	20/06/2024	Maxiparts Operations PL	Supply Lithplex Blue Premium H/Duty 18kg Drum to Marble Bar Depot	335.34
232040	14/06/2024	Maxiparts Operations PL	Supply Lithplex Blue Premium H/Duty 18kg Drum to Marble Bar Depot	334.95
228115	30/05/2024	Maxiparts Operations PL	Filter	157.85
227499	29/05/2024	Maxiparts Operations PL	Starter Motor Mitsi 12v	753.32
227485	29/05/2024	Maxiparts Operations PL	Lithplex Blue Premium 18kg Drum for P2759	1,004.85
227478	29/05/2024	Maxiparts Operations PL	Various minor parts	875.33
225416	22/05/2024	Maxiparts Operations PL	Tractor protection valve TP5 for 1CYY214	150.83
221518	09/05/2024	Maxiparts Operations PL	purchase of Big Red Battery Isolater for 1CYY214	1,114.43
Maxiparts Operations PL Total				4,954.40
17551	11/06/2024	MAY CHAPMAN	Artist Payment 17551	2,393.07
17386	04/06/2024	MAY CHAPMAN	Artist Payment 17386	2,000.00
MAY CHAPMAN Total				4,393.07
SUPER	12/05/2024	Mercer Super Trust	Superannuation contribution	1,705.02
SUPER	26/05/2024	Mercer Super Trust	Superannuation contribution	1,600.42
SUPER	09/06/2024	Mercer Super Trust	Superannuation contribution	1,559.05
SUPER	23/06/2024	Mercer Super Trust	Superannuation contribution	1,607.24
DEDUCTION	12/05/2024	Mercer Super Trust	Payroll Deduction	425.00
DEDUCTION	26/05/2024	Mercer Super Trust	Payroll Deduction	425.00
DEDUCTION	09/06/2024	Mercer Super Trust	Payroll Deduction	425.00
DEDUCTION	23/06/2024	Mercer Super Trust	Payroll Deduction	425.00
Mercer Super Trust Total				8,171.73
PRF210624	21/06/2024	Michael Zion	Staff reimbursement	95.51
PRF050624	05/06/2024	Michael Zion	Staff reimbursement	403.81
Michael Zion Total				499.32
TRAVEL240524	24/05/2024	Milton Chapman	Travel Allowance for travel to Jigalong for OCM May 2024	791.60
SITTINGFEESJUN24	25/06/2024	Milton Chapman	Councillor Fees and Allowances Jun24	2,305.84
Milton Chapman Total				3,097.44
11245097	31/05/2024	MinterEllison	Professional fees - General Employment	2,263.36
MinterEllison Total				2,263.36
60792	24/05/2024	Minuteman Press Perth	75 A5 44pp Catalouge + Artwork (Job 158662)	777.15
60775	23/05/2024	Minuteman Press Perth	NAIDOC 2024 Postcards (3500) for BHP, Jatu Clothing & Martumili.	850.30
60486	07/05/2024	Minuteman Press Perth	Job 158104, A6 postcard, Printed CMYK 2 sides, 300gsm satin	33.00
60143	15/04/2024	Minuteman Press Perth	Printing of story collection booklets, JOB ID 156150 5x hard copies and bound booklets for art production resources	332.53
Minuteman Press Perth Total				1,992.98
PRF210624	21/06/2024	Mitchell Ferris	Staff reimbursement	123.30
PRF120624	12/06/2024	Mitchell Ferris	Staff reimbursement	123.50
Mitchell Ferris Total				246.80
45967631	31/05/2024	Modern Teaching Aids Pty Ltd	Order as per online account	285.95
45935300	07/05/2024	Modern Teaching Aids Pty Ltd	Order as per online account	6,939.74
45823259	21/02/2024	Modern Teaching Aids Pty Ltd	Better Beginnings Grant - Equipment for Music & Movement	2,924.74
Modern Teaching Aids Pty Ltd Total				10,150.43
70523011	11/06/2024	MSS SECURITY PTY LTD	Provide Security Screeners to operate the passenger and checked baggage at Screening Points and provide Front of House (FOH) Security Officers	171,393.88
MSS SECURITY PTY LTD Total				171,393.88
36831	19/06/2024	MT NEWMAN FURNITURE & BEDDING	F/Rug Brighton 160 x 230 98122-3001	359.00
36744	11/06/2024	MT NEWMAN FURNITURE & BEDDING	Office Chair	309.00
36733	10/06/2024	MT NEWMAN FURNITURE & BEDDING	Newman House - Furniture Order	1,217.00
36679	29/05/2024	MT NEWMAN FURNITURE & BEDDING	Boost 1P 1875 Height adjust desk NW/WA	2,358.00
36114	22/03/2024	MT NEWMAN FURNITURE & BEDDING	Minor furniture for staff housing	976.00
36096	19/03/2024	MT NEWMAN FURNITURE & BEDDING	3X Banksia Mob Pedistal 2P1FI Grey, 3X Banksia 1800 x 750 Workstation Grey, 3X Como Office Chair Black	3,981.00
MT NEWMAN FURNITURE & BEDDING				9,200.00
33207720 TM73	25/06/2024	MULYATINGKI MARNEY	Estate payment to Public Trustee ref 33207720 TM73	999.97
MULYATINGKI MARNEY Total				999.97
17685	24/06/2024	NANCY CHAPMAN	Artist Payment 17685	400.00
17534	10/06/2024	NANCY CHAPMAN	Artist Payment 17534	200.00
17181	17/06/2024	NANCY CHAPMAN	Artist Payment 17181	300.00
NANCY CHAPMAN Total				900.00
INV-0961	14/05/2024	NATIONAL AUSTRALIA DAY COUNCIL	Return of unspent grant funding	3,424.23
NATIONAL AUSTRALIA DAY COUNCIL Total				3,424.23
INV-2971	28/05/2024	Netplanet Digital	Weekly social media management	12,217.70
Netplanet Digital Total				12,217.70
97403	19/06/2024	Newbook Pty Limited	Newbook Subscription inc 500 SMS package	40.93
97399	19/06/2024	Newbook Pty Limited	Newbook Subscription inc 500 SMS package	170.75
97367	17/06/2024	Newbook Pty Limited	Newbook Subscription inc 500 SMS package	2,451.47
Newbook Pty Limited Total				2,663.15
PRF280524	28/05/2024	Newman Gymnastics Club	Successful applicant for a Participation Grant	600.00
Newman Gymnastics Club Total				600.00
5000027	14/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Blower Vac Katana, Katana Single Charger & Battery, 500ml isopropyl alcohol - For Bus Wrap, Hammer Claw	290.30
1009316	21/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	General tools and hardware	36.26
1009121	21/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Rangers Facility- Replacement Hose, Hose Reel and clothes line	525.75
1008864	20/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Ranger supplies	97.53
1008778	20/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Ranger supplies	239.00
1008647	20/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	General tools and hardware	136.65
1008423	19/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Spare Key cut , for Parnngurr art shed	16.00
1008064	19/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	22.00
1007881	18/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	60.71
1007536	18/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	71.02

1007369	17/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Airport Buildings , Repair and paint multiple walls	163.00
1007096	17/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	24.76
1007039	17/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Airport Buildings , Repair and paint multiple walls	151.01
1006578	15/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	404.50
1005829	14/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	500ml isopropyl alcohol - For Bus Wrap	135.00
1005791	14/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Unipro Roller cover, 46Lt Green plastic garbage bags and 4L Decking Stain	236.01
1005351	13/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	General tools and hardware	50.42
1005305	13/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Shire housing - new keys	18.00
1004993	12/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	WWTP Supplies	38.83
1004912	12/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	WWTP Supplies	70.15
1004600	11/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Airport Depot, New Door Handle Required	54.00
1004483	11/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	16.31
1004388	11/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	General tools and hardware	41.00
1004266	11/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	34.71
1004032	10/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	General tools and hardware	10.25
1004030	10/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Youth Centre , New door handle for rear door	50.75
1003962	10/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Ranger supplies	116.50
1003917	10/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	General tools and hardware	67.62
1003851	10/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	General tools and hardware	25.50
1002658	07/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	8.00
1002170	06/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	4x mouse traps	14.75
1002084	06/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	6 x cans of Rustproofing spray	150.15
1002025	06/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Shire housing - new keys	16.00
1001619	05/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	45.50
1001270	04/06/2024	NEWMAN HOME HARDWARE & ICE PLUS	Airport supplies	251.07
0-997582	12/02/2024	NEWMAN HOME HARDWARE & ICE PLUS	Shire housing - new keys	16.00
0-1012961	31/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Marble Bar- Rangers Animal Facility- Materials Required to for New Dog Holding Area.	398.75
0-1012953	31/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Marble Bar- Rangers Animal Facility- Materials Required to for New Dog Holding Area.	169.75
0-1012779	30/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	500ml isopropyl alcohol - For Bus Wrap	135.00
0-1012761	30/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	WWTP Supplies	21.50
0-1012755	30/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Ranger supplies	199.19
0-1012672	30/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	49.45
0-1012607	29/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	General tools and hardware	55.80
0-1012606	29/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Airport Depot - Replace weather damaged door	262.95
0-1012581	29/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	76.21
0-1012465	28/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Marble Bar- Rangers Animal Facility- Materials Required to for New Dog Holding Area.	2,669.06
0-1012435	28/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	34.70
0-1012392	28/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	46.00
0-1012243	27/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	General tools and hardware	157.76
0-1012219	27/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	7.70
0-1012217	27/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	General tools and hardware	47.25
0-1011851	23/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Airport supplies	411.60
0-1011842	23/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	General tools and hardware	52.10
0-1011831	23/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Home hardware - Consumables	78.50
0-1011497	21/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	103.04
0-1011420	21/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	61.25
0-1011103	18/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	59.40
0-1010733	16/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Little Library Paint Supplies	635.86
0-1010659	15/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Rangers Office- Bench Shelf Broken- Materials Required for Repairs.	29.00
0-1010448	14/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Yurlu Caravan Park supplies	184.50
0-1009838	10/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	Shire Public Buildings- Paint Supplies.	161.50
0-1009414	07/05/2024	NEWMAN HOME HARDWARE & ICE PLUS	SOEP Building Maintenance, Newman Home Hardware: Supply of Cleaning Equipment as selected	983.80
0-1008337	30/04/2024	NEWMAN HOME HARDWARE & ICE PLUS	assorted tools for Nullagine depot	838.00
0-1007524	24/04/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	164.39
0-1007129	22/04/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	113.98
0-1006450	17/04/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman Aquatic Centre- New door handel required	141.50
0-1005924	13/04/2024	NEWMAN HOME HARDWARE & ICE PLUS	Newman depot supplies	91.97
0-1005632	11/04/2024	NEWMAN HOME HARDWARE & ICE PLUS	Airport supplies	696.06
0-1004158	02/04/2024	NEWMAN HOME HARDWARE & ICE PLUS	Shire housing - new keys	30.00
		NEWMAN HOME HARDWARE & ICE PLUS		11,196.53
NH-22805	20/05/2024	Newman Hotel Motel	2024 Citizenship Ceremony-Laundry of tablecloths and chair covers	75.00
		Newman Hotel Motel Total		75.00
INV-20177	27/05/2024	Newman MM Pty Ltd - Mia Mia Newman	Accommodation & meals for shire staff attending mandatory Cultural Awareness training in Newman	1,880.00
FT-54	19/03/2024	Newman MM Pty Ltd - Mia Mia Newman	Mia Mia reservation + catering for DAMA - NCCI & SoEP Business After Hours	1,650.00
		Newman MM Pty Ltd - Mia Mia Newman		3,530.00
INV-481	04/06/2024	NEWMAN NEIGHBOURHOOD CENTRE	Pride Market happening June 9	27.50
		NEWMAN NEIGHBOURHOOD CENTRE Total		27.50
PRF120624	12/06/2024	NEWMAN SCOUT GROUP	Successful applicant of a participation grant	1,500.00
PRF070624	07/06/2024	NEWMAN SCOUT GROUP	Refund of bank paid 20/02/2019 - Receipt 79733	600.00
		NEWMAN SCOUT GROUP Total		2,100.00
5686	11/06/2024	NEWMAN SENIOR HIGH SCHOOL	Water Charges - July 23 - May 24	16,757.04
		NEWMAN SENIOR HIGH SCHOOL Total		16,757.04
135821	12/06/2024	NEWMAN VETERINARY HOSPITAL	Standing Order for Vet Costs for treatment and euthanising of animals.	25.50
135741	05/06/2024	NEWMAN VETERINARY HOSPITAL	Standing Order for Vet Costs for treatment and euthanising of animals.	25.50
135502	20/05/2024	NEWMAN VETERINARY HOSPITAL	Standing Order for Vet Costs for treatment and euthanising of animals.	110.90
135383	09/05/2024	NEWMAN VETERINARY HOSPITAL	Standing Order for Vet Costs for treatment and euthanising of animals.	25.50
		NEWMAN VETERINARY HOSPITAL Total		187.40
INV-0013	21/05/2024	Ngeebril Seadragon Consultancy Pty Ltd	Delivery of Cultural E-Learning Module	10,450.00
		Ngeebril Seadragon Consultancy Pty Ltd		10,450.00
1509C-01	03/06/2024	NGL Power National Grid Link Power Pty Ltd	Lighting Upgrades at the Newman Aquatic Centre and Pauline Mataka Netball Complex	67,609.08
		NGL Power National Grid Link Power Pty		67,609.08
PRF210624	21/06/2024	Nicole O'Neil	Staff reimbursement	315.76
PRF130524	13/05/2024	Nicole O'Neil	Staff reimbursement	375.00
		Nicole O'Neil Total		690.76
17377	04/06/2024	NOLA TAYLOR	Artist Payment 17377	200.00
17188	17/06/2024	NOLA TAYLOR	Artist Payment 17188	123.41
		NOLA TAYLOR Total		323.41
IRF:KEE:1173678	25/06/2024	NORA WOMPI	Deceased Estate payment to be paid into Lavan Law trust Account	603.17
		NORA WOMPI Total		603.17
17549	11/06/2024	NOREENA KADIBIL	Artist Payment 17549	72.00

NOREENA KADIBIL Total				72.00
I0023746	13/06/2024	North Regional Tafe	Electricity Usage 070524 to 120624, Water Usage 070524 to 120624, Water Service Charge 010524 to 310524	1,289.04
I0023452	23/05/2024	North Regional Tafe	Electricity Usage 070324 to 120424, Water Usage 070324 to 120424, Water Service Charge Mar24, AirCon Recoup Mar24	4,126.17
North Regional Tafe Total				5,415.21
56323	16/05/2024	Nor-West Freight Services Pty Ltd	Freight Charges - May 24 to June 24 - Farmorama	694.32
56322	16/05/2024	Nor-West Freight Services Pty Ltd	Freight Charges - May 24 to June 2 - Farmorama	353.76
56304	06/05/2024	Nor-West Freight Services Pty Ltd	transport 2 x trailers 34 x 750 SN8 Corrugated plastic drainage pipes HDPE 5.820 mtr	12,358.50
55643	01/04/2024	Nor-West Freight Services Pty Ltd	Freight Charges - May 24 to June 24	708.51
55394	15/04/2024	Nor-West Freight Services Pty Ltd	Annual Freight Charges - July 23 to June 24 - Beacon	105.44
55387	10/04/2024	Nor-West Freight Services Pty Ltd	Annual Freight Charges - July 23 to June 24 - Perth Power EQ	77.06
55088	27/05/2024	Nor-West Freight Services Pty Ltd	Freight Charges - May 24 to June 24 - Corsign	353.76
55076	20/05/2024	Nor-West Freight Services Pty Ltd	Freight Charges - May 24 to June 24 - Beacon	353.76
Nor-West Freight Services Pty Ltd Total				15,005.11
217827	03/05/2024	Nully Capital Pty Ltd	Purchases of sundry expenses for Depot office for May 2024	7.00
214267	15/03/2024	Nully Capital Pty Ltd	Fuel for Nullagine Depot equipment	582.87
Nully Capital Pty Ltd Total				589.87
PRF130624	13/06/2024	Oasis Newman Operations (Refund only)	Refund of cancelled Building Application 6203	238.00
Oasis Newman Operations (Refund only)				238.00
614668478	05/06/2024	OFFICEWORKS BUSINESS DIRECT	Marble Bar office supplies	368.95
614665942	05/06/2024	OFFICEWORKS BUSINESS DIRECT	May 2024 - Stationery Order - Libraries	18.96
614484758	27/05/2024	OFFICEWORKS BUSINESS DIRECT	May 2024 - Stationery Order - Libraries and Newman office	1,214.20
614483852	24/05/2024	OFFICEWORKS BUSINESS DIRECT	May 2024 - Stationery Order - Libraries and Newman office	2,134.69
614402025	22/05/2024	OFFICEWORKS BUSINESS DIRECT	Marble Bar Stationery & Cleaning Supplies	375.95
614401765	21/05/2024	OFFICEWORKS BUSINESS DIRECT	Marble Bar Stationery & Cleaning Supplies	1,069.99
613955714	26/04/2024	OFFICEWORKS BUSINESS DIRECT	Cricut Machine, Heat press, and consumables for Adults Arts & Crafts and Advertising Materials.	31.96
399999190	09/05/2024	OFFICEWORKS BUSINESS DIRECT	Stationery Order - February 2024 - Youth Services	- 69.95
399999189	09/05/2024	OFFICEWORKS BUSINESS DIRECT	Stationery Order - February 2024 - Youth Services	- 69.95
OFFICEWORKS BUSINESS DIRECT Total				5,074.80
PRF210624	21/06/2024	Olivia Jemutai (Biwot)	Staff reimbursement	172.84
Olivia Jemutai (Biwot) Total				172.84
1743675	31/05/2024	Omnicom Media Group Australia	Advertising in West Australian Newspaper	640.41
1743674	31/05/2024	Omnicom Media Group Australia	Public Notices - Annual Report and General Electors Meeting.	405.53
1743673	31/05/2024	Omnicom Media Group Australia	Public Notices - Annual Report and General Electors Meeting.	283.26
1743672	31/05/2024	Omnicom Media Group Australia	NW Telegraph - Public Notice - Proposed Disposal of Land - Cricket Association	315.17
1743671	31/05/2024	Omnicom Media Group Australia	NW Telegraph - Public Notice - Intention to Levy Differential Rates	520.65
1735129	22/04/2024	Omnicom Media Group Australia	Advertising of Retrofitting x 2 Transportables - West Australian newspaper	481.93
1735128	22/04/2024	Omnicom Media Group Australia	Advertising of Public Tender - MB Airport Fueling Services - West Australian Newspaper	741.52
Omnicom Media Group Australia Total				3,388.47
I4687	25/03/2024	Osborne Autos Pty Ltd	Supply one Isuzu Ute MU-X LST 4x4 3.0L T/D 6Spd Auto Wagon 23MY Model: UJOR306	72,582.60
I4343	26/04/2024	Osborne Autos Pty Ltd	Supply and deliver a Isuzu MUX	59,233.95
Osborne Autos Pty Ltd Total				131,816.55
00003646	31/05/2024	Otium Planning Group Pty Ltd	Consultancy for Marble Bar Pool Business Case 2023/24	17,214.45
Otium Planning Group Pty Ltd Total				17,214.45
17186	17/06/2024	OWEN JOHN BILJABU	Artist Payment 17186	336.00
OWEN JOHN BILJABU Total				336.00
PRF270524	27/05/2024	OWEN MARK QUIGLEY	Staff reimbursement	192.50
OWEN MARK QUIGLEY Total				192.50
66762	07/05/2024	Paint Industries Pty Ltd	Supply and delliver Runway Marking to Newman Airport	8,193.15
Paint Industries Pty Ltd Total				8,193.15
INV-15034	14/06/2024	Para Mobility Pty Ltd	Pool Hoist for Nullagine pool - Paramobility	19,477.00
Para Mobility Pty Ltd Total				19,477.00
INV-0663	23/08/2023	Pardoo Beef Corporation Pty Ltd	Overnight accommodation and meals	284.35
Pardoo Beef Corporation Pty Ltd Total				284.35
INV-51895	17/05/2024	PARKER BLACK & FORREST PTY LTD	Shire Public Buildings- 15x F6 Padlocks and 5x Padlock Matser Keys- keyed for F6, F7; F10 AND F9 Padlocks Please.	2,497.00
INV-51547	06/05/2024	PARKER BLACK & FORREST PTY LTD	As per quote QU-4710 11x F13 padlocks	3,113.00
PARKER BLACK & FORREST PTY LTD Total				5,610.00
34692	21/05/2024	PARKS & LEISURE AUSTRALIA	Registration for the WA How to Sell Leisure Centre Memberships" workshop on 7 June 2024"	132.00
PARKS & LEISURE AUSTRALIA Total				132.00
6155	14/06/2024	PARNNGURR ABORIGINAL	Art Shed Supplies - food for lunches, Art Shed Supplies - food for lunches	30.50
6152	10/06/2024	PARNNGURR ABORIGINAL	Food for Parnngurr Art Shed	30.00
6138	31/05/2024	PARNNGURR ABORIGINAL	Art Shed Supplies for Parnngurr , Gabrielle Hingston	21.00
6133	29/05/2024	PARNNGURR ABORIGINAL	Disel for 1ECZ040	379.00
6111	24/05/2024	PARNNGURR ABORIGINAL	Accommodation overnight on 23/5 for Two staff members from Marble Bar for fuel Truck and grader constuction crew	360.00
6104	22/05/2024	PARNNGURR ABORIGINAL	Art shed supplies	36.00
6099	20/05/2024	PARNNGURR ABORIGINAL	Art Shed + Accommodation Supplies, Parnngurr	97.00
6097	20/05/2024	PARNNGURR ABORIGINAL	Camp Supplies for KJ Trip , Water	24.00
6090	17/05/2024	PARNNGURR ABORIGINAL	Diesel Fuel , Managers Car - EP6332	214.00
6048	17/04/2024	PARNNGURR ABORIGINAL	Accommodation for 2 Community Safety Team members for the 16/04/2024 for a Community trip to assist with Animal Contol	360.00
PARNNGURR ABORIGINAL Total				1,551.50
PRF240624	24/06/2024	Patipan Sutiwan	Electricity Reimbursement 050424 to 070624	307.79
PRF190624	19/06/2024	Patipan Sutiwan	Electricity Reimbursement 150224 to 040424	433.81
Patipan Sutiwan Total				741.60
PRF210624	21/06/2024	Paul Miller	Electricity Reimbursement 0704724 to 110624	153.47
Paul Miller Total				153.47
INV-15382	11/06/2024	Paul Robert Kirkham ta RedEarth Creations	Youth Bus Wrap - Final Payment upon completion	6,660.50
INV-15338	30/05/2024	Paul Robert Kirkham ta RedEarth Creations	Youth Bus Wrap - Initial Deposit	10,620.49
Paul Robert Kirkham ta RedEarth Creations				17,280.99
PRF260624	26/06/2024	PAYWISE PTY LTD	Staff salary sacrifice	1,770.86
PRF120624	12/06/2024	PAYWISE PTY LTD	Staff salary sacrifice	1,786.04
PAYWISE PAYMENT REC	26/06/2024	PAYWISE PTY LTD	Staff salary sacrifice	91.20
PAYWISE PTY LTD Total				3,648.10
2526	05/06/2024	PCC Productions	Production for 2024 NAIDOC Ball	7,121.36
PCC Productions Total				7,121.36
003451	21/06/2024	PERMEATE PARTNERS PTY LTD (CONEXA)	Assess and repair the Cape Keraudren RO Plant to make it operational after it was damaged from TC Ilsa in April 2023	22,574.75

003417	30/05/2024	PERMEATE PARTNERS PTY LTD (CONEXA)	Operational support of the Water Treatment Plant (RO) at Newman Airport for FY 2023/2024	3,191.38
003398	24/05/2024	PERMEATE PARTNERS PTY LTD (CONEXA)	Supply and deliver 4 x Sodium Hypochlorite chemicals to RO Plant at Newman Airport.	695.20
PERMEATE PARTNERS PTY LTD (CONEXA)				26,461.33
SITTINGFEESJUN24	25/06/2024	Peta Baer	Councillor Fees and Allowances Jun24	2,305.84
Peta Baer Total				2,305.84
PRF210624	21/06/2024	Peter Edward	Staff reimbursement	318.21
Peter Edward Total				318.21
PRF210624	21/06/2024	Peter Smith	Staff reimbursement	104.48
Peter Smith Total				104.48
PRF100624	10/06/2024	PHILIP SWAIN	Reimbursement for disbursements	3,366.89
240501	13/05/2024	PHILIP SWAIN	Provision of environmental health services to inspect mine sites between 6th - 10th May 2024.	7,987.55
PHILIP SWAIN Total				11,354.44
17693	25/06/2024	Phyllis Rogers(Beneficiary)	Deceased Estate payment to Beneficiary Phyllis Rogers 1/7 ref 17693	467.52
Phyllis Rogers(Beneficiary) Total				467.52
60076540	19/06/2024	PILBARA ELECTRICAL	Staff housing items	49.95
60076405	14/06/2024	PILBARA ELECTRICAL	WESTEC/USB0402, LEVEL ONE USB-C TO ETHERNET AD	79.95
60076379	13/06/2024	PILBARA ELECTRICAL	Phone Cables for Rec Centre Phones	20.00
60076232	07/06/2024	PILBARA ELECTRICAL	Supply 1 x AP50ENGEL for vehicle 1ICM495	34.95
60076231	07/06/2024	PILBARA ELECTRICAL	Supply 2 x JCORD for vehicle 116EPS	158.00
60076228	07/06/2024	PILBARA ELECTRICAL	LIFEPROOF FRE IPHONE 13 6.1	1,209.45
60076192	06/06/2024	PILBARA ELECTRICAL	Microwave, Multifunction Oven, 4 x Headphones and Plug ins for Newman Library.	798.75
60076096	31/05/2024	PILBARA ELECTRICAL	ENDURO RECHARGEABLE BATTERY, EXTREME MICRO-SDXC CARD - 512G	540.95
60076040	29/05/2024	PILBARA ELECTRICAL	LIFEPROOF FRE IPHONE 13 6.1	109.95
60076009	28/05/2024	PILBARA ELECTRICAL	Headset, Ear phones, PS4 Controler and Audio cable	374.70
60075717	16/05/2024	PILBARA ELECTRICAL	Shire Public Buildings- Marble Bar- Dog Management Facility.	335.00
60075279	29/04/2024	PILBARA ELECTRICAL	Music Stand and Tablet Holder	118.85
60075183	24/04/2024	PILBARA ELECTRICAL	Rice cooker for youth centre	118.00
60074833	12/04/2024	PILBARA ELECTRICAL	Shire Public Building- Youth centre- Replacement Dishwasher.	848.00
PILBARA ELECTRICAL Total				4,796.50
SI152035	10/06/2024	Pilbara Food Services	After school food	2,660.27
Pilbara Food Services Total				2,660.27
RI11550932	20/02/2024	PILBARA MOTOR GROUP	Supply of One HILUX 4x4 2.8L DSL D/C/C 6AT SR 2U76980 001 and accessories	96,275.83
RI10261164	12/03/2024	PILBARA MOTOR GROUP	Supply and Deliver a Toyota Landcruiser with accessories	122,042.45
RI10261053	12/02/2024	PILBARA MOTOR GROUP	Supply and Deliver one toyota landcruiser ute dual cab	120,522.71
P123041052	10/04/2024	PILBARA MOTOR GROUP	Supply Wheel Pins and Nut bolts for 110EPS Marble Bar	92.53
J132137990	07/06/2024	PILBARA MOTOR GROUP	Carry out 6months/10,000km service - Toyota Prado 1IAT185	290.00
J132137921	06/06/2024	PILBARA MOTOR GROUP	Code 2 x Keys for Vehicle 1IET392 Isuzu MU-X	255.75
J132137806	28/05/2024	PILBARA MOTOR GROUP	30,000km service, Oil change and checks for vehicle 1HUF151	531.83
J132137596	10/05/2024	PILBARA MOTOR GROUP	20,000Km service Airport safety Vehicle 177ESP 10/5/24	704.57
J132137552	10/05/2024	PILBARA MOTOR GROUP	96,000Km Service rego 131 EPS	783.86
J130147525	19/06/2024	PILBARA MOTOR GROUP	Carry out 12 month/20,000km service on vehicle # 1HUX446	290.00
J130147509	19/06/2024	PILBARA MOTOR GROUP	Carry out 190,000km service with additional maintenance on Vehicle 102EPS	702.65
J130147481	22/05/2024	PILBARA MOTOR GROUP	RPT Bus - 390,000KM Service, Rego 1GRN.903	1,001.20
J130147064	01/05/2024	PILBARA MOTOR GROUP	RPT Bus - Rego 1GRN.903 - Vehicle in limp mode	3,432.00
J130146668	23/05/2024	PILBARA MOTOR GROUP	Carry out 30,000 Km service Rego 1HTB689 Marble Bar	644.73
PILBARA MOTOR GROUP Total				347,570.11
728	06/06/2024	Pilbara Panel & Paint Pty Ltd	Repairs for Shire employee vehicle - incident in car park	4,140.97
Pilbara Panel & Paint Pty Ltd Total				4,140.97
41066	29/05/2024	Pilbara Solutions Pty Ltd T/A Hedland	Isuzu MU-X Registration: 1HZJ814 - Replace cracked windscreen	1,320.00
40956	09/05/2024	Pilbara Solutions Pty Ltd T/A Hedland	Supply and fit windscreen to EP6332 - Martamulli	495.00
40954	09/05/2024	Pilbara Solutions Pty Ltd T/A Hedland	Supply and install windscreen to Landcruiser - Rego 1HXV 775	660.00
40947	08/05/2024	Pilbara Solutions Pty Ltd T/A Hedland	replace and recalibrate DMax Rego 110EP	1,320.00
40943	08/05/2024	Pilbara Solutions Pty Ltd T/A Hedland	Replace and Recalibrate Windscreen Isuzu Dmax - 1HUF150 Library	1,320.00
40936	02/05/2024	Pilbara Solutions Pty Ltd T/A Hedland	Install LH rear door glass window and tinting	660.00
40845	07/05/2024	Pilbara Solutions Pty Ltd T/A Hedland	Repair chip in windscreen - 1ICW534 Isuzu MU-X	110.00
Pilbara Solutions Pty Ltd T/A Hedland				5,885.00
INV-1602	11/06/2024	Pilbara Trees Pty Limited	Remove Weed Trees from park at 18 Nimingarra Drive Newman	3,336.39
INV-1601	11/06/2024	Pilbara Trees Pty Limited	tree maintenance at the Shire Administration Office, Newman	8,187.63
INV-1600	11/06/2024	Pilbara Trees Pty Limited	Deadwood pruning, aerial inspection, tree shaping and hedging Homestead Ramble	1,422.78
INV-1599	11/06/2024	Pilbara Trees Pty Limited	Prune palm tree at 4 Klondike Way, Newman	950.35
INV-1598	10/06/2024	Pilbara Trees Pty Limited	Fell and stump grind tree 8 Culldorah Street	3,672.77
Pilbara Trees Pty Limited Total				17,569.92
NM-T00056225	12/06/2024	PIRTEK NEWMAN	Hose Assembly 0.58m for Backhoe 158EPS	251.92
PIRTEK NEWMAN Total				251.92
PH-T00078793	11/06/2024	PIRTEK PORT HEDLAND	Hose Assembly for flood damage EM0324 Warrawagine road Rego 1DMW345.	313.15
PIRTEK PORT HEDLAND Total				313.15
170197	07/06/2024	PLANNING INSTITUTE AUSTRALIA	Registration to attend Introduction to Planning" training in Perth 17-19 June 2024"	88.00
170158	06/06/2024	PLANNING INSTITUTE AUSTRALIA	Registration to attend Introduction to Planning" training in Perth 17-19 June 2024"	660.00
PLANNING INSTITUTE AUSTRALIA Total				748.00
050624	05/06/2024	Property Gallery - Strata	Staff Housing - Strata fees	698.29
050624	05/06/2024	Property Gallery - Strata	Staff Housing - Strata fees	698.29
Property Gallery - Strata Total				1,396.58
03563	31/05/2024	Prudential Investment Services Corp Pty Ltd	Investment Advisory Services,	1,870.00
Prudential Investment Services Corp Pty Ltd Total				1,870.00
10760	03/06/2024	Punmu Aboriginal Corporation	Food shop for Punmu Art Shed	14.00
10721	06/05/2024	Punmu Aboriginal Corporation	Food shop for Punmu Art Shed	24.00
10721	06/05/2024	Punmu Aboriginal Corporation	Food shop for Punmu Art Shed	74.00
Punmu Aboriginal Corporation Total				112.00
INV-33118	04/05/2024	QHSE INTEGRATED SOLUTIONS PTY LTD TA	Skytrust subscription for June 2024	1,401.40
INV-32728	04/04/2024	QHSE INTEGRATED SOLUTIONS PTY LTD TA	April and May's monthly subscription to Skytrust - May24	1,401.40
QHSE INTEGRATED SOLUTIONS PTY LTD TA				2,802.80
00001917	14/05/2024	Questamon Training Services	Understanding Construction Contracts - Part One Training (online)	1,595.00
Questamon Training Services Total				1,595.00
RGE-0341-24	12/06/2024	Rachel Green	EQ Coach Online	480.00
RGE-0340-24	11/06/2024	Rachel Green	EI Coaching	2,615.00

RGE-0329-24	05/06/2024	Rachel Green	Three x 2-hour coaching sessions online	1,440.00
RGE-0328-24	23/05/2024	Rachel Green	EI Coaching	2,615.00
RGE-0327-24	23/05/2024	Rachel Green	EI Coaching,	480.00
RGE-0326-24	08/05/2024	Rachel Green	EI Coaching	2,615.00
Rachel Green Total				10,245.00
1	06/06/2024	Rage Cage Sports Pty Ltd	Supply and installation of a Rage Cage - Nullagine	281,166.38
Rage Cage Sports Pty Ltd Total				281,166.38
INV-0001	04/06/2024	RAM Newman PL ta The Lodge Motel	Catering for 2024 NAIDOC Ball	24,200.00
RAM Newman PL ta The Lodge Motel				24,200.00
17688	24/06/2024	Raylene Butt	Artist Payment 17688	237.00
Raylene Butt Total				237.00
1933	30/05/2024	RECONCILIATION AUSTRALIA	Reconciliation Australia - RAP Development Fee for Innovate, RAP-ID: RAP - 027901	1,650.00
RECONCILIATION AUSTRALIA Total				1,650.00
INV-0142	31/05/2024	Red Country Management Pty Ltd	Sponsorship - Red Country Music Festival 2024 - Milestone 2	39,600.00
INV-0141	10/05/2024	Red Country Management Pty Ltd	Sponsorship - Red Country Music Festival 2024	52,800.00
Red Country Management Pty Ltd Total				92,400.00
INV-0421	11/06/2024	Red Desert Events	Equipment hire for 2024 NAIDOC Ball.	1,514.00
INV-0408	29/03/2024	Red Desert Events	Hire Equipment IWD Youth Centre	353.00
Red Desert Events Total				1,867.00
34445	06/06/2024	Regional Airport Management Services PL TA RAMS	Provide Airside Operational Services, Airside Maintenance Services, Landside Maintenance Services and Other Services - Newman	104,738.29
33579	09/05/2024	Regional Airport Management Services PL TA RAMS	Provide Airside Operational Services, Airside Maintenance Services and other Services - Marble Bar and Nullagine	27,650.30
33578	09/05/2024	Regional Airport Management Services PL TA RAMS	Provide Airside Operational Services, Airside Maintenance Services, Landside Maintenance Services and Other Services - Newman	104,738.29
32768	11/04/2024	Regional Airport Management Services PL TA RAMS	Provide Airside Operational Services, Airside Maintenance Services and other Services - Marble Bar and Nullagine	27,650.30
32767	11/04/2024	Regional Airport Management Services PL TA RAMS	Provide Airside Operational Services, Airside Maintenance Services, Landside Maintenance Services and Other Services - Newman	104,738.29
31867	06/03/2024	Regional Airport Management Services PL TA RAMS	Provide Airside Operational Services, Airside Maintenance Services, Landside Maintenance Services and Other Services - Newman	8,524.45
31043	05/02/2024	Regional Airport Management Services PL TA RAMS	Provide Airside Operational Services, Airside Maintenance Services, Landside Maintenance Services and Other Services - Newman	8,524.45
30429	08/01/2024	Regional Airport Management Services PL TA RAMS	Provide Airside Operational Services, Airside Maintenance Services, Landside Maintenance Services and Other Services - Newman	8,524.45
Regional Airport Management Services PL				395,088.82
SUPER	12/05/2024	REST SUPERANNUATION	Superannuation contribution	5,904.09
SUPER	26/05/2024	REST SUPERANNUATION	Superannuation contribution	6,451.52
SUPER	09/06/2024	REST SUPERANNUATION	Superannuation contribution	5,847.31
SUPER	23/06/2024	REST SUPERANNUATION	Superannuation contribution	6,210.75
DEDUCTION	12/05/2024	REST SUPERANNUATION	Payroll Deduction	358.40
DEDUCTION	12/05/2024	REST SUPERANNUATION	Payroll Deduction	561.38
DEDUCTION	26/05/2024	REST SUPERANNUATION	Payroll Deduction	360.77
DEDUCTION	26/05/2024	REST SUPERANNUATION	Payroll Deduction	561.38
DEDUCTION	09/06/2024	REST SUPERANNUATION	Payroll Deduction	350.71
DEDUCTION	09/06/2024	REST SUPERANNUATION	Payroll Deduction	561.38
DEDUCTION	23/06/2024	REST SUPERANNUATION	Payroll Deduction	371.68
DEDUCTION	23/06/2024	REST SUPERANNUATION	Payroll Deduction	561.38
REST SUPERANNUATION Total				28,100.75
00435518	01/05/2024	RGR ROAD HAULAGE (NEWMAN)	delivery of 4 pallets 1.2m x 1.2m x 2.4m high of live trees from Benara Nursery,	2,064.35
00434239	16/04/2024	RGR ROAD HAULAGE (NEWMAN)	Transport of 1x New Kubota Tractor from AG West Geraldton to Cape Keraudren Ranger Services	5,995.00
RGR ROAD HAULAGE (NEWMAN) Total				8,059.35
A704505	05/06/2024	Rio Tinto Exploration Pty Limited	Rates refund for assessment A704505 LOT E80/05485 EXPLORATION LICENCE	6,502.85
A704504	05/06/2024	Rio Tinto Exploration Pty Limited	Rates refund for assessment A704504 LOT E80/05484 EXPLORATION LICENCE	955.46
A704503	05/06/2024	Rio Tinto Exploration Pty Limited	Rates refund for assessment A704503 LOT E80/05483 EXPLORATION LICENCE	955.46
A704502	05/06/2024	Rio Tinto Exploration Pty Limited	Rates refund for assessment A704502 LOT E80/05482 EXPLORATION LICENCE	1,373.74
A704499	05/06/2024	Rio Tinto Exploration Pty Limited	Rates refund for assessment A704499 LOT E80/05479 EXPLORATION LICENCE	1,740.11
A704495	05/06/2024	Rio Tinto Exploration Pty Limited	Rates refund for assessment A704495 LOT E80/05475 EXPLORATION LICENCE	1,465.46
A703955	05/06/2024	Rio Tinto Exploration Pty Limited	Rates refund for assessment A703955 LOT E45/05123 EXPLORATION LICENCE	2,202.28
A703770	05/06/2024	Rio Tinto Exploration Pty Limited	Rates refund for assessment A703770 LOT E45/04833 EXPLORATION LICENCE	2,964.97
Rio Tinto Exploration Pty Limited Total				18,160.33
PRF110624	11/06/2024	RKT Maintenance Service	Refund of overpayment for invoice 100043	1,100.00
INV-1121	21/06/2024	RKT Maintenance Service	Staff housing - cleaning	187.00
INV-1093	17/06/2024	RKT Maintenance Service	Staff Housing - Garden maintenance	132.00
INV-1064	10/06/2024	RKT Maintenance Service	Staff Housing - Garden maintenance	88.00
INV-1062	10/06/2024	RKT Maintenance Service	Staff Housing - Garden maintenance	176.00
INV-1061	10/06/2024	RKT Maintenance Service	Staff Housing - Garden maintenance	176.00
INV-1060	10/06/2024	RKT Maintenance Service	Staff Housing - Garden maintenance	176.00
INV-1031	04/06/2024	RKT Maintenance Service	Staff housing - cleaning	805.75
INV-1030	30/05/2024	RKT Maintenance Service	Staff housing - cleaning	233.75
INV-1004	22/05/2024	RKT Maintenance Service	Staff housing - cleaning	233.75
INV-0942	13/05/2024	RKT Maintenance Service	Staff Housing - Garden maintenance	165.00
INV-0842	19/04/2024	RKT Maintenance Service	Staff Housing - Garden maintenance	132.00
RKT Maintenance Service Total				3,605.25
17683	24/06/2024	RONELLE SIMPSON	Artist Payment 17683	223.20
RONELLE SIMPSON Total				223.20
PRF130624	13/06/2024	Ronice Preston	Staff reimbursement	412.40
Ronice Preston Total				412.40
PRF200624	20/06/2024	Rosina Davidson-Tuck	Staff reimbursement	276.30
Rosina Davidson-Tuck Total				276.30
17553	11/06/2024	Roxanne Anderson	Artist Payment 17553	336.00
Roxanne Anderson Total				336.00
RLSSWA INV1563	14/05/2024	Royal Life Saving Society - Western	Pool Lifeguard Challenge 2024 Registration	250.00
AX-3956	29/05/2024	Royal Life Saving Society - Western	Registration for Swim Teacher 2 day course" in Perth from 8-9 June 2024"	1,110.00
Royal Life Saving Society - Western				1,360.00

DEP-C9453-004	04/06/2024	Royal Pride Pty Ltd	Warrarnku Ninti, Specification, Supply, Installation, Deinstallation of Projection Equipment by PAV	85,800.00
Royal Pride Pty Ltd Total				85,800.00
A4180	13/06/2024	Ruys Pty Ltd ta Total Pump Services	Service call to fix float and repair deisel pump at the Waste Water Treatment Plant	858.00
A4173	04/06/2024	Ruys Pty Ltd ta Total Pump Services	Assess Damage to Submerged Flygt Waste Water Pump and quote on repair/relacement at Newman WWTP	495.00
A4172	28/05/2024	Ruys Pty Ltd ta Total Pump Services	Repair Diesel Sump Pump at Wate Water Treatment Plant	1,254.00
A4170	23/05/2024	Ruys Pty Ltd ta Total Pump Services	Repair of Trash Pump at Newman Waste Water Treatment Plant	979.00
A4168	14/05/2024	Ruys Pty Ltd ta Total Pump Services	Remove damaged sump pump, repair and re-install	253.00
Ruys Pty Ltd ta Total Pump Services Total				3,839.00
0053	04/06/2024	Sally Spalding	Communications and Promotion of Key projects	600.00
0052	29/05/2024	Sally Spalding	Writing and Editing Services	2,814.00
Sally Spalding Total				3,414.00
INV-0288	05/06/2024	Samava Tilt Tray & Services	Pick up 1IET392 from the SoEP Works depot and take to Pilbara Motor Group	220.00
Samava Tilt Tray & Services Total				220.00
17547	10/06/2024	Sarafina Dickie	Artist Payment 17547	294.00
Sarafina Dickie Total				294.00
INV-0148	27/05/2024	SARAH STAMPFLI/SERENE BEDLAM	Photography and photobooth for 2024 Newman Reconciliation Breakfast.	2,475.00
INV-0146	21/05/2024	SARAH STAMPFLI/SERENE BEDLAM	Newman Triathlon Photography	1,375.00
SARAH STAMPFLI/SERENE BEDLAM Total				3,850.00
PRF100624	10/06/2024	Scott Greensill	Staff reimbursement	97.04
Scott Greensill Total				97.04
78419	06/05/2024	Seasons Hotel - Jerry (Business) CT Pty Ltd aft Newman Hotel (Business) Trust	Standard room accommodation	729.00
Seasons Hotel - Jerry (Business) CT Pty Ltd aft Newman Hotel (Business) Trust Total				729.00
700618395	20/06/2024	SEEK LIMITED	Advertising expenses up to 30/6/2024	335.50
700613058	18/06/2024	SEEK LIMITED	Advertising expenses up to 30/6/2024	1,485.00
700606798	13/06/2024	SEEK LIMITED	Advertising expenses up to 30/6/2024	748.00
700597237	06/06/2024	SEEK LIMITED	Advertising expenses up to 30/6/2024	368.50
700576328	29/05/2024	SEEK LIMITED	Advertising expenses up to 30/6/2024	324.50
700574397	28/05/2024	SEEK LIMITED	Advertising expenses up to 30/6/2024	379.50
700567406	23/05/2024	SEEK LIMITED	Advertising expenses up to 30/6/2024	269.50
700552346	14/05/2024	SEEK LIMITED	Advertising expenses up to 30/6/2024	313.50
700544510	09/05/2024	SEEK LIMITED	Advertising expenses up to 30/6/2024	346.50
700540662	07/05/2024	SEEK LIMITED	Advertising expenses up to 30/6/2024	401.50
SEEK LIMITED Total				4,972.00
9356295991	23/05/2024	Seton Australia	Rubbish handlers and tape for library.	380.08
Seton Australia Total				380.08
PRF190624	19/06/2024	Settle Wise Conveyancing	Purchase of Unit 5, 29 McLennan Drive, Newman	191,922.93
Settle Wise Conveyancing Total				191,922.93
PRF240624	24/06/2024	Shane Hayes	Electricity Reimbursement 050424 to 470624	128.30
PRF180624	18/06/2024	Shane Hayes	Phone Reimbursement 130424 to 120524 and 130524 to 120624	200.00
Shane Hayes Total				328.30
PRF210624	21/06/2024	Shannon Geikie	Staff reimbursement	1,125.18
Shannon Geikie Total				1,125.18
17696	25/06/2024	Shemiah Atkins (Beneficiary)	Deceased Estate payment to Beneficiary Shemiah Atkins 4/7 ref 17696	467.52
Shemiah Atkins (Beneficiary) Total				467.52
INV-0425	07/06/2024	Shift Diesel and Earth	Repair broken ignition switch on the EWP - EP 3806	594.00
INV-0423	06/06/2024	Shift Diesel and Earth	check Grader for low power and exhausting heavy black smoke	4,930.75
Shift Diesel and Earth Total				5,524.75
TEST 25.06.2024	25/06/2024	Shire of East Pilbara - Commbank Muni	Test of transfer between the existing Bankwest Account to the new Commbank Account	5,000.00
Shire of East Pilbara - Commbank Muni				5,000.00
17550	11/06/2024	Shydel Robinson	Artist Payment 17550	137.02
Shydel Robinson Total				137.02
183014/01	10/06/2024	Sigma Chemicals	Supply and Deliver 10 x Trichlor Tablets and 32 x 20Ltr Sodium Hypochlorite	3,187.80
182901/01	05/06/2024	Sigma Chemicals	Supply and Deliver Granular Chlorine X 10 to Newman WWTP	809.38
Sigma Chemicals Total				3,997.18
SUPER	12/05/2024	Signature Super	Superannuation contribution	418.71
SUPER	26/05/2024	Signature Super	Superannuation contribution	433.48
SUPER	09/06/2024	Signature Super	Superannuation contribution	426.09
SUPER	23/06/2024	Signature Super	Superannuation contribution	426.09
DEDUCTION	12/05/2024	Signature Super	Payroll Deduction	130.85
DEDUCTION	26/05/2024	Signature Super	Payroll Deduction	135.46
DEDUCTION	09/06/2024	Signature Super	Payroll Deduction	133.15
DEDUCTION	23/06/2024	Signature Super	Payroll Deduction	133.15
Signature Super Total				2,236.98
3579968	24/05/2024	SMIRKEY'S SPORTS	Marble Bar Family Fun Day - sports equipment	399.80
SMIRKEY'S SPORTS Total				399.80
00000333	29/05/2024	SOHAN ARIEL HAYES	Warrarnku Ninti Animation - Production Begins	18,700.00
SOHAN ARIEL HAYES Total				18,700.00
5243	23/05/2024	SOUTH NEWMAN PRIMARY SCHOOL	Community BBQ for Newman Triathlon on 19th May 2024	550.00
SOUTH NEWMAN PRIMARY SCHOOL Total				550.00
SUPER	12/05/2024	Spaceship Super	Superannuation contribution	90.83
SUPER	26/05/2024	Spaceship Super	Superannuation contribution	70.42
SUPER	09/06/2024	Spaceship Super	Superannuation contribution	24.01
SUPER	23/06/2024	Spaceship Super	Superannuation contribution	38.41
Spaceship Super Total				223.67
INV-67328	30/05/2024	Spartan First Pty Ltd ta Spartan Medical	Pre-employment medicals up to 30/6/2024	418.00
INV-67326	30/05/2024	Spartan First Pty Ltd ta Spartan Medical	Pre-employment medicals up to 30/6/2024	418.00
INV-67078	28/05/2024	Spartan First Pty Ltd ta Spartan Medical	Pre-employment medicals up to 30/6/2024	418.00
INV-67077	27/05/2024	Spartan First Pty Ltd ta Spartan Medical	Pre-employment medicals up to 30/6/2024	418.00
INV-67074	28/05/2024	Spartan First Pty Ltd ta Spartan Medical	Pre-employment medicals up to 30/6/2024	418.00
INV-66237	17/05/2024	Spartan First Pty Ltd ta Spartan Medical	Pre-employment medicals up to 30/6/2024	418.00
INV-66146	16/05/2024	Spartan First Pty Ltd ta Spartan Medical	Pre-employment medicals up to 30/6/2024	418.00
INV-65946	15/05/2024	Spartan First Pty Ltd ta Spartan Medical	Pre-employment medicals up to 30/6/2024	418.00
INV-65839	14/05/2024	Spartan First Pty Ltd ta Spartan Medical	Pre-employment medicals up to 30/6/2024	418.00
INV-65558	10/05/2024	Spartan First Pty Ltd ta Spartan Medical	Pre-employment medicals up to 30/6/2024	418.00
INV-65555	13/05/2024	Spartan First Pty Ltd ta Spartan Medical	Pre-employment medicals up to 30/6/2024	418.00
INV-65225	08/05/2024	Spartan First Pty Ltd ta Spartan Medical	Pre-employment medicals up to 30/6/2024	156.75
INV-65222	08/05/2024	Spartan First Pty Ltd ta Spartan Medical	Pre-employment medicals up to 30/6/2024	418.00
INV-63204	12/04/2024	Spartan First Pty Ltd ta Spartan Medical	Pre-employment medicals up to 30/6/2024	175.45
Spartan First Pty Ltd ta Spartan Medical				5,348.20

00001507	31/05/2024	Spick and Span Commercial Property	Staff housing - cleaning	225.39
00001506	31/05/2024	Spick and Span Commercial Property	Staff housing - cleaning	300.52
00001505	31/05/2024	Spick and Span Commercial Property	Staff housing - cleaning	300.52
00001499	31/05/2024	Spick and Span Commercial Property	GROUP 1- BBQ'S CLEANING SERVICES	5,775.81
00001498	31/05/2024	Spick and Span Commercial Property	GROUP FOUR- AIRPORT FACILITIES- CLEANING SERVICES	19,548.85
00001497	31/05/2024	Spick and Span Commercial Property	GROUP THREE- ADMINISTRATION FACILITIES- CLEANING SERVICES	13,674.55
00001496	31/05/2024	Spick and Span Commercial Property	GROUP TWO- COMMUNITY FACILITIES- CLEANING SERVICES	45,435.34
00001423	30/04/2024	Spick and Span Commercial Property	Shire Public Building- Newman Library- Arts Room requires a really deep clean.	1,567.35
		Spick and Span Commercial Property		86,828.33
SUPER	12/05/2024	Spirit Super	Superannuation contribution	48.86
SUPER	26/05/2024	Spirit Super	Superannuation contribution	24.43
		Spirit Super Total		73.29
24-00006268	20/06/2024	Sportspower Newman	Whistles for staff	239.25
24-00005959	14/06/2024	Sportspower Newman	Table tennis table	1,088.00
24-00005677	06/06/2024	Sportspower Newman	Table tennis bats	100.00
24-00005567	04/06/2024	Sportspower Newman	12x Tubes of Shuttles for Badminton	299.88
24-00005557	04/06/2024	Sportspower Newman	10x Gift Cards from SportsPower	700.00
24-00003903	30/04/2024	Sportspower Newman	Equipment	2,379.33
		Sportspower Newman Total		4,806.46
FAINV01194276	23/05/2024	St John Ambulance Western Australia Ltd	St John attendance for Newman Triathlon 19 May 2024	785.50
		St John Ambulance Western Australia Ltd		785.50
10959856	30/05/2024	Staykool Airconditioning & Electrical Services (MDL Elect & AC P/L)	Staff housing maintenance	1,027.57
10959856	30/05/2024	Staykool Airconditioning & Electrical Services (MDL Elect & AC P/L)	Staff housing maintenance	1,027.57
10959854	30/05/2024	Staykool Airconditioning & Electrical Services (MDL Elect & AC P/L)	Staff housing maintenance	531.02
10959367	19/04/2024	Staykool Airconditioning & Electrical Services (MDL Elect & AC P/L)	Rural Air Conditioning Services - March 2024	14,188.90
		Staykool Airconditioning & Electrical Services (MDL Elect & AC P/L) Total		16,775.06
PRF240624	24/06/2024	Steven Harding	Staff reimbursement	1,500.00
PRF070624	07/06/2024	Steven Harding	Staff reimbursement	399.00
		Steven Harding Total		1,899.00
PRF210624	21/06/2024	Steven Michael Gould	Staff reimbursement	204.29
		Steven Michael Gould Total		204.29
4 - 2023/2024	28/05/2024	Steven Tweedie	Delivery of 1x Introduction to Local Government and 3x Accountable and Ethical Decision Making training sessions f	4,125.00
		Steven Tweedie Total		4,125.00
SUPER	12/05/2024	Student Super Professional Super	Superannuation contribution	74.46
SUPER	26/05/2024	Student Super Professional Super	Superannuation contribution	6.70
SUPER	09/06/2024	Student Super Professional Super	Superannuation contribution	51.08
SUPER	23/06/2024	Student Super Professional Super	Superannuation contribution	60.16
DEDUCTION	12/05/2024	Student Super Professional Super	Payroll Deduction	23.27
DEDUCTION	26/05/2024	Student Super Professional Super	Payroll Deduction	2.09
DEDUCTION	09/06/2024	Student Super Professional Super	Payroll Deduction	15.96
DEDUCTION	23/06/2024	Student Super Professional Super	Payroll Deduction	18.80
		Student Super Professional Super Total		252.52
SUPER	12/05/2024	Sun Super	Superannuation contribution	220.23
SUPER	26/05/2024	Sun Super	Superannuation contribution	220.23
		Sun Super Total		440.46
0418-06/24	03/06/2024	Sungem Investments T/as Marina	Rebuild concrete kerb in two places in Stuart Street, Newman	3,806.00
0415-05/24	26/05/2024	Sungem Investments T/as Marina	Rebuild concrete kerb in The Beach carpark in Newman	3,806.00
0-0416-05/24	26/05/2024	Sungem Investments T/as Marina	Rebuild concrete path in The Beach carpark in Newman	10,956.00
		Sungem Investments T/as Marina		18,568.00
INV-79882	31/05/2024	Supervision Group	Book keeping services, 2023/2024 remainder of FY, monthly reconciliation of Synergy, MYOB data and SAM	1,031.58
		Supervision Group Total		1,031.58
24-00121438	06/03/2024	Supplement Mart (previously Muscle Worx	Health products for retail	1,799.80
		Supplement Mart (previously Muscle Worx		1,799.80
PRF210624	21/06/2024	Susan Abouav	Staff reimbursement	99.69
		Susan Abouav Total		99.69
PRF220524	22/05/2024	Susan Krouzecky	Staff reimbursement	447.87
		Susan Krouzecky Total		447.87
PRF210624	21/06/2024	Sylvana Caranna	Staff reimbursement	767.47
PRF210624	21/06/2024	Sylvana Caranna	Staff reimbursement	184.03
PRF180624	18/06/2024	Sylvana Caranna	Staff reimbursement	1,007.24
		Sylvana Caranna Total		1,958.74
TRAVEL210524	21/05/2024	Sylvia Wilson	Advance for staff travel,	2,000.00
17687	24/06/2024	Sylvia Wilson	Artist Payment 17687	775.75
PRF050624	05/06/2024	Sylvia Wilson(Travel Costs)	travel costs	550.00
		Sylvia Wilson Total		3,325.75
17194	18/06/2024	Tanya Charles	Artist Payment 17194	600.00
		Tanya Charles Total		600.00
0996-NG5040	09/06/2024	Team Global Express (previously TOLL/IPEC)	Annual Freight Charges - July 23 to June 24	521.74
0993-NG5040	19/05/2024	Team Global Express (previously TOLL/IPEC)	Annual Freight Charges - July 23 to June 24	107.57
0992-NG5040	12/05/2024	Team Global Express (previously TOLL/IPEC)	Annual Freight Charges - July 23 to June 24	429.96
0991-NG5040	05/05/2024	Team Global Express (previously TOLL/IPEC)	Annual Freight Charges - July 23 to June 24	220.15
0990-NG5040	28/04/2024	Team Global Express (previously TOLL/IPEC)	Annual Freight Charges - July 23 to June 24	1,771.12
0989-NG5040	21/04/2024	Team Global Express (previously TOLL/IPEC)	Annual Freight Charges - July 23 to June 24	101.75
0988-NG5040	14/04/2024	Team Global Express (previously TOLL/IPEC)	Annual Freight Charges - July 23 to June 24	535.02
0987-NG5040	07/04/2024	Team Global Express (previously TOLL/IPEC)	Annual Freight Charges - July 23 to June 24	789.84
		Team Global Express (previously		4,477.15
34003723	20/05/2024	Technogym Australia Pty Ltd	1x Omnia Sliding Ring, 1x Delivery & Handling	121.03
		Technogym Australia Pty Ltd Total		121.03
INV-0588	17/05/2024	TelcoDataCloud Consulting	Computer equipment	5,318.50
		TelcoDataCloud Consulting Total		5,318.50
2768920300.180624	18/06/2024	TELSTRA	Telephone Charges to 10 June 2024	29,427.83
1006570954.110624	11/06/2024	TELSTRA	Telephone Charges to 10 June 2024	4,548.08
		TELSTRA Total		33,975.91
EPILB-629415	06/06/2024	TENDERLINK	Upload of RFT 12 -2023/24 (RO Plant Servicing & Repairs) to electronic Tendering portal	184.80
EPILB-629403	06/06/2024	TENDERLINK	Upload to Tendering Portal - RFQ 05-2023/24 - Design, Supply, Delivery, Installation and Commission of the SMSB for the Nullagine Aquatic Centre.	184.80
EPILB-623570	07/05/2024	TENDERLINK	Upload of RFT 07-2023/24 (Wilara Toilet) to electronic Tendering Portal	184.80

EPILB-620670	22/04/2024	TENDERLINK	Upload of RFQ 04-2023/24 - Retrofitting Two Transportable Buildings	184.80
EPILB-620144	19/04/2024	TENDERLINK	Upload of Public Tender - MB Airport Fueling Services	184.80
TENDERLINK Total				924.00
02/9141	22/05/2024	The Good Grocer Newman IGA	Food for Youth Centre, Food for Youth Centre	169.05
02/8950	20/05/2024	The Good Grocer Newman IGA	Food Youth Centre, Food Youth Centre	199.13
02/8475	15/05/2024	The Good Grocer Newman IGA	Food for after school, Food for after school	48.78
02/5651	18/04/2024	The Good Grocer Newman IGA	Youth Centre groceries & consumables, Youth Centre groceries & consumables	149.20
02/1575	13/06/2024	The Good Grocer Newman IGA	After school food, After school food	186.52
02/1351	11/06/2024	The Good Grocer Newman IGA	Kitchen Sundry Supplies to cover May and June 2024 - Customer Service, Kitchen Sundry Supplies to cover May and June 2024 - Customer Service	48.33
01/9451	05/06/2024	The Good Grocer Newman IGA	Weekly shopping, Weekly shopping	182.57
01/9341	26/01/2024	The Good Grocer Newman IGA	Catering for 2024 Citizenship Ceremony.	600.00
01/8294	16/05/2024	The Good Grocer Newman IGA	Water and fruit for Nightfeilds, Water and fruit for Nightfeilds	99.90
01/8219	10/12/2023	The Good Grocer Newman IGA	Food for Christmas Pool Party	264.07
01/8115	16/05/2024	The Good Grocer Newman IGA	Kitchen Sundry Supplies to cover May and June 2024 - Customer Service, Kitchen Sundry Supplies to cover May and June 2024 - Customer Service	20.78
01/8069	23/03/2024	The Good Grocer Newman IGA	Food for Twilight Movie Night, Food for Twilight Movie Night	144.45
01/7768	22/03/2024	The Good Grocer Newman IGA	Food for the Twilight Light Movie, Food for the Twilight Light Movie	86.59
01/7576	15/05/2024	The Good Grocer Newman IGA	Food for youth Centre, Food for youth Centre	198.10
01/7155	08/12/2023	The Good Grocer Newman IGA	Food for Christmas Pool Party, Food for Christmas Pool Party	15.60
01/6592	31/05/2024	The Good Grocer Newman IGA	After school food, After school food	107.69
01/6432	13/05/2024	The Good Grocer Newman IGA	Kitchen Sundry Supplies to cover May and June 2024 - Customer Service, Kitchen Sundry Supplies to cover May and June 2024 - Customer Service	73.96
01/6034	17/06/2024	The Good Grocer Newman IGA	After school food, After school food	68.78
01/5471	29/05/2024	The Good Grocer Newman IGA	Kitchen Sundry Supplies to cover May and June 2024 - Customer Service, Kitchen Sundry Supplies to cover May and June 2024 - Customer Service	131.58
01/5099	28/05/2024	The Good Grocer Newman IGA	Cat supplies for Animal Management Facility Newman, Kitchen Supplies for Rangers office Newman	144.29
01/3292	11/11/2023	The Good Grocer Newman IGA	Catering for Remembrance Day, Saturday 11 Nov.	260.00
01/3141	07/05/2024	The Good Grocer Newman IGA	Youth Centre Groceries & Consumables, Youth Centre Groceries & Consumables	193.94
01/2808	24/05/2024	The Good Grocer Newman IGA	After school food, After school food	199.92
01/2495	06/05/2024	The Good Grocer Newman IGA	Kitchen Sundry Supplies to cover May and June 2024 - Customer Service	43.36
01/1461	16/04/2024	The Good Grocer Newman IGA	Youth Weekly Shop April 2024, Youth Weekly Shop April 2024	149.46
01/0403	20/05/2024	The Good Grocer Newman IGA	Kitchen Sundry Supplies to cover May and June 2024 - Customer Service	19.47
01/0266	17/02/2024	The Good Grocer Newman IGA	Food hamper for Local Spot Competition, Food hamper for Local Spot Competition	150.00
01/0034	07/03/2024	The Good Grocer Newman IGA	Food for the Twilight Movie communtiy BBQ., Food for the Twilight Movie communtiy BBQ.	153.30
The Good Grocer Newman IGA Total				4,108.82
MART2401	26/05/2024	The Hub Marketing Communciations Pty Ltd	Website Upgrade, adding in Upcoming exhibitions	1,953.60
The Hub Marketing Communciations Pty				1,953.60
851	05/06/2024	THE SHADE SAIL MAN	Staff housing repairs	3,168.00
842	25/04/2024	THE SHADE SAIL MAN	Shire Public Building- Newman Aquatic Centre- Supply and Install Replacement Shade Sail.	3,500.00
841	25/04/2024	THE SHADE SAIL MAN	Newman Aquatic Centre, Replace Shade Sail Canopy - 8mt x 7mt - near the Toddler Pool - General Wear and Tear.	3,971.00
THE SHADE SAIL MAN Total				10,639.00
INV-7364	21/05/2024	The Sustainable Advantage ta Leading Roles	Recruitment - Manager Operations	7,113.34
The Sustainable Advantage ta Leading				7,113.34
SUPER	12/05/2024	The Trustee for Australian Retirement Trust	Superannuation contribution	2,582.71
SUPER	26/05/2024	The Trustee for Australian Retirement Trust	Superannuation contribution	3,017.94
SUPER	31/05/2024	The Trustee for Australian Retirement Trust	Superannuation contribution	239.49
SUPER	09/06/2024	The Trustee for Australian Retirement Trust	Superannuation contribution	2,802.94
SUPER	23/06/2024	The Trustee for Australian Retirement Trust	Superannuation contribution	2,964.38
DEDUCTION	12/05/2024	The Trustee for Australian Retirement Trust	Payroll Deduction	165.32
DEDUCTION	12/05/2024	The Trustee for Australian Retirement Trust	Payroll Deduction	352.37
DEDUCTION	12/05/2024	The Trustee for Australian Retirement Trust	Payroll Deduction	179.09
DEDUCTION	26/05/2024	The Trustee for Australian Retirement Trust	Payroll Deduction	165.32
DEDUCTION	26/05/2024	The Trustee for Australian Retirement Trust	Payroll Deduction	352.37
DEDUCTION	26/05/2024	The Trustee for Australian Retirement Trust	Payroll Deduction	294.47
DEDUCTION	31/05/2024	The Trustee for Australian Retirement Trust	Payroll Deduction	74.84
DEDUCTION	09/06/2024	The Trustee for Australian Retirement Trust	Payroll Deduction	165.32
DEDUCTION	09/06/2024	The Trustee for Australian Retirement Trust	Payroll Deduction	352.37
DEDUCTION	09/06/2024	The Trustee for Australian Retirement Trust	Payroll Deduction	179.09
DEDUCTION	23/06/2024	The Trustee for Australian Retirement Trust	Payroll Deduction	165.32
DEDUCTION	23/06/2024	The Trustee for Australian Retirement Trust	Payroll Deduction	352.37
DEDUCTION	23/06/2024	The Trustee for Australian Retirement Trust	Payroll Deduction	179.09
The Trustee for Australian Retirement				14,584.80
SUPER	23/06/2024	The Trustee for DNA Super Fund	Superannuation contribution	116.03
The Trustee for DNA Super Fund Total				116.03
SUPER	12/05/2024	The Trustee for Hesta	Superannuation contribution	1,342.28
SUPER	26/05/2024	The Trustee for Hesta	Superannuation contribution	1,349.21
SUPER	09/06/2024	The Trustee for Hesta	Superannuation contribution	1,915.02
SUPER	23/06/2024	The Trustee for Hesta	Superannuation contribution	1,949.66
DEDUCTION	12/05/2024	The Trustee for Hesta	Payroll Deduction	239.23
DEDUCTION	26/05/2024	The Trustee for Hesta	Payroll Deduction	239.23
DEDUCTION	09/06/2024	The Trustee for Hesta	Payroll Deduction	421.92
DEDUCTION	23/06/2024	The Trustee for Hesta	Payroll Deduction	421.92
The Trustee for Hesta Total				7,878.47
SUPER	12/05/2024	The trustee for HUB24 SUPER FUND	Superannuation contribution	77.16
SUPER	26/05/2024	The trustee for HUB24 SUPER FUND	Superannuation contribution	91.19
SUPER	09/06/2024	The trustee for HUB24 SUPER FUND	Superannuation contribution	82.42
SUPER	23/06/2024	The trustee for HUB24 SUPER FUND	Superannuation contribution	77.16
The trustee for HUB24 SUPER FUND Total				327.93
SUPER	12/05/2024	The Trustee for Madarastor Super Fund	Superannuation contribution	423.08
SUPER	26/05/2024	The Trustee for Madarastor Super Fund	Superannuation contribution	429.34
SUPER	09/06/2024	The Trustee for Madarastor Super Fund	Superannuation contribution	423.08
SUPER	23/06/2024	The Trustee for Madarastor Super Fund	Superannuation contribution	423.08
The Trustee for Madarastor Super Fund				1,698.58
SUPER	12/05/2024	The Trustee for Retail Employees	Superannuation contribution	824.65
SUPER	26/05/2024	The Trustee for Retail Employees	Superannuation contribution	830.29
SUPER	09/06/2024	The Trustee for Retail Employees	Superannuation contribution	401.92
SUPER	18/06/2024	The Trustee for Retail Employees	Superannuation contribution	301.55
SUPER	23/06/2024	The Trustee for Retail Employees	Superannuation contribution	778.72

The Trustee for Retail Employees				3,137.13
SUPER	26/05/2024	The Trustee for Tarkgoorlie Hosking Super	Superannuation contribution	398.22
SUPER	09/06/2024	The Trustee for Tarkgoorlie Hosking Super	Superannuation contribution	579.23
SUPER	23/06/2024	The Trustee for Tarkgoorlie Hosking Super	Superannuation contribution	579.23
DEDUCTION	09/06/2024	The Trustee for Tarkgoorlie Hosking Super	Payroll Deduction	481.01
DEDUCTION	23/06/2024	The Trustee for Tarkgoorlie Hosking Super	Payroll Deduction	481.01
The Trustee for Tarkgoorlie Hosking Super				2,518.70
PRF180424	18/04/2024	Tiana Quigley	Member refund - leaving town	262.61
Tiana Quigley Total				262.61
PRF270524	27/05/2024	Tigers Football & Sporting Club Inc	Reimbursement for double charge for oval hire and lighting	60.00
Tigers Football & Sporting Club Inc Total				60.00
PRF050624	05/06/2024	Tim Pearn	Reimbursement for Relocation expenses	153.11
Tim Pearn Total				153.11
68546576	02/03/2024	TNT Australia Pty Limited	Freight Charges for FY 23/24	265.21
68488940.1	24/02/2024	TNT Australia Pty Limited	Freight Charges for FY 23/24	3,259.83
68435946.1	17/02/2024	TNT Australia Pty Limited	Freight Charges for FY 23/24	237.08
68379491.1	10/02/2024	TNT Australia Pty Limited	Freight Charges for FY 23/24	1,149.95
68324962	03/02/2024	TNT Australia Pty Limited	Freight Charges for FY 23/24	2,409.56
68268986	27/01/2024	TNT Australia Pty Limited	Freight Charges for FY 23/24	754.27
67844917	02/12/2023	TNT Australia Pty Limited	Freight Charges for FY 23/24	2,599.00
67376562	30/09/2023	TNT Australia Pty Limited	Freight Charges for FY 23/24	1,404.79
67324119	23/09/2023	TNT Australia Pty Limited	Freight Charges for FY 23/24	1,394.13
67274946	16/09/2023	TNT Australia Pty Limited	Freight Charges for FY 23/24	2,297.39
67169840	02/09/2023	TNT Australia Pty Limited	Freight Charges for FY 23/24	2,572.33
67118937	26/08/2023	TNT Australia Pty Limited	Freight Charges for FY 23/24	1,257.87
3-055-68667	23/01/2024	TNT Australia Pty Limited	Freight Charges for FY 23/24	128.35
3-055-54690	11/01/2024	TNT Australia Pty Limited	Freight Charges for FY 23/24	93.00
TNT Australia Pty Limited Total				19,822.76
I-00010861	03/05/2024	TOURISM COUNCIL WESTERN AUSTRALIA	Registration for the 2024 WA Tourism Conference in Mandurah from 10-12 June 2024	990.00
TOURISM COUNCIL WESTERN AUSTRALIA				990.00
7123	13/06/2024	Tovey Shearwood Pty Ltd t/as Creative	[15051] SEP The Lane Shade Structure Concept Designs	1,170.40
6937	30/04/2024	Tovey Shearwood Pty Ltd t/as Creative	[15051] SEP The Lane Shade Structure Concept Designs	6,108.30
6844	31/03/2024	Tovey Shearwood Pty Ltd t/as Creative	Design and Project Management of SoEP 2022/2023 Annual Report	1,400.30
Tovey Shearwood Pty Ltd t/as Creative				8,679.00
PRF210624	21/06/2024	Travis Peters	Staff reimbursement	154.37
Travis Peters Total				154.37
INV-1597	06/05/2024	Trustee for Martser Mover Trust ta Marster	Staff relocation	3,976.50
Trustee for Martser Mover Trust ta				3,976.50
15000253	11/06/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	221.13
15000252	11/06/2024	UNIFORMS AT WORK PTY LTD	PPE Order	78.50
15000251	11/06/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	306.35
15000247	11/06/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	325.60
15000246	11/06/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	35.85
15000245	31/05/2024	UNIFORMS AT WORK PTY LTD	PPE Order	120.60
15000244	22/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	119.25
15000241	22/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	68.15
15000240	31/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	109.95
15000239	22/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	152.20
15000237	22/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	110.51
15000236	22/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	432.65
15000235-1	11/06/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	57.15
15000235	22/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	384.95
15000234	09/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	393.62
15000233	15/05/2024	UNIFORMS AT WORK PTY LTD	PPE Order	90.25
15000232	15/05/2024	UNIFORMS AT WORK PTY LTD	PPE Order	90.25
15000231	09/05/2024	UNIFORMS AT WORK PTY LTD	PPE Order	180.25
15000230	15/05/2024	UNIFORMS AT WORK PTY LTD	PPE Order	519.85
15000229	15/05/2024	UNIFORMS AT WORK PTY LTD	PPE Order	112.35
15000228-1	22/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	87.15
15000228	09/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	314.15
15000227-1	11/06/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	70.45
15000227	31/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	321.78
15000226-2	22/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	87.15
15000226-1	26/04/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	218.50
15000225	09/05/2024	UNIFORMS AT WORK PTY LTD	PPE Order	38.90
15000224	06/05/2024	UNIFORMS AT WORK PTY LTD	PPE Order	224.00
15000223-1	09/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	133.60
15000222-1	22/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	87.15
15000221-1	11/06/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	38.51
15000219-1	27/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	231.45
15000213	23/04/2024	UNIFORMS AT WORK PTY LTD	PPE Order	90.25
15000212	23/04/2024	UNIFORMS AT WORK PTY LTD	PPE Order	90.25
15000210	23/04/2024	UNIFORMS AT WORK PTY LTD	PPE Order	90.25
15000208-1	22/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	137.90
15000208	22/04/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	276.10
15000207	22/04/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	84.35
15000203	23/04/2024	UNIFORMS AT WORK PTY LTD	PPE Order	48.40
15000196-1	31/05/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	35.85
15000191	26/04/2024	UNIFORMS AT WORK PTY LTD	Staff uniforms	118.70
UNIFORMS AT WORK PTY LTD Total				6,734.25
SUPER	12/05/2024	UNISUPER	Superannuation contribution	615.39
SUPER	26/05/2024	UNISUPER	Superannuation contribution	1,038.81
SUPER	09/06/2024	UNISUPER	Superannuation contribution	1,132.39
SUPER	23/06/2024	UNISUPER	Superannuation contribution	1,085.85
DEDUCTION	12/05/2024	UNISUPER	Payroll Deduction	192.31
DEDUCTION	26/05/2024	UNISUPER	Payroll Deduction	192.31
DEDUCTION	09/06/2024	UNISUPER	Payroll Deduction	192.31
DEDUCTION	23/06/2024	UNISUPER	Payroll Deduction	192.31
UNISUPER Total				4,641.68
PRF240624	24/06/2024	Veronica Hains	Staff reimbursement	158.37
Veronica Hains Total				158.37
INV-0147	25/05/2024	VicFlow Pty Ltd	Hire of watercart for landfill operations	16,683.70
INV-0146	25/05/2024	VicFlow Pty Ltd	Yearly hire of a tag trailer for relocating plant to relevant project	8,008.00
INV-0145	25/05/2024	VicFlow Pty Ltd	Yearly hire of a water trailer for various tasks in the Rural area	6,673.70
INV-0144	25/05/2024	VicFlow Pty Ltd	Yearly hire of a Hydro Mulcher	8,229.10

INV-0143	25/05/2024	VicFlow Pty Ltd	Yearly hire of 5 ton excavator, buckets and tyne	7,234.70
VicFlow Pty Ltd Total				46,829.20
SUPER	12/05/2024	VISION SUPER	Superannuation contribution	586.91
SUPER	26/05/2024	VISION SUPER	Superannuation contribution	586.91
SUPER	09/06/2024	VISION SUPER	Superannuation contribution	586.91
SUPER	23/06/2024	VISION SUPER	Superannuation contribution	586.91
VISION SUPER Total				2,347.64
00138264	04/06/2024	WA LIBRARY SUPPLIES	Mat for Nullagine Library.	925.00
00136644	23/01/2024	WA LIBRARY SUPPLIES	Library furniture for Newman and Nullagine	4,447.02
WA LIBRARY SUPPLIES Total				5,372.02
LOAN73.260624	27/05/2024	WA TREASURY CORPORATION	Loan 73 - Interest Repayment 260624, Loan 73 - Principal Repayment 260624	58,389.38
LOAN72.240624	27/05/2024	WA TREASURY CORPORATION	Loan 72 - Interest Repayment 240624, Loan 72 - Capital Repayment 240624	92,336.14
WA TREASURY CORPORATION Total				150,725.52
9024847610.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	1,079.30
9021263492.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	630.74
9020778371.70524	07/05/2024	WATER CORPORATION	Water Charges - 110324 to 060524	125.33
9020778363.70524	07/05/2024	WATER CORPORATION	Water Charges - 110324 to 060524	125.33
9020778355.70524	07/05/2024	WATER CORPORATION	Water Charges - 110324 to 060524	125.33
9020639531.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	877.43
9020372750.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	507.68
9020372742.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	187.83
9020372734.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	189.30
9020040166.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	209.31
9019703997.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	239.82
9019234131.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	463.62
9019234131.080524	08/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	1,854.46
9019088226.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	125.33
9019088218.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	125.33
9019088197.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	125.33
9019088189.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	125.33
9019088170.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	125.33
9017679364.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	2,983.42
9016336589.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	1,164.00
9015947193.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	250.23
9015947185.080524	08/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	1,676.85
9015787257.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	140.95
9015787249.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	137.05
9008881907.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	125.33
9008873392.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	125.33
9008873253.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	125.33
9008873210.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	125.33
9008595089.130524	13/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	489.15
9008417717.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	1,705.87
9008417485.130524	13/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	2,563.10
9008416888.70524	07/05/2024	WATER CORPORATION	Water Charges - 110324 to 060524	146.15
9008416124.70524	07/05/2024	WATER CORPORATION	Water Charges - 110324 to 060524	581.10
9008415367.70524	07/05/2024	WATER CORPORATION	Water Charges - 110324 to 060524	1,066.40
9008413273.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	125.33
9008413257.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	125.33
9008412836.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	259.35
9008412529.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	200.79
9008411761.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	465.16
9008411745.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	133.14
9008410902.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	473.20
9008410750.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	2,114.72
9008410531.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	180.01
9008410283.130524	13/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	604.94
9008410275.080524	08/05/2024	WATER CORPORATION	Water Charges - 100124 to 110324	1,261.48
9008409952.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	10,200.18
9008409119.130524	13/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	176.11
9008409100.130524	13/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	148.77
9008409098.130524	13/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	324.54
9008409071.130524	13/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	148.75
9008407906.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	4,360.71
9008407906.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	812.99
9008407770.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	176.11
9008407754.70524	07/05/2024	WATER CORPORATION	Water Charges - 110324 to 060524	63.07
9008407615.70524	07/05/2024	WATER CORPORATION	Water Charges - 110324 to 060524	140.95
9008407519.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	1,864.89
9008406479.70524	07/05/2024	WATER CORPORATION	Water Charges - 110324 to 060524	404.61
9008406428.70524	07/05/2024	WATER CORPORATION	Water Charges - 110324 to 060524	129.24
9008406276.70524	07/05/2024	WATER CORPORATION	Water Charges - 110324 to 060524	300.83
9008406014.70524	07/05/2024	WATER CORPORATION	Water Charges - 110324 to 060524	621.08
9008405724.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	147.27
9008405599.70524	07/05/2024	WATER CORPORATION	Water Charges - 090124 to 120324	1,000.89
9008405388.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	73.42
9008404174.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	20,150.28
9008404166.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	990.66
9008404158.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	6,434.09
9008403630.70524	07/05/2024	WATER CORPORATION	Water Charges - 110324 to 060524	1,111.89
9008403315.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	382.17
9008403243.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	3,682.91
9008403219.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	140.95
9008403200.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	1,406.21
9008401694.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	1,384.76
9008400106.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	723.25
9008400034.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	705.04
9008399678.080524	08/05/2024	WATER CORPORATION	Water Charges - 120324 to 070524	338.98
9008397250.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	7,144.56
9008396813.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	406.52
9008396485.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	170.25
9008396418.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	1,632.58
9008396151.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	649.07
9008396012.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	824.36
9008395976.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	404.50

9008342428.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	1,060.79
9008342153.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	203.56
9008341994.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	842.90
9008341986.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	735.23
9008341820.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	1,103.80
9008341812.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	166.29
9008341804.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	1,270.08
9008341791.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	292.43
9008341636.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	143.35
9008341628.090524	09/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	2,213.32
9008341476.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	923.17
9008341468.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	166.29
9008340756.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	2,397.45
9008340748.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	381.31
9008340641.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 080524	1,865.48
9008340617.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	358.95
9008340609.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	1,089.75
9008340596.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	232.57
9008340449.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	97.88
9008340430.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	1,208.91
9008340377.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	748.29
9008340350.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	160.55
9008340238.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	1,138.20
9008340166.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	2,396.81
9008340158.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	11.47
9008340131.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	1,109.61
9008340123.100524	10/05/2024	WATER CORPORATION	Water Charges - 110324 to 090524	452.99
WATER CORPORATION Total				119,140.04
00001785	14/06/2024	Water Infrastructure Science And Engineering (WISE)	Visit with Ertech to evaluate the Sedimentation Basin Cracking at NWWTP	6,400.47
Water Infrastructure Science And				6,400.47
INV-31090	01/06/2024	WATERCHOICE (AUST) PTY LTD	LEASE - Water filtration systems - Newman various locations	650.00
WATERCHOICE (AUST) PTY LTD Total				650.00
SITTINGFEESJUN24	25/06/2024	Wendy McWhirter-Brooks	Deputy President's Fees & Allowances Jun24	3,679.01
Wendy McWhirter-Brooks Total				3,679.01
1028535520240531	31/05/2024	WEST AUSTRALIAN NEWSPAPERS LIMITED	23/24 North West Telegraph monthly advertising.	550.00
WEST AUSTRALIAN NEWSPAPERS LIMITED				550.00
INV-3158	10/06/2024	WGM Plumbing	RSL Park- Public Toilets, SOEP Building Maintenance, Carry out repairs to Male Toilets	601.28
INV-3138	31/05/2024	WGM Plumbing	Staff housing maintenance	170.50
INV-3136	05/06/2024	WGM Plumbing	repair water leak at Marble Bar Civic Centre in Francis St.	1,032.87
INV-3069	19/02/2024	WGM Plumbing	Investigate and repair water leak at RSL Park Marble Bar	1,072.74
WGM Plumbing Total				2,877.39
FTIG221908	30/04/2024	Wilson Parking Australia 1992 Pty Ltd	Provide Car Park Monitoring Services at Newman Airport for FY 23/24	1,650.00
Wilson Parking Australia 1992 Pty Ltd Total				1,650.00
INV-56360	23/05/2024	Workforce Health Assessors	Standard medical + Instant D&A	327.80
Workforce Health Assessors Total				327.80
9230519	14/06/2024	Wormald Australia Pty Ltd	Shire Public Building- Marble Bar- Works Depot- Rectify Defects	1,201.20
9230517	14/06/2024	Wormald Australia Pty Ltd	Shire housing repairs	478.50
9230515	14/06/2024	Wormald Australia Pty Ltd	Shire Public Buildings- Marble Bar- Rectify Defects	537.90
9230512	14/06/2024	Wormald Australia Pty Ltd	Shire Public Buildings- Marble Bar- Rectify Defects - Gymnasium	360.80
9230511	14/06/2024	Wormald Australia Pty Ltd	Shire Public Buildings- Marble Bar- Rectify Defects - Admin Office	453.20
9230506	14/06/2024	Wormald Australia Pty Ltd	Shire Public Buildings- Marble Bar- Rectify Defects - Civic Centre	172.70
9220394	28/05/2024	Wormald Australia Pty Ltd	Shire Public Buildings- Newman Airport & Arts Centre - Fire Equipment check and Fire Extinguishers.	1,100.00
9154125	27/02/2024	Wormald Australia Pty Ltd	Shire Public Building- Newman Airport- DEFECT RECTIFICATION	1,504.80
Wormald Australia Pty Ltd Total				5,809.10
PRF040624	04/06/2024	Yee Ping Lee ta Prairie's Kitchen	Bond Refund for booking #3980. Bond paid 180621 Receipt 108000	1,000.00
Yee Ping Lee ta Prairie's Kitchen Total				1,000.00
17541	10/06/2024	YIKARTU BUMBA	Artist Payment 17541	30.27
17187	17/06/2024	YIKARTU BUMBA	Artist Payment 17187	630.00
YIKARTU BUMBA Total				660.27
Total EFT Payments				6,285,313.43

Cheque Payments

PRF200624	20/06/2024	DEPARTMENT OF TRANSPORT (Plates	payment for EPS paltes -67 EPS	200.00
DEPARTMENT OF TRANSPORT (Plates				200.00
PRF310524	31/05/2024	SOEP - NEWMAN PETTY CASH	yurlu caravan park 50\$	50.00
PRF190624	19/06/2024	SOEP - NEWMAN PETTY CASH	Petty Cash Float for Visitor Centre	300.00
SOEP - NEWMAN PETTY CASH Total				350.00
Total Cheque Payments				550.00

Direct Debit Payments

13209546	31/05/2024	BP AUSTRALIA PTY LTD	Fuel usage - fleet control	5,013.25
BP AUSTRALIA PTY LTD Total				5,013.25
141031296	10/06/2024	WESTNET	Internet charges for remote housing	59.99
WESTNET Total				59.99
Total Direct Debit Payments				5,073.24

Credit Card Payments

Card Holder	Transaction Date	Narration	Description	Debit
Thomas Gorman	22/05/2024	SMARTSHEET INC.	Licenses for Smartsheet	\$ 24.95
	23/05/2024	OFFICEWORKS	Office materials for Newman, Parnngurr and Punmu art sheds	\$ 2,550.18
	23/05/2024	CHRISTINE BINYON	Silk scarves for artist materials	\$ 281.50
	24/05/2024	WOOLWORTHS	Supplies for yellow car	\$ 33.95

	24/05/2024	WOOLWORTHS	Fresh food shop for field officer - Punmu	\$	452.87
	26/05/2024	ZOLEO INC.	Subscriptions	\$	251.80
	27/05/2024	WOOLWORTHS	Studio grocery shop for artists food	\$	357.79
	28/05/2024	KMART	Bedding for temporary accomodation units	\$	300.50
	29/05/2024	SPOT	GPS subscription fees for Parrngurr	\$	46.37
	30/05/2024	ELEVENLABS.IO	Software license fee	\$	7.56
	2/06/2024	STARLINK AUSTRALIA PTY	Starlink subscription for Parrngurr	\$	139.00
	4/06/2024	WOOLWORTHS	Studio grocery shop for artists food	\$	187.41
	5/06/2024	PAYPAL *THE LESTER	Art prize entry	\$	45.00
	5/06/2024	OPTUS PREPAID	Martumili internet access for remote workshop	\$	35.00
	5/06/2024	AMAZON WEB SERVICES	Monthly website service charges	\$	43.34
	5/06/2024	AMAZON WEB SERVICES	Monthly website service charges	\$	50.33
	8/06/2024	MYOB AUSTRALIA	Subscription for Martumili MYOB	\$	177.00
	8/06/2024	INTUIT MAILCHIMP	Mailchimp monthly plan	\$	140.63
	10/06/2024	WOOLWORTHS	Martumili Artists consumables	\$	171.33
	12/06/2024	SPOTLIGHT PTY LTD	Adults arts and crafts materials for programming	\$	888.10
	12/06/2024	OPTUS PREPAID	Martumili internet access for remote workshop	\$	35.00
	12/06/2024	BIGW ONLINE	Better Beginnings grant purchases	\$	424.65
	14/06/2024	WOOLWORTHS	Hanging racks for Gallery	\$	183.90
	17/06/2024	SP MOASURE-AU	Survey equipment - motion based measuring tool	\$	1,043.90
			T. Gorman Total	\$	7,872.06
Brent Downes	27/05/2024	COLES GROUP LIMITED	Prizes for Marble Bar Multi Sports Day	\$	305.50
	29/05/2024	KMART	Children and youth activities supplies	\$	10.00
	29/05/2024	KMART	Children and youth activities supplies	\$	65.00
			B. Downes Total	\$	380.50
Steven Harding	27/05/2024	CABFARE PAYMENTS	Travel - Taxi	\$	46.93
	28/05/2024	UBER	Travel - Taxi	\$	8.83
	28/05/2024	UBER	Travel - Taxi	\$	14.79
	28/05/2024	UBER	Travel - Taxi	\$	19.50
	28/05/2024	UBER	Travel - Taxi	\$	8.83
	28/05/2024	UBER	Travel - Taxi	\$	10.66
	29/05/2024	UBER	Travel - Taxi	\$	28.00
	29/05/2024	UBER	Travel - Taxi	\$	18.01
	29/05/2024	UBER	Travel - Taxi	\$	8.85
	29/05/2024	UBER	Travel - Taxi	\$	10.89
	29/05/2024	UBER	Travel - Taxi	\$	25.44
	29/05/2024	UBER	Travel - Taxi	\$	18.36
	31/05/2024	EZI*REGIONAL AUS INST	CEO registration at "The New Frontier - Regions Rising National Summit"	\$	1,430.00
	1/06/2024	OPTUS PREPAID	Subscription	\$	35.00
	2/06/2024	REMARKABLE	Subscription	\$	4.99
	7/06/2024	HORIZON POWER	Unit 2, 40 Bohemia Street - Power disconnected due to non payment	\$	497.55
	7/06/2024	WEB*FARMWEEKLY	Subscription	\$	19.00
	12/06/2024	BUDGET RENT A CAR	Car hire in Perth	\$	393.48
	14/06/2024	OPTUS BILLING SERVICES	Subscription	\$	24.99
	17/06/2024	GM TAXIPAY	Travel - Taxi	\$	72.45
	18/06/2024	UBER	Travel - Taxi	\$	8.84
			S. Harding Total	\$	2,705.39
Shane Hayes	24/05/2024	NEWMAN HARDWARE	Reconciliation week supplies	\$	35.75
	27/05/2024	PARNAWARRIIGA	Reconciliation week supplies	\$	21.99
	10/06/2024	WOOLWORTHS	NAIDOC official opening supplies	\$	96.25
			S. Hayes Total	\$	153.99
Joshua Brown	23/05/2024	PARNAWARRIIGA	May council meeting catering	\$	56.95
	24/05/2024	ILLAWARRA STORE	May council meeting catering	\$	12.40
	28/05/2024	PILBARA META MAYA REGI	Staff accommodation	\$	750.00
	30/05/2024	NEWS PTY LIMITED	Subscriptions	\$	28.00
	11/06/2024	RADIOLOGICAL COUNCIL	Application for licence as radiation safety officer	\$	200.00
	11/06/2024	SEC*ACMA	Licence renewal for Aeronautical Assigned Systems - Newman and Marble Bar Airport	\$	138.00
	12/06/2024	PARNAWARRIIGA	Council workshop	\$	25.38
	12/06/2024	WOOLWORTHS	Council workshop	\$	57.90
			J. Brown Total	\$	1,268.63
	22/05/2024	FOREIGN TRANSACTION FEE	FOREIGN TRANSACTION FEE	\$	0.74
	29/05/2024	FOREIGN TRANSACTION FEE	FOREIGN TRANSACTION FEE	\$	1.37
	30/05/2024	FOREIGN TRANSACTION FEE	FOREIGN TRANSACTION FEE	\$	0.22
	2/06/2024	FOREIGN TRANSACTION FEE	FOREIGN TRANSACTION FEE	\$	0.15
	17/06/2024	FOREIGN TRANSACTION FEE	FOREIGN TRANSACTION FEE	\$	30.80
			Fees and Charges Total		33.28

Total Credit Card Payments	12,413.85
-----------------------------------	------------------

12.2.2 MONTHLY FINANCIAL STATEMENTS, INSURANCE AND INVESTMENT REPORT AS AT 30 JUNE 2024

Report Type	Legislative
Responsible Officer	Scott Greensill, Acting Director Corporate Services
Author	Teresa Southwell Senior Finance Officer - Accounts Recievable
Voting Requirements	Simple Majority
Attachments	1. Monthly Financial Report - June 2024 2. Monthly Investment Report - June 2024
Author Disclosure of Interest:	No
Location / Address:	N/A
Name of Applicant:	N/A

Officer Recommendation

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

Council is advised that this is not the finalised End of Financial Year Financial Report. This Report is a compilation of information available at the time the report was written.

Background

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

Appendix 1 details the financial activities of the Shire for the period 1 June 2024 to 30 June 2024.

There are three sections to the monthly report:

1. Statutory Reports – Rate Setting Statement, Operating Statement, Cash Flow;
2. 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
3. A schedule detailing all expenditure.

Appendix 2 is the Monthly Investments Report.

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

Details and Analysis

Variances

Material variances in the Shire 2023/2024 annual budget are disclosed within **Appendix 1**.

Investments – June 2024

The Shire's portfolio accrued over \$342,000 in interest and returned 4.77% pa compared to the current bank bill benchmark of 4.34%. New deposit invested in over the month are yielding 5.20% pa. Over the past 12 months the portfolio has returned 4.94% exceeding the bank bill index benchmark of 4.37%.

Investment portfolio details are disclosed within **Appendix 2**.

Insurance Report – June 2024

Claim Activity

General

Throughout the month of June, 11 claims were closed and settled to the value of approximately \$52,000. There are 6 Pending claims awaiting response from LGIS or waiting for relevant query replies and documents, and 18 open claims in various stages of progress.

End of Financial Year

The Shire has essentially finalised the TC Ilsa insurance claim (2022_23FY). The Shire is still awaiting the communications to be finished in Cape Keraudren to close this claim.

There were 67 claims opened and 70 claims closed throughout the year, with a settlement of approximately \$375,000 through reimbursement and settlement to Third Party or Contractor.

The most significant causal events for closed claims for 2023/24FY;

- Vandalism / Malicious damage 26%
- Water Pipe leakages 22%
- Break and Enter / Burglary / Theft 14%
- Accidental Vehicle damage 13%

Community Engagement

The report is made public to the community through the Council Agenda.

Strategic, Legislative and Policy Implications

Strategic Community Plan	5: Governance 5 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources. 5.1 <i>Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.</i> 5.4 <i>Ensure a high standard of organisational management and effectiveness.</i>
Statutory Implications/Requirements	Local Government Act 1995 Part 6 Financial Management Division 4 General financial provisions Section 6.4(2) <i>"The financial report is to:</i> (a) <i>be prepared and presented in the manner and form prescribed; and</i> (b) <i>contain the prescribed information."</i> Section 6.8 (1) (b) <i>"Expenditure from municipal fund not included in annual budget is to be authorised in advance by resolution".</i> <i>*Absolute majority required.</i>
Policy Implications	Consistent with Council's Accounting Policies, and Budget Management – Capital Acquisitions and Investments Policies

Risk Management Considerations

Risk	Compliance
Consequence	Significant
Likelihood	Almost Certain
Current Risk Rating	High 18
Mitigation Action	Adoption of the monthly financial report meets Council's compliance obligations and will eliminate the compliance risk.
Residual Risk Rating	Low 4

	Insignificant	Minor	Significant	Major	Severe
Rare	Low 1	Low 4	Low 6	Medium 13	Medium 15
Unlikely	Low 2	Low 5	Medium 11	Medium 14	High 21
Moderate	Low 3	Medium 9	Medium 12	High 19	High 22

Likely	Medium 7	Medium 10	High 17	High 20	Critical 24
Almost Certain	Medium 8	High 16	High 18	Critical 23	Critical 25

Financial Implications

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

Sustainability Considerations

No known sustainability considerations.

Options

1. Council may adopt the recommendations; or
2. Defer consideration and seek further information.

Shire of East Pilbara

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the period ending 30 June 2024

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

TABLE OF CONTENTS

Statement of Financial Activity by Nature or Type	5
Statement of Financial Position	6
Basis of Preparation	7
Note 1 Statement of Financial Activity Information	8
Note 2 Cash and Financial Assets	9
Note 3 Receivables	10
Note 4 Other Current Assets	11
Note 5 Payables	12
Note 6 Disposal of Assets	13
Note 7 Capital Acquisitions	14
Note 8 Borrowings	17
Note 9 Reserve Accounts	18
Note 10 Other Current Liabilities	19
Note 11 Operating grants and contributions	20
Note 12 Non operating grants and contributions	21
Note 13 Trust Fund	22
Note 14 Budget Amendments	23
Note 15 Explanation of Material Variances	24



INVESTING ACTIVITIES

CAPITAL REVENUE

Budget Capital Revenue -v- Actual

CAPITAL EXPENSES

Budget Capital Expenses -v- Actual

FINANCING ACTIVITIES

BORROWINGS

Principal Repayments

Month	Actual	Budget
Jul	(3,417.8)	(3,417,823)
Aug	(3,417.8)	(3,417,823)
Sep	(3,417.8)	(3,417,823)
Oct	(3,417.8)	(3,417,823)
Nov	(3,417.8)	(3,417,823)
Dec	(3,417.8)	(3,417,823)
Jan	(3,417.8)	(3,417,823)
Feb	(3,417.8)	(3,417,823)
Mar	(3,417.8)	(3,417,823)
Apr	(3,417.8)	(3,417,823)
May	(3,417.8)	(3,417,823)
Jun	(3,418)	(3,417,822)

Principal Outstanding

Month	Actual	Budget
Jul	10,721.13	10,721.12
Aug	10,721.13	10,721.12
Sep	10,721.13	10,721.12
Oct	10,721.13	10,721.12
Nov	10,721.13	10,721.12
Dec	10,721.13	10,721.12
Jan	10,721.13	10,721.12
Feb	10,721.13	10,721.12
Mar	10,721.13	10,721.12
Apr	10,721.13	10,721.12
May	10,721.13	10,721.12
Jun	10,721.12	10,721.13

RESERVES

Thousands \$

Closing funding surplus / (deficit)

Budget Closing Surplus -v- Actual

This information is to be read in conjunction with the accompanying Financial Statements and Notes.

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$8.76 M	\$8.76 M	\$8.76 M	\$0.00 M
Closing	(\$0.40 M)	\$0.72 M	\$17.04 M	\$16.32 M
Refer to Statement of Financial Activity				

Cash and cash equivalents		
	\$97.23 M	% of total
Unrestricted Cash	\$19.68 M	20.2%
Restricted Cash	\$77.55 M	79.8%
Refer to Note 2 - Cash and Financial Assets		

Payables		
	\$9.80 M	% Outstanding
Trade Payables	\$2.79 M	
0 to 30 Days		68.9%
Over 30 Days		105.3%
Over 90 Days		82.5%
Refer to Note 5 - Payables		

Receivables		
	\$3.04 M	% Collected
Rates Receivable	\$4.33 M	88.3%
Trade Receivable	\$3.04 M	% Outstanding
Over 30 Days		10.1%
Over 90 Days		3.3%
Refer to Note 3 - Receivables		

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$12.64 M	\$11.98 M	\$21.20 M	\$9.22 M
Refer to Statement of Financial Activity			

Rates Revenue		
YTD Actual	\$33.52 M	% Variance
YTD Budget	\$33.36 M	0.5%
Refer to Statement of Financial Activity		

Operating Grants and Contributions		
YTD Actual	\$4.16 M	% Variance
YTD Budget	\$5.56 M	(25.1%)
Refer to Note 11 - Operating Grants and Contributions		

Fees and Charges		
YTD Actual	\$28.57 M	% Variance
YTD Budget	\$25.34 M	12.7%
Refer to Statement of Financial Activity		

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$15.37 M)	(\$15.73 M)	(\$10.13 M)	\$5.60 M
Refer to Statement of Financial Activity			

Proceeds on sale		
YTD Actual	\$0.15 M	%
Amended Budget	\$1.10 M	(86.6%)
Refer to Note 6 - Disposal of Assets		

Asset Acquisition		
YTD Actual	\$18.74 M	% Spent
Amended Budget	\$30.00 M	(37.5%)
Refer to Note 7 - Capital Acquisitions		

Capital Grants		
YTD Actual	\$8.46 M	% Received
Amended Budget	\$13.53 M	(37.5%)
Refer to Note 7 - Capital Acquisitions		

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$6.43 M)	(\$4.29 M)	(\$2.79 M)	\$1.50 M
Refer to Statement of Financial Activity			

Borrowings	
Principal repayments	\$3.42 M
Interest expense	\$0.41 M
Principal due	\$10.72 M
Refer to Note 8 - Borrowings	

Reserves	
Reserves balance	\$77.55 M
Interest earned	\$0.00 M
Refer to Note 9 - Cash Reserves	

This information is to be read in conjunction with the accompanying Financial Statements and notes.

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 JUNE 2024

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Excludes administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, and other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates, reimbursements etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EXPENSES

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets. Excluding Land.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024**

BY NATURE OR TYPE

	Ref	Amended Budget	YTD Budget	YTD Actual	Forecast 29 June 2024 Closing	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(a)-(b)+(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	8,763,118	8,763,118	8,763,118	8,763,118	0	0.00%	
Revenue from operating activities								
Rates		33,361,289	33,361,289	33,520,838	33,520,838	159,549	0.48%	
Grants, subsidies and donations	11	6,791,023	4,195,377	4,162,731	6,758,377	(32,646)	(0.78%)	
Fees and charges		25,340,816	25,340,816	28,565,627	28,565,627	3,224,811	12.73%	▲
Service charges		148,800	148,800	143,406	143,406	(5,394)	(3.63%)	
Interest earnings		2,740,000	2,740,000	479,098	479,098	(2,260,902)	(82.51%)	▼
Other revenue		1,510,833	4,106,479	2,214,562	(381,084)	(1,891,917)	(46.07%)	▼
Profit on disposal of assets	6	0	0	0	0	0	0.00%	
		69,892,761	69,892,761	69,086,262	69,086,262	(806,499)	(1.15%)	
Expenditure from operating activities								
Employee costs		(21,005,542)	(21,005,542)	(20,342,132)	(20,342,132)	663,410	3.16%	
Materials and contracts		(30,222,094)	(30,222,094)	(23,005,689)	(23,005,689)	7,216,405	23.88%	▲
Utility charges		(2,389,147)	(2,389,147)	(1,915,811)	(1,915,811)	473,336	19.81%	▲
Depreciation on non-current assets		(16,670,943)	(16,670,943)	(14,820,916)	(14,820,916)	1,850,027	11.10%	▲
Interest expenses		(489,119)	(489,119)	(413,998)	(413,998)	75,121	15.36%	▲
Insurance expenses		(1,606,093)	(1,606,093)	(1,689,177)	(1,689,177)	(83,084)	(5.17%)	
Other expenditure		(1,627,569)	(1,627,569)	(517,914)	(517,914)	1,109,655	68.18%	▲
Loss on disposal of assets	6	0	0	0	0	0	0.00%	
		(74,010,507)	(74,010,507)	(62,705,637)	(62,705,637)	11,304,870	(15.27%)	
Non-cash amounts excluded from operating activities	1(a)	16,755,434	16,101,193	14,820,916	14,335,657	(1,280,277)	(7.95%)	
Amount attributable to operating activities		12,637,688	11,983,447	21,201,541	20,716,282	9,218,094	76.92%	
Investing activities								
Proceeds from Capital grants, subsidies and contributions	12	13,532,825	13,532,825	8,464,654	8,464,654	(5,068,171)	(37.45%)	▼
Proceeds from disposal of assets	6	1,097,893	731,929	146,801	512,766	(585,127)	(79.94%)	▼
Payments for property, plant and equipment and infrastructure	7	(29,999,697)	(29,999,697)	(18,744,807)	(18,744,807)	11,254,890	37.52%	
Amount attributable to investing activities		(15,368,979)	(15,734,943)	(10,133,352)	(9,767,388)	5,601,591	(35.60%)	
Financing Activities								
Proceeds from new debentures	8	630,000	420,000	630,000	840,000	210,000	50.00%	▲
Transfer from reserves	9	4,325,000	2,883,333	0	1,441,667	(2,883,333)	(100.00%)	▼
Repayment of debentures	8	(3,417,822)	(2,278,548)	(3,417,823)	(4,557,097)	(1,139,275)	(50.00%)	▼
Transfer to reserves	9	(7,970,981)	(5,313,987)	0	(2,656,994)	5,313,987	100.00%	▲
Amount attributable to financing activities		(6,433,803)	(4,289,202)	(2,787,823)	(4,932,424)	1,501,379	(35.00%)	
Closing funding surplus / (deficit)	1(c)	(401,976)	722,420	17,043,484	14,779,589	16,321,065	(2259.22%)	▲

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 15 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 JUNE 2024**

	Supplementary Information	30 June 2023 \$	30 June 2024 \$
CURRENT ASSETS			
Cash and cash equivalents	2	85,556,785	97,231,926
Trade and other receivables	3	7,248,897	7,370,737
Inventories	4	97,409	177,725
Other assets		1,613,992	1,575,657
TOTAL CURRENT ASSETS		94,517,083	106,356,045
NON-CURRENT ASSETS			
Trade and other receivables		15,317	14,544
Other financial assets		101,862	101,862
Property Plant & Equipment		87,159,964	87,482,264
Infrastructure		627,236,174	630,837,765
TOTAL NON-CURRENT ASSETS		714,513,317	718,436,435
TOTAL ASSETS		809,030,400	824,792,480
CURRENT LIABILITIES			
Trade and other payables	6	6,215,527	9,802,494
Other liabilities	7	849,409	820,001
Borrowings	8	3,417,822	6,835,645
Employee related provisions		1,140,566	1,140,566
TOTAL CURRENT LIABILITIES		11,623,324	18,598,706
NON-CURRENT LIABILITIES			
Borrowings	8	10,091,124	3,885,479
Employee related provisions		341,293	341,293
Other provisions		14,920,035	14,920,035
TOTAL NON-CURRENT LIABILITIES		25,352,452	19,146,807
TOTAL LIABILITIES		36,975,776	37,745,513
NET ASSETS		772,054,624	787,046,967
EQUITY			
Retained surplus		172,716,246	187,708,589
Reserve accounts	9	77,548,463	77,548,463
Revaluation surplus		521,789,915	521,789,915
TOTAL EQUITY		772,054,624	787,046,967

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

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 13 to these financial statements.

SIGNIFICANT ACCOUNTING POLICIES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 07 July 2024

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024**

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)	Forecast 30 June 2024 Closing
Non-cash items excluded from operating activities		\$	\$	\$	
Adjustments to operating activities					
Less: Profit on asset disposals	6	0	(569,750)	0	(569,750)
Add: Depreciation on assets		16,755,434	16,670,943	14,820,916	14,905,407
Total non-cash items excluded from operating activities		16,755,434	16,101,193	14,820,916	14,335,657

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Amended Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 30 June 2024
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(77,548,463)	(77,548,463)	(77,548,463)
Add: Borrowings	8	3,417,822	3,417,822	6,835,645
Total adjustments to net current assets		(74,130,641)	(74,130,641)	(70,712,818)

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2	16,056,785	16,056,785	97,230,890
Financial assets	2	69,500,000	69,500,000	0
Rates receivables	3	3,483,069	3,483,069	4,330,309
Receivables	3	3,765,828	3,765,828	3,040,428
Other current assets	4	1,711,401	1,711,401	1,753,382
Less: Current liabilities				
Payables	5	(6,215,527)	(6,215,527)	(9,802,494)
Borrowings	8	(3,417,822)	(3,417,822)	(6,835,645)
Contract liabilities and grants	10	(849,409)	(849,409)	(820,001)
Provisions	10	(1,140,566)	(1,140,566)	(1,140,566)
Less: Total adjustments to net current assets	1(b)	(74,130,641)	(74,130,641)	(70,712,818)
Closing funding surplus / (deficit)		8,763,118	8,763,118	17,043,485

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust
		\$	\$	\$	\$
Municipal Bank	Cash and cash equivalents	8,320,838		8,320,838	
Investments Municipal	Cash and cash equivalents	11,359,470		11,359,470	
Investments Reserves/Municipal	Cash and cash equivalents		77,548,463	77,548,463	
Newman - Office Till Float	Cash and cash equivalents	150		150	
Newman Rec Ctre - Till Float	Cash and cash equivalents	150		150	
Marble Bar - Office Petty Cash	Cash and cash equivalents	150		150	
Newman - Office Petty Cash	Cash and cash equivalents	400		400	
Newman Rec Ctre - Petty Cash	Cash and cash equivalents	388		388	
Newman - S/Pool Till Float	Cash and cash equivalents	150		150	
Marble Bar - S/Pool Till Float	Cash and cash equivalents	50		50	
Nullagine Caravan Park - Float	Cash and cash equivalents	150		150	
Martumili Float	Cash and cash equivalents	200		200	
CDS Float	Cash and cash equivalents	331		331	
Trust Account	Cash and cash equivalents	0	790,103		790,103
Total		19,682,427	78,338,566	97,230,890	790,103
Comprising					
Cash and cash equivalents		19,682,427	78,338,566	97,230,890	790,103
		19,682,427	78,338,566	97,230,890	790,103

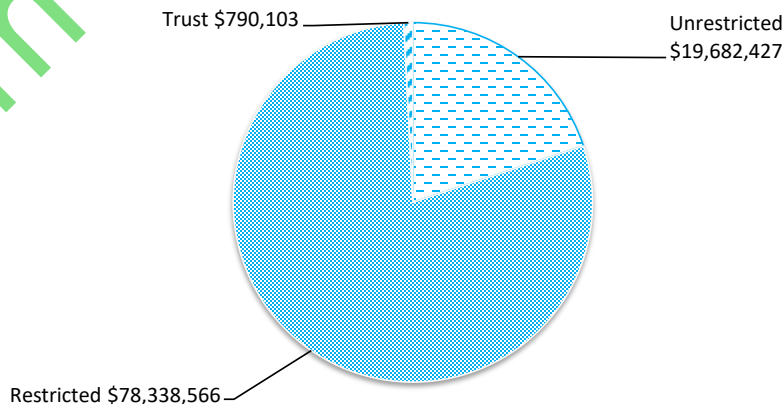
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

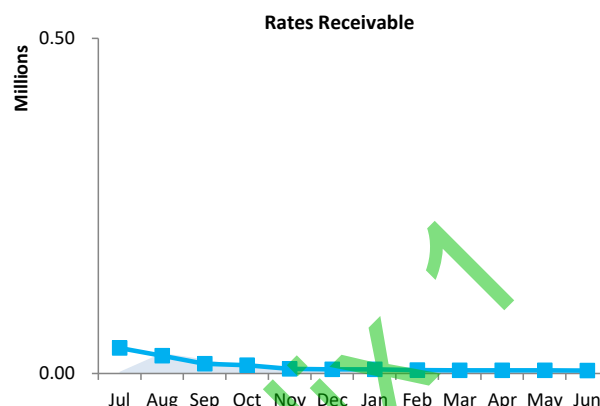
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates receivable	30 June 2023	30 Jun 2024
	\$	\$
Opening arrears previous years	3,483,069	3,483,069
Levied this year	28,389,246	33,520,838
Less - collections to date	(28,389,246)	(32,673,598)
Gross rates collectable	3,483,069	4,330,309
Allowance for impairment of rates receivable	0	0
Net rates collectable	3,483,069	4,330,309
% Collected	89.1%	88.3%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	4,686,429	281,539	70,579	170,843	5,209,390
Percentage	0.0%	90%	5.4%	1.4%	3.3%	
Balance per trial balance						
Sundry receivable						5,209,390
GST receivable						97,693
Allowance for impairment of receivables from contracts with customers						(2,266,655)
Total receivables general outstanding						3,040,428

Amounts shown above include GST (where applicable)

KEY INFORMATION

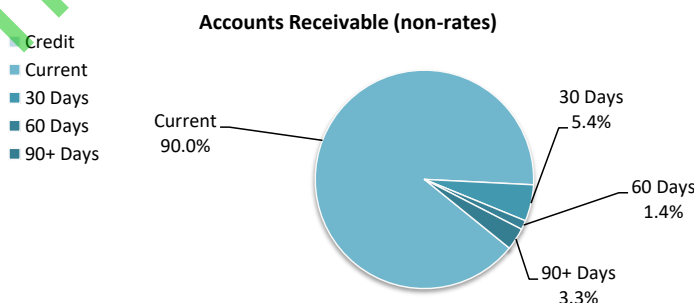
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 30 June 2024
Other current assets	\$	\$	\$	\$
Inventory				
Fuel & Oils	80,204	74,792		154,996
Martumili Baskets	17,205	5,524		22,729
Other Assets				
Prepayments	48,494		(34,508)	13,986
Accrued income	1,563,498	826		1,564,324
Rental Housing Bonds	2,000		(4,653)	(2,653)
Total other current assets	1,711,401	81,142	(39,161)	1,753,382
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

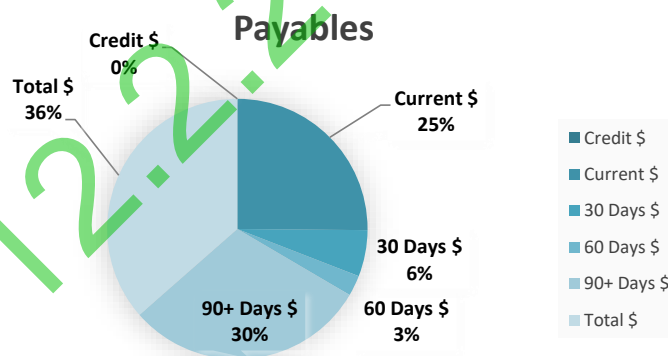
Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

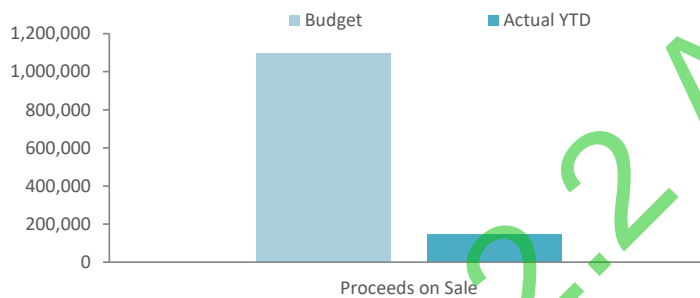
Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	1,924,688	441,034	195,505	2,303,349	2,791,576
Percentage	0%	68.9%	15.8%	7%	82.5%	
Balance per trial balance						
Sundry creditors						2,791,576
Other liabilities - Martumilli Gift Card Liability						15,022
Trust liabilities						1,479,491
Emergency Services Levy						(16,475)
Prepaid rates						93,782
Emergency Services Levy Contra						(237,408)
Accrued creditors						(135,987)
Insurance prepayments						94,785
Debtors refund account						4,167
Rates refund account						0
Payroll suspense						0
Payroll clearing accounts						(1,978)
Total payables general outstanding						9,802,494
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
	Governance	170,000	170,000	0	0	121,406	121,406	0	0
	Law, order, public safety								
	Law, order, public safety	156,893	156,893	0	0	0	0	0	0
	Education and welfare								
	Education and welfare	105,000	105,000	0	0	0	0	0	0
	Community amenities								
	Community amenities	100,000	100,000	0	0	19,955	19,955	0	0
	Transport								
	Transport	481,000	481,000	0	0	5,439	5,439	0	0
	Other property and services								
	Other property and services	85,000	85,000	0	0	0	0	0	0
		1,097,893	1,097,893	0	0	146,801	146,801	0	0



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024**

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS**

Capital acquisitions	Amended		YTD Actual	Forecast 30 June Closing	YTD Actual Variance
	Budget	YTD Budget			
	\$	\$	\$		\$
Land & Buildings	7,164,968	7,164,968	3,215,399	3,215,399	(3,949,569)
Furniture and equipment	202,907	202,907	151,025	151,025	(51,882)
Plant and equipment	1,845,518	1,845,518	1,530,869	1,530,869	(314,649)
Newman Aerodrome	0	0	43,339	43,339	0
Infrastructure	20,786,304	20,786,304	13,804,176	13,804,176	(6,982,129)
Payments for Capital Acquisitions	29,999,697	29,999,697	18,744,807	18,744,807	(11,298,229)
Capital Acquisitions Funded By:					
	\$	\$	\$		\$
Capital grants and contributions	13,532,825	13,532,825	8,464,654	8,464,654	(5,068,171)
Borrowings	630,000	420,000	630,000	840,000	210,000
Other (disposals & C/Fwd)	1,097,893	731,929	146,801	512,766	(585,127)
Cash backed reserves					
Computer technology reserve	(325,000)	0	0	(325,000)	0
Contribution - operations	19,063,979	15,314,943	9,503,352	13,252,388	(5,811,591)
Capital funding total	29,999,697	29,999,697	18,744,807	18,744,807	(11,254,890)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Initial recognition and measurement for assets held at cost

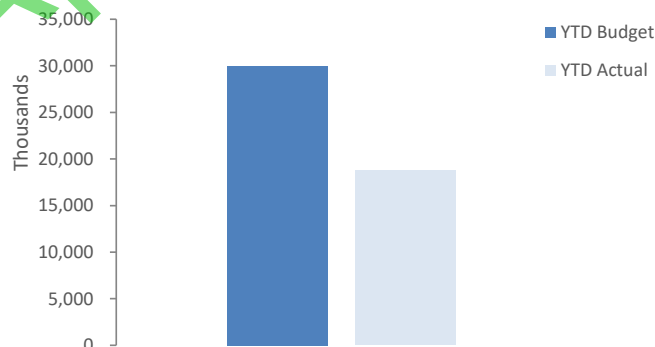
Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between

mandatory revaluation dates for assets held at fair value

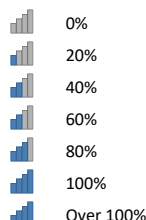
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions



Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

		Amended			Variance
Account Description		Budget	YTD Budget	YTD Actual	(Under)/Over
		\$	\$	\$	\$
Land & Building					
099019	Staff Housing Capital - M/Bar & Nullagine	13,000	13,000	105,598	92597.95
099020	Staff Housing - Renewals - Capital	787,500	787,500	693,313	-94186.77
099027	Community Housing Capital	0	0	9,871	9871.4
099028	Staff Housing Capital - Airport	0	0	34,868	34867.8
099040	Staff Housing - Acquisition - Capital	500,000	500,000	192,203	-307797.07
099050	Staff Housing - Upgrade - Capital	220,000	220,000	47,645	-172354.55
099602	18 Clemensen Street, Nullagine (Capital)	0	0	18	17.55
099704	SPQ Laundry, Marble Bar (Capital)	0	0	0	0
109022	Newman Public Toilets	82,240	82,240	15,492	-66748.25
109600	Community Amenities - Buildings Specialised - Capital	347,055	347,055	90,055	-257000.45
119028	Newman Recreation Centre - Land & Buildings	3,835	3,835	3,835	0
119083	Newman Aquatic Centre - L&B	0	0	327,144	327144.48
119100	Recreation & Culture - Specialised Buildings - Capital	4,373,735	4,373,735	1,302,705	-3071029.6
119521	Netball Clubrooms - Capricorn Oval, Newman (Capital)	250,000	250,000	258,866	8865.54
129800	Transport - Buildings - Specialised - Capital	199,519	199,519	147,116	-52403.1
139220	**Newman Caravan Park	328,084	328,084	(28,314)	-356397.76
139505	Recreation Rooms - Yurlu, Newman (Capital)	40,000	40,000	11,580	-28420.34
139518	Yurlu Caravan Park - Carpark (Capital)	20,000	20,000	3,405	-16595.45
		7,164,968	7,164,968	3,215,399	(3,949,569)
Furniture & Equipment					
049001	Governance - IT Equipment (FN04)	90,000	90,000	21,430	-68570
119094	Facilities CCTV	0	0	44,215	44215.15
119103	Recreation & Culture - Furniture & Equipment - Capital .	112,907	112,907	85,379	-27527.53
		202,907	202,907	151,025	(51,882)
Plant & Equipment					
049004	CEO Vehicle - 4WD (41218)	125,933	125,933	125,933	0
049005	EMCS Vehicle - 4WD (41221)	69,582	69,582	69,582	0
049030	CBS Vehicle - 4WD (41229)	56,472	56,472	63,328	6856.04
049043	Isuzu MUX - Mngr Strat	45,857	45,857	48,923	3066.11
059007	Ranger Vehicle - Toyota Hilux Xtra Cab- (51114)	74,351	74,351	0	-74350.91
059009	Coord Ranger Veh - 4WD (51113)	85,000	85,000	0	-85000
059025	CCTV Cameras	23,239	23,239	15,413	-7825.96
059060	CCTV - Nullagine	0	0	48,349	48349
059061	CCTV - Marble Bar	0	0	48,349	48349
059600	Law, Order & Public Safety - Plant & Equipment - Capital	0	0	0	0
089000	Trailer 6x4 Enclosed - BHP Funded - East Newman Activation, Minors Pro	10,600	10,600	0	-10600
089003	MWB Vehicle - 4WD (81119)	220,000	220,000	76,160	-143840.47
089030	** RYDE Vehicle	0	0	313	313.02
109102	Refuse Site - Vehicles	248,000	248,000	232,567	-15433.4
109601	Community Amenities - Plant & Equipment - Capital	471,032	471,032	471,032	0
119101	Recreation & Culture - Plant & Equipment - Capital	111,326	111,326	136,381	25055.44
119704	Minor Equipment - P&G Newman	0	0	(2,150)	-2150.08
119747	Suzuki Swift - Mngr Events	0	0	0	0
119748	Toro Groundmaster 360	0	0	36,433	36432.72
119749	Toro Groundmaster 7210	0	0	0	0
129034	ARO Vehicle - 4WD (121211)	0	0	0	0

	129036	Airport Vehicle 4WD (121207)	0	0	0	0
	129051	M/Bar Mechanic - 4WD (2706)	0	0	(87,544)	-87544.27
	139105	Cape K - Vehicle - 4WD (P131003)	0	0	87,544	87544.27
	139600	Economic Services - Plant & Equipment - Capital	174,202	174,202	34,594	-139608.34
	149011	EMIS Vehicle - 4WD (141115)	64,925	64,925	49,491	-15434.32
	149014	MES - Nissan Patrol (141119)	0	0	0	0
	149018	MPA Newman Vehicle - 4WD (141117)	65,000	65,000	76,173	11172.98
			1,845,518	1,845,518	1,530,869	(314,649)
	Newman Aerodrome					
	129026	Newman Aerodrome	0	0	43,339	43339
			0	0	43,339	86,678
	Infrastructure					
	109002	**WWTP Upgrade - Emergency Ponds (Project 2)	150,100	150,100	255,279	105179.46
	109016	Landfill & Civil Works	158,351	158,351	99,020	-59331
	109029	Marble Bar Tip Improvements	42,215	42,215	0	-42215
	119041	Newman Aquatic Centre - Infra	0	0	85,646	85645.91
	119063	Walters Street Park Nullagine	0	0	3,269	3269.32
	119082	Newman Aquatic Centre - Infra (FN11)	1,182,878	1,182,878	436,700	-746178.38
	119088	Whaleback Arena - Basketball adjustable backboards	36,668	36,668	30,036	-6631.9
	119089	Lions Animal Park Playground (with sand softfall)	0	0	15,999	15998.75
	119091	Nullagine Swimming Pool Project	0	0	3,886	3885.72
	119092	Marble Bar Swimming Pool - Capital Works	35,000	35,000	0	-35000
	119102	Recreation & Culture - Infrastructure Parks & Ovals - Capital	702,700	702,700	276,156	-426544.36
	119709	Playground Equipment - Newman	0	0	0	0
	119712	Events - Infrastructure Other - Capital	30,000	30,000	0	-30000
	119751	Tennis Club Playground (includes sand softfall)	0	0	324	323.72
	119752	Ethel Creek Park	0	0	17,904	17904.05
	119753	RSL Park (2021/2022) (Includes steel shelter)	0	0	24,336	24335.67
	119760	Nullagine BBQ Table Bins - Garden Pool	0	0	105,887	105887.35
	129008	Newman Airport Master Planning	0	0	7,108	7108
	129401	Services - Access roads, Car parks, Kerbs, Verges, Fences - Airport	0	0	0	0
	129419	Newman Airport - Airside - Lighting - Capital Expenditure	4,000,000	4,000,000	2,380,160	-1619839.75
	129423	Aiport Operation Expansion - Newman	803,047	803,047	442,453	-360594.23
	129538	**Punmu Access Road	0	0	228	227.74
	129542	**Kunawarritji Access Road	0	0	342	341.6
	129545	**Marble Bar Woodstock Road	0	0	76	75.91
	129546	**Jigalong Road	0	0	8,370	8369.56
	129547	**Warrawagine Road	0	0	418	417.52
	129548	**Muccan Shay Gap Road	0	0	(76)	-75.91
	129555	**Hillside Marble Bar Rd	0	0	342	341.61
	129562	Marble Bar Airport Works - Infrastructure Other	143,217	143,217	6,597	-136619.73
	129573	Newman Concrete Works	0	0	3,598	3598.05
	129588	**Boreline Road	0	0	10,031	10030.7
	129618	Pavement Failure & Drainage Works - Various Streets	0	0	0	0
	129619	Streetscape Projects/Landscaping - Various Locations	0	0	4,505	4505.24
	129635	Newman Other Roadworks - Shire Administration Entrance	186,299	186,299	76,352	-109947.21
	129641	Footpath Extension - Stojic/Calcott	29,070	29,070	54,490	25420
	129801	Transport - Drainage - Capital	916,033	916,033	211,417	-704615.73
	129802	Transport - Footpaths - Capital	326,818	326,818	0	-326818
	129803	Transport - Parks & Ovals - Capital	42,000	42,000	51,058	9057.72
	129804	Transport - Roads - Shire Funded - Capital	2,677,000	2,677,000	2,763,339	86338.71
	129805	Transport - Plant & Equipment - Capital	2,006,459	2,006,459	1,107,445	-899013.86
	129806	Transport - Roads - Remote Access - Capital	1,614,319	1,614,319	1,873,338	259018.74
	129807	Transport - Roads - RRG - Capital	2,891,975	2,891,975	1,929,095	-962880
	129808	Transport - Roads - Contribution - Capital	330,000	330,000	330,000	0
	129809	Transport - Roads - Grant - Capital	1,292,996	1,292,996	0	-1292996
	129810	Transport - Roads - Roads to Recovery - Capital	1,189,159	1,189,159	1,189,051	-108.5
			20,786,304	20,786,304	13,804,176	(6,982,129)
			29,999,697	29,999,697	18,744,807	(11,211,551)

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

FINANCING ACTIVITIES

NOTE 8

BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing										
Staff housing	71	509,227			(159,024)	(159,024)	350,203	350,203	(19,553)	(30,509)
Community amenities										
Sewerage upgrade	72	961,955			(143,069)	(143,069)	818,886	818,886	(40,660)	(41,604)
Sewerage upgrade	73	537,765			(101,142)	(101,142)	436,623	436,623	(15,412)	(15,636)
Liquid waste	76	6,500,000			(2,086,299)	(2,086,297)	4,413,702	4,413,703	(189,536)	(225,480)
Landfill waste heavy plant	77	0	630,000	630,000	0	0	630,000	630,000	0	0
Transport										
Marble Bar airport	75	5,000,000			(928,290)	(928,290)	4,071,710	4,071,710	(148,836)	(175,890)
		13,508,947	630,000	630,000	(3,417,823)	(3,417,822)	10,721,124	10,721,125	(413,998)	(489,119)
Total		13,508,947	630,000	630,000	(3,417,823)	(3,417,822)	10,721,124	10,721,125	(413,998)	(489,119)
Current borrowings		3,417,822					6,835,645			
Non-current borrowings		10,091,125					3,885,479			
		13,508,947					10,721,124			

All debenture repayments were financed by general purpose revenue.

New borrowings 2023-24

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Landfill waste heavy plant	0	630,000	WATC	Fixed	5	TBA	TBA	0	630,000	630,000
	0	630,000				0		0	630,000	630,000

The Shire has no unspent debenture funds as at 30th June 2023, nor is it expected to have unspent funds as at 30th June 2024.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES

NOTE 9

RESERVE ACCOUNTS

Reserve accounts

Reserve name	Opening Balance	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council								
Employee entitlements reserve	1,007,872		29,000				1,036,872	1,007,872
Alice Springs Road reserve	224,646		6,500				231,146	224,646
Cape Keraudren development reserve	614,641		17,500				632,141	614,641
Heavy road plant reserve	823,445		1,003,100				1,826,545	823,445
Computer technology reserve	1,195,060		934,500		(325,000)		1,804,560	1,195,060
Newman airport reserve	58,430,521		4,263,981		(4,000,000)		58,694,502	58,430,521
Recreation facilities maintenance reserv	2,447,378		70,500				2,517,878	2,447,378
Staff housing reserve	894,009		21,000				915,009	894,009
Public art reserve	233,441		6,800				240,241	233,441
Waste management reserve	1,465,595		249,500				1,715,095	1,465,595
Newman house reserve	760,409		22,000				782,409	760,409
Public building maintenance reserve	2,412,174		69,500				2,481,674	2,412,174
Martumili operations reserve	734,156		19,000				753,156	734,156
Martumili infrastructure project reserve	939,722		26,500				966,222	939,722
Future infrastructure reserve	4,746,944		1,101,000				5,847,944	4,746,944
Insurance reserve	504,561		14,000				518,561	504,561
Security & surveillance service charge re	113,889		116,600				230,489	113,889
	77,548,463	0	7,970,981	0	(4,325,000)	0	81,194,444	77,548,463

	Note	Opening Balance 1 July 2023	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 June 2024
Other current liabilities		\$		\$	\$	\$
Other liabilities						
- Capital grant/contribution liabilities		849,409	0	0	(29,408)	820,001
Total other liabilities		849,409	0	0	(29,408)	820,001
Employee Related Provisions						
Annual leave		739,255	0	0	0	739,255
Long service leave		401,311	0	0	0	401,311
Total Employee Related Provisions		1,140,566	0	0	0	1,140,566
Total other current assets		1,989,975	0	0	(29,408)	1,960,567
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

Unspent operating grant, subsidies and contributions liability						Operating grants, subsidies and contributions revenue						
Provider	Liability 1 July 2023	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Jun 2024	Current Liability 30 Jun 2024	Amended Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual	Forecast 30 June Closing
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies												
Health												
Department of Health - Mosquito Control Grants	0	0	0	0	0	5,872	5,872	5,872		5,872	5,872	5,872
Community amenities												
WALGA Newman Bin Tagging Project - Grant Funds	0	0	0	0	0	5,000	5,000	5,000		5,000	(4,098)	(4,098)
Town Planning Scheme Grant - DLPH	0	0	0	0	0	130,000	130,000	130,000		130,000	0	0
Grant Funding - Municipal Heritage Inventory Review	0	0	0	0	0	10,000	10,000	10,000		10,000	10,000	10,000
Recreation and culture												
Grant Funding - Library - Better Beginnings	0	0	0	0	0	8,132	8,132	8,132		8,132	0	0
WA Tourism - Fusion Festival	0	0	0	0	0	15,000	15,000	15,000		15,000	15,000	15,000
Events - Grants	0	0	0	0	0	50,000	50,000	50,000		50,000	35,500	35,500
Lotterywest - Outback Fusion Festival	0	0	0	0	0	30,000	30,000	30,000		30,000	(85)	(85)
Strong clubs for the East Pilbara	43,150	0	0	43,150	43,150	0	0	0		0	0	0
Art on the Move (DLGCI)	35,536	0	0	35,536	35,536	0	0	0		0	0	0
Form (Origin Unknown)	7,750	0	0	7,750	7,750	0	0	0		0	0	0
RACIP Aboriginal Arts Commissioning Fund 20-23	150,000	0	0	150,000	150,000	0	0	0		0	0	0
Transport												
Direct Grant - MRWA	0	0	0	0	0	508,000	508,000	508,000		508,000	590,638	590,638
Economic services												
Vital Resources Fund Recovery Donation	180,000	0	0		180,000	0	0	0		0	0	0
Outback Fusion Festival	30,000	0	0		30,000	0	0	0		0	0	0
Outback Fusion Festival 23-24	15,000	0	0		15,000	0	0	0		0	0	0
DPLH Regional North LG Assist Grant	130,000	0	0		130,000	0	0	0		0	0	0
	591,436	0	0	236,436	591,436	762,004	762,004	762,004	0	762,004	652,827	652,827
Operating contributions												
Governance												
BHP Social Investment Grant - East Newman						950,000	950,000	950,000		950,000	950,000	950,000
Revitalisation & Sustainability Project	0	0	0	0	0							
General purpose funding												
Rates Legal Fees Recoverable	0	0	0	0	0	12,000	12,000	12,000		12,000	0	0
General Purpose Grants: WALGGC	0	0	0	0	0	105,660	105,660	105,660		105,660	140,880	140,880
Law, order, public safety												
FESA Administration Grant	0	0	0	0	0	4,000	4,000	4,000		4,000	4,000	4,000
FESA - SES Operating Grant	0	0	0	0	0	46,860	46,860	46,860		46,860	0	0
AWARE Program Grant	0	0	0	0	0	14,727	14,727	14,727		14,727	8,000	8,000
DFES - DRFA Reimbursements	0	0	0	0	0	1,300,000	1,300,000	1,300,000		1,300,000	0	0
Education and welfare												
Sundry Income - Youth Centre Nwn	0	0	0	0	0	2,000	2,000	2,000		2,000	0	0
Housing												
Aged Persons Units - Rents / Water	0	0	0	0	0	15,000	15,000	15,000		15,000	21,447	21,447
Recreation and culture												
Marble Bar Swimming Pool Business Case (DoE Funding)	0	0	0	0	0	0	0	0		0	25,000	25,000
Library - Other Contributions	0	0	0	0	0	0	0	0		0	(3)	(3)
Power/Water consumption	0	0	0	0	0	0	0	0		0	715	715
Newman Library - Building Maintenance Reimbursement	0	0	0	0	0	5,000	5,000	5,000		5,000	0	0
E-Sub - Art Enterprise Activities (NACIS)	0	0	0	0	0	205,000	205,000	205,000		205,000	205,000	205,000
Dept Envir. & Heritage - National Jobs Package (M/Milli)	0	0	0	0	0	70,000	70,000	70,000		70,000	70,000	70,000
Other Contributions/reimbursements	0	0	0	0	0	122,997	122,997	122,997		122,997	130,939	130,939
Power / Water Consumption - Clubrooms	0	0	0	0	0	25,000	25,000	25,000		25,000	32,603	32,603
Nth Newman Res - Water Reimb	0	0	0	0	0	35,000	35,000	35,000		35,000	5,713	5,713
LRCIP - Newman Hard Courts	0	0	0	0	0	0	0	0		0	493,149	493,149
Transport												
LRCIP Program Funding	0	0	0	0	0	0	0	0		0	543,863	543,863
Newman Shopping Centre - Carpark - Contribution	0	0	0	0	0	56,000	56,000	56,000		56,000	0	0
Newman Drive - Shared Pathway - WABN Grant Funded	0	0	0	0	0	69,909	69,909	69,909		69,909	0	0
Consolidated Minerals - Woodie Woodie Road	0	0	0	0	0	200,000	200,000	200,000		200,000	0	0
Consolidated Minerals - Woodie Woodie Road	0	0	0	0	0	0	0	0		0	200,000	200,000
Warralong/ Goldworth Grant - MRD	0	0	0	0	0	200,000	200,000	200,000		200,000	0	0
Services - Electricity	0	0	0	0	0	85,600	85,600	85,600		85,600	15,973	15,973
Economic services												
BHP - Vital Resource Funding	0	0	0	0	0	0	0	0		0	0	0
Cape Keraudren - Beach Emergency Number Signs - Fun	0	0	0	0	0	0	0	0		0	(986)	(986)
**PDC - Regional Economic Dev (RED) Grant	0	0	0	0	0	35,000	35,000	35,000		35,000	35,000	35,000
** BHP - Econ Dev & Tourism Strategy	0	0	0	0	0	291,995	291,995	291,995		291,995	0	0
RED Grant MMA Tourism App	0	0	0	0	0	150,000	150,000	150,000		150,000	100,000	100,000
DOT Subsidy - RPT Bus	0	0	0	0	0	130,080	130,080	130,080		130,080	130,080	130,080
Other property and services												
Reimb Workers Compensation	0	0	0	0	0	15,000	15,000	15,000		15,000	0	0
Misc Exp Recouped - incl GST	0	0	0	0	0	35,000	35,000	35,000		35,000	4,666	4,666
Misc Exp Recouped - excl GST	0	0	0	0	0	2,000	2,000	2,000		2,000	4,768	4,768
Novated Leases - Recoupable Accounts	0	0	0	0	0	15,000	15,000	15,000		15,000	27,291	27,291
Insurance Recoup Income	0	0	0	0	0	600,000	600,000	600,000		600,000	361,806	361,806
	0	0	0	0	0	4,798,828	4,798,828	4,798,828	0	4,798,828	3,509,904	3,509,904
TOTALS	591,436	0	0	236,436	591,436	5,560,832	5,560,832	5,560,832	0	5,560,832	4,162,731	4,162,731

Capital grant/contribution liabilities						Non operating grants, subsidies and contributions revenue						
Provider	Liability 1 July 2023	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Jun 2024	Current Liability 30 Jun 2024	Amended Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual	Forecast 30 June Closing
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies												
Governance												
LRCIP Phase 1 - Final 50% Grant Funding	0	0	0	0	0	0	0	0	0	0	0	0
LRCIP Phase 2 - Final 50% Grant Funding	0	0	0	0	0	0	0	0	0	0	0	0
LRCIP Phase 3 - Final 50% Grant Funding	0	0	0	0	0	1,196,498	1,196,498	1,196,498	0	1,196,498	1,196,498	1,196,498
Law, order, public safety												
FESA Grant - Nullagine VBFB	0	0	0	0	0	22,626	22,626	22,626	0	22,626	14,094	14,094
Education and welfare												
BHP Funded - East Newman Activation Program - Miners Promise Park (Train Park)	0	0	0	0	0	0	0	0	0	0	98,890	98,890
Dept of Transport - Ryde Grant	0	0	0	0	0	60,000	60,000	60,000	0	60,000	43,636	43,636
State Grants - F&Y Newman	0	0	0	0	0	0	0	0	0	0	0	0
Community amenities												
BHP Waste Water Treatment Plant Contributio	257,973	0	0	257,973	257,973	0	0	0	0	0	167,614	167,614
Waste Services - Grants	0	0	0	0	0	0	0	0	1	1	5,000	5,000
Recreation and culture												
State Grant - DLGSC - Pool/Lighting	0	0	0	0	0	85,000	85,000	85,000	0	85,000	71,907	71,907
BHPB - Community Sponsorship Contract	0	0	0	0	0	700,000	700,000	700,000	0	700,000	700,000	700,000
BHP Grant - Tourism App & Ninti	0	0	0	0	0	560,000	560,000	560,000	0	560,000	0	0
CSRFF Grant Funding - Marble Bar Recreation &	0	0	0	0	0	25,000	25,000	25,000	0	25,000	0	0
Department of Sport & Recreation - Grant Fun	0	0	0	0	0	43,150	43,150	43,150	0	43,150	43,150	43,150
State Grant - DLGSC - Inc - Nullagine Rage Cage	0	0	0	0	0	421,245	421,245	421,245	0	421,245	105,311	105,311
LRCIP Phase 4 Grant - Nullagine Rage Cage	0	0	0	0	0	690,167	690,167	690,167	0	690,167	310,093	310,093
CSRFF Marble Bar Precinct Plan Grant Funding	0	0	0	0	0	25,000	25,000	25,000	0	25,000	0	0
BHP - Events Partnership	0	0	0	0	0	150,000	150,000	150,000	0	150,000	150,000	150,000
Federal Grant Funds - LRCIP (Nullagine Swimm	0	0	0	0	0	750,000	750,000	750,000	0	750,000	1,024,848	1,024,848
Federal Grant Funds - LRCIP (Lee Lane)	0	0	0	0	0	442,996	442,996	442,996	0	442,996	640,165	640,165
Atlas Iron Contribution - Nullagine Swimming F	0	0	0	0	0	1,500,000	1,500,000	1,500,000	0	1,500,000	1,500,000	1,500,000
Transport												
Aboriginal Access Roads - WALGGC	0	0	0	0	0	700,000	700,000	700,000	0	700,000	860,000	860,000
Aboriginal Access Roads - MRD	0	0	0	0	0	350,000	350,000	350,000	0	350,000	576,000	576,000
Regional Road Group - MRD	0	0	0	0	0	1,042,393	1,042,393	1,042,393	0	1,042,393	834,868	834,868
Roads to Recovery - General	0	0	0	0	0	2,329,000	2,329,000	2,329,000	0	2,329,000	0	0
Road Grants: WALGGC Op Portion	0	0	0	0	0	2,400,000	2,400,000	2,400,000	0	2,400,000	114,830	114,830
Dept of Transport - Stojic Rd	0	0	0	0	0	39,750	39,750	39,750	0	39,750	7,750	7,750
	257,973	0	0	257,973	257,973	13,532,825	13,532,825	13,532,825	1	13,532,826	8,464,654	8,464,654
TOTALS	257,973	0	0	257,973	257,973	13,532,825	13,532,825	13,532,825	1	13,532,826	8,464,654	8,464,654

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

NOTE 13
TRUST FUND

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2023	Amount Received	Amount Paid	Closing Balance 30 Jun 2024
	\$	\$	\$	\$
Cash in lieu of public open space	526,724	0	0	526,724
Open public space	231,500	0	0	231,500
Abandoned vehicle income	4,545	0	0	4,545
	762,769	0	0	762,769

Item 12.2.2 Appendix A

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024**

**NOTE 14
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

Nature	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			\$	\$	\$
February amended budget surplus			3,310,390		3,310,390
Amendments as a result of the Annual Budget Review					3,310,390
Rates		Operating Revenue	1,149,768		4,460,158
Grants subsidies and contributions		Operating Revenue		(1,107,130)	3,353,028
Fees and charges		Operating Revenue		(2,383,442)	969,586
Interest earnings		Operating Revenue	125,000		1,094,586
Other revenue		Operating Revenue		(106,767)	987,819
Materials and contracts		Operating Expenses	723,055		1,710,874
Utility charges		Operating Expenses	70,825		1,781,699
Insurance		Operating Expenses		(12,317)	1,769,382
Other expenditure		Operating Expenses	418,511		2,187,893
Capital grants		Capital Revenue		(846,857)	1,341,036
Capital purchases - Land & Buildings		Capital Expenses	305,934		1,646,970
Capital purchases - Plant & Equipment		Capital Expenses	248,000		1,894,970
Capital purchases - Furniture & Equipment		Capital Expenses	7,093		1,902,063
Capital purchases - Infrastructure roads		Capital Expenses	1,156,256		3,058,319
Capital purchases - Infrastructure other		Capital Expenses	1,201,707		4,260,026
Transfers from reserve accounts		Capital Revenue	180,000		4,440,026
			8,896,539	(4,456,513)	4,440,026

Item 12.2.2 Appendix

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

NOTE 15
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 Actual materially.
The material variance adopted by Council for the 2023-24 year is \$10,000 or 10.00% whichever is the greater.

Nature or type			Explanation of positive variances		Explanation of negative variances	
	Var. \$	Var. %	Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
Interest earnings	(2,260,902)	(82.51%)	▼		Interest on investments has not been accrued.	
Other revenue	(1,891,917)	(46.07%)	▼		Income generally down on expected ytd budget and budget figures are not correct in the general ledger.	
Expenditure from operating activities						
Other expenditure	1,109,655	68.18%	▲	Generally underspent in comparison to ytd budget allocation.		
Investing activities						
Proceeds from Capital grants, subsidies and contributions	(5,068,171)	(37.45%)	▼		Capital Grants have not yet been received.	
Proceeds from disposal of assets	(585,127)	(79.94%)	▼		Trade of assets have not been processed in the asset register.	
Financing activities						
Repayment of debentures	(1,139,275)	(50.00%)	▼		Budget figures in Synergy are not correct.	



Shire of EAST
Pilbara
AUSTRALIA'S LARGEST SHIRE

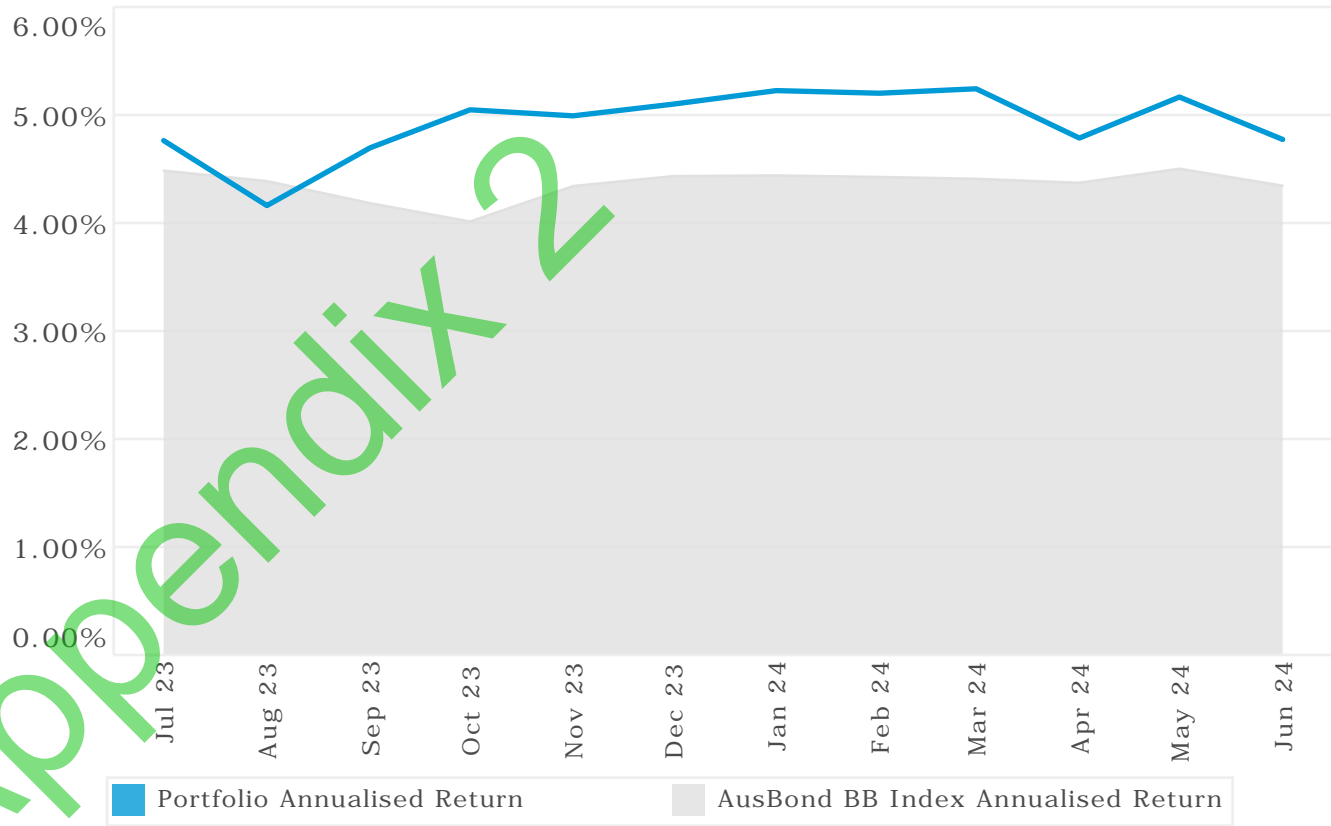
Investment Summary Report June 2024



Investment Holdings

Investment Performance

	Face Value (\$)	Current Value (\$)	Current Yield (%)
Cash	8,299,472	8,299,472	0.0027
Term Deposit	78,256,920	80,419,040	5.2730
	86,556,391	88,718,512	4.7676

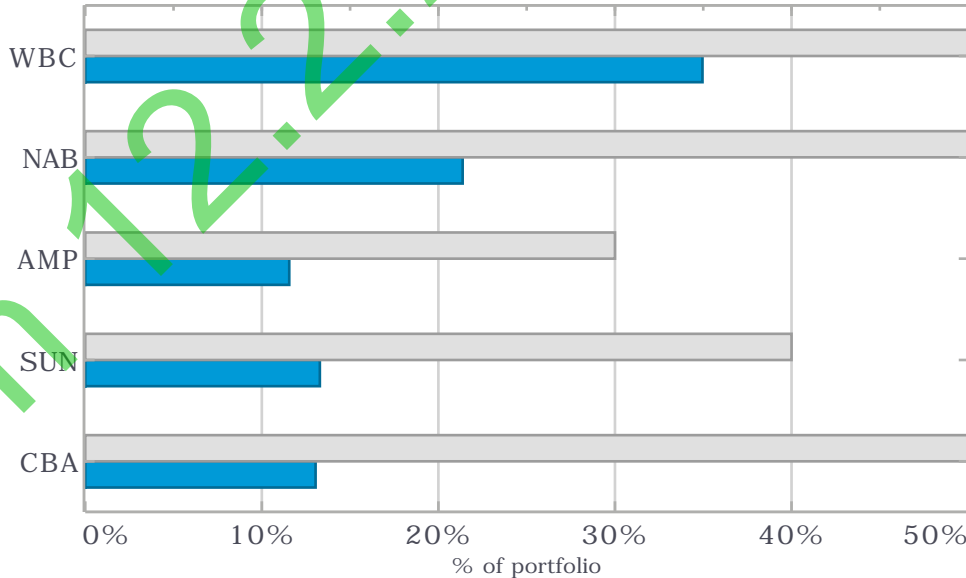
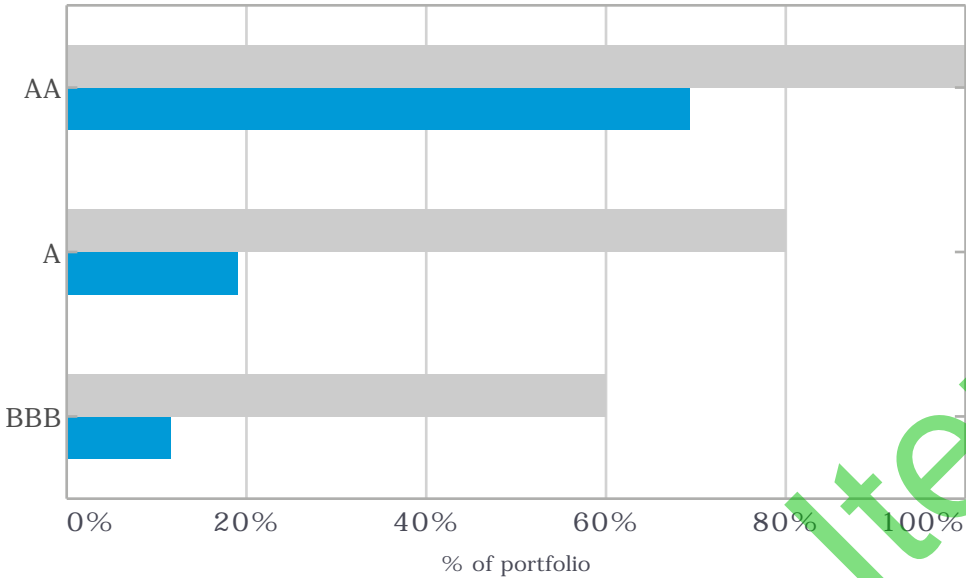


Investment Policy Compliance

Total Credit Exposure

Individual Institutional Exposures

Term to Maturities



	Face Value (\$)	Policy Max
Between 0 and 1 years	86,556,391	100% 100% a
	86,556,391	

Portfolio Exposure

Investment Policy Limit

Shire of East Pilbara
Investment Holdings Report - June 2024



Cash Accounts											
	Face Value (\$)	Current Rate (%)	Institution	Credit Rating			Current Value (\$)	Deal No.			Reference
	8,745.25	2.5764%	Macquarie Bank	A+			8,745.25	541691			Accelerator
	8,290,726.36	0.0000%	Bankwest	AA-			8,290,726.36	541653			
	8,299,471.61	0.0027%					8,299,471.61				

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
3-Jul-24	5,000,000.00	5.7000%	AMP Bank	BBB+	5,000,000.00	4-Jul-23	5,283,438.36	544289	283,438.36	At Maturity	
17-Jul-24	5,000,000.00	5.3300%	Westpac Group	AA-	5,000,000.00	22-Sep-23	5,206,628.77	544553	206,628.77	At Maturity	
30-Jul-24	5,000,000.00	5.3300%	Westpac Group	AA-	5,000,000.00	22-Sep-23	5,206,628.77	544554	206,628.77	At Maturity	
20-Aug-24	3,000,000.00	5.4700%	Commonwealth Bank of Australia	AA-	3,000,000.00	23-Aug-23	3,140,721.37	544411	140,721.37	At Maturity	
22-Aug-24	5,000,000.00	5.0900%	Westpac Group	AA-	5,000,000.00	22-Feb-24	5,090,643.84	544867	90,643.84	At Maturity	
26-Aug-24	2,601,707.54	5.0900%	Westpac Group	AA-	2,601,707.54	27-Feb-24	2,647,059.22	544866	45,351.68	At Maturity	
27-Aug-24	4,000,000.00	5.0500%	National Australia Bank	AA-	4,000,000.00	2-May-24	4,033,205.48	545058	33,205.48	At Maturity	
10-Sep-24	3,000,000.00	5.4500%	Suncorp Bank	A+	3,000,000.00	14-Nov-23	3,103,027.40	544641	103,027.40	At Maturity	
11-Sep-24	3,000,000.00	5.3200%	Suncorp Bank	A+	3,000,000.00	12-Dec-23	3,088,326.58	544713	88,326.58	At Maturity	
22-Sep-24	5,000,000.00	5.3600%	Westpac Group	AA-	5,000,000.00	22-Sep-23	5,207,791.78	544555	207,791.78	At Maturity	
1-Oct-24	2,500,000.00	5.1400%	National Australia Bank	AA-	2,500,000.00	16-Jan-24	2,558,793.15	544794	58,793.15	At Maturity	
1-Oct-24	5,000,000.00	5.3500%	National Australia Bank	AA-	5,000,000.00	22-Sep-23	5,207,404.11	544530	207,404.11	Annually	
15-Oct-24	1,500,000.00	5.2000%	Suncorp Bank	A+	1,500,000.00	14-Feb-24	1,529,490.41	544844	29,490.41	At Maturity	
22-Oct-24	4,000,000.00	5.1500%	National Australia Bank	AA-	4,000,000.00	30-Apr-24	4,034,991.78	545057	34,991.78	At Maturity	
7-Nov-24	2,500,000.00	5.4000%	Westpac Group	AA-	2,500,000.00	8-Nov-23	2,587,287.67	544627	87,287.67	At Maturity	
7-Nov-24	5,000,000.00	5.3500%	AMP Bank	BBB+	5,000,000.00	8-Nov-23	5,172,958.90	544628	172,958.90	At Maturity	
12-Nov-24	5,000,000.00	5.1500%	Bank of Queensland	A-	5,000,000.00	12-Mar-24	5,078,308.22	544929	78,308.22	At Maturity	
28-Nov-24	2,500,000.00	5.1600%	Suncorp Bank	A+	2,500,000.00	28-May-24	2,512,016.44	545105	12,016.44	At Maturity	
3-Dec-24	1,500,000.00	5.2000%	Suncorp Bank	A+	1,500,000.00	5-Jun-24	1,505,556.16	545125	5,556.16	At Maturity	
17-Dec-24	5,155,212.33	5.0400%	Westpac Group	AA-	5,155,212.33	24-Apr-24	5,203,617.66	545041	48,405.33	At Maturity	
13-May-25	3,000,000.00	5.2500%	National Australia Bank	AA-	3,000,000.00	13-May-24	3,021,143.84	545085	21,143.84	At Maturity	

Shire of East Pilbara
Investment Holdings Report - June 2024



Maturity Date	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
	78,256,919.87	5.2730%			78,256,919.87		80,419,039.91		2,162,120.04		

Item 12.2.2 Appendix 2

Shire of East Pilbara
Accrued Interest Report - June 2024



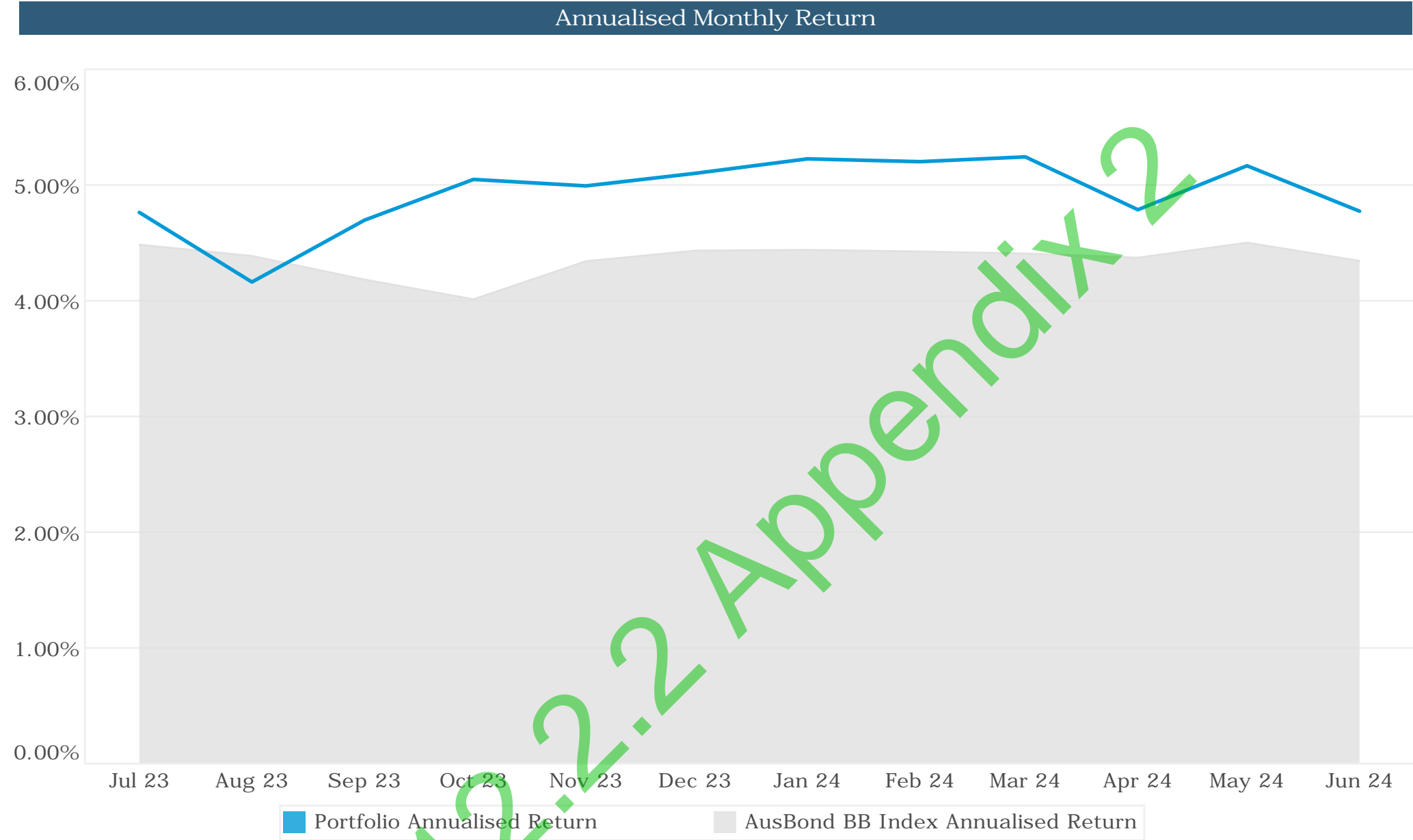
Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Yield (% pa)
Cash									
Bankwest	541653					0.00	0	0.00	0.00%
Macquarie Bank	541691					18.48	0	18.48	2.58%
						18.48		18.48	0.00%
Term Deposits									
Commonwealth Bank of Australia	544169		1,500,000.00	7-Jun-23	4-Jun-24	79,064.38	3	653.42	5.30%
Bank of Queensland	544205		2,000,000.00	15-Jun-23	12-Jun-24	108,999.45	11	3,303.01	5.48%
AMP Bank	544289		5,000,000.00	4-Jul-23	3-Jul-24	0.00	30	23,424.66	5.70%
Westpac Group	544553		5,000,000.00	22-Sep-23	17-Jul-24	0.00	30	21,904.11	5.33%
Westpac Group	544554		5,000,000.00	22-Sep-23	30-Jul-24	0.00	30	21,904.11	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	544867		5,000,000.00	22-Feb-24	22-Aug-24	0.00	30	20,917.81	5.09%
Westpac Group	544866		2,601,707.54	27-Feb-24	26-Aug-24	0.00	30	10,884.40	5.09%
National Australia Bank	545058		4,000,000.00	2-May-24	27-Aug-24	0.00	30	16,602.74	5.05%
Suncorp Bank	544641		3,000,000.00	14-Nov-23	10-Sep-24	0.00	30	13,438.36	5.45%
Suncorp Bank	544713		3,000,000.00	12-Dec-23	11-Sep-24	0.00	30	13,117.81	5.32%
Westpac Group	544555		5,000,000.00	22-Sep-23	22-Sep-24	0.00	30	22,027.40	5.36%
National Australia Bank	544530		5,000,000.00	22-Sep-23	1-Oct-24	0.00	30	21,986.30	5.35%
National Australia Bank	544794		2,500,000.00	16-Jan-24	1-Oct-24	0.00	30	10,561.64	5.14%
Suncorp Bank	544844		1,500,000.00	14-Feb-24	15-Oct-24	0.00	30	6,410.96	5.20%
National Australia Bank	545057		4,000,000.00	30-Apr-24	22-Oct-24	0.00	30	16,931.51	5.15%
AMP Bank	544628		5,000,000.00	8-Nov-23	7-Nov-24	0.00	30	21,986.30	5.35%
Westpac Group	544627		2,500,000.00	8-Nov-23	7-Nov-24	0.00	30	11,095.89	5.40%
Bank of Queensland	544929		5,000,000.00	12-Mar-24	12-Nov-24	0.00	30	21,164.38	5.15%
Suncorp Bank	545105		2,500,000.00	28-May-24	28-Nov-24	0.00	30	10,602.74	5.16%
Suncorp Bank	545125		1,500,000.00	5-Jun-24	3-Dec-24	0.00	26	5,556.16	5.20%
Westpac Group	545041		5,155,212.33	24-Apr-24	17-Dec-24	0.00	30	21,355.30	5.04%

Shire of East Pilbara
Accrued Interest Report - June 2024



Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Yield (% pa)
National Australia Bank	545085		3,000,000.00	13-May-24	13-May-25	0.00	30	12,945.21	5.25%
						188,063.83		342,261.89	5.28%
<u>Grand Totals</u>						<u>188,082.31</u>		<u>342,280.37</u>	<u>4.77%</u>

Item 12.2.2 Appendix 2

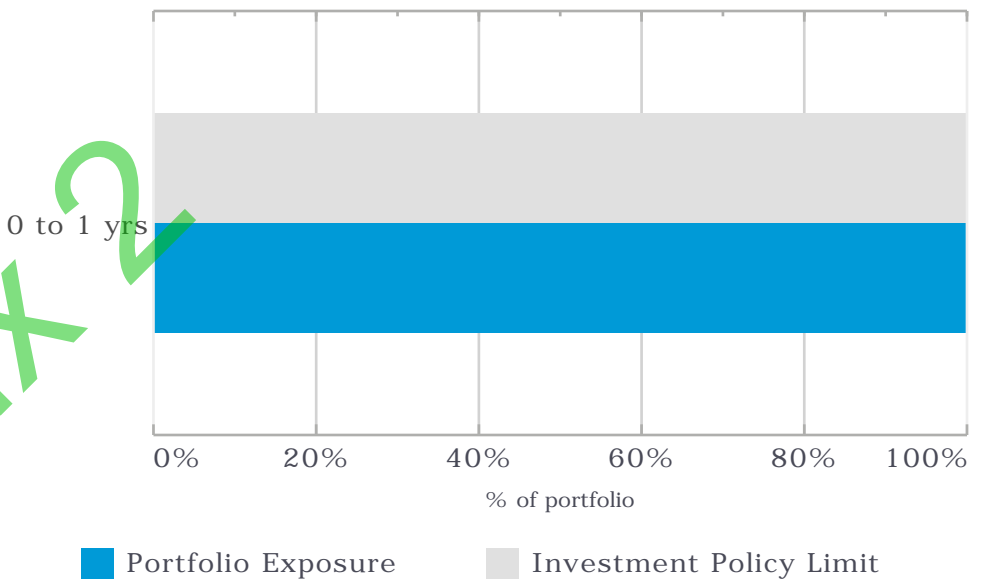
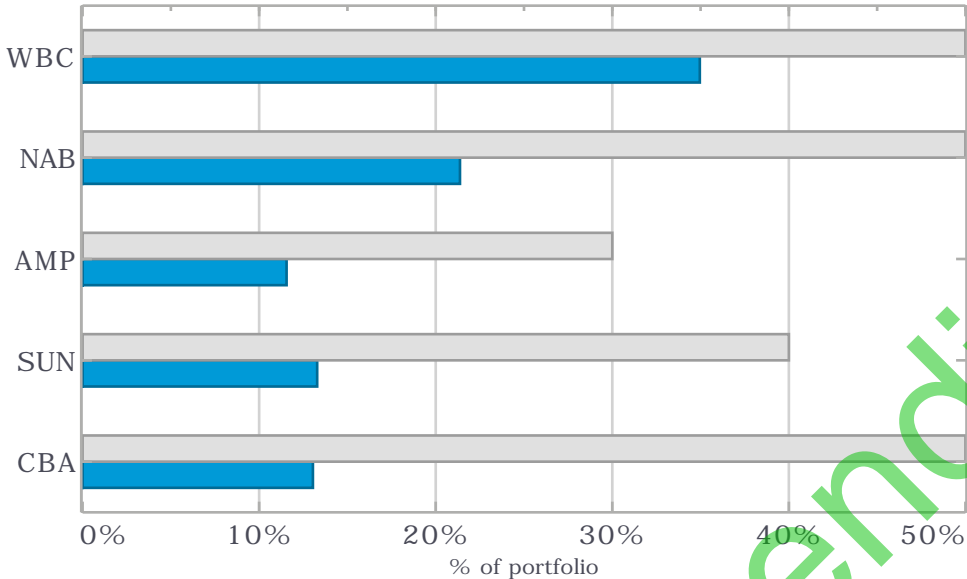
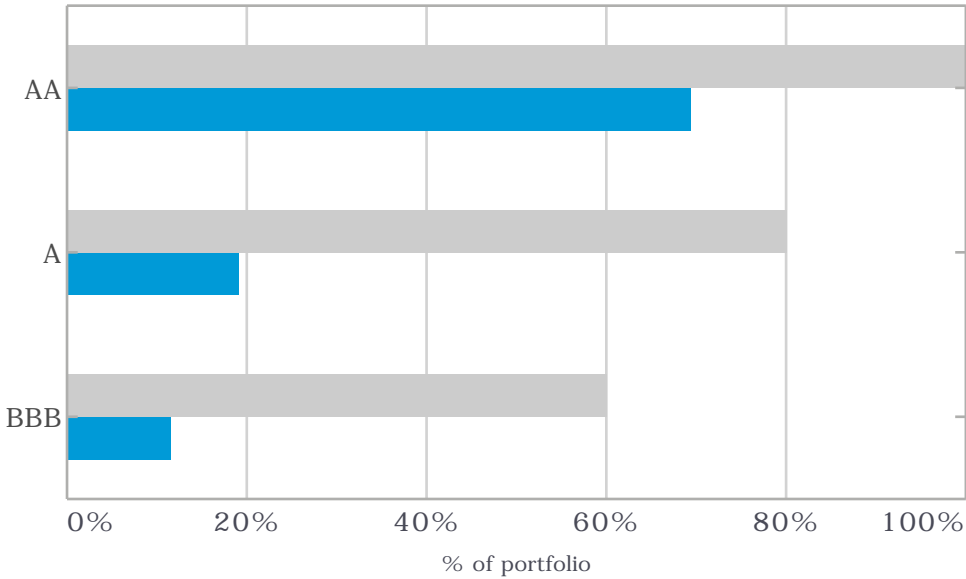


Historical Performance Summary (% pa)			
	Portfolio	Annualised BB Index	Outperformance
Jun 2024	4.77%	4.34%	0.43%
Last 3 months	4.91%	4.41%	0.50%
Last 6 months	5.07%	4.42%	0.65%
Financial Year to Date	4.94%	4.37%	0.57%
Last 12 months	4.94%	4.37%	0.57%

Shire of East Pilbara
Investment Policy Compliance Report - June 2024



Total Credit ExposureIndividual Institutional ExposuresTerm to Maturities



Credit Rating Group	Face Value (\$)	Policy Max
AA	60,047,646	100%
A	16,508,745	80%
BBB	10,000,000	60%
	86,556,391	

Institution	% of portfolio	Investment Policy Limit
Westpac Group (AA-)	35%	50%
National Australia Bank (AA-)	21%	50%
AMP Bank (BBB+)	12%	30%
Suncorp Bank (A+)	13%	40%
Commonwealth Bank of Australia (AA-)	13%	50%
Bank of Queensland (A-)	6%	40%

	Face Value (\$)	Policy Max
Between 0 and 1 years	86,556,391	100%
	86,556,391	

a = compliant
r = non-compliant

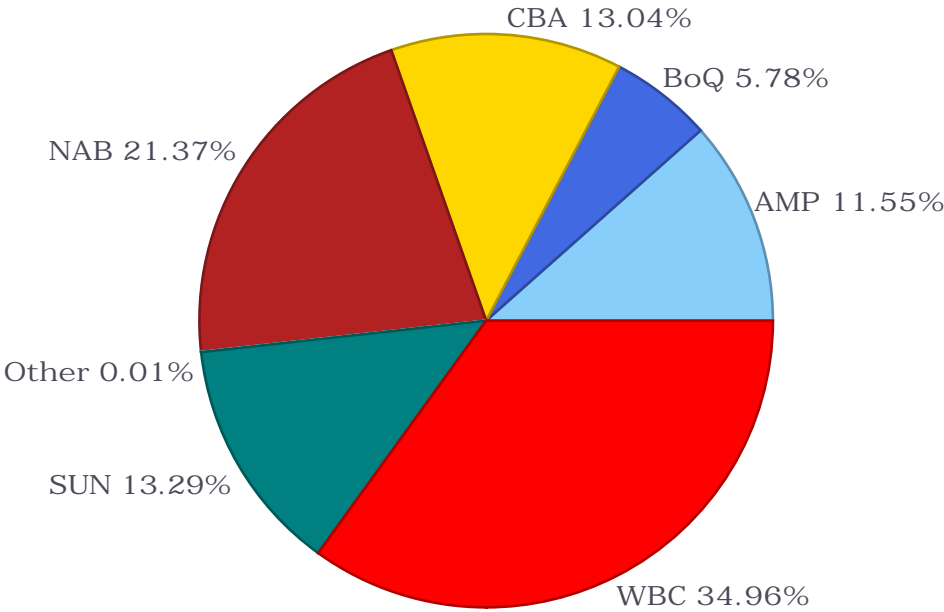
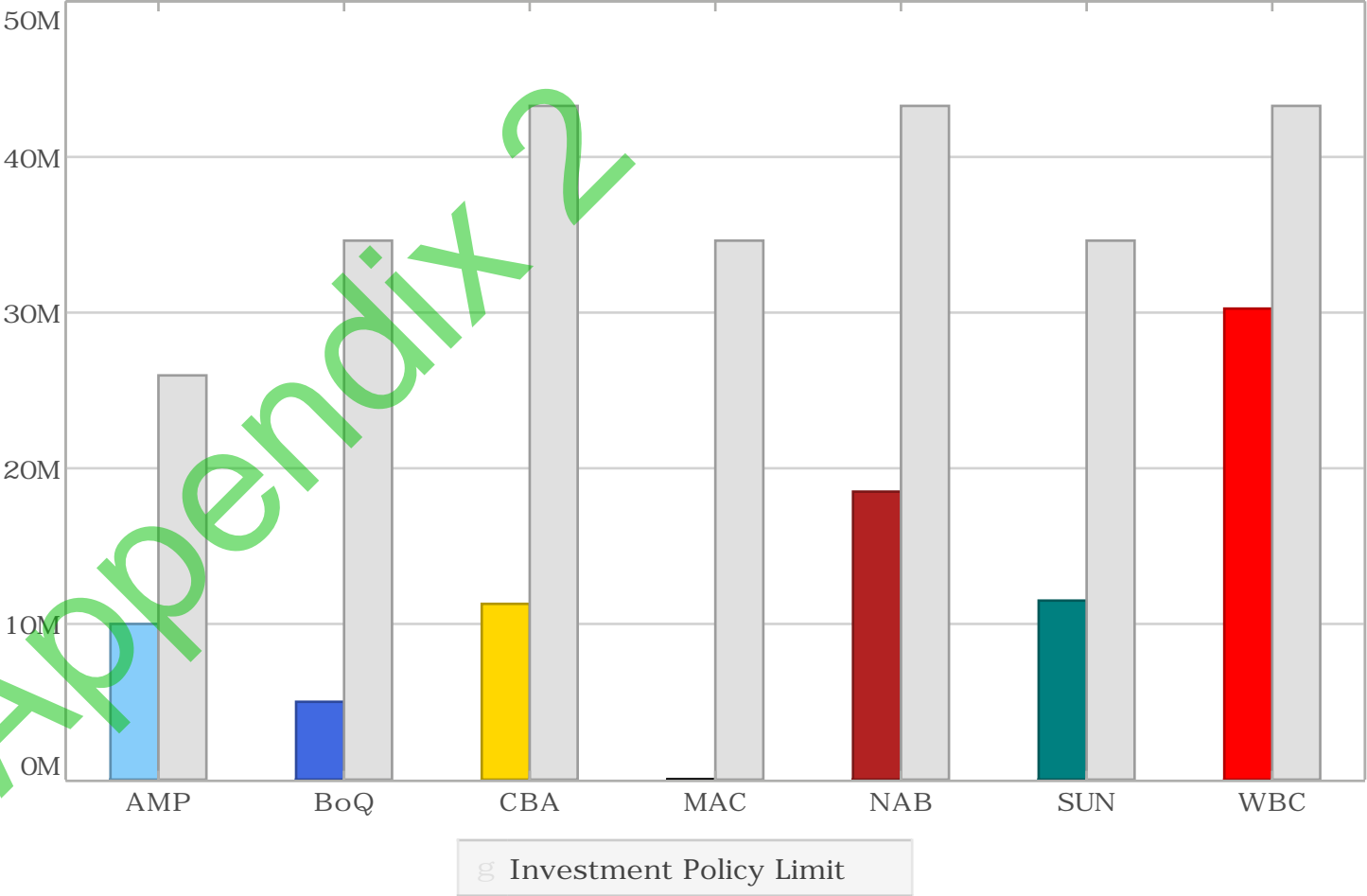
Shire of East Pilbara
Individual Institutional Exposures Report - June 2024



Individual Institutional Exposures

Individual Institutional Exposure Charts

	Current Exposures		Policy Limit		Capacity
AMP Bank (BBB+)	10,000,000	12%	25,966,917	30%	15,966,917
Bank of Queensland (A-)	5,000,000	6%	34,622,557	40%	29,622,557
Commonwealth Bank of Australia (AA-)	11,290,726	13%	43,278,196	50%	31,987,470
Macquarie Bank (A+)	8,745	0%	34,622,557	40%	34,613,812
National Australia Bank (AA-)	18,500,000	21%	43,278,196	50%	24,778,196
Suncorp Bank (A+)	11,500,000	13%	34,622,557	40%	23,122,557
Westpac Group (AA-)	30,256,920	35%	43,278,196	50%	13,021,276
	86,556,391				



Shire of East Pilbara
Cashflows Report - June 2024

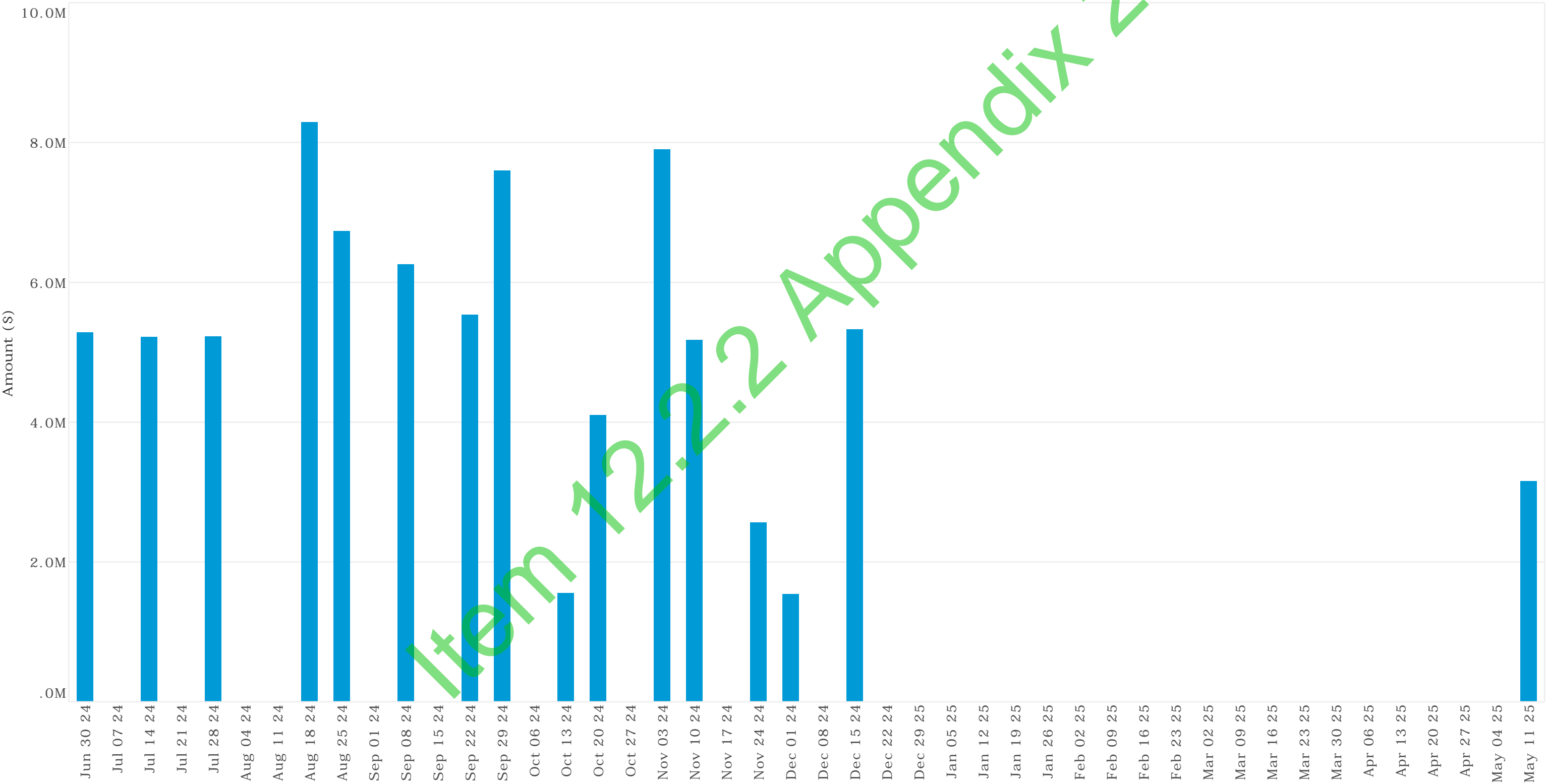


Actual Cashflows for June 2024						
Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount	
4-Jun-24	544169	Commonwealth Bank of Australia	Term Deposit	Maturity: Face Value	1,500,000.00	
		Commonwealth Bank of Australia	Term Deposit	Maturity: Interest Received/Paid	79,064.38	
		Deal Total			1,579,064.38	
Day Total					1,579,064.38	
5-Jun-24	545125	Suncorp Bank	Term Deposit	Settlement: Face Value	-1,500,000.00	
		Deal Total			-1,500,000.00	
		Day Total				
12-Jun-24	544205	Bank of Queensland	Term Deposit	Maturity: Face Value	2,000,000.00	
		Bank of Queensland	Term Deposit	Maturity: Interest Received/Paid	108,999.45	
		Deal Total			2,108,999.45	
Day Total					2,108,999.45	
Total for Month					2,188,063.84	
Forecast Cashflows for July 2024						
Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount	
3-Jul-24	544289	AMP Bank	Term Deposit	Maturity: Face Value	5,000,000.00	
		AMP Bank	Term Deposit	Maturity: Interest Received/Paid	285,000.00	
		Deal Total			5,285,000.00	
Day Total					5,285,000.00	
17-Jul-24	544553	Westpac Group	Term Deposit	Maturity: Face Value	5,000,000.00	
		Westpac Group	Term Deposit	Maturity: Interest Received/Paid	218,310.95	
		Deal Total			5,218,310.95	
Day Total					5,218,310.95	
30-Jul-24	544554	Westpac Group	Term Deposit	Maturity: Face Value	5,000,000.00	
		Westpac Group	Term Deposit	Maturity: Interest Received/Paid	227,802.73	
		Deal Total			5,227,802.73	

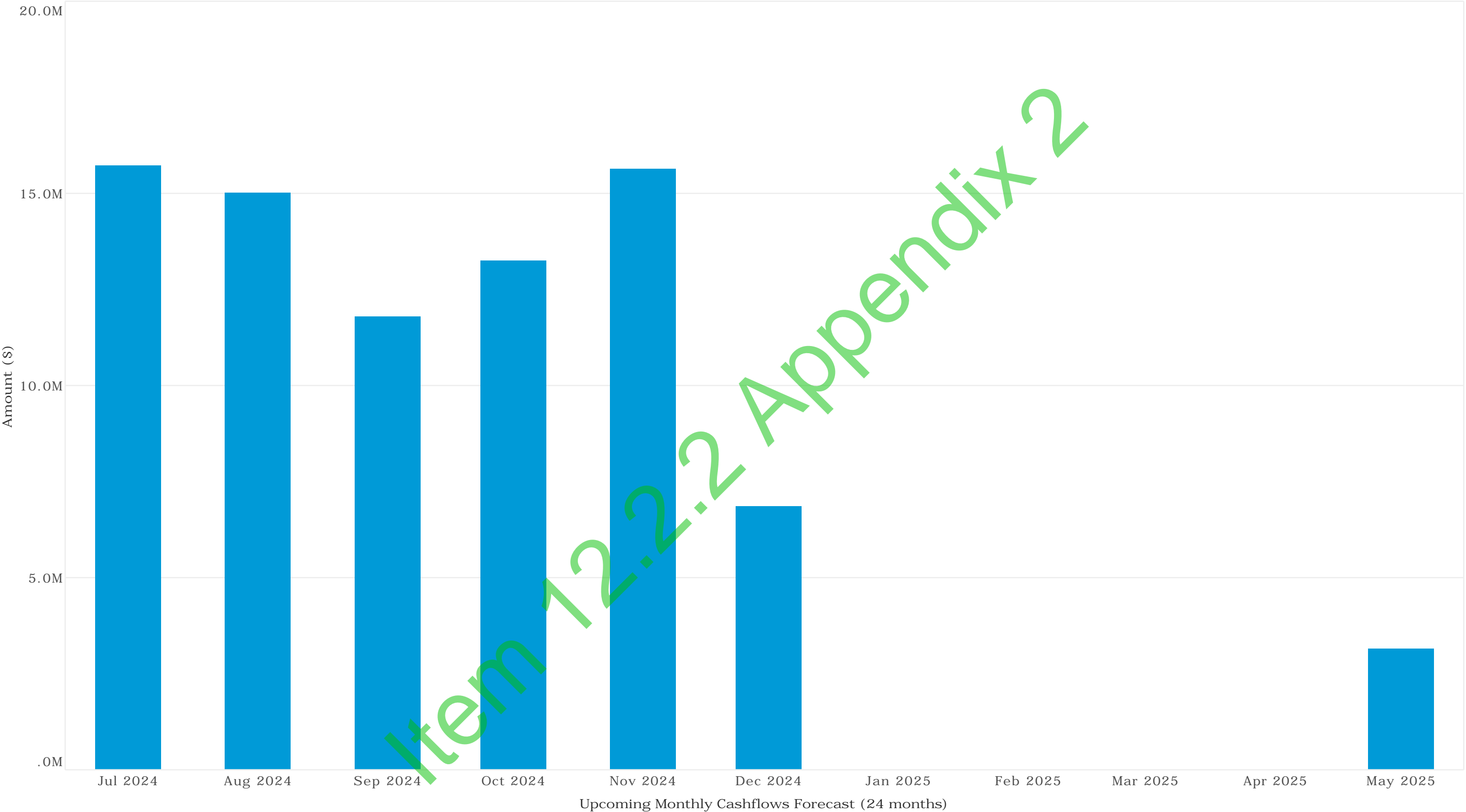
Shire of East Pilbara
Cashflows Report - June 2024



Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
				Day Total	5,227,802.73
				Total for Month	15,731,113.69



Upcoming Weekly Cashflows Forecast (52 weeks)



12.2.3 AMENDMENT TO 2024/25 SCHEDULE OF FEES AND CHARGES 2024/25 - CAPE KERAUDREN FEES

Report Type	Legislative
Responsible Officer	Scott Greensill, Acting Director Corporate Services
Author	Teresa Southwell Senior Finance Officer - Accounts Recievable
Voting Requirements	Absolute Majority
Attachments	None
Author Disclosure of Interest:	No
Location / Address:	N/A
Name of Applicant:	N/A

Officer Recommendation

That Council:

1. Adopts an amendment to the 2024/25 Schedule of Fees and Charges with respect to Cape Keraudren replacing those fees imposed by Council as part of the 2024/25 Annual Budget as follows:

Shire of East Pilbara Fees & Charges 2024/25	GST Applicable	2024/25 Proposed Amendment Fee (\$) (incl GST)	Description
Cape Keraudren			
Vehicle Entry	Yes	15.00	Per Vehicle (Maximum 7 Adults)
	Yes	7.50	Per Additional Adult
Motorcycle	Yes	11.00	Per motorcycle
Towing - boats only	Yes	15.00	Additional to entry fees
Camping Fee	Yes	15.00	Per adult per night (18 years and over)
	Yes	10.00	Per adult per night (Shire of East Pilbara residents)
	No	Deleted	School children 6 to 17 years
	Yes	5.00	School children 12 to 17 years

Shire of East Pilbara Fees & Charges 2024/25	GST Applicable	2024/25 Proposed Amendment Fee (\$) (incl GST)	Description
	No	Deleted	Under 6 years
	No	FREE	Under 12 years

2. Imposes the amended 2024/25 Fees and Charges Schedule in accordance with section 6.16(3)(b) of the *Local Government Act 1995*, with effect from 11 April 2023.
3. Authorises the Chief Executive Officer to give local public notice of the adopted Fees and Charges Schedule (as amended), pursuant to section 6.19 of the *Local Government Act 1995*.

Purpose

The purpose of this report is for Council to consider amendments to the fees set for Cape Keraudren.

Background

The Shire is required to establish a Schedule of Fees and Charges for the use of Shire facilities and for the provision of services each year. Council approved the 2024/25 Schedule of Fees and Charges at its ordinary meeting on 30 June 2024. Following a review of approved Schedule, an error was identified in relation to the fees proposed for use of Cape Keraudren.

The vehicle entry fee was removed in error from the 2024/25 Schedule of Fees and Charges.

Details and Analysis

Shire officers have identified an error in the Schedule of Fees and Charges approved by Council as part of the 2024/25 Annual Budget.

The fees imposed were incorrectly transposed in the draft 2024/25 Schedule of Fees and Charges reported to Council at the June ordinary meeting. The vehicle entry fees were removed in error from the 2023/24 Schedule of Fees and Charges, which account for approximately 25% of the annual revenue for Cape Keraudren. It is recommended they be adjusted as follows:

	2023/24 Approved Fee (\$)	2024/25 Approved Fee (\$)	2024/25 Proposed Fee (\$)	Description
Cape Keraudren				
Vehicle Entry	13.00	-	15.00	Per vehicle (maximum 7 adults)
	6.00	-	7.50	Per Additional Adult

	2023/24 Approved Fee (\$)	2024/25 Approved Fee (\$)	2024/25 Proposed Fee (\$)	Description
	11.00	-	11.00	Per motorcycle
Towing - boats only	11.00	11.00	15.00	Additional to entry fees
Camping Fee	3.50	3.50	Deleted	School children 6 to 17 years
	-	-	5.00	School children 12 to 17 years
	Free	Free	Deleted	Under 6 years
	-	-	Free	Under 12 years

The new pricing is intended to assist the Shire in recovery part of the costs of operating Cape Keraudren and being in a position to provide a high level of service to users of the recreational facility.

Section 6.19 of the *Local Government Act 1993* ("the Act") requires that Council must give local public notice of its intention to impose a fee after the annual budget has been adopted, and include the date from which it is proposed the fees will be imposed. In accordance with the Act, it is proposed to impose the fee from Friday, 16 August 2024.

Community Engagement

The community will be provided notice of the intention to impose the amended fees by way of local public notice.

Strategic, Legislative and Policy Implications

Strategic Community Plan	5: Governance 5 Vibrant local democracy, forward-thinking civic leadership, and transparent stewardship of the community's assets and resources. 5.1 <i>Continued focus on good governance, transparency and community and stakeholder engagement in significant decisions, including place-based plans.</i> 5.4 <i>Ensure a high standard of organisational management and effectiveness.</i>
Statutory Implications/Requirements	Recommendation is in accordance with Section 6.19 of the <i>Local Government Act 1993</i> .
Policy Implications	No policy implications.

Risk Management Considerations

Risk	Financial
-------------	-----------

Consequence	Minor
Likelihood	Almost Certain
Current Risk Rating	High 16
Mitigation Action	Reinstatement of the fees will eliminate the risk
Residual Risk Rating	Low 4

	Insignificant	Minor	Significant	Major	Severe
Rare	Low 1	Low 4	Low 6	Medium 13	Medium 15
Unlikely	Low 2	Low 5	Medium 11	Medium 14	High 21
Moderate	Low 3	Medium 9	Medium 12	High 19	High 22
Likely	Medium 7	Medium 10	High 17	High 20	Critical 24
Almost Certain	Medium 8	High 16	High 18	Critical 23	Critical 25

Financial Implications

Adoption of the recommendation will enhance the financial sustainability of the Shire's operations at Cape Keraudren by increasing revenue.

Sustainability Considerations

Adoption of the recommendation will enhance the financial sustainability of the Shire's operations at Cape Keraudren by increasing revenue.

Options

1. Council may adopt the amended fees as recommended; or
2. Council may refuse to adopt the amended fees and retain those adopted as part of the Annual Budget 2024/25; or
3. Defer consideration of the matter pending the provision of further information.

**17.1.1 PROPOSED DEED OF VARIATION AND EXTENSION OF LEASE:
NEWMAN HOUSE (PILBARA COMMUNITY LEGAL SERVICES)**

Report Type	Executive
Responsible Officer	Steven Harding, Chief Executive Officer, Nicole O'Neill, Director Community Experience
Author	Leith Daniel Legal Administration Officer
Author Disclosure of Interest:	No

Reasons for Confidentiality

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 which relates to a matter to be discussed at the meeting |
|-----|---|

**17.1.2 PROPOSED DEED OF VARIATION AND EXTENSION: NEWMAN
HOUSE (HOPE COMMUNITY SERVICES LTD)**

Report Type	Executive
Responsible Officer	Steven Harding, Chief Executive Officer, Nicole O'Neill, Director Community Experience
Author	Leith Daniel Legal Administration Officer
Author Disclosure of Interest:	No

Reasons for Confidentiality

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 which relates to a matter to be discussed at the meeting |
|-----|---|

**17.1.3 PROPOSED DEED OF VARIATION AND EXTENSION: NEWMAN
HOUSE (HOPE COMMUNITY SERVICES LTD)**

Report Type	Executive
Responsible Officer	Steven Harding, Chief Executive Officer Nicole O'Neill, Director Community Experience
Author	Leith Daniel Legal Administration Officer
Voting Requirements	Simple Majority
Attachments	None
Author Disclosure of Interest:	No
Location / Address:	Offices 13 and 14, Newman House, 15 Iron Ore Parade, Newman WA 6753
Name of Applicant:	Hope Community Services Ltd

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 which relates to a matter to be discussed at the meeting |
|-----|---|

17.2.1 PROPOSED PROPERTY ACQUISITION

Report Type	Executive
Responsible Officer	Malcolm Somers, Acting Director Regulatory Services
Author	Marisa Wolfenden Property Services Coordinator
Author Disclosure of Interest:	No

Reasons for Confidentiality

In accordance with section 5.23 (2) of the <i>Local Government Act 1995</i> 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 which relates to a matter to be discussed at the meeting

17.2.1 PROPOSED PROPERTY ACQUISITION

Report Type	Executive
Responsible Officer	Malcolm Somers, Acting Director Regulatory Services
Author	Marisa Wolfenden Property Services Coordinator
Voting Requirements	Simple Majority
Attachments	None
Author Disclosure of Interest:	No
Location / Address:	N/A
Name of Applicant:	N/A

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 which relates to a matter to be discussed at the meeting |
|-----|---|