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MINUTES

Audit, Risk and Compliance Committee Meeting Tuesday 12 March 2024

Time: 5:30pm

**Location: Council Chambers, McGregor Street
Port Hedland WA 6721**

Distribution Date: 19 March 2024

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1 Opening of Meeting

The Presiding Member declared the meeting open at 5:30pm.

2 Acknowledgement of Traditional Owners and Dignitaries

The Presiding Member acknowledges the Kariyarra people as the Traditional Custodians of the land that we are meeting on and recognises their strength and resilience and pays respect to elders past, present and emerging.

3 Recording of Attendance

Important note:

This meeting is being audio recorded to facilitate community participation and for minute-taking purposes, which may be released upon request to third parties. In accordance with Section 6.16 of the Town of Port Hedland Local Law on Standing Orders members of the public are not permitted to use any visual or vocal electronic device or instrument to record the proceedings of any meeting unless that person has been given permission by the Presiding Member to do so. Members of the public are also reminded that in accordance with section 6.17(4) of the Town of Port Hedland Standing Orders Local Law mobile telephones must be switched off and not used during the meeting.

3.1 Attendance

Present: Cr Camilo Blanco (Presiding Member)
Cr Lorraine Butson
Cr Tim Turner

Attendance: Carl Askew (Chief Executive Officer)
Steve Leeson (Director Corporate Services)
Tom Kettle (Manager Governance)
Kaleena Cruickshank (Manager Financial Services)
Stephanie Sikaloski (Senior Audit, Risk & Insurance Advisor)
Jessica Hunt (Audit, Risk & Insurance Support Officer)

Media: 0

Public: 2

3.2 Attendance by Telephone / Instantaneous Communications

Nil.

3.3 Apologies

Nil.

3.4 Approved Leave of Absence

Nil.

3.5 Disclosures Of Interest

Name	Item No	Interest	Nature

4 Applications for Leave of Absence

Nil.

5 Response to Previous Questions

5.1 Response to Questions taken on notice from Elected Member at the Audit, Risk and Compliance Committee Meeting held on 28 November 2023

Nil.

5.2 Response to Questions taken on notice from Public at the Audit, Risk and Compliance Committee Meeting held on 28 November 2023

Nil.

6 Public Time

6.1 Public Question Time

The Presiding Member declared Public Question Time open at 5:34pm.

6.1.1	Jan Gillingham
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Question 1

You have just mentioned this meeting will be audio recorded this evening. In the future, will there be a live stream recording as well, for the general Public of the ARC meetings?

Cr Blanco provided the following response

Ms. Gillingham, as far back as I can remember we have only done live streams for the Council Meetings and our Policy says it is only required for the Council Meetings, not for the ARC. These policies can change if the Council wishes to do so. If you want that to happen, maybe request to the Council and we could change the Policy.

Question 2

I have been looking in the Terms of References and the attachments and I have noticed that the Terms of Reference to possibly change to 5 members – is that correct? In the Terms that are written in the agenda. 4 Committee Members and, is that correct, a public person too, that would too be advertised?

Cr Blanco provided the following response

The Terms of Reference have not been adopted yet but there is a suggestion in the terms that there could be up to 5 members. 3 to 5 Council Members and maybe an external member but once the Terms of Reference are adopted, we will have a better understanding of what the Council would want to do with that.

Yes, I am with that. I want to ask if those terms of Reference are passed, at what stage down the line would they be advertised for and what references would that person need regarding Financial Backgrounds etc.? I guess that would be looked into diligently.

Cr Blanco provided the following response

We will be looking into that as soon as the Terms of Reference are accepted. And then the staff will move to find somebody if that is how the Council wants to go.

I also want to add to that if I may for that question, are other Councillors asked to be proxies, given there is such a small membership, other proxies would be included in the Terms of Reference, is that something which the other Councillors would think of doing?

Cr Blanco provided the following response

We will be looking at applying proxies to members that cannot attend the meeting, so the meetings can continue, and we do have a quorum for the meetings.

Question 3

3. My last question is as the ARC Committee has the right to review and endorse the Town's reports, why is it then that these Financial Reports being presented tonight and also in tomorrow evening's Special Council Meeting of finances. Why are these not held off because your Auditor's Reports are still being delayed. There has been a big delay and so, why are they being presented so far when you need to have an Auditor's Report, I believe it has not come through yet?

Cr Blanco provided the following response

Some of the items that are on tonight's agenda require the input of the Auditor's Report. It does state in the document that we do not have the Auditor's Report yet and we have been told that it is coming hopefully, I can pass that over to the CEO because we have been told a few things so maybe the CEO can answer on when we will get those reports.

The Chief Executive Officer provided the following response

Thank you Chair. Sadly, I cannot give you a definitive date, Ms. Gillingham, but we expect them very soon.

The Presiding Member declared Public Question Time closed at 5:40pm.

6.2 Public Statement Time

Nil.

The Presiding Member declared Public Statement Time open at 5:40pm

Nil.

The Presiding Member declared Public Statement Time closed at 5:40pm.

6.3 Petitions / Deputations / Presentations / Submissions

Nil.

7 Questions from Members without Notice

8 Announcements by Presiding Member without Discussion

Normally with the ARC we don't get any members of the Public here, the Public Gallery is barren, so thanks for coming down, our only 2 Members of the Public. Hopefully, Members of the public take an interest in the finances of the Town because it's the most important thing. Without money, we can't do anything. We have a responsibility to keep an eye on the Town's expenditure and what we're doing and Members of the Public need to critique the Council and the administration to ensure that we're heading in the right direction, so thanks for coming down, that's great.

9 Declarations of All Members to have given due consideration to all matters contained in the Agenda before the Meeting

The following Audit, Risk and Compliance Committee Members declared that they had given due consideration to all matters contained in the agenda.

Cr Camilo Blanco
Cr Lorraine Butson
Cr Tim Turner

10 Confirmation of Minutes of Previous Meeting

ARC202324/012 COMMITTEE DECISION

MOVED: Cr Tim Turner

SECONDED: Cr Lorraine Butson

That Committee Members confirm that the Minutes of the Audit, Risk and Compliance Committee Meeting held on 28 November 2023 are a true and correct record.

CARRIED BY SIMPLE MAJORITY (3/0)

For: Cr Camilo Blanco, Cr Lorraine Butson and Cr Tim Turner

Against: Nil

Disclaimer

Members of the public are cautioned against taking any action on Committee decisions, on items on this evening's Agenda in which they may have an interest, until formal notification in writing by the Town has been received. Decisions made at this meeting can be revoked, pursuant to the Local Government Act 1995.

11 Reports of Officers

11.1	Audit, Risk and Compliance Committee - Amended Terms of Reference
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Author: **Audit, Risk & Insurance Advisor**
Authorising Officer: **Manager Governance**
Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION**MOVED:** Cr Tim Turner**SECONDED:****That the Audit, Risk and Compliance Committee:**

- 1. Endorse the amended Audit, Risk and Compliance Committee Terms of Reference, as per Attachment 2; and**
- 2. Recommend Council adopt the amended Audit, Risk and Compliance Committee Terms of Reference.**

THE MOTION LAPSED FOR WANT OF A SECONDER**PURPOSE**

The purpose of this report is for the Audit, Risk and Compliance Committee (ARC Committee) to endorse the amended ARC Committee Terms of Reference (TOR) and recommend that Council adopt the same.

DETAIL

In accordance with Section 7 of the *Local Government Act 1995* (the Act), an Audit Committee is to be established to offer guidance and assistance to the local government, operating with accountability to the Council.

The ARC Committee Terms of Reference were initially adopted by the Council in November 2011, and the most recent review occurred in September 2022. These TOR delineate the Committee's purpose, authority, membership, functions, reporting requirements, and responsibilities.

As stipulated in clause 8.2 of the TOR (Version 11), the Committee requests the Chief Executive Officer to review the TOR after an election. Any proposed changes necessitate Council approval, with consideration given to ensuring appropriate disclosures as mandated by legislation or regulation.

Attachment 2 highlights all modifications to the current TOR through track changes, providing a transparent and accessible overview of the amendments made.

Notable amendments to the TOR include:

- The incorporation of a provision allowing a proxy to attend meetings should a committee member be unavailable. This addition serves to ensure seamless continuity in the Committee's proceedings.
- The Authority and Independence section has been restructured to align with the Town's Register of Delegated Authority – Statutory, thereby enhancing clarity and conformity.
- The composition was revised to include at least three members and a maximum of five members, with emphasis on having at least one independent member when feasible.
- Guidelines pertaining to Committee member resignations. This inclusion facilitates a structured and transparent process for resignations, contributing to the effective functioning of the Committee.

Another noteworthy aspect of the amendments is the overarching effort to streamline and simplify the document. The Council continues its commitment to promoting transparency, efficiency, and accountability within the ARC Committee through these refined and purposeful amendments.

LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 'Significant Decision Making', this matter is of low significance because the amendments introduced to the ARC Committee Terms of Reference, as part of the review process, are not anticipated to yield any financial implications for the Town or result in social, economic, or environmental impacts for the community.

CONSULTATION

Internal

- Director Corporate Services
- Manager Governance
- ARC Committee

External Agencies

- Consultant

Community

- Nil

LEGISLATION AND POLICY CONSIDERATIONS

- *Local Government Act 1995*
- *Local Government (Administration) Regulations 1996*
- *Local Government (Audit) Regulations 1996*

FINANCE AND RESOURCE IMPLICATIONS

- There are no financial implications associated with this item. Moreover, it is important to emphasise that the ARC Committee does not hold any financial delegation.

STRATEGIC SUSTAINABILITY IMPLICATIONS

The following sections of the Town's Strategic Community Plan 2018-2028 are applicable in the consideration of this item:

Our Leadership:

4.2.2 Transparent and regular financial reporting and communication to the community is undertaken.

4.2.3 Transparent and regular governance reporting and communication to the community is undertaken.

There are no significant identifiable environmental, social or economic impacts relating to this item

Access and Inclusion

The following outcome of the Town's Access and Inclusion Plan 2023-2026 apply in relation to this item:

Nil.

Corporate Business Plan

The following action of the Town's Corporate Business Plan 2018-2022 apply in relation to this item:

Our Corporate Services:

Audit and Risk Management - Committed to organisation wide risk management principles, systems and processes that ensure consistent, efficient and effective assessment of risk in all planning, decision making and operational processes

RISK MANAGEMENT CONSIDERATIONS

Risk Type	Operational
Risk Category	Service Interruption
Cause	Terms of reference not endorsed
Effect	Without clear terms of reference endorsed by the ARC Committee, there may be a lack of clear guidance on its scope, responsibilities, and objectives, leading to inefficiencies or oversight gaps in the meeting process.
Risk Treatment	Workshop with the ARC Committee to offer education and resources on the rationale behind the structure of the Terms of Reference and recent legislative changes pertaining to Audit Committees over the last few years.
<p>Failure by the Committee to endorse the amended TOR poses a risk of service interruption, potentially resulting in unclear guidelines regarding their scope, responsibilities, and objectives. This could lead to inefficiencies, oversight gaps in meetings, and operational disruptions.</p> <p>The risk rating is medium (6) which is determined by a likelihood of possible (3) and a consequence of minor (2).</p> <p>This risk will be mitigated by the Committee’s endorsement of the amended TOR.</p>	

Risk Type	Operational
Risk Category	Compliance
Cause	ARC Committee request further amendments to TOR
Effect	If the ARC Committee declines to endorse the Terms of Reference and requests additional amendments, there is a possibility that the Terms of Reference may not align with the legislative framework.
Risk Treatment	Workshop with the ARC Committee to offer education and resources on the rationale behind the structure of the Terms of Reference and recent legislative changes pertaining to Audit Committees over the last few years.
<p>Failure by the Committee to endorse the amended TOR poses a compliance risk as the recommended TOR are compliant with the legislative framework. Further amendments to the TOR could lead to non-compliance with the legislative framework.</p> <p>The risk rating is medium (9) which is determined by a likelihood of possible (3) and a consequence of moderate (3).</p> <p>This risk will be mitigated by the Committee’s endorsement of the amended TOR.</p>	

OPTIONS

- Option 1 – Adopt officer’s recommendation
- Option 2 – Amend officer’s recommendation
- Option 3 – Do not adopt officer’s recommendation

CONCLUSION

In conclusion, this report is intended to guide the Committee in endorsing the revised ARC Committee Terms of Reference (TOR) and recommending the Council's adoption. The thorough review aligns with the *Local Government Act 1995*, ensuring clarity on the Committee's purpose and responsibilities. Noteworthy amendments, such as proxy provisions and streamlined documentation, enhance operational efficiency. The commitment to transparency, efficiency, and accountability is evident in the strategic considerations outlined. Despite the low significance of this item, proactive risk management measures are critical for mitigating potential compliance risks. The Committee's endorsement of the amended TOR is essential for maintaining strategic objectives and regulatory adherence. The TOR is intended to help Committee members fulfill their obligations in line with the Act and supporting regulations.

ATTACHMENTS

1. 20240306 Audit, Risk and Compliance Committee Terms of Reference No Track Changes [**11.1.1** - 8 pages]
2. 20240306 Audit, Risk and Compliance Committee Terms of Reference With Track Changes [**11.1.2** - 12 pages]

11.2	2023 Compliance Audit Return
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Author: Audit, Risk & Insurance Advisor

Authorising Officer: Manager Governance

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION

MOVED: Cr Tim Turner

SECONDED:

That the Audit, Risk and Compliance Committee:

- 1. Notes the outcome of the 2023 Compliance Audit Return;**
- 2. Notes the actions the Town will undertake to ensure future compliance;**
- 3. Recommends Council adopt the 2023 Compliance Audit Return; and**
- 4. Recommends Council authorise the Mayor and Chief Executive Officer to sign and submit the Town's Compliance Audit Return 2023 to the Department of Local Government, Sport and Cultural Industries by 31 March 2024.**

THE MOTION LAPSED FOR WANT OF A SECONDER

PURPOSE

The purpose of this report is for the Audit, Risk and Compliance Committee (ARC Committee) to consider the Town's 2023 Compliance Audit Return (CAR).

DETAIL

Annually, every Local Government Authority in Western Australia is required to perform a compliance audit for the preceding calendar year and submit the results to the Department of Local Government, Sport, and Cultural Industries (DLGSC) by March 31. The Compliance Audit Return (CAR) is a self-assessment tool that assesses the local government's compliance with the *Local Government Act 1995* and its subsidiary regulations.

The ARC Committee is required to review the CAR, present its findings to Council for adoption, and recommend the Council authorise the Mayor and Chief Executive Officer sign and submit the CAR to the DLGSC by the statutory deadline of 31 March 2024.

The CAR serves as a tool used by the DLGSC to assess the operational compliance of local governments during the previous calendar year. Areas of identified non-

compliance offer valuable insights, guiding officers in reviewing processes to enhance compliance standards.

Evidence based approach

The Town used an evidence-based methodology to complete the 2023 CAR. Management were assigned the responsibility of addressing questions pertaining to their specific business units. Following the receipt of their responses, the Audit, Risk, and Insurance business unit requested sample evidence to verify the accuracy of the provided information. The sample evidence was cited and validated to ensure the accuracy of the responses.

Where a question inquired if a document had been uploaded to the website as mandated by statutory requirements, the Audit, Risk, and Insurance business unit confirmed and validated that the Town had indeed fulfilled this obligation.

Analysis of compliance

For the 2023 calendar year, the Town of Port Hedland attained a compliance rate of 93%, inclusive of all 'Yes' and 'N/A' responses.

A summary of the 2023 CAR results are as follows:

Category	Yes	N/A	No	Total
Commercial Enterprises by Local Governments	5			5
Delegation of Power/Duty	11		2	13
Disclosure of Interest	15	3	3	21
Disposal of Property	2			2
Elections		3		3
Finance	2	4	1	7
Integrated Planning and Reporting	3			3
Local Government Employees	2	3		5
Official Conduct	4			4
Optional Questions	8		1	9
Tenders for Providing Goods and Services	19	3		22
Total	71	16	7	94

Analysis of non-compliance

There were 7 instances of non-compliance for the 2023 calendar year.

The Town intends to address non-compliances over the 2024 calendar year. The CAR will be integrated into the compliance management system and responsible officers will be expected to provide routine updates.

Audit, Risk & Compliance Committee Meeting Minutes

12 March 2024

Category	Reference	Question	Comments
Delegation of Power/Duty #5	s5.18	Has Council reviewed delegations to its committees in the 2022/2023 financial year?	The 2023/24 Delegation Review went to the 30 August 2023 OCM, which resulted in an absolute majority council decision. CM202324/118.
Delegation of Power/Duty #12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2022/2023 financial year?	The 2023/24 Delegation Review went to the 30 August 2023 OCM, which resulted in an absolute majority council decision. CM202324/118.
Disclosure of Interest #4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Not all primary returns were lodged within three months of the relevant person's start date. All but 1 have subsequently been provided to the Town. The employee who did not lodge their return is no longer employed at the Town.
Disclosure of Interest #5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2023?	There were 7 outstanding annual returns. The employees are no longer employed at the Town.
Disclosure of Interest #9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the Local Government Act 1995, did the CEO remove from the register all returns relating to that person?	This register is maintained by Governance regularly. However, it contains details of people who are no longer required to lodge a return.
Finance #3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2023 received by the local government by 31 December 2023?	The OAG and RSM as auditors have not completed their reports as of 31 December 2023.
Optional Questions #7	s5.127	Did the local government prepare a report on the training completed by council members in the 2022/2023 financial year and publish it on the local government's official website by 31 July 2023?	The Town maintains a Councillor Training Register; however, the Register was not uploaded to the Town's website in 2023. The register was uploaded to the website in February 2024.

LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 'Significant Decision Making', this matter is considered to be of medium significance, due to the potential consequences resulting from non-compliance, the potential impact on the Town's service delivery capabilities, the potential effect on the Town's reputation, and the general interest shown by the community in the compliance of the Town's business operations.

CONSULTATION*Internal*

- Executive Leadership Team
- Manager Planning & Economic Development
- Manager Governance
- Principal HR Operations
- Senior Economic Development Officer
- Senior Corporate Performance Advisor
- Senior Procurement & Contracting Advisor
- Governance Advisor
- Coordinator Property Management

External Agencies

- Western Australian Local Government Association (WALGA)

Community

- Nil

LEGISLATION AND POLICY CONSIDERATIONS

Regulation 14 of the Local Government (Audit) Regulations 1996 (Audit Regulations) requires that a CAR be completed and submitted to the Department by 31 March 2024.

14. Compliance audits by local governments

(1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.

(2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.

(3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

(3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —

(a) presented to the council at a meeting of the council; and

(b) adopted by the council; and

(c) recorded in the minutes of the meeting at which it is adopted.

Regulation 15 of the Audit Regulations requires a joint certification to be completed by the Mayor and Chief Executive Officer. The document is to be forwarded to the Department via its online portal.

15. Certified copy of compliance audit return and other documents to be given to Departmental CEO

(1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with

(a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and

(b) any additional information explaining or qualifying the compliance audit,

is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.

(2) In this regulation — certified in relation to a compliance audit return means signed by —

(a) the mayor or president; and

(b) the CEO.

FINANCE AND RESOURCE IMPLICATIONS

There are no financial implications related to this item.

STRATEGIC SUSTAINABILITY IMPLICATIONS

The following section of the Town's Strategic Community Plan 2018-2028 is applicable in the consideration of this item:

Our Leadership:

4.2.3 Transparent and regular governance reporting and communication to the community is undertaken.

There are no significant identifiable environmental, social or economic impacts relating to this item

Access and Inclusion

The following outcome of the Town's Access and Inclusion Plan 2023-2026 apply in relation to this item:

Nil.

Corporate Business Plan

The following action of the Town’s Corporate Business Plan 2018-2022 apply in relation to this item:

Our Corporate Services:

Audit and Risk Management - Committed to organisation wide risk management principles, systems and processes that ensure consistent, efficient and effective assessment of risk in all planning, decision making and operational processes

RISK MANAGEMENT CONSIDERATIONS

Risk Type	Operational
Risk Category	Compliance
Cause	ARC Committee failing to reach a resolution to recommend Council’s adoption of the 2023 CAR.
Effect	Non-compliance with Regulation 15 of the Local Government (Audit) Regulations 1996, which requires the Town to submit its CAR to the DLGSC by March 31.
Risk Treatment	<ul style="list-style-type: none"> • An analysis of non-compliance has been conducted, and strategies for improvement will be discussed with the Executive Leadership Team and individual business units to enhance compliance in the 2024 Calendar Year. • The ARC Committee has received detailed commentary on each non-compliance to provide context. • To mitigate the risk, it is essential for the ARC Committee to reach a resolution recommending the Council's adoption.
<p>There is a compliance risk associated with this item if the ARC Committee fails to reach a resolution to recommend Council’s adoption of the 2023 CAR. Such an outcome could result in non-compliance with Regulation 15 of the Local Government (Audit) Regulations 1996, which requires the Town to submit its CAR to the DLGSC by March 31.</p> <p>The risk rating is considered Medium (6) determined by a likelihood of Possible (3) and a result of Minor (2).</p> <p>This risk will be mitigated by the ARC Committee resolving to recommend Council’s adoption of the 2023 CAR.</p>	

OPTIONS

- Option 1 – Adopt officer’s recommendation
- Option 2 – Amend officer’s recommendation
- Option 3 – Do not adopt officer’s recommendation

CONCLUSION

The CAR is an obligatory requirement imposed on all local governments for statutory compliance. It serves as a tool for the Town to assess its procedures, ascertain compliance, and relay the review outcomes to the DLGSC. The ARC Committee is advised to recommend that Council adopt the 2023 CAR.

ATTACHMENTS

1. 20240226 Compliance Audit Return 2023 [**11.2.1** - 12 pages]

11.3	Risk Register Review
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Author: **Audit, Risk & Insurance Advisor**
Authorising Officer: **Manager Governance**
Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

ARC202324/013 COMMITTEE DECISION

MOVED: Cr Lorraine Butson **SECONDED: Cr Tim Turner**

That the Audit, Risk and Compliance Committee receives the Quarterly Risk Report.

CARRIED BY SIMPLE MAJORITY (3/0)

For: Cr Camilo Blanco, Cr Lorraine Butson and Cr Tim Turner
Against: Nil

PURPOSE

This report provides the Audit, Risk and Compliance Committee (ARC Committee) with an update regarding progress on the Town’s Risk Management.

DETAIL

The newly introduced standing report aims to offer the ARC Committee a thorough oversight of the Town's risk context, covering both current and emerging risks, and will be presented at all future ARC Committee meetings.

The Town’s Risk Management Policy, in conjunction with the Risk Management Framework (RMF) sets out the Town’s approach to the identification, assessment, management and monitoring of risks.

The Town implemented its RMF in September 2022, and subsequently underwent a comprehensive review in September 2023 to ensure its continued effectiveness and relevance. The RMF serves as a guiding document and provides detailed specifications regarding the frequency and scope of reporting obligations as specified below:

Operational and Project Risks

Residual Risk Report	Recipient	Reporting Frequency
Extreme	Executive Leadership Team	Fortnightly
	ARC Committee	Quarterly
High	ELT	Monthly
	ARC Committee	Quarterly
Medium	ELT	Annually

Residual Risk Report	Recipient	Reporting Frequency
Low		

The RMF also requires the Town to annually report its strategic risks to the ARC Committee; however, this process is yet to be formalised. Dedicated efforts will be directed towards formulating a succinct and comprehensive list of strategic risks, in collaboration with the Executive Leadership Team. Subsequently, these identified risks will be reported to the ARC Committee in alignment with the guidelines outlined in the RMF.

For a detailed insight, Attachment 1 offers an excerpt from the organisational risk register. This extract has been filtered to specifically include risks necessitating reporting to the Committee, notably those categorised with a residual level of high or extreme. The register includes risks at both project and operational levels.

Overview of Risk Assessment Process

1. Risk is assessed at an inherent level – This process involves assessing the level of risk against the Town’s Risk Assessment and Acceptance Criteria. This assessment is conducted independently of any existing controls, focusing solely on the raw potential impact and likelihood of the risk eventuating. Essentially, it assesses the level of risk prior to consideration of existing controls.
2. Risk is assessed at residual level – Subsequently, the risk undergoes assessment at the residual level, where it is again measured against the Town’s Risk Assessment and Acceptance Criteria. Unlike the inherent assessment, this evaluation considers all existing risk controls and mitigation measures implemented to modify the risk level. By factoring in these controls, a more realistic depiction of the actual risk exposure faced by the Town is obtained. Essentially, the risk is assessed at its level after existing controls have been considered and implemented.
3. Risk is assessed at forecast/future level – In instances where the residual risk level, even after considering existing controls, exceeds the acceptable threshold outlined in the Town's Risk Assessment and Acceptance Criteria, the risk owner must consider potential treatment plans. These plans aim to further modify the risk level to align it with the acceptable criteria. However, it is acknowledged that certain risks may persistently remain beyond acceptable levels despite mitigation efforts. In such cases, rigorous monitoring and review procedures are instituted by the risk owner and the accountable party to ensure ongoing risk management and mitigation.

LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 ‘Significant Decision Making’, this matter is of medium significance. It is likely that the community expects the ARC Committee to be well informed about the significant risks facing the Town. Additionally, there is an implicit expectation that the ARC Committee is knowledgeable about the strategies implemented to mitigate these risks, especially concerning the Town's financial

stability, ability to deliver essential services, preservation of its reputation, and other critical aspects affecting the community's well-being.

CONSULTATION

Internal

- Executive Leadership Team
- Senior Leadership Team
- Project Managers

External Agencies

- Nil

Community

- Nil

LEGISLATION AND POLICY CONSIDERATIONS

- AS ISO31000:2018 Risk Management

FINANCE AND RESOURCE IMPLICATIONS

- Certain risks outlined in the Risk Register could potentially have financial implications for the Town should they materialise. These specific risks and their corresponding financial implications have been thoroughly documented within the Risk Register.

STRATEGIC SUSTAINABILITY IMPLICATIONS

The following section of the Town's Strategic Community Plan 2018-2028 are/is applicable in the consideration of this item:

Our Leadership:

4.2.3 Transparent and regular governance reporting and communication to the community is undertaken.

There are no significant identifiable environmental, social or economic impacts relating to this item

Access and Inclusion

The following outcome of the Town's Access and Inclusion Plan 2023-2026 apply in relation to this item:

Nil.

Corporate Business Plan

The following action of the Town’s Corporate Business Plan 2018-2022 apply in relation to this item:

Our Corporate Services:

Audit and Risk Management - Committed to organisation wide risk management principles, systems and processes that ensure consistent, efficient and effective assessment of risk in all planning, decision making and operational processes

RISK MANAGEMENT CONSIDERATIONS

Risk Type	Operational
Risk Category	Service Interruption
Cause	Failure to routinely review and update risk assessments
Effect	Outdated risk information and potential service interruptions resulting from poorly managed risks
Risk Treatment	Mitigate

There is a service interruption risk associated with this item caused by failure to periodically review and update risk assessments and perpetuation of outdated risks within the register. This could lead to implementation of inappropriate or ineffective risk mitigation measures, leaving the organisation vulnerable to potential threats and decreased responsiveness to emerging risks, hindering the organisation’s ability to proactively identify and address emerging risks, increasing the likelihood of unexpected disruptions.

The risk rating is considered Medium (9) which is determined by a likelihood of Possible (3) and a consequence of Moderate (3).

This risk will be mitigated by:

- Providing training and raising awareness among employees involved in the risk management process, highlighting the importance of consistently reviewing and revising risk assessments, while offering guidance on identifying and managing outdated risks.
- Implementing reminders to be sent to risk owners who have not completed their risk reviews within the specified timeframe. Escalation procedures will be activated in cases where risk owners fail to respond to the reminders.

OPTIONS

- Option 1 – Adopt officer’s recommendation
- Option 2 – Amend officer’s recommendation
- Option 3 – Do not adopt officer’s recommendation

CONCLUSION

In conclusion, this report provides the ARC Committee with an update on the Town's Risk Management progress. Through the newly introduced standing report, the ARC Committee gains insight into both current and emerging risks, guided by the Risk Management Policy and Framework. Efforts are underway to formalise reporting on strategic risks.

ATTACHMENTS

1. CONFIDENTIAL REDACTED - 20240228 Organisational Risk Register High & Extreme Residual Risks [**11.3.1** - 3 pages]

11.4	Audit Log Review
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Author: **Audit, Risk & Insurance Advisor**
Authorising Officer: **Manager Governance**
Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

ARC202324/014 COMMITTEE DECISION

MOVED: Cr Lorraine Butson **SECONDED: Cr Tim Turner**

That the Audit, Risk and Compliance Committee receive and note the progress update against the management actions contained within the Internal Audit Log.

CARRIED BY SIMPLE MAJORITY (3/0)

For: Cr Camilo Blanco, Cr Lorraine Butson and Cr Tim Turner

Against: Nil

PURPOSE

The purpose of this report is for the Audit, Risk and Compliance Committee (ARC Committee) to receive and note the progress update against the management actions contained within the Internal Audit Log.

DETAIL

The Internal Audit Log functions as a comprehensive record encompassing all internal audit items owned by the Town. Established in early 2022, it covers all internal audit items associated with both the preceding 3-Year Strategic Internal Audit Plan (2020-23) and the current 3-Year Strategic Internal Audit Plan (2023-26) to date.

The primary objective of the Audit Log is to provide the administration with a clear overview of all audit items and their respective statuses, whether they are completed, in progress, or overdue. Each audit item is assigned a risk rating, facilitating the administration in prioritising and scheduling tasks for completion.

Regular reviews of the Internal Audit Log are conducted, with subsequent reporting to the ARC Committee. This process acts as a mechanism for oversight and contributes to the enhancement of organisational accountability and transparency.

Timing of review

For clarity, the Audit Log updates provided in this report and its accompanying attachment reflect the status as of February 27, 2024. This review of the Audit Log took place following the completion of Paxon Group's Internal Audit of the Log. Therefore, it's worth noting that while the figures in this report may vary slightly from those in Paxon Group's report, they are accurate representations of the data at the time of reporting.

A summary of the status of agreed management actions is found in the table below.

Aggregated analysis of the Audit Log

Action Due	Completed	In progress	Overdue	Total
FY 2020-21	7		2	9
FY 2021-22	19		4	23
FY 2022-23	60		13	73
FY 2023-24	2	8	10	20
FY 2024-25	0	2		2
No due date	3	0	0	3
Total	91	10	29	130

Efforts to manage overdue actions have been undertaken. Accountable Officers have provided updates regarding the tasks and progress to bring the actions to completion. In cases where feasible and reasonably foreseeable, new target completion dates have been mutually agreed upon.

Movements since November 2023 update:

- (+) 8 items completed
- (-) 11 items in progress
- (+) 3 items overdue

Difference between Paxon Group and Internal Audit Log reporting

Paxon Group assesses individual line items to evaluate the progress status as listed in the Internal Audit Log. Previously, the Town administration utilised aggregated reporting methods to assess progress. Although there are 144 lines on the Audit Log, there are only 130 recommendations. Some recommendations include separate management actions or action owners. This process is tabled for improvement as the Town transitions its data into system-based software equipped with automated reporting capabilities.

To maintain alignment with Paxon Group’s assessment, a further analysis has been conducted to depict the status of actions within the Audit Log as of February 27, 2024, utilising the line-item approach.

A summary of the status of agreed management actions is found in the table below.

Non-aggregated analysis of the Audit Log

Action Due	Completed	In progress	Overdue	Total
FY 2020/21	12		3	15
FY 2021/22	22		4	26
FY 2022/23	64		13	77
FY 2023/24	2	8	11	21
FY 2024/25	0	2		2
No due date	3	0	0	3
Total	103	10	31	144

LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 ‘Significant Decision Making’, this matter is of medium significance, due to likely consequences arising from non-compliance, potential to impact the Town’s ability to deliver services, impact the Town’s reputation and general interest by the community in the compliance capability of the business operations of the Town of Port Hedland.

CONSULTATION

Internal

- Director Corporate Services
- Accountable Officer’s identified in the Audit Log
- Responsible Officer’s identified in the Audit Log

External Agencies

- Paxon Group

Community

- Nil

LEGISLATION AND POLICY CONSIDERATIONS

- Regulation 17, *Local Government (Audit) Regulations 1996*

FINANCE AND RESOURCE IMPLICATIONS

- There are no financial or resource implications associated with this item.

STRATEGIC SUSTAINABILITY IMPLICATIONS

The following section of the Town’s Strategic Community Plan 2018-2028 are/is applicable in the consideration of this item:

Our Leadership:

4.2.3 Transparent and regular governance reporting and communication to the community is undertaken.

There are no significant identifiable environmental, social or economic impacts relating to this item

Access and Inclusion

The following outcome of the Town’s Access and Inclusion Plan 2023-2026 apply in relation to this item:

Nil.

Corporate Business Plan

The following action of the Town’s Corporate Business Plan 2018-2022 apply in relation to this item:

Our Corporate Services:

Audit and Risk Management - Committed to organisation wide risk management principles, systems and processes that ensure consistent, efficient and effective assessment of risk in all planning, decision making and operational processes

RISK MANAGEMENT CONSIDERATIONS

Risk Type	Operational
Risk Category	Compliance
Cause	Non-completion of agreed management actions
Effect	Non-compliance with best practice principles, industry standards, legal requirements and compliance guidelines.
Risk Treatment	Audit Log is sent to officer’s quarterly to remind them of any outstanding items they have to complete. Moving forward, outstanding actions will be escalated to the Director.

There is a compliance risk associated with this item caused by potential non-completion of agreed management actions, leading to non-compliance with industry standards and best practice, legal requirements and compliance guidelines.

The risk rating is considered medium (9) which is determined by a likelihood of possible (3) and a consequence of moderate (3).

This risk will be reduced through regular communication with responsible and accountable officers and escalation of outstanding actions to the Director.

OPTIONS

- Option 1 – Adopt officer’s recommendation
- Option 2 – Amend officer’s recommendation
- Option 3 – Do not adopt officer’s recommendation

CONCLUSION

It is recommended the ARC Committee receive and acknowledge the progress update on the management actions outlined in the Internal Audit Log. By monitoring these actions through reporting, the ARC Committee contributes to improving organisational accountability and transparency.

ATTACHMENTS

1. CONFIDENTIAL REDACTED - 20240229 Audit Log Final [**11.4.1** - 40 pages]

11.5	Strategic Internal Audit Plan - 2023-24 Review 1 - Audit Log
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Author: Audit, Risk & Insurance Advisor
Authorising Officer: Manager Governance
Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

ARC202324/015 COMMITTEE DECISION	
MOVED: Cr Lorraine Butson	SECONDED: Cr Tim Turner
<p>That the Audit, Risk and Compliance Committee receive and note the 2023-24 Financial Year Internal Audit Report of the Internal Audit Log, as per Attachment 1.</p> <p style="text-align: right;"><i>CARRIED BY SIMPLE MAJORITY (3/0)</i></p> <p><i>For: Cr Camilo Blanco, Cr Lorraine Butson and Cr Tim Turner</i> <i>Against: Nil</i></p>	

PURPOSE

This report is to inform the Audit, Risk, and Compliance Committee (ARC Committee) about the findings of the 2023-24 Financial Year Internal Audit Report regarding the Internal Audit Log. It is important to note that this Item relates to Item 11.4. It is an independent confirmation that items in the Audit Log and verified by management are complete, ensuring effective risk mitigation.

The agreed-upon management actions will be documented in the Audit Log, and the ARC Committee will receive routine progress updates on the Town's implementation of the recommended measures.

DETAIL

Paxon Group were awarded the contract by the Town to deliver the 3-Year Strategic Internal Audit Plan – FY2023-24 to FY2025-26 on 09 May 2023. Following the engagement, Paxon Group prepared a Strategic Three (3) Year Rolling and Annual Internal Audit Plan (Internal Audit Plan) that was considered and adopted by the ARC Committee on 08 August 2023 (Committee Decision: ARC202324/004).

In accordance with the Internal Audit Plan, Paxon Group were tasked to conduct an internal audit of the Town’s Internal Audit Log. The review's objective was to report

to management and the ARC Committee assessing whether risks previously raised by assurance providers have been appropriately remediated by management on a timely basis.

Analysis of completed audit items

In total there were 144 actions within the Audit Log at the commencement of this exercise. Management certified that 98 had been completed and 46 were uncompleted. Substantial effort has been made by the Town to remediate and provide evidence for 96 of the 98 completed actions. Based upon the work performed by Paxon Group to review this evidence, all 96 have been agreed as completed. The other two actions did not require any action as per the management action plan within the original report as they were documented as completed when initially reported to the Committee (IAP0091 and IAP0092).

Analysis of open (non-completed) audit items

Risk Rating	In Progress	Overdue (as of 31/12/2023)	Total
High	1	17	18
Medium	2	12	14
Low	0	2	2
Improvement	0	3	3
No Rating	8	1	9
Total	11	35	46

Findings

It was noted that the actions arising from the Office of the Audit General’s management letters for the financial statement and IT audits are not included within the Audit Log. Paxon recommends that actions required arising from the findings of all assurance providers should be included within the Internal Audit Log and reported to Committee, if not included within an alternative reporting mechanism.

Management has agreed to incorporate external audit items into the Audit Log going forward. These updates will be reflected in the software and communicated to the ARC Committee in forthcoming reports.

LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 ‘Significant Decision Making’, this matter is considered to be of medium significance, due to likely consequences arising from non-compliance, potential to impact the Town’s ability to deliver services, impact the Town’s reputation

and general interest by the community in the compliance capability of the business operations of the Town.

CONSULTATION

Internal

- Management Action Owners

External Agencies

- Paxon Group

Community

- Nil

LEGISLATION AND POLICY CONSIDERATIONS

- *Local Government (Audit) Regulations 1996*

FINANCE AND RESOURCE IMPLICATIONS

- The budgeted cost of the Audit Log review payable to Paxon Group was \$21,560 inclusive of GST.

STRATEGIC SUSTAINABILITY IMPLICATIONS

The following section of the Town's Strategic Community Plan 2018-2028 is applicable in the consideration of this item:

Our Leadership:

4.2.3 Transparent and regular governance reporting and communication to the community is undertaken.

There are no significant identifiable environmental, social or economic impacts relating to this item

Access and Inclusion

The following outcome of the Town's Access and Inclusion Plan 2023-2026 apply in relation to this item:

Nil.

Corporate Business Plan

The following action of the Town's Corporate Business Plan 2018-2022 apply in relation to this item:

Our Corporate Services:

Audit and Risk Management - Committed to organisation wide risk management principles, systems and processes that ensure consistent, efficient and effective assessment of risk in all planning, decision making and operational processes

RISK MANAGEMENT CONSIDERATIONS

Risk Type	Operational
Risk Category	Service Interruption
Cause	<ul style="list-style-type: none"> • Lack of resources • Inadequate prioritisation • Resistance to change
Effect	<ul style="list-style-type: none"> • Service interruption • Reputational damage
Risk Treatment	<ul style="list-style-type: none"> • Annual audit of the internal audit log • Routine updates required by responsible officers and escalation to Executive Team
<p>Failure by officers to complete actions within the audit log may lead to service interruptions, security vulnerabilities, and operational inefficiencies, risking reputational damage to the organisation, data breaches, and legal consequences.</p> <p>The risk rating is considered to be High (12) which is determined by a likelihood of Likely (4) and a consequence of Moderate (3).</p> <p>This risk will be mitigated by the annual audit of the internal audit log and maintaining the requirement for responsible officers to provide regular updates on the status of their management actions. Moving forward, overdue actions will be escalated to the Executive Team for attention.</p>	

OPTIONS

- Option 1 – Adopt officer’s recommendation
- Option 2 – Amend officer’s recommendation
- Option 3 – Do not adopt officer’s recommendation

CONCLUSION

This report presents the ARC Committee with an overview of the review of the Internal Audit Log, and how the Town’s administration will be addressing all relevant findings for improvement.

ATTACHMENTS

1. 20220227 TPH Audit Log Report [**11.5.1** - 2 pages]
2. CONFIDENTIAL REDACTED - Appendix 1 Audit Log Report [**11.5.2** - 12 pages]

11.6 2023-24 Quarter 2 Procurement Report on Panels Usage

Author: Senior Procurement & Contracting Advisor
Authorising Officer: Manager Governance
Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

ARC202324/016 COMMITTEE DECISION

MOVED: Cr Lorraine Butson **SECONDED: Cr Tim Turner**

That the Audit, Risk and Compliance Committee note 'Nil' identified non-compliance with Policy 2/2022 Panels of Pre-Qualified Suppliers for Quarter 2 Financial Year 2023-2024.

CARRIED BY SIMPLE MAJORITY (3/0)

For: Cr Camilo Blanco, Cr Lorraine Butson and Cr Tim Turner
Against: Nil

PURPOSE

As part of the Panels of Pre-Qualified Suppliers Policy 2/022, Section 3 Compliance and Reporting the Town shall report to the Town's Audit, Risk and Compliance Committee any identified non-compliance with the Policy.

DETAIL

In accordance with Regulation 24AC of the Local Government (Functions and General) Regulations 1996, the Town has established the following Panels of Pre-Qualified Suppliers:

Sr. No	Panel Number	Panel Details	No. of suppliers on the Panel	No. of Works undertaken through Panel engagement
1	RFT2324-05	Pre-Qualified Panel for Tradespeople	11	11
2	RFT 2021-02	Panel of Engineering Consultants	28	07
3	RFT 2021-04	Waste Management Consulting Panel	04	-
5	RFT 2122-08	Project Management Consultants Panel	05	04

6	RFT 2122-12	Panel for Concrete Placement Program	05	02
7	RFT 2122-17	Panel for Supply of Plant Equipment and Operators for Infrastructure Works	10	14
8	RFT 2122-25	Panel for Report Writing, Investigation and Response Consulting	03	-

As per section 2.2 of Policy 2/022 Panels of Pre-Qualified Suppliers, the Town exercises one of the following options for the distribution of work:

- a) The Town will obtain quotations from each pre-qualified supplier on the panel with respect to all purchases.

Or

- b) The Town will purchase goods and services exclusively from any prequalified supplier appointed to that panel.

The quotes obtained are authorised in accordance with the Town’s Delegation Register. In every instance, a contract for an item of work with a prequalified supplier is not to exceed 12 months or include any options to renew or extend.

During this period, Procurement identified the list of projects awarded to Pre-Qualified Panel Suppliers on Vendor Panel and TechOne from 01 October 2023 to 31 December 2023. However, it is essential to acknowledge that the data, though diligently obtained, has been produced through a manual process. Work is ongoing with the ERP team to improve reporting.

Based on the available data, the Procurement Team reports no instances of non-compliance with the Panels Policy, indicating a satisfactory level of adherence.

LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 ‘Significant Decision Making’, this matter is of medium significance, due to consequences arising from non-compliance, potential to impact the Town’s ability to deliver services, impact the Town’s reputation and general interest by the community in the compliance capability of the business operations of the Town of Port Hedland.

CONSULTATION*Internal*

- Senior Procurement and Contracting Advisor
- ARC Committee

External Agencies

- Nil

Community

- Nil

LEGISLATION AND POLICY CONSIDERATIONS

- Policy 2/022 - Panels of Pre-Qualified Suppliers.
- Policy 2/007 - Procurement Policy
- Regulation 24AC of the Local Government (Functions and General) Regulations 1996

FINANCE AND RESOURCE IMPLICATIONS

- Nil

STRATEGIC SUSTAINABILITY IMPLICATIONS

The following section of the Town's Strategic Community Plan 2022-2032 is applicable in the consideration of this item:

4.2.3 Transparent and regular governance reporting and communication to the community is undertaken

There are no significant identifiable environmental, social, or economic impacts relating to this item.

Our Leadership:

4.2.3 Transparent and regular governance reporting and communication to the community is undertaken.

There are no significant identifiable environmental, social or economic impacts relating to this item

Access and Inclusion

The following outcome/outcomes of the Town’s Access and Inclusion Plan 2023-2026 apply in relation to this item:

Nil.

Corporate Business Plan

The following action/actions of the Town’s Corporate Business Plan 2018-2022 apply in relation to this item:

Our Corporate Services:

Governance and Procurement - Provide high standards of governance and leadership

RISK MANAGEMENT CONSIDERATIONS

Risk Type	Operational
Risk Category	Compliance
Cause	Changes in regulations or laws that are not promptly identified or addressed.
Effect	Minor
Risk Treatment	Implement controls and measures to ensure we comply with written laws and regulations.
The risk rating is considered to be Medium (6) which is determined by a likelihood of Possible (3) and a consequence of Minor (2).	

OPTIONS

- Option 1 – Adopt officer’s recommendation
- Option 2 – Amend officer’s recommendation
- Option 3 – Do not adopt officer’s recommendation

CONCLUSION

In accordance with the Panels of Pre-Qualified Suppliers Policy 2/022, Section 3, Compliance and Reporting, this report presents the Audit, Risk and Compliance Committee with an overview of the Procurement findings for non-compliance with the Panels Policy for the quarter 01 October 2023 to 31 December 2023.

ATTACHMENTS

1. CONFIDENTIAL REDACTED - FINAL Panel Purchase Orders Q 2 Reporting [11.6.1 - 2 pages]

Audit, Risk & Compliance Committee Meeting Minutes

12 March 2024

12 Motions of Which Previous Notice have been given

Nil.

13 New Business of an Urgent Nature (Late Items)

Nil.

14 Matters for Which Meeting May be Closed (Confidential Matters)

ARC202324/017 COMMITTEE DECISION

MOVED: Cr Lorraine Butson

SECONDED: Cr Tim Turner

That the Audit, Risk and Compliance Committee close the meeting to members of the public as prescribed in section 5.23(2) of the Local Government Act 1995, to consider item 14.1.

CARRIED BY SIMPLE MAJORITY (3/0)

For: Cr Camilo Blanco, Cr Lorraine Butson and Cr Tim Turner

Against: Nil

The Presiding Member declared the meeting closed to the public at 5:58pm.

14.1	Town Debtors
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ARC202324/018 COMMITTEE DECISION

MOVED: Cr Lorraine Butson

SECONDED: Cr Tim Turner

That the Audit, Risk and Compliance Committee recommends that Council:

- 1. Receives the report on Town Debt**
- 2. Writes off the debt owed by the Port Hedland Yacht Club**
- 3. Writes off the debt owed by the South Hedland Bowling and Tennis Club**
- 4. Rescinds Policy 2/005 Debt Management and adopts the proposed Financial Hardship Policy as attached to this report; and**
- 5. Adopts the Financial Hardship Policy, as per Attachment 5**

CARRIED BY SIMPLE MAJORITY (3/0)

For: Cr Camilo Blanco, Cr Lorraine Butson and Cr Tim Turner

Against: Nil

ARC202324/019 COMMITTEE DECISION

MOVED: Cr Lorraine Butson

SECONDED: Cr Tim Turner

That the Audit, Risk and Compliance Committee open the meeting to the members of the public.

CARRIED BY SIMPLE MAJORITY (3/0)

For: Cr Camilo Blanco, Cr Lorraine Butson and Cr Tim Turner

Against: Nil

The Presiding Member declared the meeting open to the public at 6:02pm.

15 Closure

15.1 Date of Next Meeting

The next Audit, Risk and Compliance Committee Meeting will be held on Tuesday 14 May 2024 commencing at 5:30pm.

15.2 Closure

There being no further business, the Presiding Member declared the meeting closed at 6:04pm.

TERMS OF REFERENCE

1. Purpose of the Terms of Reference

The purpose of the terms of reference is to facilitate the operation of the Audit, Risk and Compliance Committee.

2. Introduction

The Audit, Risk and Compliance Committee has been established in accordance with Part 7 of the *Local Government Act 1995*.

The Audit, Risk and Compliance Committee is an advisory committee formally appointed by the Council and is to provide guidance and assistance to Council on matters relevant to its terms of reference. The Audit, Risk and Compliance Committee does not have executive powers or authority to implement actions in areas over which management has responsibility and does not have any financial responsibility. The Audit, Risk and Compliance Committee does not have any management functions and is therefore independent of management.

The Audit, Risk and Compliance Committee will primarily focus on relevant matters relating to Audit (internal and external), Risk and Compliance.

The Audit, Risk and Compliance Committee objective is to assist the Town of Port Hedland Council in liaising with the auditors and overseeing the external audit function and promoting the transparency and accountability of the Town's financial management systems and reporting. The role of the Audit, Risk and Compliance Committee is to report to the Council and provide appropriate advice and recommendations on matters relevant to its terms of reference in order to facilitate decision making by the Council in relation to the discharge of its responsibilities.

3. Objectives

The objectives of the Audit, Risk and Compliance Committee are to oversee:

- 3.1 The integrity of internal and external financial reporting, including accounting policies.
- 3.2 The scope of work, objectivity, performance and independence of the external auditor.
- 3.3 The establishment, effectiveness and maintenance of controls and systems to safeguard the Town's financial and physical resources.

- 3.4 The systems or procedures that are designed to ensure that the Town and its subsidiaries comply with relevant statutory and regulatory requirements.
- 3.5 The process for recognising risks arising from the Town's operations and strategies and consider the adequacy of measures taken to manage those risks.
- 3.6 The process and systems which protect the Council against fraud and irregularities.
- 3.7 Compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance.
- 3.8 Provide guidance and assistance to Council as to the carrying out the functions of the local government in relation to audits.

The Audit, Risk and Compliance Committee must also add to the credibility of Council by promoting ethical standards through its work.

4. Authority

The Audit, Risk and Compliance Committee has the authority to:

- 4.1 Review and suggest improvements to the internal and external auditor's annual audit plans and the outcomes/results of all audits undertaken.
- 4.2 Monitor and advise the Chief Executive Officer in reviews conducted under regulation 17(1) of the *Local Government (Audit) Regulations 1996* and regulation 5(2)(c) of *the Local Government (Financial Management) Regulations 1996*.
- 4.3 Formally meet with the Town's appointed external auditor as necessary.
- 4.4 Seek resolution on any disagreements between management and the external auditors on financial reporting.
- 4.5 Advise Council on any or all of the above as deemed necessary.

5. Composition of Committee Members

- 5.1 The Audit, Risk and Compliance Committee will comprise of three Elected Members.
- 5.2 The Council will appoint Audit, Risk and Compliance Committee members.
- 5.3 The Presiding Member and Deputy Presiding Member will be appointed by the Audit, Risk and Compliance Committee Members after an Election.

- 5.4 The members, taken collectively, will have a broad range of skills and experience in accounting or related financial management, with an understanding of accounting and auditing standards in a public sector environment.
- 5.5 Members may seek advice from an external independent advisor. The independent advisor will have a Certified Practising Accountant (CPA), Chartered Accountancy (CA) qualification or relevant discipline or experience in a similar position. The independent advisor must be able to demonstrate expertise and knowledge in at least one of the disciplines of financial risk management, corporate governance, risk management or auditing. The independent advisor will also have demonstrated understanding and/or experience in:
- Accounting Standards (AASB)
 - Tax Legislation
 - *Local Government Act 1995*
 - *Local Government* experience and/or Band 1 Council
- 5.6 As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not).
- 5.7 Audit, Risk and Compliance Committee members are required by the Local Government Act and Code of Conduct in observing the requirements of declaring any proximity, financial or impartiality interests that relate to any matter to be considered at each meeting.
- 5.8 New members will receive relevant information and briefings on their appointment to assist them to meet their committee responsibilities.
- 5.9 The Chief Executive Officer and employees are not members of the Committee.

6. Meetings

- 6.1 Meetings may be called by the Presiding Member of the Audit, Risk and Compliance Committee, or at the request of the Mayor or Chief Executive Officer.
- 6.2 The Audit, Risk and Compliance Committee meetings are generally open to the public unless the Presiding Member or Chief Executive Officer deem it necessary to proceed behind closed doors pursuant to Section 5.23 of the *Local Government Act 1995*.
- 6.3 All Elected Members are invited to attend each Audit, Risk and Compliance Committee meeting, but will not be eligible to vote on any items presented at the meeting.

- 6.4 All Audit, Risk and Compliance Committee members are expected to attend each meeting in person.
- 6.5 The Chief Executive Officer will facilitate the meetings of the Audit, Risk and Compliance Committee and invite members of management, internal and external auditors or others to attend meetings as observers and to provide pertinent information, as necessary.
- 6.6 The Audit, Risk and Compliance Committee will develop a forward meeting schedule that includes the dates, location, and proposed work plan for each meeting for the forthcoming year, that cover all the responsibilities outlined in these terms of reference.
- 6.7 Meeting agendas will be prepared and provided at least 72 hours in advance to members, along with appropriate briefing materials.
- 6.8 Minutes will be taken at each meeting and presented to the subsequent meeting for confirmation.
- 6.9 Pursuant to regulation 13 of the *Local Government (Administration) Regulations 1996*, unconfirmed minutes will be made available for inspection by members of the public, within 5 (five) business days after the meeting.
- 6.10 Voting is in accordance with Section 5.21 of the Act.

7. Responsibilities

The Audit, Risk and Compliance Committee will carry out the following responsibilities:

7.1 Risk Management

- 7.1.1 Review and suggest improvements to whether management has in place a current and comprehensive enterprise risk management framework and associated procedures for effective identification and management of the Town's business and financial risks, including fraud.
- 7.1.2 Determine whether a sound and effective approach has been followed in managing the Town's major risks including those associated with individual projects, program implementation, and activities.
- 7.1.3 Assess the impact of the Town's enterprise risk management framework on its control environment and insurance arrangements.
- 7.1.4 Review and suggest improvements to the process of developing and implementing the Town's fraud control arrangements and satisfy itself the

Audit, Risk & Compliance Committee Meeting Minutes

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Town has appropriate processes and systems in place to detect, capture and effectively respond to fraud-related information.

- 7.1.5 Determine whether the Town has a sound and effective approach for business continuity planning arrangements, including whether business continuity and disaster recovery plans have been periodically reviewed and tested.

7.2 Internal Control and Internal Audit

- 7.2.1 Ensure adequate systems of internal control are in place to mitigate key business risks and promote the effectiveness and efficiency of operations.
- 7.2.2 Approve, review and suggest improvements to the Internal Audit Plan and ensure the Internal Audit function is operating effectively, independently and in accordance with the Institute of Internal Auditor's International Standards for the Professional Practice of Internal Auditing.
- 7.2.3 Receive and review all audit reports and provide advice to the Council on significant issues identified in audit reports and action to be taken on issues raised, including identification and dissemination of good practice.
- 7.2.4 Monitor management's implementation of internal audit recommendations, processes and practices to ensure that the independence of the audit function is maintained.
- 7.2.5 Oversee the coordination of planned activities between the 4 lines of defence, which outlines the ownership, accountabilities, resources, and governance of risk management activities within the Town.

7.3 Financial Report

- 7.3.1 Review and suggest improvements to significant accounting and reporting issues, including complex or unusual transactions and highly judgmental areas, and recent accounting, professional and regulatory pronouncements and legislative changes, and understand their effect on the financial report.
- 7.3.2 Review with management and the external auditors the results of the audit, including any difficulties encountered, and suggest improvements if required.
- 7.3.3 Review and suggest improvements to the process for the consolidation of financial information of the Town related entities into the financial reports of the Town.
- 7.3.4 Review with management and the external auditors all matters required to be communicated to the Audit, Risk and Compliance Committee under the Australian Auditing Standards, and suggest improvements if required.

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- 7.3.5 Review and suggest improvements (subject to legislation) to the draft Annual Financial Statements (subject to legislation) and recommend the adoption of the Annual Financial Statements to Council.

7.4 Compliance

- 7.4.1 Review and suggest improvements to the systems and processes to monitor effectiveness of the system for monitoring compliance with legislation and regulations and the results of management's investigation and follow-up (including disciplinary action) of any instances of non-compliance.
- 7.4.2 Keep informed of the findings of any examinations by regulatory agencies and any auditor (internal or external) observations and monitor management's response to these findings.
- 7.4.3 Obtain regular updates from management about compliance matters.
- 7.4.4 Review and suggest improvements to the annual Compliance Audit Return and report to the Council the results of the review.

7.5 External Audit

- 7.5.1 Meet with the Office of the Auditor General to discuss the audit plan (audit entrance meeting) and the results of the financial audit (audit exit meeting)
- 7.5.2 Consider the findings and recommendations of relevant Performance Audits undertaken by the external auditor and ensure the Town implements relevant recommendations.
- 7.5.3 Provide an opportunity for the Audit, Risk and Compliance Committee to meet with the external auditors to discuss any matters that the Audit, Risk and Compliance Committee or the external auditors believe should be discussed privately.
- 7.5.4 Annually review and suggest improvements to the performance of external audit including the level of satisfaction with external audit function.
- 7.5.5 Monitor management's implementation of external audit recommendations.
- 7.5.6 Monitor the relationship between internal auditors and the Office of the Auditor General.

7.6 Reporting Responsibilities

- 7.6.1 Report regularly to the Council Audit, Risk and Compliance Committee activities, issues, and related recommendations through circulation of minutes.

- 7.6.2 Monitor that open communication between the internal auditor, the external auditors, and the Town's management occurs.

8 Other Responsibilities

- 8.1 Perform other activities related to these terms of reference as requested by the Council.
- 8.2 Request that the Chief Executive Officer perform a review after an Election, suggest improvements to and assess the adequacy of the Audit, Risk and Compliance Committee terms of reference, request Council approval for proposed changes, and ensure appropriate disclosure as might be required by legislation or regulation.

9 Version Control

- V1. Adopted by Council at its Ordinary Meeting held 16 November 2011.
- V2. *Amended by Council at its Ordinary Meeting held 23 October 2013.*
- V3. *Amended by Council at its Ordinary Meeting held on 11 December 2013.*
- V4. *Amended by Council at its Ordinary Meeting held on 27 May 2015.*
- V5. *Amended by Council at its Ordinary Meeting held on 28 October 2015.*
- V6. *Amended by Council at its Ordinary Meeting held on 22 June 2016.*
- V7. *Amended by Council at its Ordinary Meeting held on 24 May 2017.*
- V8. *Re-Adopted by Council at its Ordinary Meeting held on 1 November 2017.*
- V9. *Re-Adopted by Council at its Ordinary Meeting held on 19 December 2019.*
- V10. *Amended by Council at its Ordinary Meeting held on 23 September 2020.*
- V11. *Re-Adopted by Council at its Ordinary Meeting held on 7 September 2022.*

**Confidential Audit, Risk & Compliance Committee Meeting Agenda -
12 March 2024 Attachments**

14.1 Town Debtors.....2

14.1.5 Financial Hardship Policy DRAFT.....2

**Proposed Financial Hardship Policy****Objective**

The objective of this policy is recognise there are unforeseen cases of genuine financial hardship where payment of outstanding rates would cause the ratepayer further distress. The policy outlines the scope and criteria for determining applications for rating relief.

This policy applies to Owner/Occupier residential and small business owner ratepayers. However, the Town encourages any ratepayer experiencing payment difficulty to make contact with the Town.

Content**Qualifying Criteria**

Subject to qualifying criteria, eligible residential and small business ratepayers experiencing Financial Hardship will be provided assistance where:

- a) In the opinion of the Chief Executive Officer, upon recommendation by the Approving Officer, the ratepayer is experiencing genuine financial hardship;
- b) The ratepayer's circumstances can be substantiated if requested;
- c) The ratepayer is not bankrupt or subject to a bankruptcy petition;
- d) No revenue is being derived from the residential property;
- e) The non-residential property is the principal place of business of the ratepayer;
- f) The applicant must be the owner or co-owner of the property and liable for payment of rates and charges

Assistance

When ratepayers are determined to be in Financial Hardship the Town will:

- a) Cease any penalty interest; **excluding the late payment interest applicable to the Emergency Services Levy*
- b) Temporarily pause payment of your rates, fees and charges;
- c) Establish an alternative payment arrangement plan.

The maximum time for a concession on future interest charges is two years. The maximum time for a pause on payment is 6 months.

Supporting Documentation

Third party documentation may be requested to assist in determining applications for Financial Hardship.

Ratepayer Obligations



Ratepayers are obliged to inform the Town of any changes in their circumstances that would no longer warrant consideration of Financial Hardship.

Residential ratepayers are encouraged to make application for State concessions which may provide them with further financial benefit.

Small business ratepayers are encouraged to make application for Federal and State Government funding which may provide them with further financial benefits.

Ratepayers are required to use available Payment Options.

Duration

A temporary suspension from the payment of rates and subsequent establishment of alternative payment arrangements, shall aim to clear overdue rates, fees and charges, and restore regularity of payments within 2 years.

It is acknowledged that experiencing unfortunate events may not be a one-off lifetime event and that some ratepayers may need to make application for Financial Hardship more than once.

Debt recovery

We will suspend our debt recovery processes whilst negotiating a suitable payment arrangement with a debtor. Where a debtor is unable to make payments in accordance with the agreed payment plan and the debtor advises us and makes an alternative plan before defaulting, the Town will continue to suspend debt recovery processes.

Where a ratepayer has not reasonably adhered to the agreed payment plan, one further opportunity of adhering to a payment plan that will clear the total debt within the allowed timeframe is possible.

Review position and date

We will establish a mechanism for review of decisions made under this policy and advise the applicant of their right to seek review and the procedure to be followed.

Communication and Confidentiality

We will maintain confidential communications at all times and we undertake to communicate with a nominated support person or other third party at your request. We will advise ratepayers of this policy and its application, when communicating in any format (i.e. verbal or written) with a ratepayer that has an outstanding rates or service charge debt.

We recognise that applicants requesting financial hardship consideration are experiencing additional stressors, and may have complex needs. We will provide

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additional time to respond to communication and will communicate in alternative formats where appropriate. We will ensure all communication with applicants is clear and respectful.

Definitions

<i>Financial Hardship</i>	When a Ratepayer is willing but unable to pay their rates because of unforeseen and unexpected events that impacts substantially upon short term cash flow, for example: <ul style="list-style-type: none"> • Changes in employment status (such as losing a job or having hours significantly reduced). • Significant life events such as serious illness, a relationship breakdown or death in the family. • Significant loss of revenue. • Emergency event or natural disaster.
<i>State Concessions</i>	Meeting eligibility criteria for approved Pensioner or State Concession Card, Commonwealth Seniors Health Card with a WA Seniors Card.
<i>Payment Arrangement</i>	A payment plan (Also known as a Direct debit agreement) is an agreement between the Town and the rate payer, to receive a certain amount of money in regular instalments over an agreed timeframe.
<i>Payment Options</i>	Centrepay, BPAY, BPoint, direct debit, telephone, mail or POST Bill pay.

Relevant legislation	<i>Local Government Act 1995</i> Part 6, Division 4, Clause 6.13 – Interest on money owing to local governments Part 6, Division 6, Subdivision 4, Clause 6.45 – Options for payment of rates and service charges Part 6, Division 6, Subdivision 4, Clause 6.51 - Accrual of interest on overdue rates or service charges
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	Part 6, Division 6, Subdivision 5, Clause 6.56 - Rates or service charges recoverable in court Part 6, Division 6, Subdivision 5, Clause 6.60 - Local government may require lessee to pay rent Part 6, Division 6, Subdivision 6, Clause 6.64 - Actions to be taken <i>Rates and Charges (Rebates and Deferments) Act 1992</i> <i>Debt Collectors Licencing Act 1964</i>
Delegated authority	Chief Executive Officer
Business unit	Financial Services
Directorate (choose one)	Corporate Services

Governance to complete this section			
Version Control	Version No.	Resolution No.	Adoption date
Review frequency	Choose an item.		

Document Control Statement – The electronic reference copy of this Policy is maintained by the Governance Team. Any printed copy may not be up to date and you are advised to check the electronic copy at <http://www.porthedland.wa.gov.au/documents/public-documents/policies> to ensure that you have the current version. Alternatively, you may contact the Governance Team.

**Audit, Risk & Compliance Committee Meeting Agenda - 12 March
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AUDIT, RISK AND COMPLIANCE COMMITTEE
TERMS OF REFERENCE

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AUDIT, RISK & COMPLIANCE COMMITTEE TERMS OF REFERENCE

VERSION 12

1. Purpose of the Terms of Reference

The purpose of this document is to define the Terms of Reference (TOR) for the Audit, Risk and Compliance Committee (the “ARC Committee” or “Committee”).

These TOR describe the Committee's purpose, authority, membership, functions, reporting requirements and responsibilities.

2. Establishment and Appointment

The ARC Committee is a formally appointed committee of the Council for the Town of Port Hedland (the “Town”) pursuant to section 7.1A of the *Local Government Act 1995* (“the Act”).

3. Role

The ARC Committee is to provide guidance and assistance to Council concerning matters within its Terms of Reference. It assumes a key role in assisting the Town of Port Hedland (the “Town”) in fulfilling its governance and oversight obligations related to financial reporting, internal controls, risk management systems, legislative compliance, ethical accountability, and internal and external audit functions.

4. Objectives

The primary objective of the ARC Committee is to assume responsibility for the annual external audit and establish effective communication with the Town’s external auditor. This ensures that Council can be satisfied with the performance of the local government in managing its financial affairs.

Further objectives of the Audit, Risk and Compliance Committee are to oversee:

- 4.1 The scope of work, objectivity, performance and independence of the external auditor.
- 4.2 The integrity of internal and external financial reporting, including accounting policies.
- 4.3 The establishment, effectiveness and maintenance of controls and systems to safeguard the Town’s financial and physical resources.
- 4.4 The systems or procedures that are designed to ensure that the Town comply with relevant statutory and regulatory requirements.
- 4.5 The process and systems which protect the Council against risk, fraud and irregularities.
- 4.6 Compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance.
- 4.7 Provide guidance and assistance to Council as to the carrying out the functions of the local government in relation to audits.

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5. Authority and Independence

The ARC Committee does not have executive powers or authority to implement actions in areas over which the administration (management) has responsibility. Furthermore, the ARC Committee does not have any delegated financial responsibility. This ensures that the Committee is able to fulfill its function as an impartial advisory body separate from the Town's management, thereby ensuring objective assessments and guidance.

Under the Town's Register of Delegated Authority – Statutory, the ARC Committee:

- 5.1 Has the authority to meet with the Town's Auditor at least once every year on behalf of the Council [s.7.12A(2) of the Act].
- 5.2 Has the authority to:
 - i. Examine an audit report received by the local government.
 - ii. determine if any matters raised by the audit report, require action to be taken by the local government; and
 - iii. Ensure that appropriate action is taken in respect of those matters.
- 5.3 Has the authority to review and endorse the Town's report on any actions taken in response to an Auditor's report, prior to it being forwarded to the Minister [s.7.12A(4) of the Act].

6. Membership

Composition

- 6.1 The ARC Committee will comprise of a minimum of three and a maximum of five Elected Members, with one member being an independently appointed member, where possible. All members shall have full voting rights and will be appointed by an absolute majority vote of the Council [s5.10(1)(a) of the Act].
- 6.2 Council may appoint by an absolute majority up to three (3) Councillors to be Deputy Members of the Committee. Any Deputy Member may perform the functions of any Committee Member when the Member is unable to do so by reason of illness, absence or other cause. A Deputy of a Member of a Committee, while acting as a Member, has all the functions of and all the protection given to a member [s.5.11A(2)(a),(3) and (4) of the Act].
- 6.3 Deputy Members do not operate as substitutes for individual members. In situations where more than one Deputy Member is in attendance at a Committee meeting, the Committee will conduct a vote to designate which Deputy Member is authorised to perform the duties of the absent member.

Term

- 6.4 In compliance with section 5.11 of the Act, all members will be appointed by Council, and will remain a member until:

Audit, Risk & Compliance Committee Meeting Agenda

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AUDIT, RISK & COMPLIANCE COMMITTEE TERMS OF REFERENCE

VERSION 12

- a) the term of the person’s appointment as a committee member expires; or
- b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant; or
- c) the committee is disbanded; or
- d) the next ordinary elections day

Appointment

6.5 The Presiding Member and Deputy Presiding Member will be appointed by the ARC Committee Members at the Committee’s first meeting following an Election.

Skills and Experience

6.6 Collectively, the group of Committee members possess a diverse set of skills and expertise encompassing risk management, assurance, business acumen and background in related fields.

6.7 Members may seek advice from an external independent advisor. The independent advisor must be able to demonstrate expertise and knowledge in at least one of the disciplines of financial risk management, corporate governance, risk management or auditing. The independent advisor will also have demonstrated understanding and/or experience in:

- Accounting Standards (AASB)
- *Local Government Act 1995*
- Local Government experience and/or Band 1 Council

6.8 New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

Declaration of an Interest

6.9 ARC Committee members are required by the Act and Code of Conduct in observing the requirements of declaring any proximity, financial or impartiality interests that relate to any matter to be considered at each meeting.

Resignation from the Committee

6.10 In accordance with Part 2, Regulation 4 of the *Local Government (Administration) Regulations 1996*, A Committee member may resign from membership of the Committee by giving the CEO or the Committee’s presiding member written notice of the resignation. It is recommended that ARC Committee members provide a notice period of three (3) months.

Management excluded from membership

6.11 The Chief Executive Officer and Employees are not members of the Committee (Section 7.1A(3)&(4) of the Act).

Audit, Risk & Compliance Committee Meeting Agenda

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AUDIT, RISK & COMPLIANCE COMMITTEE TERMS OF REFERENCE

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Management attendance

- 6.12 The following individuals from the Town's administration will be present at ARC Committee Meetings to offer advice, guidance, and undertake the responsibility of recording minutes:
- Chief Executive Officer
 - Director Corporate Services
 - Manager Governance
 - Manager Financial Services
 - Senior Audit, Risk and Insurance Advisor
 - Audit, Risk and Insurance Support Officer

7. Meetings

- 7.1 The Committee shall meet at least quarterly.
- 7.2 The Presiding Member of the Committee has the authority to convene extra meetings, or such meetings may be convened upon the request of the Chief Executive Officer.
- 7.3 The Committee meetings are generally open to the public unless the Presiding Member or Chief Executive Officer deem it necessary to proceed behind closed doors pursuant to Section 5.23 of the Act.
- 7.4 All Elected Members are invited to attend each Audit, Risk and Compliance Committee meeting, but will not be eligible to vote on any items presented at the meeting.
- 7.5 Meeting attendance is subject to Electronic Meetings and Electronic Attendance Policy 4/011.
- 7.6 As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not).
- 7.7 The Chief Executive Officer will facilitate the meetings of the Committee and invite members of management, internal and external auditors or others to attend meetings as observers and to provide pertinent information, as necessary.
- 7.8 The Committee will develop a forward meeting schedule that includes the dates, location, and proposed work plan for each meeting for the forthcoming year, which covers the responsibilities outlined in this terms of reference.
- 7.9 Meeting agendas will be prepared and provided at least 72 hours in advance to members, along with appropriate briefing materials.
- 7.10 Minutes will be taken at each meeting and presented to the subsequent meeting for confirmation.
- 7.11 Pursuant to Regulation 13 of the *Local Government (Administration) Regulations 1996*, the unconfirmed minutes of the Committee meeting will be published within 7 days after the meeting is held.
- 7.12 Voting is in accordance with Section 5.21 of the Act.

Audit, Risk & Compliance Committee Meeting Agenda

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8. Responsibilities

The Committee will fulfill the following responsibilities:

Risk Management

- 8.1 Review and suggest improvements to whether management has in place a current and fit-for-purpose risk management framework and associated procedures for effective identification and management of the Town’s risks, including fraud.
- 8.2 Determine whether a sound and effective approach has been followed in managing the Town’s major risks including those associated with individual projects, program implementation, and activities.
- 8.3 Assess the impact of the Town’s risk management framework on its control environment.
- 8.4 Review and suggest improvements to the process of developing and implementing the Town’s fraud control arrangements and satisfy itself the Town has appropriate processes and systems in place to detect, capture and effectively respond to fraud-related information.
- 8.5 Determine whether the Town has a sound and effective approach for business continuity planning arrangements, including whether business continuity and disaster recovery plans have been periodically reviewed and tested.

Internal Control and Internal Audit

- 8.6 Ensure adequate systems of internal control are in place to mitigate key business risks and promote the effectiveness and efficiency of operations.
- 8.7 Approve, review and suggest improvements to the Internal Audit Plan and ensure the Internal Audit function is operating effectively, independently and in accordance with the Institute of Internal Auditor’s International Standards for the Professional Practice of Internal Auditing.
- 8.8 Receive and review all audit reports and provide advice to the Council on significant issues identified in audit reports and action to be taken on issues raised, including identification and dissemination of good practice.
- 8.9 Monitor management’s implementation of internal audit recommendations, processes and practices to ensure that the independence of the audit function is maintained.
- 8.10 Oversee the coordination of planned activities among the four lines of defence, delineating ownership, accountabilities, resources and governance of risk management activities within the Town.

Financial Reporting

- 8.11 Review and suggest improvements to significant accounting and reporting issues, including complex or unusual transactions and highly judgemental areas, and recent

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12 March 2024

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accounting, professional and regulatory pronouncements and legislative changes, and understand their effect on the financial report.

- 8.12 Review and suggest improvements to the process for the consolidation of financial information of the Town related entities into the financial reports of the Town.
- 8.13 Review with management and the external auditors all matters required to be communicated to the Audit, Risk and Compliance Committee under the Australian Auditing Standards, and suggest improvements if required.
- 8.14 Review and suggest improvements (subject to legislation) to the draft Annual Financial Statements (subject to legislation) and recommend the adoption of the Annual Financial Statements to Council.

Compliance

- 8.15 Review and suggest improvements to the systems and processes to monitor effectiveness of the system for monitoring compliance with legislation and regulations and the results of management’s investigation and follow-up (including disciplinary action) of any instances of non-compliance.
- 8.16 Keep informed of the findings of any examinations by regulatory agencies and any auditor (internal or external) observations and monitor management’s response to these findings.
- 8.17 Obtain regular updates from management about compliance matters.
- 8.18 Review and suggest improvements to the annual Compliance Audit Return and report to the Council the results of the review.

External Audit

- 8.19 Meet with the Office of the Auditor General to discuss the audit plan (audit entrance meeting) and the results of the financial audit (audit exit meeting).
- 8.20 Consider the findings and recommendations of relevant Performance Audits undertaken by the external auditor and ensure the Town implements relevant recommendations.
- 8.21 Provide an opportunity for the ARC Committee to meet with the external auditors to discuss any matters that the Committee or the external auditors believe should be discussed privately.
- 8.22 Annually review and suggest improvements to the performance of external audit including the level of satisfaction with the external audit function.
- 8.23 Monitor management’s implementation of external audit recommendations.

Reporting

- 8.24 Report regularly to the Council ARC Committee activities, issues, and related recommendations through circulation of minutes.

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AUDIT, RISK & COMPLIANCE COMMITTEE TERMS OF REFERENCE

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8.25 Monitor that open communication between the internal auditor, the external auditors, and the Town’s management occurs.

Other Responsibilities

8.26 Perform other activities related to this terms of reference as requested by the Council or through audit recommendations.

8.27 Request that the Chief Executive Officer perform a review after an Election, suggest improvements to and assess the adequacy of the Audit, Risk and Compliance Committee terms of reference, request Council approval for proposed changes, and ensure appropriate disclosure as might be required by legislation or regulation.

9. Definitions

Term	Definition
ARC Committee	The Audit, Risk and Compliance Committee
CEO	The Chief Executive Officer
Committee	The Audit, Risk and Compliance Committee
The Act	The <i>Local Government Act 1995</i>
The Town	The Town of Port Hedland
TOR	The Terms of Reference

10. Version Control

Version	Meeting
V1	<i>Adopted by Council at its Ordinary Meeting held 16 November 2011.</i>
V2	<i>Amended by Council at its Ordinary Meeting held 23 October 2013.</i>
V3	<i>Amended by Council at its Ordinary Meeting held on 11 December 2013.</i>
V4	<i>Amended by Council at its Ordinary Meeting held on 27 May 2015.</i>
V5	<i>Amended by Council at its Ordinary Meeting held on 28 October 2015.</i>
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V8	<i>Re-Adopted by Council at its Ordinary Meeting held on 1 November 2017.</i>
V9	<i>Re-Adopted by Council at its Ordinary Meeting held on 19 December 2019.</i>
V10	<i>Amended by Council at its Ordinary Meeting held on 23 September 2020.</i>
V11	<i>Amended by Council at its Ordinary Meeting held on 7 September 2022.</i>
V12	<i>Amended by Council at its Ordinary Meeting held on 27 March 2024.</i>



TOWN OF PORT HEDLAND
AUDIT, RISK AND COMPLIANCE COMMITTEE
TERMS OF REFERENCE

Audit, Risk & Compliance Committee Meeting Agenda

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AUDIT, RISK & COMPLIANCE COMMITTEE TERMS OF REFERENCE

VERSION 12

1. Purpose of the Terms of Reference

~~The purpose of this document is to define the Terms of Reference (TOR) for the Audit, Risk and Compliance Committee (the “ARC Committee” or “Committee”).~~

~~These TOR describe the Committee's purpose, authority, membership, functions, reporting requirements and responsibilities. The purpose of the terms of reference is to facilitate the operation of the Audit, Risk and Compliance Committee.~~

2. ~~Introduction~~ Establishment and Appointment

~~The ARC Committee is a formally appointed committee of the Council for the Town of Port Hedland (the “Town”) pursuant to section 7.1A of the Local Government Act 1995 (“the Act”). The Audit, Risk and Compliance Committee has been established in accordance with Part 7 of the Local Government Act 1995.~~

3. Role

~~The Audit, Risk and ComplianceARC Committee is an advisory committee formally appointed by the Council and is to provide guidance and assistance to Council on matters relevant to its concerning matters within its terms of reference. Terms of Reference. It assumes a key role in assisting the Town of Port Hedland (the “Town”) in fulfilling its governance and oversight obligations related to financial reporting, internal controls, risk management systems, legislative compliance, ethical accountability, and internal and external audit functions.~~

~~The Audit, Risk and Compliance Committee does not have executive powers or authority to implement actions in areas over which management has responsibility and does not have any financial responsibility. The Audit, Risk and Compliance Committee does not have any management functions and is therefore independent of management.~~

~~The Audit, Risk and Compliance Committee will primarily focus on relevant matters relating to Audit (internal and external), Risk and Compliance.~~

~~The Audit, Risk and Compliance Committee objective is to assist the Town of Port Hedland Council in liaising with the auditors and overseeing the external audit function, and promoting the transparency and accountability of the Town's financial management systems and reporting. The role of the Audit, Risk and Compliance Committee is to report to the Council and provide appropriate advice and recommendations on matters relevant to its terms of reference in order to facilitate decision making by the Council in relation to the discharge of its responsibilities.~~

43. Objectives

~~The primary objective of the ARC Committee is to assume responsibility for the annual external audit and establish effective communication with the Town’s external auditor. This ensures that~~

Audit, Risk & Compliance Committee Meeting Agenda

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AUDIT, RISK & COMPLIANCE COMMITTEE TERMS OF REFERENCE VERSION 12

~~Council can be satisfied with the performance of the local government in managing its financial affairs.~~

~~The Further~~ objectives of the Audit, Risk and Compliance Committee are to oversee:

~~4.1 The scope of work, objectivity, performance and independence of the external auditor.~~

~~34.21~~ The integrity of internal and external financial reporting, including accounting policies.

~~3.2 The scope of work, objectivity, performance and independence of the external auditor.~~

~~43.3~~ The establishment, effectiveness and maintenance of controls and systems to safeguard the Town's financial and physical resources.

~~43.4~~ The systems or procedures that are designed to ensure that the Town ~~and its subsidiaries~~ comply with relevant statutory and regulatory requirements.

~~3.5 The process for recognising risks arising from the Town's operations and strategies, and consider the adequacy of measures taken to manage those risks.~~

~~43.56~~ The process and systems which protect the Council against risk, fraud and irregularities.

~~34.67~~ Compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance.

~~43.78~~ Provide guidance and assistance to Council as to the carrying out the functions of the local government in relation to audits.

~~The Audit, Risk and Compliance Committee must also add to the credibility of Council by promoting ethical standards through its work.~~

54. Authority and Independence

~~The ARC Committee does not have executive powers or authority to implement actions in areas over which the administration (management) has responsibility. Furthermore, the ARC Committee does not have any delegated financial responsibility. This ensures that the Committee is able to fulfill its function as an impartial advisory body separate from the Town's management, thereby ensuring objective assessments and guidance.~~

~~The Audit, Risk and Compliance Committee has the authority to~~Under the Town's Register of Delegated Authority – Statutory, the ARC Committee::

~~5.1~~ Has the authority to meet with the Town's Auditor at least once every year on behalf of the Council [s.7.12A(2) of the Act].

~~54.21~~ Review and suggest improvements to the internal and external auditor's annual audit plans and the outcomes/results of all audits undertaken. Has the authority to:
 i. Examine an audit report received by the local government.

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- ii. determine if any matters raised by the audit report, require action to be taken by the local government; and
- ~~iii.~~ Ensure that appropriate action is taken in respect of those matters.

~~5.3 Has the authority to review and endorse the Town's report on any actions taken in response to an Auditor's report, prior to it being forwarded to the Minister [s.7.12A(4) of the Act], 4.2— Monitor and advise the Chief Executive Officer in reviews conducted under regulation 17(1) of the *Local Government (Audit) Regulations 1996* and regulation 5(2)(e) of the *Local Government (Financial Management) Regulations 1996*.~~

~~4.3— Formally meet with the Town's appointed external auditor as necessary.~~

~~4.4— Seek resolution on any disagreements between management and the external auditors on financial reporting.~~

~~4.5— Advise Council on any or all of the above as deemed necessary.~~

65. Composition of Committee MembersMembership

Composition

~~56.1—~~ The Audit, Risk and Compliance ARC Committee will comprise of ~~three a minimum of three and a maximum of five~~ Elected Members, with one member being an independently appointed member, where possible. All members shall have full voting rights and will be appointed by an absolute majority vote of the Council [s.10(1)(a) of the Act].

~~6.2~~ Council may appoint by an absolute majority up to three (3) Councillors to be Deputy Members of the Committee. Any Deputy Member may perform the functions of any Committee Member when the Member is unable to do so by reason of illness, absence or other cause. A Deputy of a Member of a Committee, while acting as a Member, has all the functions of and all the protection given to a member [s.5.11A(2)(a),(3) and (4) of the Act].

~~6.3~~ Deputy Members do not operate as substitutes for individual members. In situations where more than one Deputy Member is in attendance at a Committee meeting, the Committee will conduct a vote to designate which Deputy Member is authorised to perform the duties of the absent member.

Term

~~65.42~~ In compliance with section 5.11 of the Act, all members will be appointed by Council, and will remain a member until:~~The Council will appoint Audit, Risk and Compliance Committee members.~~

- a) the term of the person's appointment as a committee member expires; or
- b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant; or

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- ~~c) the committee is disbanded; or~~
- ~~a) the next ordinary elections day~~
- ~~d)~~

Appointment

~~6.5.53~~ The Presiding Member and Deputy Presiding Member will be appointed by the Audit, Risk and ComplianceARC Committee Members at the Committee's first meeting following after an Election.

Skills and Experience~~5.4~~

~~6.6~~ Collectively, the group of Committee members possess a diverse set of skills and expertise encompassing risk management, assurance, business acumen and background in related fields. The members, taken collectively, will have a broad range of skills and experience in accounting or related financial management, with an understanding of accounting and auditing standards in a public sector environment.

~~6.5.75~~ Members may seek advice from an external independent advisor. ~~The independent advisor will have a Certified Practicing Accountant (CPA), Chartered Accountancy (CA) qualification or relevant discipline or experience in a similar position.~~ The independent advisor must be able to demonstrate expertise and knowledge in at least one of the disciplines of financial risk management, corporate governance, risk management or auditing. The independent advisor will also have demonstrated understanding and/or experience in:

- Accounting Standards (AASB)
- ~~• Tax Legislation~~
- *Local Government Act 1995*
- ~~• Local Government experience and/or Band 1 Council~~

~~6.8~~ New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

Declaration of an Interest

~~6.9~~ ARC Committee members are required by the Act and Code of Conduct in observing the requirements of declaring any proximity, financial or impartiality interests that relate to any matter to be considered at each meeting.

Resignation from the Committee

~~5.6~~ As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not). ~~6.10~~ In accordance with Part 2, Regulation 4 of the *Local Government (Administration) Regulations 1996*, A Committee member may resign from membership of the Committee

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by giving the CEO or the Committee's presiding member written notice of the resignation. It is recommended that ARC Committee members provide a notice period of three (3) months.

Management excluded from membership5.7 — Audit, Risk and Compliance Committee members are required by the Local Government Act and Code of Conduct in observing the requirements of declaring any proximity, financial or impartiality interests that relate to any matter to be considered at each meeting.

5.8 — New members will receive relevant information and briefings on their appointment to assist them to meet their committee responsibilities.

65.119 —The Chief Executive Officer and Eemployees are not members of the Committee (Section 7.1A(3)&(4) of the Act).-

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Management attendance

6.12 The following individuals from the Town's administration will be present at ARC Committee Meetings to offer advice, guidance, and undertake the responsibility of recording minutes:

- Chief Executive Officer
- Director Corporate Services
- Manager Governance
- Manager Financial Services
- Senior Audit, Risk and Insurance Advisor
- Audit, Risk and Insurance Support Officer

67. _____ Meetings

76.1 The Committee shall meet at least quarterly.

7.2 The Presiding Member of the Committee has the authority to convene extra meetings, or such meetings may be convened upon the request of the Chief Executive Officer. Meetings may be called by the Presiding Member of the Audit, Risk and Compliance Committee, or at the request of the Mayor or Chief Executive Officer.

7.36.2 The Audit, Risk and Compliance Committee meetings are generally open to the public unless the Presiding Member or Chief Executive Officer deem it necessary to proceed behind closed doors pursuant to Section 5.23 of the *Local Government Act 1995-Act*.

7.46.3 All Elected Members are invited to attend each Audit, Risk and Compliance Committee meeting, but will not be eligible to vote on any items presented at the meeting.

7.56.4 Meeting attendance is subject to Electronic Meetings and Electronic Attendance Policy 4/011. All Audit, Risk and Compliance Committee members are expected to attend each meeting in person.

7.6 As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not).

6.57.7 The Chief Executive Officer will facilitate the meetings of the Audit, Risk and Compliance Committee and invite members of management, internal and external auditors or others to attend meetings as observers and to provide pertinent information, as necessary.

7.86.6 The Audit, Risk and Compliance Committee will develop a forward meeting schedule that includes the dates, location, and proposed work plan for each meeting for the forthcoming year, ~~that~~ which covers ~~all~~ the responsibilities outlined in this terms of reference.

7.96.7 Meeting agendas will be prepared and provided at least 72 hours in advance to members, along with appropriate briefing materials.

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~~7.106-8~~ Minutes will be taken at each meeting and presented to the subsequent meeting for confirmation.

~~7.116-9~~ Pursuant to ~~R~~regulation 13 of the *Local Government (Administration) Regulations 1996*, ~~t~~he unconfirmed minutes of the Committee meeting will be published within 7 days after the meeting is held. ~~unconfirmed minutes will be made available for inspection by members of the public, within 5 (five) business days after the meeting.~~

~~7.126-10~~ Voting is in accordance with Section 5.21 of the Act.

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~~87.~~ ~~_____~~ ~~Responsibilities~~

The ~~Audit, Risk and Compliance~~ Committee will ~~carry out~~fulfill the following responsibilities:

~~7.1~~ ~~_____~~ ~~Risk Management~~

~~7.1.1~~~~8.1~~ ~~_____~~ ~~_____~~ Review and suggest improvements to whether management has in place a current and ~~comprehensive fit-for-purpose enterprise~~ risk management framework and associated procedures for effective identification and management of the Town's ~~business and financial~~ risks, including fraud.

~~8.7.1.2~~ ~~_____~~ ~~_____~~ Determine whether a sound and effective approach has been followed in managing the Town's major risks including those associated with individual projects, program implementation, and activities.

~~8.7.1.3~~ ~~_____~~ ~~_____~~ Assess the impact of the Town's ~~enterprise~~ risk management framework on its control environment, ~~and insurance arrangements.~~

~~7.1.4~~~~8.4~~ ~~_____~~ Review and suggest improvements to the process of developing and implementing the Town's fraud control arrangements and satisfy itself the Town has appropriate processes and systems in place to detect, capture and effectively respond to fraud-related information.

~~7.1.5~~~~8.5~~ ~~_____~~ Determine whether the Town has a sound and effective approach for business continuity planning arrangements, including whether business continuity and disaster recovery plans have been periodically reviewed and tested.

~~7.2~~ ~~_____~~ ~~Internal Control and Internal Audit~~

~~7.2.1~~~~8.6~~ ~~_____~~ ~~_____~~ Ensure adequate systems of internal control are in place to mitigate key business risks and promote the effectiveness and efficiency of operations.

~~8.7.2.2~~ ~~_____~~ ~~_____~~ Approve, review and suggest improvements to the Internal Audit Plan and ensure the Internal Audit function is operating effectively, independently and in accordance with the Institute of Internal Auditor's International Standards for the Professional Practice of Internal Auditing.

~~7.2.3~~~~8.8~~ ~~_____~~ ~~_____~~ Receive and review all audit reports and provide advice to the Council on significant issues identified in audit reports and action to be taken on issues raised, including identification and dissemination of good practice.

~~8.9.2.4~~ ~~_____~~ ~~_____~~ Monitor management's implementation of internal audit recommendations, processes and practices to ensure that the independence of the audit function is maintained.

~~7.2.5~~~~8.10~~ ~~_____~~ ~~_____~~ Oversee the coordination of planned activities ~~between among~~ the ~~four~~ lines of defence, ~~which outlines the delineating~~ ownership, accountabilities, resources and governance of risk management activities within the Town.

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Financial Reporting

~~8.11~~ ~~7.3.1~~ — Review and suggest improvements to significant accounting and reporting issues, including complex or unusual transactions and highly judgemental areas, and recent accounting, professional and regulatory pronouncements and legislative changes, and understand their effect on the financial report.

~~7.3.2~~ — ~~Review with management and the external auditors the results of the audit, including any difficulties encountered, and suggest improvements if required.~~

~~7.3.3~~ ~~8.12~~ — Review and suggest improvements to the process for the consolidation of financial information of the Town related entities into the financial reports of the Town.

~~7.3.4~~ ~~8.13~~ — Review with management and the external auditors all matters required to be communicated to the Audit, Risk and Compliance Committee under the Australian Auditing Standards, and suggest improvements if required.

~~7.3.5~~ ~~8.14~~ — Review and suggest improvements (subject to legislation) to the draft Annual Financial Statements (subject to legislation) and recommend the adoption of the Annual Financial Statements to Council.

~~7.4~~—Compliance

~~8.15~~ ~~7.4.1~~ — Review and suggest improvements to the systems and processes to monitor effectiveness of the system for monitoring compliance with legislation and regulations and the results of management’s investigation and follow-up (including disciplinary action) of any instances of non-compliance.

~~7.4.2~~ ~~8.16~~ — Keep informed of the findings of any examinations by regulatory agencies and any auditor (internal or external) observations and monitor management’s response to these findings.

~~7.4.3~~ ~~8.17~~ Obtain regular updates from management about compliance matters.

~~8.18~~ ~~7.4.4~~ — Review and suggest improvements to the annual Compliance Audit Return and report to the Council the results of the review.

~~7.5~~—External Audit

~~7.5.1~~ ~~8.19~~ — Meet with the Office of the Auditor General to discuss the audit plan (audit entrance meeting) and the results of the financial audit (audit exit meeting).

~~7.5.2~~ ~~8.20~~ Consider the findings and recommendations of relevant Performance Audits undertaken by the external auditor and ensure the Town implements relevant recommendations.

~~7.5.3~~ ~~8.21~~ Provide an opportunity for the ~~Audit, Risk and Compliance~~ARC Committee to meet with the external auditors to discuss any matters that the ~~Audit, Risk and Compliance~~ Committee or the external auditors believe should be discussed privately.

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~~7.5.48.22~~ — Annually review and suggest improvements to the performance of external audit including the level of satisfaction with the external audit function.

~~8.23.7.5.5~~ — Monitor management’s implementation of external audit recommendations.

~~7.5.6~~ — ~~Monitor the relationship between internal auditors and the Office of the Auditor General.~~

~~7.6~~ — Reporting Responsibilities

~~7.6.18.24~~ — Report regularly to the Council ~~Audit, Risk and Compliance~~ARC Committee activities, issues, and related recommendations through circulation of minutes.

~~8.25.7.6.2~~ — Monitor that open communication between the internal auditor, the external auditors, and the Town’s management occurs.

~~8~~ — Other Responsibilities

~~8.18.26~~ Perform other activities related to this terms of reference as requested by the Council or through audit recommendations.

8.27 Request that the Chief Executive Officer perform a review after an Election, suggest improvements to and assess the adequacy of the Audit, Risk and Compliance Committee terms of reference, request Council approval for proposed changes, and ensure appropriate disclosure as might be required by legislation or regulation.

9. Definitions

<u>Term</u>	<u>Definition</u>
<u>ARC Committee</u>	<u>The Audit, Risk and Compliance Committee</u>
<u>CEO</u>	<u>The Chief Executive Officer</u>
<u>Committee</u>	<u>The Audit, Risk and Compliance Committee</u>
<u>The Act</u>	<u>The Local Government Act 1995</u>
<u>The Town</u>	<u>The Town of Port Hedland</u>
<u>TOR</u>	<u>The Terms of Reference</u>

10.9 — Version Control

<u>Version</u>	<u>Meeting</u>
<u>V1</u>	<u>Adopted by Council at its Ordinary Meeting held 16 November 2011.</u>
<u>V2</u>	<u>Amended by Council at its Ordinary Meeting held 23 October 2013.</u>
<u>V3</u>	<u>Amended by Council at its Ordinary Meeting held on 11 December 2013.</u>
<u>V4</u>	<u>Amended by Council at its Ordinary Meeting held on 27 May 2015.</u>
<u>V5</u>	<u>Amended by Council at its Ordinary Meeting held on 28 October 2015.</u>

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<u>V6</u>	<u>Amended by Council at its Ordinary Meeting held on 22 June 2016.</u>
<u>V7</u>	<u>Amended by Council at its Ordinary Meeting held on 24 May 2017.</u>
<u>V8</u>	<u>Re-Adopted by Council at its Ordinary Meeting held on 1 November 2017.</u>
<u>V9</u>	<u>Re-Adopted by Council at its Ordinary Meeting held on 19 December 2019.</u>
<u>V10</u>	<u>Amended by Council at its Ordinary Meeting held on 23 September 2020.</u>
<u>V11</u>	<u>Amended by Council at its Ordinary Meeting held on 7 September 2022.</u>
<u>V12</u>	<u>Amended by Council at its Ordinary Meeting held on 27 March 2024.</u>

- ~~V1. Adopted by Council at its Ordinary Meeting held 16 November 2011.~~
- ~~V2. Amended by Council at its Ordinary Meeting held 23 October 2013.~~
- ~~V3. Amended by Council at its Ordinary Meeting held on 11 December 2013.~~
- ~~V4. Amended by Council at its Ordinary Meeting held on 27 May 2015.~~
- ~~V5. Amended by Council at its Ordinary Meeting held on 28 October 2015.~~
- ~~V6. Amended by Council at its Ordinary Meeting held on 22 June 2016.~~
- ~~V7. Amended by Council at its Ordinary Meeting held on 24 May 2017.~~
- ~~V8. Re-Adopted by Council at its Ordinary Meeting held on 1 November 2017.~~
- ~~V9. Re-Adopted by Council at its Ordinary Meeting held on 19 December 2019.~~
- ~~V10. Amended by Council at its Ordinary Meeting held on 23 September 2020.~~
- ~~V11. Re-adopted by Council at its Ordinary Meeting held on 7 September 2022.~~

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Commercial Enterprises by Local Governments				
No	Reference	Question	Response	Comments
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2023?	Yes	
2	s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2023?	Yes	
3	s3.59(2)(c) F&G Regs 7,8A, 8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2023?	Yes	
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2023?	Yes	
5	s3.59(5)	During 2022, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	Yes	

Delegation of Power/Duty				
No	Reference	Question	Response	Comments
1	s5.16 (1)	Were all delegations to committees resolved by absolute majority?	Yes	
2	s5.16 (2)	Were all delegations to committees in writing?	Yes	
3	s5.17	Were all delegations to committees within the limits specified in section 5.17 of the Local Government Act 1995?	Yes	
4	s5.18	Were all delegations to committees recorded in a register of delegations?	Yes	
5	s5.18	Has council reviewed delegations to its committees in the 2022/2023 financial year?	No	The 2023/24 Delegation Review went to the 30 August 2023 OCM, which resulted in an absolute majority council decision. Decision No. CM202324/118

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6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Local Government Act 1995?	Yes	
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes	
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes	
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes	
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	Yes	
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes	
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2022/2023 financial year?	No	The 2023/24 Delegation Review went to the 30 August 2023 OCM, which resulted in an absolute majority council decision. CM202324/118
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Local Government (Administration) Regulations 1996, regulation 19?	Yes	

Disclosure of Interest				
No	Reference	Question	Response	Comments
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the Local Government Act 1995, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes	
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by the Local Government (Administration) Regulations 1996 regulation 21A, recorded in the minutes of the relevant council or committee meeting?	Yes	
3	s5.73	Were disclosures under sections 5.65, 5.70 or 5.71A(3) of the Local Government Act 1995 recorded in the minutes of the meeting at which the disclosures were made?	Yes	
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	No	Not all primary returns were lodged within three months of the relevant persons start

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				date, however all but 1 have subsequently been provided to the Town. The employee who did not lodge their return is no longer employed at the Town.
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2022?	No	There were 7 outstanding annual returns. The employees are no longer employed at the Town.
6	s5.77	On receipt of a primary or annual return, did the CEO, or the Mayor/President, give written acknowledgment of having received the return?	Yes	
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the Local Government Act 1995?	Yes	
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28?	Yes	
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the Local Government Act 1995, did the CEO remove from the register all returns relating to that person?	No	This register is maintained by Governance on a regular basis. However, it currently includes information about individuals who no longer need to submit a return. This issue will be addressed in the 2024 calendar year.
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) of the Local Government Act 1995 been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes	
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28A?	Yes	
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes	
13	s5.89A(6)	When people cease to be a person who is required to make a disclosure under section 5.87A or 5.87B of the Local Government Act 1995, did the CEO remove from the register all records relating to those people?	Yes	

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14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) of the Local Government Act 1995 been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes	
15	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes	
16	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under section 5.71A(1) of the Local Government Act 1995 relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A	
17	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under section 5.71B(6) of the Local Government Act 1995, recorded in the minutes of the council meeting at which the decision was considered?	N/A	
18	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members candidates that incorporates the model code of conduct?	Yes	
19	s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4) of the Local Government Act 1995?	N/A	
20	s5.104(7)	Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government's website?	Yes	
21	s5.51A(1) & (3)	Has the CEO prepared and implemented a code of conduct to be observed by employees of the local government? If yes, has the CEO published an up-to-date version of the code of conduct for employees on the local government's website?	Yes	

Disposal of Property				
No	Reference	Question	Response	Comments

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1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the Local Government Act 1995 (unless section 3.58(5) applies)?	Yes	
2	s3.58(4)	Where the local government disposed of property under section 3.58(3) of the Local Government Act 1995, did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes	

Elections				
No	Reference	Question	Response	Comments
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate in accordance with regulations 30G(1) and 30G(2) of the Local Government (Elections) Regulations 1997?	N/A	No gifts were disclosed by candidates during the 2023 Ordinary Election.
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the Local Government (Elections) Regulations 1997?	N/A	No gifts were disclosed by candidates during the 2023 Ordinary Election.
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the Local Government (Elections) Regulations 1997?	N/A	No gifts were disclosed by candidates during the 2023 Ordinary Election.

Finance				
No	Reference	Question	Response	Comments

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1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Local Government Act 1995?	Yes	
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Local Government Act 1995, did it do so by absolute majority?	Yes	
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2023 received by the local government by 31 December 2023?	No	The OAG and RSM as auditors did not complete and provide the Town the auditor's report for the financial year ended 30 June 2023 by 31 December 2023.
4	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under section 7.9(1) of the Local Government Act 1995 required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A	The auditor's report has not been received.
5	s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A	The auditor's report has not been received.
6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the Local Government Act 1995, did the CEO publish a copy of the report on the local government's official website?	N/A	The auditor's report has not been received.
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June 2023 received by the local government within 30 days of completion of the audit?	N/A	At the time of responding (26 February 2024), the audit remains incomplete.

Local Government Employees				
No	Reference	Question	Response	Comments
1	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Local Government (Administration) Regulations 1996, regulation 18A?	Yes	

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2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A	The CEO was appointed in December 2019 and commenced in February 2020.
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the Local Government Act 1995?	N/A	The CEO was appointed in December 2019 and commenced in February 2020.
4	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	Yes	
5	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A	There were no proposals to dismiss senior employee(s) in the 2023 calendar year.

Official Conduct				
No	Reference	Question	Response	Comments
1	s5.120	Has the local government designated an employee to be its complaints officer?	Yes	
2	s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a) of the Local Government Act 1995?	Yes	
3	S5.121(2)	Does the complaints register include all information required by section 5.121(2) of the Local Government Act 1995?	Yes	
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes	

Tenders for Providing Goods and Services				
No	Reference	Question	Response	Comments
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy, adopted under the Local Government (Functions and General) Regulations 1996, regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes	

Audit, Risk & Compliance Committee Meeting Agenda

12 March 2024

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return - Port Hedland



2	s3.57 F&G Reg 11	Subject to Local Government (Functions and General) Regulations 1996, regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations?	Yes	
3	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 of the Local Government Functions and General) Regulations 1996, required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)?	Yes	
4	F&G Reg 12	Did the local government comply with Local Government (Functions and General) Regulations 1996, Regulation 12 when deciding to enter into multiple contracts rather than a single contract?	Yes	
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents, or each acceptable tenderer notice of the variation?	Yes	
6	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 15 and 16?	Yes	
7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes	
8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	Yes	
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Yes	
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes	

Audit, Risk & Compliance Committee Meeting Agenda

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Department of Local Government, Sport and Cultural Industries - Compliance Audit Return - Port Hedland



11	F&G Regs 21 & 22	Did the local government’s advertising and expression of interest processes comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulations 21 and 22?	Yes	
12	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A	No expressions of interest were rejected.
13	F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under the Local Government (Functions and General) Regulations 1996, Regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?	Yes	
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Local Government (Functions and General) Regulations 1996, Regulation 24?	Yes	
15	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Local Government (Functions & General) Regulations 1996 regulations 24AD(4) and 24AE?	Yes	
16	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	Yes	
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	Yes	
18	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24AG?	Yes	
19	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A	All responses were submitted on time through Vendorpanel and were accepted.

Audit, Risk & Compliance Committee Meeting Agenda

12 March 2024

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return - Port Hedland



20	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	Yes	
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	Yes	
22	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24E and 24F?	Yes	

Integrated Planning and Reporting				
No	Reference	Question	Response	Comments
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	27/07/2022
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	30/08/2023
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of Local Government (Administration) Regulations 1996 19DA(2) & (3)?	Yes	

Optional Questions				
No	Reference	Question	Response	Comments
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with the Local Government (Financial Management) Regulations 1996 regulations 5(2)(c) within the three financial years prior to 31 December	Yes	17/05/2022

Audit, Risk & Compliance Committee Meeting Agenda

12 March 2024

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return - Port Hedland



		2023? If yes, please provide the date of council's resolution to accept the report.		
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulations 1996 regulation 17 within the three financial years prior to 31 December 2023? If yes, please provide date of council's resolution to accept the report.	Yes	25/08/2021
3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B of the Local Government Act 1995, were the disclosures made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C of the Act?	Yes	
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?	Yes	
5	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the Local Government Act 1995?	Yes	
6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes	
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2022/2023 financial year and publish it on the local government's official website by 31 July 2023?	No	The Town maintains a Councillor Training Register; however, the Register was not uploaded to the Town's website in 2023. The register was uploaded to the website in February 2024.
8	s6.4(3)	By 30 September 2023, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2023?	Yes	
9	s.6.2(3)	When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?	Yes	

Ordinary Council Meeting Agenda

27 March 2024

Audit, Risk & Compliance Committee Meeting Agenda

12 March 2024

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return - Port Hedland



Department of
**Local Government, Sport
and Cultural Industries**

Chief Executive Officer

Date

Mayor/President

Date

Audit, Risk & Compliance Committee Meeting Agenda

12 March 2024

PAXON

27 February 2024

Carl Askew
Chief Executive Officer
Town of Port Hedland Office
13 McGregor Street
Port Hedland, WA 6721

Dear Carl

PAXON'S REVIEW OF THE INTERNAL AUDIT LOG**1. Background**

This internal audit review was included within the risk based strategic internal audit plan that was endorsed by the Audit, Risk & Compliance Committee ('Committee') in August 2023.

2. Review Objective

The objective of our review was to provide a report to management and the committee assessing whether risks previously raised by assurance providers have been appropriately remediated by Management on a timely basis.

3. Methodology

Our methodology for the Review comprised:

- Obtaining the Internal Audit Log as at 4 September 2023 and reviewed the status of the content, with a further update to the Internal Audit Log provided in January 2024 as further actions had been completed;
- Requested information related to the completed items to evidence their effective completion to mitigate the risk previously highlighted. The collection of information was administered by the Town's Audit, Risk and Insurance Advisor and provided to Paxon;
- Reviewed the information and concluded on the effective closure of audit log items or requested further evidence if required;
- Assessment of the open and partially completed items to assess if update is required by management in terms of timeframe for completion, their continued relevance and if they can or will be remediated
- Drafted a short report summarizing our work and provided an updated Internal Audit Log; and
- Finalised the report and issued it to management for distribution to the Committee.

4. Inherent Limitations

Due to the inherent limitations in any internal control structure, it is possible that errors or irregularities may occur and not be detected. Further, the internal control structure of the entire Town, within which the control procedures that have been reviewed operate, has not been reviewed in its entirety and therefore no opinion is expressed as to the effectiveness of the greater internal control structure.

It should also be noted that our review was not designed to detect all weaknesses in control procedures as it was not performed continuously throughout the period subject to review.

The review conclusion and any opinion expressed in this report have been formed on the above basis.

Paxon Business and Financial Services Pty Ltd

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Level 5, 160 St Georges Terrace, Perth WA 6000 | GPO Box 2753, Perth WA 6001

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11.5.1

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Audit, Risk & Compliance Committee Meeting Agenda

12 March 2024



5. Outcome

5.1 Completed Actions

In total there were 144 actions within the Audit Log at the commencement of this exercise. Management certified that 98 had been completed and 46 were uncompleted.

Substantial effort has been made by the Town to remediate and provide evidence for 96 of the 98 completed actions. Based upon the work performed by Paxon to review this evidence, all 96 have been agreed as completed. The other two actions did not require any action as per the management action plan within the original report as they were documented as completed when initially reported to the Committee (IAP0091 and IAP0092).

5.2 Open Actions

As requested Paxon also reviewed the uncompleted actions. It was noted that there are a number of items that relate to developing additional policy or procedure documents, which can take a high level of resource to implement and maintain both in terms of the document and operational effectiveness.

These actions have previously been agreed to by Management and Committee and we did not receive any feedback from Management during the review that they no longer intend to action them. There were also a number of items that have a common action which could be remediated by the development of a Fraud Control Plan.

Within the following table we have provided some analysis of the uncompleted actions.

Rating	Number of Actions	Actions not yet due	Overdue Actions as at 31/12/23 (original action date)	Comment on overdue actions
High	18	1	17	5 relate to 2022 12 relate to 2023
Medium	14	2	12	3 relate to 2021 3 relate to 2022 6 relate to 2023
Low	2	0	2	Relate to 2022
Improvement	3	0	3	2 relate to 2022 1 relates to 2023
No rating	9	8	1	Relate to 2023
Total	46	11	35	

Paxon recommends that the Town focuses on remediating the higher rated actions first and those that are aged. See Appendix 1 for details of all completed and uncompleted actions.

5.3 Finding

It was noted that the actions arising from the Office of the Audit General's management letters for the financial statement and IT audits are not included within the Audit Log. Paxon recommends that actions required arising from the findings of all assurance providers should be included within the Internal Audit Log and reported to Committee, if not included within an alternative reporting mechanism.

Yours sincerely

PAXON GROUP

Cameron Palassis

Executive Director

B.Ec., CA., CPA., CTA.

TOWN OF PORT HEDLAND
MONTHLY FINANCIAL REPORT
(Containing the required statement of financial activity and statement of financial position)
For the period ended 29 February 2024

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

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**TOWN OF PORT HEDLAND
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

1 KEY INFORMATION

Funding Surplus or Deficit Components

For the period ended 29 February 2024					
Funding surplus / (deficit)					
	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$5.37 M	\$4.40 M	\$5.37 M	\$4.40 M	(\$0.97 M)
Closing	\$23.61 M	\$0.20 M	\$14.10 M	\$36.45 M	\$22.34 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$204.29 M	% of total
Unrestricted Cash	\$50.29 M	24.6%
Restricted Cash	\$154.00 M	75.4%

Payables	
Other Payables	\$0.67 M
Trade Payables	\$0.13 M
0 to 30 days	\$0.12 M
Over 30 days	\$0.00 M
Over 60 days	\$0.01 M

Receivables	
Rates Receivable	\$6.75 M
Trade Receivables	\$1.43 M
0 to 30 days	\$1.17 M
Over 30 days	\$0.04 M
Over 60 days	\$0.22 M

Key Operating Activities

Amount attributable to operating activities				
Adopted Budget	Revised Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$20.99 M	\$30.51 M	\$40.70 M	\$48.93 M	\$8.23 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$69.48 M	% Variance
YTD Budget	\$68.06 M	2.1%

Grants and Contributions		
YTD Actual	\$1.96 M	% Variance
YTD Budget	\$3.05 M	(35.7%)

Fees and Charges		
YTD Actual	\$10.85 M	% Variance
YTD Budget	\$9.26 M	17.1%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities				
Adopted Budget	Revised Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$27.18 M)	(\$34.32 M)	(\$30.57 M)	(\$15.52 M)	\$15.05 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.00 M	%
Adopted Budget	\$0.90 M	(100.0%)

Asset Acquisition		
YTD Actual	\$16.16 M	% Spent
YTD Budget	\$33.79 M	(27.7%)

Capital Grants		
YTD Actual	\$0.19 M	% Received
YTD Budget	\$3.21 M	5.8%

Key Financing Activities

Amount attributable to financing activities				
Adopted Budget	Revised Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$24.43 M	(\$0.39 M)	(\$1.39 M)	(\$1.36 M)	\$0.03 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	(\$1.27 M)
Principal due	\$23.90 M

Reserves	
Reserves balance	\$172.04 M

Lease Liability	
Principal repayments	(\$0.12 M)
Principal due	\$0.17 M

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

**TOWN OF PORT HEDLAND
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

Notes	Revised Budget	YTD Budget Estimates (b)	YTD Actual (c)	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	69,482,528	68,058,059	69,478,542	1,420,483	2.09%	
Grants, subsidies and contributions	4,073,381	3,049,626	1,959,822	(1,089,804)	(35.74%)	▼
Fees and charges	15,397,245	9,264,265	10,852,804	1,588,539	17.15%	▲
Interest revenue	11,928,278	2,820,125	7,204,133	4,384,008	155.45%	▲
Other revenue	1,552,891	797,367	1,188,577	391,210	49.06%	▲
Profit on asset disposals	-	-	154,862	154,862	0.00%	▲
	102,434,323	83,989,442	90,838,740	6,849,298	8.15%	
Expenditure from operating activities						
Employee costs	(37,425,919)	(21,494,007)	(22,012,060)	(518,053)	(2.41%)	▼
Materials and contracts	(23,849,350)	(16,361,599)	(13,631,536)	2,730,063	16.69%	▲
Utility charges	(4,966,399)	(2,801,527)	(3,210,789)	(409,262)	(14.61%)	▼
Depreciation	(23,275,140)	(10,544,236)	(15,143,106)	(4,598,870)	(43.62%)	▼
Finance costs	(1,209,551)	(614,616)	(817,013)	(202,397)	(32.93%)	▼
Insurance	(1,707,070)	(793,332)	(1,140,667)	(347,335)	(43.78%)	▼
Other expenditure	(2,762,180)	(1,431,774)	(708,139)	723,635	50.54%	▲
Loss on asset disposals	(207,312)	-	-	-	0.00%	
	(95,402,921)	(54,041,091)	(56,663,310)	(2,622,219)	(4.85%)	
Non-cash amounts excluded from operating activities	Note 2(b) 23,482,452	10,751,548	14,752,748	4,001,200	37.22%	▲
Amount attributable to operating activities	30,513,854	40,699,899	48,928,178	8,228,279	20.22%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	4 3,444,108	3,214,876	187,500	(3,027,376)	(94.17%)	▼
Proceeds from disposal of assets	4 700,000	-	453,753	453,753	0.00%	▲
	4,144,108	3,214,876	641,253	(2,573,623)	(80.05%)	
Payments for property, plant and equipment	3 (16,879,436)	(15,990,359)	(8,488,888)	7,501,471	46.91%	▲
Payments for construction of infrastructure	3 (21,589,288)	(17,795,166)	(7,670,238)	10,124,928	56.90%	▲
	(38,468,724)	(33,785,525)	(16,159,126)	17,626,399	52.17%	
Amount attributable to investing activities	(34,324,616)	(30,570,649)	(15,517,873)	15,052,776	49.24%	
FINANCING ACTIVITIES						
Inflows from financing activities						
Proceeds from Self supporting loan			31,170			
Transfer from reserves	39,197,591	-	-	-	0.00%	
	39,197,591	-	31,170	-	0.00%	
Outflows from financing activities						
Repayment of borrowings	(1,922,263)	(1,272,581)	(1,272,581)	-	0.00%	
Payments for principal portion of lease liabilities	(133,161)	(119,480)	(119,480)	-	0.00%	
Transfer to reserves	(37,530,550)	-	-	-	0.00%	
	(39,585,974)	(1,392,061)	(1,392,061)	-	0.00%	
Amount attributable to financing activities	(388,383)	(1,392,061)	(1,360,891)	-	2.24%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	4,399,196	5,367,674	4,399,196	(968,478)	(18.04%)	▼
Amount attributable to operating activities	30,513,854	40,699,899	48,928,178	8,228,279	20.22%	▲
Amount attributable to investing activities	(34,324,616)	(30,570,649)	(15,517,873)	15,052,776	49.24%	▲
Amount attributable to financing activities	(388,383)	(1,392,061)	(1,360,891)	-	2.24%	
Surplus or deficit after imposition of general rates	200,051	14,104,863	36,448,610	22,343,747	158.41%	▲

KEY INFORMATION

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

* Refer to Note 2 for an explanation of the reasons for the variance.

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

**TOWN OF PORT HEDLAND
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

	30-Jun-23	29-Feb-24
		\$
CURRENT ASSETS		
Cash and cash equivalents	14,839,729	47,949,374
Trade and other receivables	3,654,175	8,163,378
Other financial assets	166,010,505	154,010,936
Inventories	790,369	790,367
Other assets	1,568,958	3,317,443
TOTAL CURRENT ASSETS	186,863,736	214,231,498
NON-CURRENT ASSETS		
Trade and other receivables	17,051	17,051
Other financial assets	396,421	364,820
Other Assets	1,327,663	1,327,663
Property, plant and equipment	119,882,971	115,074,073
Infrastructure	440,646,293	446,456,944
Right-of-use assets	110,475	61,838
Investment property	43,035,291	43,035,291
Intangible assets	11,896,893	11,896,893
TOTAL NON-CURRENT ASSETS	617,313,058	618,234,573
TOTAL ASSETS	804,176,794	832,466,071
CURRENT LIABILITIES		
Trade and other payables	5,916,011	795,662
Other liabilities	3,895,936	4,334,202
Lease liabilities	133,000	13,520
Borrowings	1,922,253	649,672
Employee related provisions	1,940,522	1,940,522
Other provisions	400,000	400,000
TOTAL CURRENT LIABILITIES	14,207,722	8,133,578
NON-CURRENT LIABILITIES		
Trade and other payables	13,471	13,471
Other liabilities	38,531,510	38,531,510
Lease liabilities	34,425	34,425
Borrowings	21,978,966	21,978,966
Employee related provisions	459,227	459,227
Other provisions	12,840,238	12,840,731
TOTAL NON-CURRENT LIABILITIES	73,857,837	73,858,330
TOTAL LIABILITIES	88,065,559	81,991,908
NET ASSETS	716,111,235	750,474,163
EQUITY		
Retained surplus	322,940,935	357,303,862
Reserve accounts	172,038,374	172,038,374
Revaluation surplus	221,131,926	221,131,927
TOTAL EQUITY	716,111,235	750,474,163

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 29 February 2024

NON-OPERATING ACTIVITIES
MATERIAL VARIANCE BY INDIVIDUAL PROJECT

With regards to expenditure classified as capital projects, a variance of 10% or \$50,000, whichever is greater, of the year to date budget, with individual project as the level that requires explanation

Account Description	Budget	YTD Budget	YTD Actual	Variance (Under)/Over	Variance (Under)/Over %	Variance	Comment
Key Worker Housing	300,000	250,000	12,293	237,707	(95%) ▲		Due to funding application delays by government agency. Request for proposal being released to three shortlisted successful proponents following EQI process. Look to have proponents present to council in May and award council at May OCM
Landfill - New Site	300,000	585,000	279,229	305,771	(52%) ▲		Project Accelerated but within overall budget
Marina Community Building	285,000	285,000	57,590	227,410	(80%) ▲		Project delayed in concept definition, however now proceeding
Marina Eco Caravan Park	150,000	150,000	21,681	128,320	(86%) ▲		Project delayed in concept definition, however now proceeding
SHISH Stage 1	7,223,000	5,878,000	804,439	5,073,561	(86%) ▲		The forward works package has been released to the market, detailed design is continuing on the the new pavilion with the planned release to the market in April. The construction delivery of Stage 1c has been delayed due to consultation with the commercial block owner on Hamilton Rd and design consultant. Stage 1c will be released for tender in March.
SHISH Stage 4	700,300	410,000	7,601	402,400	(98%) ▲		Reviewing project definition - consultants to deliver revised project definition next quarter
Port Hedland Sports & Community Hub	2,305,800	2,305,800	2,044,047	261,753	(11%) ▲		Project complete and at close out - Some civil works yet to be delivered by Contractor
Staff Housing Expansion - Rutherford road	200,000	200,000	22,606	177,394	(89%) ▲		Project proceeding through Q3 and Q4
Staff Housing Expansion - Langley gardens	530,000	530,000	199,632	330,368	(62%) ▲		Project proceeding through Q3, site works are completed.
Staff Housing Expansion - Longtom loop	100,000	100,000	166,760	(66,760)	67% ▼		Overbudget due to further works required to rectify roof
Staff Housing Renewal and Upgrade Program	791,200	567,736	385,452	182,284	(32%) ▲		Program of works has been delayed due to scope refinement to meet budget however overall project will be delivered by the end of the FY.
Strategic Commercial Projects	2,160,000	2,160,000	1,562,129	597,871	(28%) ▲		Project delayed due to Horizon Power grid capacity permission. Expected to be completed by end of FY
Landfill Community Recycling Centre	300,000	300,000	49,760	250,240	(83%) ▲		Project delayed due to DWER approvals; now received
South Hedland Town Centre Redevelopment	400,000	400,000	53,131	346,869	(87%) ▲		Project delayed in design definition
Performing Arts Centre	300,000	150,000	704	149,297	(100%) ▲		Delays to the award of the design works
Civic and Community Precinct	337,400	187,400	13,404	173,996	(93%) ▲		Project delayed due to a delay in the award of the design tender

Account Description	Budget	YTD Budget	YTD Actual	Variance (Under)/Over	Variance (Under)/Over %	Variance	Comment
Community and Commercial Building Renewal Program	4,883,233	4,358,233	1,745,719	2,612,514	(60%) ▲		Program of works has been delayed due to scope refinement to meet budget however overall project will be delivered by the end of the FY.
Buildings New - Depot nursery	307,300	307,300	8,664	298,636	(97%) ▲		Project delayed due to permits and change of land use requirements.
Buildings New - Landfill weighbridge office	302,500	120,000	36,729	83,271	(69%) ▲		Project on track for delivery by end of FY, expenditure less than originally forecast due to extended design period
Bus Shelters	120,000	120,000	2,000	118,000	(98%) ▲		Tender has been awarded and will be delivered before the end of FY. Project has been delayed due to the design requiring Transport Authority Approval.
Drainage Renewal Program	1,300,000	1,250,000	423,889	826,111	(66%) ▲		Works delayed due to the delivery of JD Hardie Stage 3 not commencing, drainage works to be delivered as a standalone project after the wet season
Dual Use Path and Lighting Masterplan	2,442,200	1,492,200	1,100,480	391,721	(26%) ▲		Project delayed in design due to extensive community consultation of path alignment
Footpath Renewal Program	500,000	189,000	280,047	(91,047)	48% ▼		Project ahead of schedule due to advanced availability of concrete contractors.
Carpark Renewal Program	590,000	300,000	223,003	76,997	(26%) ▲		Project ahead of schedule due to advanced availability of asphalt contractors in earlier mobilisation.
Soffrail Renewal Program	440,000	393,328	-	393,328	(100%) ▲		Expenditure expected in Q4 after the installation of new playground equipment at Yikara park
Infrastructure - Other Upgrades	4,359,600	2,959,600	94,255	2,865,345	(97%) ▲		Project progressing through Q3 and Q4
Seawalls Construction	347,000	347,000	236,190	110,810	(32%) ▲		Not proceeding with portion 4 - Staircase cost prohibitive
BBO Renewal Program	152,000	76,000	67,46	69,254	(91%) ▲		RFQ completed, project proceeding through to Q4,
Irrigation Infrastructure Renewal	593,000	395,336	224,782	170,554	(43%) ▲		Project proceeding through Q3 and Q4
JD Hardie Masterplan - Stage 3	165,000	165,000	67,217	97,783	(59%) ▲		Project delayed due to late endorsement of concept design
Park Lighting Upgrade Program	160,000	120,000	3,624	116,376	(97%) ▲		RFQ released. Quotations expected shortly. Will spend by EOFY.
Infrastructure - Parks & Ovals Upgrades	3,939,500	3,664,500	1,321,533	2,342,967	(64%) ▲		Project progressing through Q3 and Q4
Road Reseal Program - Sealed Roads	2,324,500	1,524,500	1,859,451	(334,951)	22% ▼		Project ahead of schedule due to advanced availability of asphalt contractors in earlier mobilisation.
Road Reseal Program - Unsealed Roads	500,000	250,000	510,038	(260,038)	104% ▼		Program ahead of schedule
South Hedland Cemetery Masterplan	1,943,000	743,000	5,407	737,593	(99%) ▲		Project identified for 24/25 carry over.
Infrastructure - Roads & Bridges Upgrades	275,000	275,000	25,066	249,934	(91%) ▲		Project progressing through Q3 and Q4
Land Acquisition	330,000	330,000	109,970	220,030	(67%) ▲		Delays in power drawings design, construction to follow in Q4
IT Renewal Program	545,000	545,000	223,831	321,169	(59%) ▲		Ongoing throughout the year
Plant Replacement Program	5,758,145	3,838,760	738,022	3,100,738	(81%) ▲		Plant due for delivery in Q4
Playground Renewal Program	750,000	750,000	3,425	746,575	(100%) ▲		Project delayed due to design needing to consider existing trees onsite, contract has been executed and equipment has a 12 week lead time. Equipment planned for installation in June.
Plant and Equipment New/Upgrades	1,925,000	1,389,999	647,800	742,199	(53%) ▲		Ritea landfill compactor due in March 2024

TOTAL	56,994,709	40,897,025	16,395,533
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TOWN OF PORT HEDLAND
CEO's Delegated Payments List - Regulation 13 (1) Local Government (Financial Management) Regulations 1996
List of Payments - Payment details for Month of February 2024

Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
Creditor: 10001 - Australian Taxation Office						
2/02/2024	F 30/01/2024	30/01/2024	Withholding Tax (PAYG)	\$HRPAYJNL	262,750.00	0.00
2/02/2024	F 30/01/2024	30/01/2024	Extra Tax	\$HRPAYJNL	400.00	0.00
2/02/2024	F 30/01/2024	30/01/2024	HELP	\$HRPAYJNL	4,632.00	0.00
2/02/2024	F 30/01/2024	30/01/2024	TSL	\$HRPAYJNL	2,848.00	0.00
2/02/2024	F 30/01/2024	30/01/2024	Withholding Tax (PAYG)	\$HRPAYJNL	120.00	0.00
2/02/2024	F 19/01/2024	19/01/2024	Withholding Tax (PAYG)	\$HRPAYJNL	1,788.00	0.00
2/02/2024	F 25/01/2024	25/01/2024	Withholding Tax (PAYG)	\$HRPAYJNL	3,754.00	0.00
2/02/2024	F 30/01/2024	30/01/2024	Withholding Tax (PAYG)	\$HRPAYJNL	7,128.00	0.00
9/02/2024	F 30/01/2024	30/01/2024	Withholding Tax (PAYG)	\$HRPAYJNL	1,154.00	0.00
16/02/2024	F 31/01/2024	31/01/2024	Withholding Tax (PAYG)	\$HRPAYJNL	1,016.00	0.00
2/02/2024	008435	02/02/2024	Funds Transfer Payment		0.00	283,420.00
9/02/2024	008553	09/02/2024	Funds Transfer Payment		0.00	1,154.00
16/02/2024	F 02/02/2024	02/02/2024	Withholding Tax (PAYG)	\$HRPAYJNL	2,918.00	0.00
16/02/2024	F 05/02/2024	05/02/2024	Withholding Tax (PAYG)	\$HRPAYJNL	1,774.00	0.00
16/02/2024	F 07/02/2024	07/02/2024	Withholding Tax (PAYG)	\$HRPAYJNL	1,152.00	0.00
16/02/2024	F 13/02/2024	13/02/2024	Withholding Tax (PAYG)	\$HRPAYJNL	274,263.00	0.00
16/02/2024	F 13/02/2024	13/02/2024	Extra Tax	\$HRPAYJNL	400.00	0.00
16/02/2024	F 13/02/2024	13/02/2024	HELP	\$HRPAYJNL	4,500.00	0.00
16/02/2024	F 13/02/2024	13/02/2024	TSL	\$HRPAYJNL	3,374.00	0.00
16/02/2024	008661	16/02/2024	Funds Transfer Payment		0.00	289,397.00
23/02/2024	F 09/02/2024	09/02/2024	Withholding Tax (PAYG)	\$HRPAYJNL	230.00	0.00
23/02/2024	F 13/02/2024	13/02/2024	Withholding Tax (PAYG)	\$HRPAYJNL	1,494.00	0.00
23/02/2024	F 13/02/2024	13/02/2024	HELP	\$HRPAYJNL	30.00	0.00
22/02/2024	RFP_ATO_20022024	20/02/2024	BAS January 2024	Creditors Invoice	147,589.00	0.00
22/02/2024	008772	21/02/2024	Funds Transfer Payment		0.00	147,589.00
23/02/2024	008773	23/02/2024	Funds Transfer Payment		0.00	1,754.00
Total:					723,314.00	723,314.00
Creditor: 10002 - Aware Super (Clearing House)						
30/01/2024	F 30/01/2024	30/01/2024	Employee Additional Contrib Pre Tax	\$HRPAYJNL	34,490.70	0.00
30/01/2024	F 30/01/2024	30/01/2024	Super - Additional Council Contribution	\$HRPAYJNL	34,649.30	0.00
14/02/2024	F 30/01/2024	30/01/2024	Employee Additional Contrib Post Tax	\$HRPAYJNL	254.47	0.00
30/01/2024	F 30/01/2024	30/01/2024	SGC Employer Contribution	\$HRPAYJNL	130,322.71	0.00
14/02/2024	F 19/01/2024	19/01/2024	SGC Employer Contribution	\$HRPAYJNL	725.57	0.00
14/02/2024	F 25/01/2024	25/01/2024	SGC Employer Contribution	\$HRPAYJNL	1,306.79	0.00
14/02/2024	F 26/01/2024	26/01/2024	SGC Employer Contribution	\$HRPAYJNL	45.58	0.00
28/02/2024	F 31/01/2024	31/01/2024	SGC Employer Contribution	\$HRPAYJNL	416.50	0.00
14/02/2024	008658	14/02/2024	Funds Transfer Payment		0.00	167,951.34
28/02/2024	F 13/02/2024	13/02/2024	Employee Additional Contrib Post Tax	\$HRPAYJNL	251.16	0.00
28/02/2024	F 02/02/2024	02/02/2024	SGC Employer Contribution	\$HRPAYJNL	1,026.24	0.00
28/02/2024	F 05/02/2024	05/02/2024	SGC Employer Contribution	\$HRPAYJNL	673.99	0.00
28/02/2024	F 07/02/2024	07/02/2024	SGC Employer Contribution	\$HRPAYJNL	492.81	0.00
28/02/2024	F 13/02/2024	13/02/2024	SGC Employer Contribution	\$HRPAYJNL	117,697.71	0.00
28/02/2024	F 09/02/2024	09/02/2024	SGC Employer Contribution	\$HRPAYJNL	210.36	0.00
28/02/2024	RFP_AWARE SUPER_28022024	28/02/2024	Correction Pay	Creditors Invoice	80.50	0.00
28/02/2024	RFP_AWARE SUPER_28022025	28/02/2024	Correction pay	Creditors Invoice	-88.89	0.00
28/02/2024	008891	28/02/2024	Funds Transfer Payment		0.00	154,604.16
Total:					322,555.50	322,555.50

TOWN OF PORT HEDLAND
CEO's Delegated Payments List - Regulation 13 (1) Local Government (Financial Management) Regulations 1996
List of Payments - Payment details for Month of February 2024

Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
Creditor: 10003 - Child Support Agency						
2/02/2024	F 30/01/2024	30/01/2024	Child Support Agency	\$HRPAYJNL	478.51	0.00
2/02/2024	008436	02/02/2024		Funds Transfer Payment	0.00	478.51
16/02/2024	F 13/02/2024	13/02/2024	Child Support Agency	\$HRPAYJNL	478.51	0.00
16/02/2024	008662	16/02/2024		Funds Transfer Payment	0.00	478.51
Total:					957.02	957.02
Creditor: 10004 - Maxxia Salary Packaging						
2/02/2024	F 30/01/2024	30/01/2024	Maxxia - Pre Tax	\$HRPAYJNL	8,368.87	0.00
2/02/2024	F 30/01/2024	30/01/2024	Maxxia - Post Tax	\$HRPAYJNL	1,961.90	0.00
2/02/2024	008432	30/01/2024		Funds Transfer Payment	0.00	10,330.77
19/02/2024	F 13/02/2024	13/02/2024	Maxxia - Pre Tax	\$HRPAYJNL	7,477.07	0.00
19/02/2024	F 13/02/2024	13/02/2024	Maxxia - Post Tax	\$HRPAYJNL	1,961.90	0.00
19/02/2024	008769	15/02/2024		Funds Transfer Payment	0.00	9,438.97
Total:					19,769.74	19,769.74
Creditor: 10005 - Easifleet Management						
2/02/2024	189567	26/01/2024	GST on EASI invoice	ARADJ	114.23	0.00
2/02/2024	F 30/01/2024	30/01/2024	EasiFleet - Pre Tax	\$HRPAYJNL	556.51	0.00
2/02/2024	F 30/01/2024	30/01/2024	EasiFleet - Post Tax	\$HRPAYJNL	585.67	0.00
2/02/2024	008433	30/01/2024		Funds Transfer Payment	0.00	1,256.41
19/02/2024	190624	09/02/2024	GST on EASI invoice	ARADJ	114.23	0.00
19/02/2024	F 13/02/2024	13/02/2024	EasiFleet - Pre Tax	\$HRPAYJNL	556.51	0.00
19/02/2024	F 13/02/2024	13/02/2024	EasiFleet - Post Tax	\$HRPAYJNL	585.67	0.00
19/02/2024	008770	15/02/2024		Funds Transfer Payment	0.00	1,256.41
Total:					2,512.82	2,512.82
Creditor: 10006 - Salary Packaging Australia Pty Limited						
2/02/2024	30012024	30/01/2024	GST on SPA invoices	ARADJ	400.18	0.00
2/02/2024	F 30/01/2024	30/01/2024	SPA - Pre Tax	\$HRPAYJNL	11,401.89	0.00
2/02/2024	F 30/01/2024	30/01/2024	SPA - Post Tax	\$HRPAYJNL	1,415.64	0.00
2/02/2024	008434	30/01/2024		Funds Transfer Payment	0.00	13,217.71
19/02/2024	13022024	13/02/2024	GST on SPA invoices	ARADJ	216.49	0.00
19/02/2024	F 13/02/2024	13/02/2024	SPA - Pre Tax	\$HRPAYJNL	9,565.01	0.00
19/02/2024	F 13/02/2024	13/02/2024	SPA - Post Tax	\$HRPAYJNL	1,415.64	0.00
19/02/2024	008771	15/02/2024		Funds Transfer Payment	0.00	11,197.14
Total:					24,414.85	24,414.85

TOWN OF PORT HEDLAND
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Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
Creditor: 10007 - Town of Port Hedland Social Club						
2/02/2024	F 30/01/2024	30/01/2024	Social Club	\$HRPAYJNL	560.00	0.00
2/02/2024	008437	02/02/2024		Funds Transfer Payment	0.00	560.00
16/02/2024	F 13/02/2024	13/02/2024	Social Club	\$HRPAYJNL	530.00	0.00
16/02/2024	008663	16/02/2024		Funds Transfer Payment	0.00	530.00
Total:					1,090.00	1,090.00
Creditor: 10014 - Go Doors Pty Ltd						
2/02/2024	113481	25/01/2024	Repair auto doors	Creditors Invoice	242.00	0.00
2/02/2024	008438	02/02/2024		Funds Transfer Payment	0.00	242.00
Total:					242.00	242.00
Creditor: 10015 - The Trustee For Udla Unit Trust						
23/02/2024	UDLA3879	20/02/2024	Design Review Panel Parola Court	Creditors Invoice	440.00	0.00
23/02/2024	008774	23/02/2024		Funds Transfer Payment	0.00	440.00
Total:					440.00	440.00
Creditor: 10017 - Gadget Locksmiths						
23/02/2024	8427	18/02/2024	Decode letterbox lock Barramine Loop, South Hedland	Creditors Invoice	287.50	0.00
23/02/2024	8423	18/02/2024	Supply and install new lock SHAC House	Creditors Invoice	347.50	0.00
23/02/2024	8433	18/02/2024	Glass sliding door	Creditors Invoice	152.05	0.00
23/02/2024	8434	18/02/2024	Rekey external doors to new key Bowls Club, South Hedland	Creditors Invoice	1,534.08	0.00
23/02/2024	8441	18/02/2024	supply and install new locks and rekey s	Creditors Invoice	1,025.88	0.00
23/02/2024	8428	18/02/2024	Letter box key Catamore Road, South Hedland	Creditors Invoice	330.65	0.00
23/02/2024	8442	18/02/2024	Lock hardware	Creditors Invoice	169.68	0.00
23/02/2024	8435	18/02/2024	Change out battery to safe Gratwick Aquatic Centre	Creditors Invoice	149.50	0.00
23/02/2024	8431	18/02/2024	install locks to hand towel dispensers	Creditors Invoice	1,107.10	0.00
23/02/2024	8443	18/02/2024	Sensory Door Locking One tree South Hedland	Creditors Invoice	157.50	0.00
23/02/2024	8440	18/02/2024	Replacement locks for Mara Park	Creditors Invoice	1,780.00	0.00
23/02/2024	8430	18/02/2024	Supply and install new lock Gratwick Aquatic Centre	Creditors Invoice	308.88	0.00
23/02/2024	8429	18/02/2024	Supply and install new lock and lock Wanangkura Stadium	Creditors Invoice	835.56	0.00
23/02/2024	8438	18/02/2024	Landfill toilets Install lock	Creditors Invoice	537.24	0.00
23/02/2024	8439	18/02/2024	Keys Andrew McLaughlin Centre	Creditors Invoice	35.00	0.00
23/02/2024	008775	23/02/2024		Funds Transfer Payment	0.00	8,758.12
Total:					8,758.12	8,758.12
Creditor: 10018 - Norda Architects Pty Ltd						
2/02/2024	2401-10	25/01/2024	Provision of Concept Designs	Creditors Invoice	7,276.50	0.00
2/02/2024	CT000195 CLAIM 5 JAN 2024	25/01/2024	Generated from contract claim	Creditors Invoice	32,408.20	0.00
2/02/2024	008439	02/02/2024		Funds Transfer Payment	0.00	39,684.70
9/02/2024	CT000134 CLAIM 11 JAN24	30/01/2024	Generated from contract claim	Creditors Invoice	3,176.25	0.00
9/02/2024	008554	09/02/2024		Funds Transfer Payment	0.00	3,176.25
Total:					42,860.95	42,860.95
Creditor: 10019 - Octagon Bkg Lifts						
9/02/2024	63797	19/01/2024	Stadium Lift Maintenance	Creditors Invoice	3,625.24	0.00
9/02/2024	008555	09/02/2024		Funds Transfer Payment	0.00	3,625.24

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Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
Total:					3,625.24	3,625.24
Creditor: 10021 - MPS Unit Trust						
9/02/2024	MPSINV70099	31/12/2023	HVAC Maintenance Dec 23 J D Hardie	Creditors Invoice	1,305.70	0.00
9/02/2024	MPSINV70583	19/01/2024	HVAC maintenance Jan 24 Depot	Creditors Invoice	1,204.50	0.00
9/02/2024	MPSINV70586	19/01/2024	HVAC Maintenance Jan 24 Wanangkura Stadium	Creditors Invoice	759.00	0.00
9/02/2024	MPSINV70098	31/12/2023	HVAC Maint Exemption - Civic Centre	Creditors Invoice	695.75	0.00
9/02/2024	008556	09/02/2024		Funds Transfer Payment	0.00	3,964.95
23/02/2024	MPSINV71865	31/01/2024	Monthly HVAC Maintenance	Creditors Invoice	695.75	0.00
23/02/2024	MPSINV71867	31/01/2024	January 2024 - Monthly/Quarterly HVAC	Creditors Invoice	2,062.50	0.00
23/02/2024	MPSINV72240	21/02/2024	February 2024 Monthly Maintenance JD HARDIE	Creditors Invoice	1,305.70	0.00
23/02/2024	MPSINV71988	16/02/2024	Ceiling Water Leak TOPH Depot	Creditors Invoice	222.75	0.00
23/02/2024	008776	23/02/2024		Funds Transfer Payment	0.00	4,286.70
Total:					8,251.65	8,251.65
Creditor: 10022 - Brooks Hire						
9/02/2024	256571	31/01/2024	Water Truck Hire	Creditors Invoice	11,856.59	0.00
9/02/2024	008557	09/02/2024		Funds Transfer Payment	0.00	11,856.59
Total:					11,856.59	11,856.59
Creditor: 10024 - CPC Engineering Pty Ltd						
1/02/2024	P711013-01	28/08/2023	Gal Pipe	Creditors Invoice	467.67	0.00
1/02/2024	P711013 01	31/01/2024	Credit to invoice P711013-01 Incorrectly supplied	\$APCREDIT	-467.67	0.00
2/02/2024	P582004-01	31/01/2024	Site Works & Consumables	Creditors Invoice	863.12	0.00
2/02/2024	008440	02/02/2024		Funds Transfer Payment	0.00	863.12
Total:					863.12	863.12
Creditor: 10026 - JDSI Consulting Engineers						
16/02/2024	CT000113 - CLAIM 12 - DEC 23	22/01/2024	Generated from contract claim	Creditors Invoice	5,118.30	0.00
16/02/2024	008664	16/02/2024		Funds Transfer Payment	0.00	5,118.30
Total:					5,118.30	5,118.30
Creditor: 10027 - Reddings Electrical Pty Ltd						
2/02/2024	6804	26/01/2024	Repair Lights 1/19 Dempster Street Port Hedland	Creditors Invoice	800.00	0.00
2/02/2024	6736	20/12/2023	Install stand pipe pump	Creditors Invoice	2,423.70	0.00
2/02/2024	6783	18/01/2024	Isolation of Lights - PHCC	Creditors Invoice	100.00	0.00
2/02/2024	008441	02/02/2024		Funds Transfer Payment	0.00	3,323.70
9/02/2024	6823	02/02/2024	Reset Timer Lights MMR	Creditors Invoice	450.00	0.00
9/02/2024	008558	09/02/2024		Funds Transfer Payment	0.00	450.00
16/02/2024	6833	12/02/2024	Civic Centre & Marie Marland Reserve	Creditors Invoice	400.00	0.00
16/02/2024	6802	26/01/2024	Replacement of lights Elements Estate Park Lights	Creditors Invoice	3,300.00	0.00
16/02/2024	6374	01/08/2023	Replace Baler path lights	Creditors Invoice	10,365.54	0.00
16/02/2024	6822	02/02/2024	Light Control Repair Cementery Beach	Creditors Invoice	695.33	0.00
16/02/2024	6836	12/02/2024	Repair warehouse gate	Creditors Invoice	200.00	0.00
16/02/2024	008665	16/02/2024		Funds Transfer Payment	0.00	14,960.87
23/02/2024	6855	12/02/2024	Replace Light - RSL	Creditors Invoice	200.00	0.00
23/02/2024	008777	23/02/2024		Funds Transfer Payment	0.00	200.00
Total:					18,934.57	18,934.57

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Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
Creditor: 10028 - Yurra Pty Ltd						
9/02/2024	009066	01/02/2024	Irrigation Testing January 2024	Creditors Invoice	3,146.00	0.00
9/02/2024	008559	09/02/2024		Funds Transfer Payment	0.00	3,146.00
Total:					3,146.00	3,146.00
Creditor: 10029 - Oresome Aircon Cleaning Pty Ltd						
2/02/2024	207231	29/01/2024	Clean Air Con 8/19 Dempster Street Port Hedland	Creditors Invoice	759.31	0.00
2/02/2024	207397	30/01/2024	Clean air Conditioners 2/13 Wangara Cres South Hedland	Creditors Invoice	510.36	0.00
2/02/2024	008442	02/02/2024		Funds Transfer Payment	0.00	1,269.67
9/02/2024	206993	18/01/2024	Cleared air con block drain Landfill Office	Creditors Invoice	143.00	0.00
9/02/2024	207511	30/01/2024	Unblock Drain SHAC	Creditors Invoice	143.00	0.00
9/02/2024	008560	09/02/2024		Funds Transfer Payment	0.00	286.00
16/02/2024	207638	05/02/2024	Supply & Install Air Conditioner Dempster Street Port Hedland	Creditors Invoice	143.00	0.00
16/02/2024	008666	16/02/2024		Funds Transfer Payment	0.00	143.00
Total:					1,698.67	1,698.67
Creditor: 10031 - Pilbara Pressure Force Pty Ltd						
2/02/2024	INV-11301	29/01/2024	Internal Clean SHAC House	Creditors Invoice	594.00	0.00
2/02/2024	INV-11305	30/01/2024	Graffiti Removal	Creditors Invoice	146.85	0.00
2/02/2024	INV-11260	26/01/2024	Cleaning Aust Day Wanangkura Stadium	Creditors Invoice	2,634.50	0.00
2/02/2024	INV-11306	30/01/2024	Rest room Cleaning January 2024	Creditors Invoice	29,873.14	0.00
2/02/2024	INV-11317	31/01/2024	Aust Day Post Event Clean SHAC	Creditors Invoice	1,980.00	0.00
2/02/2024	INV-11307	30/01/2024	Sanitation Works Towns Parks & Spaces January 2024	Creditors Invoice	29,040.00	0.00
2/02/2024	008443	02/02/2024		Funds Transfer Payment	0.00	64,268.49
9/02/2024	INV-11273	22/01/2024	December 2023 Cleaning	Creditors Invoice	16,975.62	0.00
9/02/2024	INV-11330	31/01/2024	Cleaning January 2024	Creditors Invoice	16,975.62	0.00
9/02/2024	INV-11280	23/01/2024	Part A Cleaning Contract	Creditors Invoice	56,003.20	0.00
9/02/2024	INV-11279	23/01/2024	Part B Cleaning Contract	Creditors Invoice	44,549.73	0.00
9/02/2024	008561	09/02/2024		Funds Transfer Payment	0.00	134,504.17
16/02/2024	INV-11140	05/12/2023	Wanangkura - steam clean carpet	Creditors Invoice	605.00	0.00
16/02/2024	008667	16/02/2024		Funds Transfer Payment	0.00	605.00
23/02/2024	INV-11381	19/02/2024	Post Construction Clean Pretty Pool Park	Creditors Invoice	990.00	0.00
23/02/2024	INV-11376	16/02/2024	Various locations graffiti removal	Creditors Invoice	990.00	0.00
23/02/2024	INV-11377	16/02/2024	Vacate Clean Fisby Street	Creditors Invoice	605.00	0.00
23/02/2024	INV-11385	21/02/2024	Graffiti Removal	Creditors Invoice	198.00	0.00
23/02/2024	008778	23/02/2024		Funds Transfer Payment	0.00	2,783.00
Total:					202,160.66	202,160.66
Creditor: 10034 - Helpcon Enterprises Pty Ltd						
9/02/2024	2079	11/01/2024	Road Works Repairs	Creditors Invoice	12,980.00	0.00
9/02/2024	008562	09/02/2024		Funds Transfer Payment	0.00	12,980.00
Total:					12,980.00	12,980.00
Creditor: 10040 - Up Your Grass Garden Maintenance						
2/02/2024	4163	24/01/2024	Garden Clean 96 Sutherland Street Port Hedland	Creditors Invoice	335.50	0.00
2/02/2024	008444	02/02/2024		Funds Transfer Payment	0.00	335.50
9/02/2024	4105	12/01/2024	Garden Clean, replace drip sprinklers 1 Frisby Court South Hedland	Creditors Invoice	3,960.00	0.00
9/02/2024	4134	03/01/2024	Reset valves & sprinklers Len Taplin Daycare Centre	Creditors Invoice	1,511.40	0.00

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Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
9/02/2024	4539	02/02/2024	Garden Clean Wanagara Crescent South Hedland	Creditors Invoice	715.00	0.00
9/02/2024	4296	01/02/2024	Garden Clean Sutherland Street Port Hedland	Creditors Invoice	231.00	0.00
9/02/2024	4315	01/02/2024	Garden Clean Counihan Crescent Port Hedland	Creditors Invoice	231.00	0.00
9/02/2024	4519	29/01/2024	Garden Clean Dempster Street Port Hedland	Creditors Invoice	770.00	0.00
9/02/2024	008563	09/02/2024		Funds Transfer Payment	0.00	7,418.40
16/02/2024	INV-7174	02/02/2024	Replace Pop Up Sprinkler Sutherland Street Port Hedland	Creditors Invoice	275.00	0.00
16/02/2024	008668	16/02/2024		Funds Transfer Payment	0.00	275.00
23/02/2024	4564	01/02/2024	Intensive Yard Clean Athol St, Port Hedland WA 6721	Creditors Invoice	1,430.00	0.00
23/02/2024	4622	08/02/2024	Garden Tidy Morgans Street	Creditors Invoice	231.00	0.00
23/02/2024	INV-7178	06/02/2024	Park cleans	Creditors Invoice	20,493.00	0.00
23/02/2024	008779	23/02/2024		Funds Transfer Payment	0.00	22,154.00
Total:					30,182.90	30,182.90
Creditor: 10045 - Everything Earth Pty Ltd						
2/02/2024	INV-0522	04/01/2024	Drainage Repair Shoata Road	Creditors Invoice	1,281.78	0.00
2/02/2024	INV-0527	21/01/2024	Turf Renewal Program McGregor St Oval	Creditors Invoice	5,445.00	0.00
2/02/2024	008445	02/02/2024		Funds Transfer Payment	0.00	6,726.78
9/02/2024	INV-0517	07/01/2024	Clean-up of Finucane Island Boat Ramp	Creditors Invoice	18,612.69	0.00
9/02/2024	008564	09/02/2024		Funds Transfer Payment	0.00	18,612.69
16/02/2024	INV-0546	08/02/2024	Contractors - Spoilbank grading	Creditors Invoice	2,627.63	0.00
16/02/2024	INV-0538	10/02/2024	Stage 3- Levelling & top dressing McGregorStreet Oval	Creditors Invoice	22,083.19	0.00
16/02/2024	INV-0529	08/02/2024	Installation of Guideposts & Delineators	Creditors Invoice	6,063.75	0.00
16/02/2024	INV-0524	24/01/2024	Supply Plant, Equipment & Operators	Creditors Invoice	24,129.19	0.00
16/02/2024	008669	16/02/2024		Funds Transfer Payment	0.00	54,903.76
Total:					80,243.23	80,243.23
Creditor: 10047 - Cadds Group Pty Ltd						
2/02/2024	237636	29/12/2023	Electrical Design/Drawing Modification	Creditors Invoice	11,869.00	0.00
2/02/2024	008446	02/02/2024		Funds Transfer Payment	0.00	11,869.00
Total:					11,869.00	11,869.00
Creditor: 10048 - AK Evans Group Australia T/A Regroup Australia						
9/02/2024	27773	31/01/2024	Hired Volvo Excavator Jan 24	Creditors Invoice	9,820.80	0.00
9/02/2024	008565	09/02/2024		Funds Transfer Payment	0.00	9,820.80
23/02/2024	27491	28/11/2023	EPAR Reinstatement - Yandeyarra Road	Creditors Invoice	370,700.42	0.00
23/02/2024	008780	23/02/2024		Funds Transfer Payment	0.00	370,700.42
Total:					380,521.22	380,521.22
Creditor: 10052 - Shawmac Pty Ltd						
2/02/2024	00011557	20/12/2023	Wedgfield route - IFC Re-design	Creditors Invoice	16,445.00	0.00
2/02/2024	008447	02/02/2024		Funds Transfer Payment	0.00	16,445.00
Total:					16,445.00	16,445.00
Creditor: 10055 - Total Electrical & Communications Services (TEC Services)						
2/02/2024	65986	30/01/2024	Repair Leaking Gas Regulator 1 Craig Street Port Hedland WA 6721	Creditors Invoice	318.26	0.00
2/02/2024	65983	30/01/2024	Backflow Testing	Creditors Invoice	1,254.00	0.00
16/02/2024	65694	20/12/2023	Landfill Kitchen works	Creditors Invoice	1,954.40	0.00
2/02/2024	008448	02/02/2024		Funds Transfer Payment	0.00	1,572.26

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9/02/2024	65957	29/01/2024	Retaining Wall Works OT South Daycare	Creditors Invoice	7,784.32	0.00
9/02/2024	66058	31/01/2024	Repairs to door 1 Frisby Court South Hedland	Creditors Invoice	1,304.40	0.00
9/02/2024	66112	08/02/2024	Roller Door Servicing Access	Creditors Invoice	1,666.67	0.00
9/02/2024	008566	09/02/2024		Funds Transfer Payment	0.00	10,755.39
16/02/2024	66094	07/02/2024	Electrical Infrastructure Modifications	Creditors Invoice	25,618.81	0.00
16/02/2024	65875	23/01/2024	Removal & disposal of old lean PHYC	Creditors Invoice	4,376.39	0.00
16/02/2024	008670	16/02/2024		Funds Transfer Payment	0.00	31,949.60
23/02/2024	65724	27/12/2023	Mara Park - Drinking Fountain Tap Repair	Creditors Invoice	1,246.03	0.00
23/02/2024	CT000205 CLAIM 4 JAN 2024	02/02/2024	Generated from contract claim	Creditors Invoice	162,677.90	0.00
23/02/2024	66201	20/02/2024	Replace Depot Kitchen dishwasher	Creditors Invoice	2,775.69	0.00
23/02/2024	008781	23/02/2024		Funds Transfer Payment	0.00	166,699.62
Total:					210,976.87	210,976.87
Creditor: 10057 - Goodline						
2/02/2024	202017	24/01/2024	SH Cemetery - Unblock toilet	Creditors Invoice	12,272.41	0.00
2/02/2024	201775	24/01/2024	GAC - Flood light works	Creditors Invoice	6,556.00	0.00
2/02/2024	008449	02/02/2024		Funds Transfer Payment	0.00	18,828.41
9/02/2024	201746	23/01/2024	Hydraulic to Basketball Backboard JD Hardie	Creditors Invoice	1,511.49	0.00
9/02/2024	008567	09/02/2024		Funds Transfer Payment	0.00	1,511.49
16/02/2024	202176	29/01/2024	Jimblebar Storage Extension	Creditors Invoice	20,636.80	0.00
16/02/2024	008671	16/02/2024		Funds Transfer Payment	0.00	20,636.80
23/02/2024	202537	12/02/2024	Fire panes and Lights services Wanangkura Stadium	Creditors Invoice	2,042.52	0.00
23/02/2024	202822	15/02/2024	SHAC- female basin leak	Creditors Invoice	888.23	0.00
23/02/2024	202782	16/02/2024	Plumbing issues Wanangkura Stadium	Creditors Invoice	6,571.74	0.00
23/02/2024	202813	16/02/2024	SHAC changeroom plumbing issues	Creditors Invoice	4,713.14	0.00
23/02/2024	202857	16/02/2024	Screen window & doors Marapikurrinya Popup	Creditors Invoice	5,434.57	0.00
23/02/2024	202907	19/02/2024	Install 2x GPOs for fans Stadium	Creditors Invoice	1,811.87	0.00
23/02/2024	202939	19/02/2024	Tripping power and roller door Netball	Creditors Invoice	508.20	0.00
23/02/2024	202890	19/02/2024	Leak Outside Main Building Len Taplin Daycare	Creditors Invoice	2,250.93	0.00
23/02/2024	008782	23/02/2024		Funds Transfer Payment	0.00	24,221.20
Total:					65,197.90	65,197.90
Creditor: 10059 - Complete Office Supplies Pty Ltd						
2/02/2024	12732485	17/01/2024	Consumables	Creditors Invoice	108.36	0.00
2/02/2024	12609351	22/01/2024	Window faced envelopes	Creditors Invoice	625.48	0.00
1/02/2024	12756730	25/01/2024	Stationery - Depot	Creditors Invoice	17.40	0.00
1/02/2024	00752646	29/01/2024	Materials not received	\$APCREDIT	-17.40	0.00
2/02/2024	12728365	16/01/2024	Stationery Order	Creditors Invoice	763.36	0.00
2/02/2024	12732834	18/01/2024	Stationery	Creditors Invoice	78.87	0.00
2/02/2024	008450	02/02/2024		Funds Transfer Payment	0.00	1,576.07
Total:					1,576.07	1,576.07
Creditor: 10062 - Cleanaway Pty Ltd - 73291687						
9/02/2024	19265637	31/12/2023	Clean Grease Trap	Creditors Invoice	1,428.90	0.00
9/02/2024	19275191	31/01/2024	Wanangkura Stadium Grease Trap	Creditors Invoice	958.10	0.00
9/02/2024	008568	09/02/2024		Funds Transfer Payment	0.00	2,387.00
Total:					2,387.00	2,387.00
Creditor: 10067 - Cromag Pty Ltd t/a Sigma Chemicals						

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Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
2/02/2024	177392/01	30/11/2023	Secchi disc	Creditors Invoice	176.00	0.00
2/02/2024	008451	02/02/2024		Funds Transfer Payment	0.00	176.00
16/02/2024	177555/01	07/12/2023	Test strips	Creditors Invoice	72.05	0.00
16/02/2024	008672	16/02/2024		Funds Transfer Payment	0.00	72.05
Total:					248.05	248.05
Creditor: 10068 - Josephine Bianchi						
9/02/2024	RFP_J BIANCHI_02022024	02/02/2024	Reimbursement - Utilities Horizon 21/11/2023	Creditors Invoice	385.76	0.00
9/02/2024	008569	09/02/2024		Funds Transfer Payment	0.00	385.76
Total:					385.76	385.76
Creditor: 10074 - St John Ambulance Western Australia Ltd						
9/02/2024	FAINV01155965	23/01/2024	Country Kit Servicing - Landfill	Creditors Invoice	483.50	0.00
9/02/2024	FAINV01147004	13/12/2023	HLTAID011Provide First Aid	Creditors Invoice	170.00	0.00
9/02/2024	008570	09/02/2024		Funds Transfer Payment	0.00	653.50
Total:					653.50	653.50
Creditor: 10077 - Pilbara Medical Holdings Pty Ltd						
2/02/2024	443332	24/01/2024	Hep A Vaccine File 96757	Creditors Invoice	82.50	0.00
2/02/2024	008452	02/02/2024		Funds Transfer Payment	0.00	82.50
23/02/2024	441186	28/12/2023	PHMC - INV- 441186	Creditors Invoice	93.50	0.00
23/02/2024	438588	24/11/2023	Ranger Hep A&B Vaccine #20042	Creditors Invoice	168.20	0.00
23/02/2024	008783	23/02/2024		Funds Transfer Payment	0.00	261.70
Total:					344.20	344.20
Creditor: 10078 - City Of Karratha						
2/02/2024	138466	05/11/2023	Provision of services 02.10.23-27.10.23	Creditors Invoice	3,872.00	0.00
2/02/2024	139733	04/01/2024	MOU Dec 23	Creditors Invoice	2,095.50	0.00
2/02/2024	139077	01/12/2023	MOU Services 30.10.23-01.12.23	Creditors Invoice	3,721.37	0.00
2/02/2024	DEC 2023	31/12/2023	Interest on outstanding debtor invoices	Creditors Invoice	11.85	0.00
2/02/2024	008453	02/02/2024		Funds Transfer Payment	0.00	9,700.72
9/02/2024	140124	03/02/2024	MOU January 2024	Creditors Invoice	1,782.00	0.00
9/02/2024	008571	09/02/2024		Funds Transfer Payment	0.00	1,782.00
Total:					11,482.72	11,482.72
Creditor: 10084 - Goldline Distributors						
2/02/2024	I61608287.BRO	23/01/2024	Pies, Sausage Rolls, Ice block	Creditors Invoice	847.58	0.00
2/02/2024	008454	02/02/2024		Funds Transfer Payment	0.00	847.58
23/02/2024	I61876318.BRO	20/02/2024	SHAC kiosk items	Creditors Invoice	375.31	0.00
23/02/2024	008784	23/02/2024		Funds Transfer Payment	0.00	375.31
Total:					1,222.89	1,222.89
Creditor: 10087 - Elgas Limited						
9/02/2024	1673738121	01/02/2024	Wanangkura - gas supplied	Creditors Invoice	4,408.38	0.00
9/02/2024	008572	09/02/2024		Funds Transfer Payment	0.00	4,408.38
Total:					4,408.38	4,408.38

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Creditor: 10091 - Garnama Pty Ltd T/As Les Mills Asia Pacific						
9/02/2024	1246812	01/02/2024	Wanangkura licensing fees	Creditors Invoice	957.77	0.00
9/02/2024	1246921	01/02/2024	GAC Licensing Fees February 2024	Creditors Invoice	968.28	0.00
9/02/2024	008573	09/02/2024		Funds Transfer Payment	0.00	1,926.05
Total:					1,926.05	1,926.05
Creditor: 10094 - Hedland Mobile Windscreens						
16/02/2024	39901	14/02/2024	Supply & Install Front Windscreen	Creditors Invoice	1,320.00	0.00
16/02/2024	008673	16/02/2024		Funds Transfer Payment	0.00	1,320.00
23/02/2024	39908	15/02/2024	LV22-143 Stone Chip Repair	Creditors Invoice	110.00	0.00
23/02/2024	39909	15/02/2024	LV19-120 Supply & Fit Windscreen	Creditors Invoice	1,320.00	0.00
23/02/2024	008785	23/02/2024		Funds Transfer Payment	0.00	1,430.00
Total:					2,750.00	2,750.00

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Creditor: 10095 - Northwest Quarries						
2/02/2024	00004780	31/01/2024	Granite Rock to Hamilton Road	Creditors Invoice	6,367.19	0.00
2/02/2024	008455	02/02/2024		Funds Transfer Payment	0.00	6,367.19
9/02/2024	00004799	31/01/2024	Red Hill Dune Sand	Creditors Invoice	11,118.60	0.00
9/02/2024	00004798	31/01/2024	Red Hill Dune Sand	Creditors Invoice	11,810.88	0.00
9/02/2024	008574	09/02/2024		Funds Transfer Payment	0.00	22,929.48
Total:					29,296.67	29,296.67
Creditor: 10097 - A.B.V. Leisure Consultancy Services						
2/02/2024	423	24/01/2024	Stage 2 Full Application	Creditors Invoice	3,256.00	0.00
2/02/2024	422	24/01/2024	Update Business Plan	Creditors Invoice	2,035.00	0.00
2/02/2024	008456	02/02/2024		Funds Transfer Payment	0.00	5,291.00
Total:					5,291.00	5,291.00
Creditor: 10101 - Complete Hire & Sales Pty Ltd T/As Complete Portables						
16/02/2024	NW/273673	09/02/2024	Credit to invoice NW/261590	\$APCREDIT	-408.56	0.00
16/02/2024	NW/261590	13/08/2023	Balance of Contract MW/25942 Credit NW/273673	Creditors Invoice	663.21	0.00
16/02/2024	008674	16/02/2024		Funds Transfer Payment	0.00	254.65
Total:					254.65	254.65
Creditor: 10104 - Avantgarde Technologies Pty Ltd						
16/02/2024	ES 2026	12/02/2024	Upgrade wireless links	Creditors Invoice	29,865.00	0.00
16/02/2024	ES 2025	12/02/2024	Wireless link for Port Hedland Community	Creditors Invoice	22,990.00	0.00
16/02/2024	008675	16/02/2024		Funds Transfer Payment	0.00	52,855.00
23/02/2024	3144	23/01/2024	Forticare Premium Support	Creditors Invoice	2,602.32	0.00
23/02/2024	008786	23/02/2024		Funds Transfer Payment	0.00	2,602.32
Total:					55,457.32	55,457.32
Creditor: 10107 - Mailing Solutions						
2/02/2024	510408	13/11/2023	Firebreak Notices	Creditors Invoice	1,597.11	0.00
2/02/2024	008457	02/02/2024		Funds Transfer Payment	0.00	1,597.11
16/02/2024	510548	14/12/2023	3rd instalment	Creditors Invoice	604.01	0.00
16/02/2024	008676	16/02/2024		Funds Transfer Payment	0.00	604.01
Total:					2,201.12	2,201.12
Creditor: 10108 - Inesperata Integrated Systems Pty Ltd						
9/02/2024	3284	07/02/2024	Stadium - repair 24hr access door contd	Creditors Invoice	1,017.61	0.00
9/02/2024	3267	01/02/2024	Security Upgrade Wanangkura Stadium	Creditors Invoice	858.00	0.00
9/02/2024	008575	09/02/2024		Funds Transfer Payment	0.00	1,875.61
16/02/2024	3288	12/02/2024	SHAC Staff carpark gate broken	Creditors Invoice	286.00	0.00
16/02/2024	3291	12/02/2024	Civic Centre Swipe Cards	Creditors Invoice	473.40	0.00
16/02/2024	3286	07/02/2024	Depot Access control & alarm monitoring	Creditors Invoice	143.00	0.00
16/02/2024	3277	06/02/2024	Access Control & Alarm Monitoring	Creditors Invoice	671.75	0.00
16/02/2024	3232	07/02/2024	JDH - Access control & alarm monitoring	Creditors Invoice	107.25	0.00
16/02/2024	3285	07/02/2024	Landfill Kitchen	Creditors Invoice	377.81	0.00
16/02/2024	3281	07/02/2024	Set up individual logins 21/09/23	Creditors Invoice	107.25	0.00
16/02/2024	3287	07/02/2024	PHCC - Access control & alarm monitoring	Creditors Invoice	178.75	0.00
16/02/2024	008677	16/02/2024		Funds Transfer Payment	0.00	2,345.21

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23/02/2024	3296	19/02/2024	Services Provided	Creditors Invoice	6,731.12	0.00
23/02/2024	3304	21/02/2024	PHCC Door	Creditors Invoice	357.50	0.00
23/02/2024	3298	19/02/2024	Access control & alarm monitorin	Creditors Invoice	107.25	0.00
23/02/2024	3294	19/02/2024	Chem Store 1 Roller Door Depot Security	Creditors Invoice	286.00	0.00
23/02/2024	3279	19/02/2024	Len Taplin - Keypad Issues	Creditors Invoice	71.50	0.00
23/02/2024	3303	21/02/2024	Depot Access control & alarm monitoring	Creditors Invoice	35.75	0.00
23/02/2024	3306	21/02/2024	Maintenance Workashop	Creditors Invoice	107.25	0.00
23/02/2024	3305	21/02/2024	PHCC - Access control & alarm monitoring	Creditors Invoice	71.50	0.00
23/02/2024	008787	23/02/2024		Funds Transfer Payment	0.00	7,767.87
Total:					11,988.69	11,988.69
Creditor: 10109 - Bolinda Publishing Pty Ltd						
23/02/2024	309748	24/01/2024	Books South Hedland Library	Creditors Invoice	53.46	0.00
23/02/2024	008788	23/02/2024		Funds Transfer Payment	0.00	53.46
Total:					53.46	53.46
Creditor: 10110 - Reece Pty Ltd						
2/02/2024	1001321684	24/01/2024	Irrigation Consumables	Creditors Invoice	109.56	0.00
2/02/2024	1001465777	31/01/2024	Plumbing Supplies	Creditors Invoice	112.29	0.00
2/02/2024	008458	02/02/2024		Funds Transfer Payment	0.00	221.85
9/02/2024	443139187	05/12/2023	Plumbing supplies	Creditors Invoice	457.49	0.00
9/02/2024	1001410957	29/01/2024	Irrigation Consumables	Creditors Invoice	39.03	0.00
9/02/2024	008576	09/02/2024		Funds Transfer Payment	0.00	496.52
23/02/2024	1001890878	17/02/2024	Landscape materials	Creditors Invoice	65.95	0.00
23/02/2024	1001869916	16/02/2024	General consumable	Creditors Invoice	242.43	0.00
23/02/2024	1001777623	13/02/2024	General consumables	Creditors Invoice	201.60	0.00
23/02/2024	1001814100	14/02/2024	General consumables	Creditors Invoice	28.94	0.00
23/02/2024	008789	23/02/2024		Funds Transfer Payment	0.00	538.92
Total:					1,257.29	1,257.29
Creditor: 10114 - J.D Caffey & Caffey Family Trust T/As Westbooks						
23/02/2024	339476	05/01/2024	Books	Creditors Invoice	56.89	0.00
23/02/2024	339317	11/12/2023	Books	Creditors Invoice	169.07	0.00
23/02/2024	008790	23/02/2024		Funds Transfer Payment	0.00	225.96
Total:					225.96	225.96

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Creditor: 10124 - Department Of Planning; Lands And Heritage						
16/02/2024	RFP_DEPT PLAN LAND_1402202	14/02/2024	Outstanding invoice 25/10/2022	Creditors Invoice	820.00	0.00
16/02/2024	008678	16/02/2024		Funds Transfer Payment	0.00	820.00
Total:					820.00	820.00
Creditor: 10125 - Battery Sales & Service						
2/02/2024	132779	25/01/2024	Rocker Switch	Creditors Invoice	26.00	0.00
2/02/2024	008459	02/02/2024		Funds Transfer Payment	0.00	26.00
9/02/2024	133028	02/02/2024	Battery	Creditors Invoice	225.25	0.00
9/02/2024	133185	08/02/2024	MF40B20 BATTERY	Creditors Invoice	140.25	0.00
9/02/2024	008577	09/02/2024		Funds Transfer Payment	0.00	365.50
16/02/2024	133340	15/02/2024	Battery INV133340	Creditors Invoice	529.50	0.00
16/02/2024	008679	16/02/2024		Funds Transfer Payment	0.00	529.50
23/02/2024	133406	19/02/2024	Supercharge Battery	Creditors Invoice	211.65	0.00
23/02/2024	008791	23/02/2024		Funds Transfer Payment	0.00	211.65
Total:					1,132.65	1,132.65
Creditor: 10127 - Scope Business Imaging						
23/02/2024	644399	31/01/2024	Service Plan Admin Stadium	Creditors Invoice	209.72	0.00
23/02/2024	644395	31/01/2024	Service Plan Depot Workshop	Creditors Invoice	63.13	0.00
23/02/2024	644394	31/01/2024	Service Plan CEO office	Creditors Invoice	188.21	0.00
23/02/2024	645743	13/02/2024	Depot printer move	Creditors Invoice	385.00	0.00
23/02/2024	644400	31/01/2024	Service Plan Wanagkura Stadium	Creditors Invoice	165.35	0.00
23/02/2024	644397	31/01/2024	Service Plan SHAC	Creditors Invoice	158.57	0.00
23/02/2024	644398	31/01/2024	Service Plan Landfill	Creditors Invoice	30.83	0.00
23/02/2024	644396	31/01/2024	Service Plan GAC	Creditors Invoice	47.22	0.00
23/02/2024	008792	23/02/2024		Funds Transfer Payment	0.00	1,248.03
Total:					1,248.03	1,248.03
Creditor: 10128 - Royal Life Saving Society						
2/02/2024	RLSSWA INV968	25/01/2024	Wristbands	Creditors Invoice	1,540.00	0.00
2/02/2024	RLSSWA INV1007	30/01/2024	Labour Hire 25.12.2023 to 21.01.2024	Creditors Invoice	10,371.90	0.00
2/02/2024	008460	02/02/2024		Funds Transfer Payment	0.00	11,911.90
23/02/2024	RLSSWA INV801	18/12/2023	Wrist bands	Creditors Invoice	770.00	0.00
23/02/2024	008793	23/02/2024		Funds Transfer Payment	0.00	770.00
Total:					12,681.90	12,681.90
Creditor: 10130 - Hedland Well Women'S Centre Inc						
9/02/2024	RFP_HEDLAND WELL WOMEN_(06/02/2024	Winner Active Citizenship 2024	Creditors Invoice	1,500.00	0.00
9/02/2024	008578	09/02/2024		Funds Transfer Payment	0.00	1,500.00
Total:					1,500.00	1,500.00

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Creditor: 10131 - Ampac Debt Recovery (WA) Pty Ltd						
9/02/2024	103639	31/01/2024	Collection Agency	Creditors Invoice	665.97	0.00
9/02/2024	008579	09/02/2024		Funds Transfer Payment	0.00	665.97
Total:					665.97	665.97
Creditor: 10132 - Tim Turner						
2/02/2024	RFP_T TURNER_01022024	01/02/2024	Elected Member Payment January 2024	Creditors Invoice	3,037.92	0.00
2/02/2024	008461	02/02/2024		Funds Transfer Payment	0.00	3,037.92
Total:					3,037.92	3,037.92
Creditor: 10137 - Westrac Pty Ltd						
2/02/2024	PI 9215576	23/01/2024	Element	Creditors Invoice	68.05	0.00
2/02/2024	PI9225998	26/01/2024	Elements, Coolant, Oil test kits	Creditors Invoice	394.35	0.00
2/02/2024	008462	02/02/2024		Funds Transfer Payment	0.00	462.40
Total:					462.40	462.40
Creditor: 10142 - Los Tres Cleaning Services Pty Ltd						
16/02/2024	00003948	29/01/2024	MMR Cleaning Kitchen & toilets	Creditors Invoice	462.00	0.00
16/02/2024	008680	16/02/2024		Funds Transfer Payment	0.00	462.00
Total:					462.00	462.00
Creditor: 10145 - Karl Daybell						
23/02/2024	RFP_K DAYBELL_17012024	17/01/2024	Reimbursement - Goods	Creditors Invoice	134.92	0.00
23/02/2024	RFP_K DAYBELL_17012024	17/01/2024	Reimbursement - meals	Creditors Invoice	745.41	0.00
23/02/2024	RFP_K DAYBELL_17022024	17/02/2024	Reimbursement - Incidentals Site Visit	Creditors Invoice	465.77	0.00
23/02/2024	008794	23/02/2024		Funds Transfer Payment	0.00	1,346.10
Total:					1,346.10	1,346.10
Creditor: 10150 - The Lucky Charm South Hedland						
23/02/2024	84575	01/02/2024	Newspapers	Creditors Invoice	358.14	0.00
23/02/2024	008795	23/02/2024		Funds Transfer Payment	0.00	358.14
Total:					358.14	358.14
Creditor: 10151 - Beacon Equipment						
2/02/2024	73879 #21	24/01/2024	Manual Sprayer	Creditors Invoice	864.00	0.00
2/02/2024	008463	02/02/2024		Funds Transfer Payment	0.00	864.00

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Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
23/02/2024	74134 #21	08/02/2024	STP0782 516 8500-Multi Oil Bio 50ml	Creditors Invoice	180.00	0.00
23/02/2024	008796	23/02/2024		Funds Transfer Payment	0.00	180.00
Total:					1,044.00	1,044.00
Creditor: 10152 - Technical Services Group Pty Ltd						
23/02/2024	INV-00003599	21/02/2024	Supply Only - R650 & POE Injector	Creditors Invoice	2,579.50	0.00
23/02/2024	008797	23/02/2024		Funds Transfer Payment	0.00	2,579.50
Total:					2,579.50	2,579.50
Creditor: 10160 - JAE West Pty Ltd t/a Pilbara Copy Service						
23/02/2024	54064	19/02/2024	Cost Per Copy Charges Kyocera Printers	Creditors Invoice	75.82	0.00
23/02/2024	53917	24/01/2024	Monthly Meter Plan 20.12.23 to 20.01.24	Creditors Invoice	139.84	0.00
23/02/2024	53888	23/01/2024	Monthly Metered plan 20.12.23 - 20.01.24	Creditors Invoice	1,532.74	0.00
23/02/2024	008798	23/02/2024		Funds Transfer Payment	0.00	1,748.40
Total:					1,748.40	1,748.40
Creditor: 10162 - Waste Water Services Pty Ltd						
2/02/2024	00011441	31/01/2024		Creditors Invoice	21,046.94	0.00
2/02/2024	008464	02/02/2024		Funds Transfer Payment	0.00	21,046.94
Total:					21,046.94	21,046.94
Creditor: 10163 - Heatley Sales Pty Ltd T/A Skipper Transport Parts						
2/02/2024	078379	13/11/2023	Adblue 15L	Creditors Invoice	166.36	0.00
2/02/2024	008465	02/02/2024		Funds Transfer Payment	0.00	166.36
Total:					166.36	166.36
Creditor: 10166 - Geraldton Fuel Company Pty Ltd						
16/02/2024	02478430	31/01/2024	15W-40 Extreme Defence Oil 208lt	Creditors Invoice	1,237.95	0.00
16/02/2024	008681	16/02/2024		Funds Transfer Payment	0.00	1,237.95
Total:					1,237.95	1,237.95
Creditor: 10167 - Recharge Petroleum						
16/02/2024	31012024	31/01/2024	Fuel Charges Jan 2024	Creditors Invoice	6,234.51	0.00
16/02/2024	008682	16/02/2024		Funds Transfer Payment	0.00	6,234.51
Total:					6,234.51	6,234.51
Creditor: 10178 - Kennards Hire Pty Ltd						
2/02/2024	25872322	31/01/2024	Generator Hire 200kva 220075 31/12/2023 to 31/01/2024	Creditors Invoice	3,709.86	0.00
2/02/2024	25872321	31/01/2024	Generator Hire 100kva 220070 Concrete Tie Down Blocks	Creditors Invoice	2,249.94	0.00
2/02/2024	25872320	31/01/2024	Generator 220070, Concrete Tie Downs 200lt Diesel Fuel Tank	Creditors Invoice	2,806.54	0.00
2/02/2024	25872323	31/01/2024	Generator Hire 31/12/23 to 31/01/24	Creditors Invoice	4,063.18	0.00
2/02/2024	008466	02/02/2024		Funds Transfer Payment	0.00	12,829.52
23/02/2024	25604640	09/11/2023	Hire - submersible pump	Creditors Invoice	1,708.00	0.00
23/02/2024	25732224	14/12/2023	Submersible Pump Hire	Creditors Invoice	3,074.40	0.00
23/02/2024	008799	23/02/2024		Funds Transfer Payment	0.00	4,782.40

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Total:					17,611.92	17,611.92
Creditor: 10179 - Acacia Connection						
9/02/2024	76101	31/01/2024	EAP Councillng	Creditors Invoice	2,648.80	0.00
9/02/2024	008580	09/02/2024		Funds Transfer Payment	0.00	2,648.80
Total:					2,648.80	2,648.80
Creditor: 10181 - G. Bishops Transport Services						
23/02/2024	B238956	19/02/2024	Freight	Creditors Invoice	238.57	0.00
23/02/2024	B238959	19/02/2024	Freight	Creditors Invoice	108.39	0.00
23/02/2024	B238960	19/02/2024	Freight	Creditors Invoice	109.38	0.00
23/02/2024	B238957	19/02/2024	Freight	Creditors Invoice	110.37	0.00
23/02/2024	008800	23/02/2024		Funds Transfer Payment	0.00	566.71
Total:					566.71	566.71
Creditor: 10182 - Technology One						
2/02/2024	231058	22/01/2024	AMS Program 1.2.24 to 29.2.24	Creditors Invoice	8,115.80	0.00
2/02/2024	008467	02/02/2024		Funds Transfer Payment	0.00	8,115.80
9/02/2024	231345	29/01/2024	Managed Services Agree January 2024	Creditors Invoice	26,365.23	0.00
9/02/2024	008581	09/02/2024		Funds Transfer Payment	0.00	26,365.23
23/02/2024	230816	12/01/2024	Subscription Fee 02/02/2024 to 01/02/202	Creditors Invoice	15,188.15	0.00
23/02/2024	008801	23/02/2024		Funds Transfer Payment	0.00	15,188.15
Total:					49,669.18	49,669.18
Creditor: 10183 - Cti Records Management						
9/02/2024	0134215	31/01/2024	Records Management	Creditors Invoice	660.00	0.00
9/02/2024	008582	09/02/2024		Funds Transfer Payment	0.00	660.00
Total:					660.00	660.00
Creditor: 10190 - Specialist Wholesalers Pty Ltd T/As Truckline						
16/02/2024	9077000	01/02/2024	CC36084 PG Platinum 20L	Creditors Invoice	462.00	0.00
16/02/2024	008683	16/02/2024		Funds Transfer Payment	0.00	462.00
Total:					462.00	462.00
Creditor: 10193 - Dulux						
23/02/2024	504602079	13/02/2024	Sand Blocks	Creditors Invoice	5.80	0.00

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Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
23/02/2024	008802	23/02/2024		Funds Transfer Payment	0.00	5.80
Total:					5.80	5.80
Creditor: 10194 - Peter Carter						
2/02/2024	RFP_P CARTER_01022024	01/02/2024	Elected Member Payment January 2024	Creditors Invoice	11,077.92	0.00
2/02/2024	008468	02/02/2024		Funds Transfer Payment	0.00	11,077.92
Total:					11,077.92	11,077.92
Creditor: 10197 - Pilbara Tools And Fasteners Pty Ltd						
9/02/2024	10130434	25/01/2024	Hardware	Creditors Invoice	93.25	0.00
9/02/2024	008583	09/02/2024		Funds Transfer Payment	0.00	93.25
23/02/2024	10132043	21/02/2024	Parts	Creditors Invoice	51.58	0.00
23/02/2024	008803	23/02/2024		Funds Transfer Payment	0.00	51.58
Total:					144.83	144.83
Creditor: 10198 - Pro Earth Civil						
2/02/2024	00000580	19/12/2023	Landfill Capping Program Mobilisation # 2	Creditors Invoice	9,072.03	0.00
2/02/2024	008469	02/02/2024		Funds Transfer Payment	0.00	9,072.03
16/02/2024	00000593	12/02/2024	Project management	Creditors Invoice	4,593.77	0.00
16/02/2024	00000592	12/02/2024	Project management Spoilbank grading	Creditors Invoice	567.55	0.00
16/02/2024	008684	16/02/2024		Funds Transfer Payment	0.00	5,161.32
23/02/2024	00000591	21/02/2024	Project Consultant	Creditors Invoice	1,648.90	0.00
23/02/2024	008804	23/02/2024		Funds Transfer Payment	0.00	1,648.90
Total:					15,882.25	15,882.25
Creditor: 10200 - Chaz Roberts						
16/02/2024	RFP_C ROBERTS_13022024	13/02/2024	Reimbursement - Utilities	Creditors Invoice	79.99	0.00
16/02/2024	008685	16/02/2024		Funds Transfer Payment	0.00	79.99
Total:					79.99	79.99
Creditor: 10204 - Workpac Group						
9/02/2024	PLB.I-104934	31/01/2024	Senior Accountant W/E 28.01.2024	Creditors Invoice	2,986.37	0.00
9/02/2024	008584	09/02/2024		Funds Transfer Payment	0.00	2,986.37
16/02/2024	PLB.I-104987	08/02/2024	Senior Accountant W/E 04/02/2024	Creditors Invoice	3,732.96	0.00
16/02/2024	008686	16/02/2024		Funds Transfer Payment	0.00	3,732.96
Total:					6,719.33	6,719.33
Creditor: 10207 - Veris Australia Pty Ltd						
9/02/2024	V1085274	31/01/2024	Crown Subdivision Reserve 62697	Creditors Invoice	8,739.50	0.00
9/02/2024	008585	09/02/2024		Funds Transfer Payment	0.00	8,739.50
Total:					8,739.50	8,739.50

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Creditor: 10209 - Firesafe Service And Maintenance Pty Ltd						
9/02/2024	F21476	17/01/2024	Replace detector optical sensor	Creditors Invoice	246.95	0.00
9/02/2024	F21913	29/01/2024	Service & Maintenance	Creditors Invoice	1,384.59	0.00
9/02/2024	F21974	30/01/2024	Monthly Fire Pump servicing Jan 2024	Creditors Invoice	451.47	0.00
9/02/2024	F21950	30/01/2024	Monthly testing all sites	Creditors Invoice	1,828.33	0.00
9/02/2024	F21902	29/01/2024	Call out Jimblebar Room Isolate detector	Creditors Invoice	1,311.75	0.00
9/02/2024	F22162	05/02/2024	Wana Stadium Call out Fire Alarm Panel	Creditors Invoice	583.00	0.00
9/02/2024	F22023	30/01/2024	Replace Fire Extinguisher SHAC	Creditors Invoice	184.47	0.00
9/02/2024	008586	09/02/2024		Funds Transfer Payment	0.00	5,990.56
Total:					5,990.56	5,990.56
Creditor: 10210 - Ixom Operations Pty Ltd						
23/02/2024	6771487	31/01/2024	Service Fee - Chlorine	Creditors Invoice	458.24	0.00
23/02/2024	008805	23/02/2024		Funds Transfer Payment	0.00	458.24
Total:					458.24	458.24
Creditor: 10212 - Continental Tyres Wedgefield Pty Ltd						
16/02/2024	50765	12/02/2024	Puncture Repair	Creditors Invoice	120.00	0.00
16/02/2024	008687	16/02/2024		Funds Transfer Payment	0.00	120.00
23/02/2024	50796	20/02/2024	Puncture Repair	Creditors Invoice	160.00	0.00
23/02/2024	008806	23/02/2024		Funds Transfer Payment	0.00	160.00
Total:					280.00	280.00
Creditor: 10215 - Civica						
2/02/2024	C/LA035512	30/01/2024	Coffee Sessions	Creditors Invoice	440.00	0.00
2/02/2024	008470	02/02/2024		Funds Transfer Payment	0.00	440.00
Total:					440.00	440.00
Creditor: 10220 - Department Of Mines; Industry Regulation And Safety						
2/02/2024	RFP_DMIRS_23012024	23/01/2024	BSL- December 2023	Creditors Invoice	1,167.48	0.00
2/02/2024	008471	02/02/2024		Funds Transfer Payment	0.00	1,167.48
Total:					1,167.48	1,167.48
Creditor: 10224 - Southern Cross Treasury						
9/02/2024	71594475	31/01/2024	Advert Aust Day Event	Creditors Invoice	2,285.80	0.00
9/02/2024	008587	09/02/2024		Funds Transfer Payment	0.00	2,285.80
Total:					2,285.80	2,285.80
Creditor: 10227 - Comtec Data Pty Ltd						
9/02/2024	INV-4120	01/02/2024	Monthly Duress Service	Creditors Invoice	220.00	0.00

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9/02/2024	008588	09/02/2024		Funds Transfer Payment	0.00	220.00
Total:					220.00	220.00
Creditor: 10230 - Hedland Psychologists						
9/02/2024	786667391	23/01/2024	HP02698 EAP-23 60 Minutes	Creditors Invoice	247.50	0.00
9/02/2024	789360051	25/01/2024	60 Minutes Patient HP02713 EAP-23	Creditors Invoice	247.50	0.00
9/02/2024	779134411	09/01/2024	60 minutes Patient HP02707 EAP-23	Creditors Invoice	247.50	0.00
9/02/2024	008589	09/02/2024		Funds Transfer Payment	0.00	742.50
23/02/2024	785881441	01/02/2024	60 minutes Patient HP02707 EAP-23	Creditors Invoice	247.50	0.00
23/02/2024	791837741	05/02/2024	60 Minutes Patient HP 02698 EAP-23	Creditors Invoice	247.50	0.00
23/02/2024	793096311	01/02/2024	60 minutes Patient HP02713 EAP-23	Creditors Invoice	247.50	0.00
23/02/2024	008807	23/02/2024		Funds Transfer Payment	0.00	742.50
Total:					1,485.00	1,485.00
Creditor: 10233 - Cornerstone Legal						
16/02/2024	22196	14/02/2024	Cornerstone Legal - Derschow Dog Attack	Creditors Invoice	154.00	0.00
16/02/2024	008688	16/02/2024		Funds Transfer Payment	0.00	154.00
Total:					154.00	154.00
Creditor: 10235 - Michael Johnson						
16/02/2024	RFP_M JOHNSON_09022024	09/02/2024	Reimbursement - Travel	Creditors Invoice	344.10	0.00
16/02/2024	008689	16/02/2024		Funds Transfer Payment	0.00	344.10
Total:					344.10	344.10
Creditor: 10236 - Baileys The Fertiliser Family						
2/02/2024	43896	20/12/2023	Fertiliser	Creditors Invoice	7,704.14	0.00
2/02/2024	008472	02/02/2024		Funds Transfer Payment	0.00	7,704.14
Total:					7,704.14	7,704.14
Creditor: 10237 - Modern Teaching Aids Pty Ltd						
2/02/2024	45750492	19/12/2023	Activity items	Creditors Invoice	274.89	0.00
2/02/2024	008473	02/02/2024		Funds Transfer Payment	0.00	274.89
16/02/2024	45806556	12/02/2024	Wanangkura Stadium - Dress Up	Creditors Invoice	76.95	0.00
16/02/2024	008690	16/02/2024		Funds Transfer Payment	0.00	76.95
Total:					351.84	351.84
Creditor: 10238 - Telstra Limited - Retail						
2/02/2024	2206796902_25012024	25/01/2024	Equipment & Usage	Creditors Invoice	4,293.81	0.00
2/02/2024	008474	02/02/2024		Funds Transfer Payment	0.00	4,293.81
9/02/2024	3802305000_29012024	29/01/2024	Equipment & Usage	Creditors Invoice	2,829.89	0.00
9/02/2024	008590	09/02/2024		Funds Transfer Payment	0.00	2,829.89
16/02/2024	1335539233_T311	07/02/2024	Satellite Phone	Creditors Invoice	55.00	0.00
16/02/2024	008691	16/02/2024		Funds Transfer Payment	0.00	55.00
23/02/2024	3296741808_18022024	18/02/2024	Service & Usage	Creditors Invoice	171.00	0.00
23/02/2024	2206796985_18022024	18/02/2024	Service & Usage	Creditors Invoice	165.00	0.00
23/02/2024	1335539233_07022024	07/02/2024	Service & Usage	Creditors Invoice	55.00	0.00
23/02/2024	2054805813_12022024	12/02/2024	Service & Usage	Creditors Invoice	238.83	0.00

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23/02/2024	008808	23/02/2024		Funds Transfer Payment	0.00	629.83
Total:					7,808.53	7,808.53
Creditor: 10240 - Forpark Australia						
9/02/2024	62799	07/02/2024	Spare Parts, Consumables, and Material	Creditors Invoice	1,153.90	0.00
9/02/2024	008591	09/02/2024		Funds Transfer Payment	0.00	1,153.90
Total:					1,153.90	1,153.90
Creditor: 10242 - Landgate						
16/02/2024	1353475	01/02/2024	Online Shop	Creditors Invoice	335.50	0.00
16/02/2024	008692	16/02/2024		Funds Transfer Payment	0.00	335.50
Total:					335.50	335.50
Creditor: 10244 - W.A. Library Supplies						
23/02/2024	00136290	11/01/2024	Library Goods	Creditors Invoice	1,390.00	0.00
23/02/2024	00136891	09/02/2024	Library Goods	Creditors Invoice	578.50	0.00
23/02/2024	008809	23/02/2024		Funds Transfer Payment	0.00	1,968.50
Total:					1,968.50	1,968.50
Creditor: 10248 - Lil's Retravision						
9/02/2024	60175972	02/02/2024	Electrical chargers	Creditors Invoice	193.95	0.00
9/02/2024	008592	09/02/2024		Funds Transfer Payment	0.00	193.95
Total:					193.95	193.95
Creditor: 10253 - Water Corporation - Perth						
9/02/2024	9008378404_01022024	01/02/2024	Water Service & Use Boronia Close South Hedland	Creditors Invoice	310.75	0.00
9/02/2024	008593	09/02/2024		Funds Transfer Payment	0.00	310.75
16/02/2024	9025178754_0001	01/02/2024	Water Service & Use	Creditors Invoice	274.89	0.00
16/02/2024	008693	16/02/2024		Funds Transfer Payment	0.00	274.89
23/02/2024	9024227374_0002	13/02/2024	Supply & usage Longtom Loop SH 01/01/2024 to 29/02/2024	Creditors Invoice	910.27	0.00
23/02/2024	9008346808_0186	12/02/2024	Service and Usage	Creditors Invoice	1,192.57	0.00
23/02/2024	9017502630_0079	13/02/2024	Service and Usage	Creditors Invoice	105.46	0.00
23/02/2024	9023629902_0036	13/02/2024	Service and Usage	Creditors Invoice	490.77	0.00
23/02/2024	9008350102_0197	12/02/2024	Service and Usage	Creditors Invoice	473.19	0.00
23/02/2024	9008351930_0188	12/02/2024	Service and Usage	Creditors Invoice	389.21	0.00
23/02/2024	9008344028_0155	12/02/2024	Service and Usage	Creditors Invoice	2,740.85	0.00
23/02/2024	9008358198_0168	12/02/2024	Service and Usage	Creditors Invoice	628.37	0.00
23/02/2024	9008353522_0182	12/02/2024	Service and Usage	Creditors Invoice	2,185.75	0.00
23/02/2024	9008359166_0167	12/02/2024	Service and Usage	Creditors Invoice	1,723.07	0.00
23/02/2024	9009150786_0128	12/02/2024	Service and Usage	Creditors Invoice	375.58	0.00
23/02/2024	9010410880_0157	12/02/2024	Service and Usage	Creditors Invoice	307.19	0.00
23/02/2024	9017233143_0100	12/02/2024	Service and Usage	Creditors Invoice	268.13	0.00
23/02/2024	9008342815_0164	09/02/2024	Service and Usage	Creditors Invoice	1,983.37	0.00
23/02/2024	9017233098_0107	12/02/2024	Service and Usage	Creditors Invoice	266.18	0.00
23/02/2024	9008344933_0144	09/02/2024	Service and Usage	Creditors Invoice	10,404.34	0.00
23/02/2024	9015824273_0067	12/02/2024	Service and Usage	Creditors Invoice	9,839.54	0.00
23/02/2024	9017233127_0093	12/02/2024	Service and Usage	Creditors Invoice	273.99	0.00
23/02/2024	9016508336_0079	12/02/2024	Service and Usage	Creditors Invoice	246.56	0.00

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Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
23/02/2024	9023629873_0051	12/02/2024	Service and Usage	Creditors Invoice	482.96	0.00
23/02/2024	9024227403_0002	13/02/2024	Supply & usage Longtom Loop South Hedland	Creditors Invoice	910.27	0.00
23/02/2024	9017233119_0102	09/02/2024	Service and Usage	Creditors Invoice	285.71	0.00
23/02/2024	9024227390_0002	13/02/2024	Supply & usage Longtom Loop South Hedland	Creditors Invoice	910.27	0.00
23/02/2024	9020301557_0062	14/02/2024	Service and Usage	Creditors Invoice	5,874.48	0.00
23/02/2024	9017032579_0123	09/02/2024	Service and Usage	Creditors Invoice	397.03	0.00
23/02/2024	9010415614_0156	09/02/2024	Service and Usage	Creditors Invoice	895.76	0.00
23/02/2024	9017233151_0113	09/02/2024	Service and Usage	Creditors Invoice	297.42	0.00
23/02/2024	9016298332_0081	09/02/2024	Service and Usage	Creditors Invoice	6,645.71	0.00
23/02/2024	9024227382_0002	13/02/2024	Supply & usage Longtom Loop South Hedland	Creditors Invoice	910.27	0.00
23/02/2024	9009371191_0126	09/02/2024	Service and Usage	Creditors Invoice	2,565.97	0.00
23/02/2024	9017032595_0128	09/02/2024	Service and Usage	Creditors Invoice	256.41	0.00
23/02/2024	9008350583_0181	09/02/2024	Service and Usage	Creditors Invoice	529.83	0.00
23/02/2024	9008350495_0193	09/02/2024	Service and Usage	Creditors Invoice	387.26	0.00
23/02/2024	9010415606_0166	09/02/2024	Service and Usage	Creditors Invoice	833.93	0.00
23/02/2024	9008359422_0142	09/02/2024	Service and Usage	Creditors Invoice	3,669.76	0.00
23/02/2024	9009842678_0123	09/02/2024	Service and Usage	Creditors Invoice	31.54	0.00
23/02/2024	9008348950_0114	09/02/2024	Service and Usage	Creditors Invoice	512.82	0.00
23/02/2024	9008348942_0179	09/02/2024	Service and Usage	Creditors Invoice	1,399.26	0.00
23/02/2024	9025088310_0003	13/02/2024	Service and Usage	Creditors Invoice	367.64	0.00
23/02/2024	9018256291_0088	16/02/2023	Service and Usage	Creditors Invoice	13,125.47	0.00
23/02/2024	9019376711_0120	08/02/2024	Service and Usage	Creditors Invoice	270.08	0.00
23/02/2024	9008351578_0198	08/02/2024	Service and Usage	Creditors Invoice	330.62	0.00
23/02/2024	9019376703_0133	08/02/2024	Service and Usage	Creditors Invoice	461.48	0.00
23/02/2024	9008354680_0189	08/02/2024	Service and Usage	Creditors Invoice	475.79	0.00
23/02/2024	9019376690_0109	08/02/2024	Service and Usage	Creditors Invoice	283.75	0.00
23/02/2024	9019376746_0068	07/12/2023	Supply & usage	Creditors Invoice	2,554.52	0.00
23/02/2024	9020775218_0095	08/02/2024	Service and Usage	Creditors Invoice	268.13	0.00
23/02/2024	9008353557_0176	08/02/2024	Service and Usage	Creditors Invoice	7,860.41	0.00
23/02/2024	9019376738_0116	08/02/2024	Service and Usage	Creditors Invoice	301.33	0.00
23/02/2024	9020775234_0089	08/02/2024	Service & Usage	Creditors Invoice	324.77	0.00
23/02/2024	9020775226_0093	08/02/2024	Service & Usage	Creditors Invoice	303.28	0.00
23/02/2024	9008351228_0193	08/02/2024	Service & Usage	Creditors Invoice	391.17	0.00
23/02/2024	9008344001_0149	09/02/2024	Service and Usage	Creditors Invoice	209.29	0.00
23/02/2024	9009150866_0127	13/02/2024	Service and Usage	Creditors Invoice	2,376.74	0.00
23/02/2024	9008343076_0185	13/02/2024	Service and Usage	Creditors Invoice	304.06	0.00
23/02/2024	9017233135_0108	13/02/2024	Service and Usage	Creditors Invoice	283.75	0.00
23/02/2024	9009148184_0126	09/02/2024	Service and Usage	Creditors Invoice	883.04	0.00
23/02/2024	9008346816_0150	13/02/2024	Service and Usage	Creditors Invoice	151.77	0.00
23/02/2024	9008344984_0165	13/02/2024	Service and Usage	Creditors Invoice	864.55	0.00
23/02/2024	9008342911_0167	13/02/2024	Service and Usage	Creditors Invoice	3,696.06	0.00
23/02/2024	9008342823_0093	13/02/2024	Service and Usage	Creditors Invoice	92.66	0.00
23/02/2024	9008358630_0134	13/02/2024	Service and Usage	Creditors Invoice	722.24	0.00
23/02/2024	900835106_0199	08/02/2024	Service and Usage	Creditors Invoice	633.07	0.00
23/02/2024	9008357494_0171	08/02/2024	Service and Usage	Creditors Invoice	12,206.12	0.00
23/02/2024	9008363974_0174	13/12/2023	Supply & usage Logue Court South Hedland	Creditors Invoice	1,029.25	0.00
23/02/2024	9017233100_0101	13/02/2024	Service and Usage	Creditors Invoice	272.03	0.00
23/02/2024	9019376658_0124	08/02/2024	Service and Usage Dempster Street	Creditors Invoice	786.73	0.00
23/02/2024	9019376623_0153	08/02/2024	Service and Usage	Creditors Invoice	515.48	0.00
23/02/2024	9008385858_0192	21/02/2024	Service and Usage Ashburton Court	Creditors Invoice	289.61	0.00
23/02/2024	9009371212_0120	08/02/2024	Service and Usage	Creditors Invoice	602.07	0.00
23/02/2024	9019376682_0123	08/02/2024	Service and Usage Dempster Street	Creditors Invoice	303.28	0.00
23/02/2024	9008357574_0175	13/02/2024	Service and Usage	Creditors Invoice	5,556.25	0.00

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23/02/2024	9019376746_0069	08/02/2024	Service and Usage	Creditors Invoice	11,895.11	0.00
23/02/2024	9008758159_0186	21/02/2024	Service and Usage	Creditors Invoice	666.54	0.00
23/02/2024	9023629881_0044	13/02/2024	Service and Usage	Creditors Invoice	1,898.13	0.00
23/02/2024	9010410872_0157	13/02/2024	Service and Usage	Creditors Invoice	285.71	0.00
23/02/2024	9016508344_0080	13/02/2024	Service and Usage	Creditors Invoice	487.39	0.00
23/02/2024	9016983647_0065	13/02/2024	Service and Usage	Creditors Invoice	5.73	0.00
23/02/2024	9013515557_0097	13/02/2024	Service and Usage	Creditors Invoice	877.30	0.00
23/02/2024	9016175578_0081	09/02/2024	Service and Usage	Creditors Invoice	29,444.09	0.00
23/02/2024	9024898506_0005	08/02/2024	Supply & usage	Creditors Invoice	5,060.16	0.00
23/02/2024	9021895211_0105	09/02/2024	Service and Usage	Creditors Invoice	71,274.37	0.00
23/02/2024	008810	23/02/2024		Funds Transfer Payment	0.00	243,592.07
Total:					244,177.71	244,177.71
Creditor: 10254 - Sentinel Countrywide Retail Ltd						
2/02/2024	007711	23/01/2024	February 2024 Rent & OG	Creditors Invoice	6,622.77	0.00
2/02/2024	008475	02/02/2024		Funds Transfer Payment	0.00	6,622.77
Total:					6,622.77	6,622.77
Creditor: 10261 - M2M One Pty Ltd						
23/02/2024	161632-23766	03/02/2024	4G Service for elevator emergency phone	Creditors Invoice	18.70	0.00
23/02/2024	008811	23/02/2024		Funds Transfer Payment	0.00	18.70
Total:					18.70	18.70
Creditor: 10262 - Business Desking And Seating Systems						
9/02/2024	00007565	30/01/2024	Furniture	Creditors Invoice	16,949.37	0.00
9/02/2024	008594	09/02/2024		Funds Transfer Payment	0.00	16,949.37
Total:					16,949.37	16,949.37

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Creditor: 10265 - Acelect						
2/02/2024	23104	08/01/2024	SHAC Wire new pump	Creditors Invoice	239.25	0.00
2/02/2024	008476	02/02/2024		Funds Transfer Payment	0.00	239.25
16/02/2024	23400	12/02/2024	SHAC pH Sensor Repair	Creditors Invoice	643.50	0.00
16/02/2024	008694	16/02/2024		Funds Transfer Payment	0.00	643.50
Total:					882.75	882.75
Creditor: 10271 - Schweppes Australia Pty Ltd						
23/02/2024	9013754363	21/02/2024	Kiosks Items	Creditors Invoice	362.71	0.00
23/02/2024	008812	23/02/2024		Funds Transfer Payment	0.00	362.71
Total:					362.71	362.71
Creditor: 10272 - Vorgee Pty Ltd						
23/02/2024	00183781	13/02/2024	GAC - items	Creditors Invoice	1,020.80	0.00
23/02/2024	008813	23/02/2024		Funds Transfer Payment	0.00	1,020.80
Total:					1,020.80	1,020.80
Creditor: 10276 - BOC Gases						
2/02/2024	4035819809	29/01/2024	Container Service 29.12.23 to 28.01.24	Creditors Invoice	180.78	0.00
2/02/2024	008477	02/02/2024		Funds Transfer Payment	0.00	180.78
Total:					180.78	180.78
Creditor: 10282 - Alia Deane						
9/02/2024	RFP_A DEANE_27012024	27/01/2024	Reimbursement - Utilities Final Claim Allowance Completed	Creditors Invoice	108.17	0.00
9/02/2024	008595	09/02/2024		Funds Transfer Payment	0.00	108.17
Total:					108.17	108.17
Creditor: 10283 - Hedland Hardware						
2/02/2024	1-838854	16/11/2023	Pin Linch & Chain Jack	Creditors Invoice	27.70	0.00
2/02/2024	1-851967	18/01/2024	Hardware	Creditors Invoice	289.66	0.00
2/02/2024	1-849242	03/01/2024	Consumables Hardware	Creditors Invoice	95.58	0.00
2/02/2024	1-850433	10/01/2024	Harware	Creditors Invoice	6.55	0.00
2/02/2024	1-850666	11/01/2024	Building Maintenance Supplies	Creditors Invoice	81.25	0.00
2/02/2024	1-851605	16/01/2024	Cowdroy Seal and Rub	Creditors Invoice	24.07	0.00
2/02/2024	1-853309	24/01/2024	Clothesline Wire, Keys Cut	Creditors Invoice	104.94	0.00
2/02/2024	008478	02/02/2024		Funds Transfer Payment	0.00	629.75
9/02/2024	1-853078	23/01/2024	Impact Power Bit	Creditors Invoice	27.50	0.00
9/02/2024	1-854194	29/01/2024	Hardware	Creditors Invoice	360.57	0.00
9/02/2024	1-853077	23/01/2024	Colour smart Infill Trim line	Creditors Invoice	35.00	0.00
9/02/2024	1-853436	24/01/2024	Curtain Rods & Brackets	Creditors Invoice	19.30	0.00
9/02/2024	1-854857	01/02/2024	Hardware GR:13279	Creditors Invoice	17.64	0.00
9/02/2024	1-854944	01/02/2024	LPG Cylinder Bottle & Gas	Creditors Invoice	202.00	0.00
9/02/2024	1-856203	06/02/2024	Storage Unit	Creditors Invoice	326.25	0.00
9/02/2024	1-856108	06/02/2024	Multipurpose Trolley	Creditors Invoice	116.50	0.00
9/02/2024	1-855822	05/02/2024	Fuse Pack	Creditors Invoice	7.50	0.00
9/02/2024	1-856216	06/02/2024	Hardware	Creditors Invoice	75.50	0.00
9/02/2024	008596	09/02/2024		Funds Transfer Payment	0.00	1,187.76

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16/02/2024	1-856598	08/02/2024	Open PO - Q3 (1 Jan - 31 Mar 2024)	Creditors Invoice	22.50	0.00
16/02/2024	1-856299	07/02/2024	Open PO - Q3 (1 Jan - 31 Mar 2024)	Creditors Invoice	112.00	0.00
16/02/2024	1-857523	12/02/2024	Spreader	Creditors Invoice	173.00	0.00
16/02/2024	008695	16/02/2024		Funds Transfer Payment	0.00	307.50
23/02/2024	1-858048	15/02/2024	Hardware	Creditors Invoice	36.25	0.00
23/02/2024	1-859409	21/02/2024	Parts	Creditors Invoice	7.50	0.00
23/02/2024	1-859363	21/02/2024	Consumables	Creditors Invoice	15.60	0.00
23/02/2024	1-849177	02/01/2024	Gorilla Carts Steel Mesh Cart 450kg	Creditors Invoice	261.75	0.00
23/02/2024	008814	23/02/2024		Funds Transfer Payment	0.00	321.10
Total:					2,446.11	2,446.11
Creditor: 10288 - Port Hedland Chamber Of Commerce And Industry Inc						
2/02/2024	INV-5615	25/01/2024	Diamond Sponsorship Agreement	Creditors Invoice	22,000.00	0.00
2/02/2024	008479	02/02/2024		Funds Transfer Payment	0.00	22,000.00
Total:					22,000.00	22,000.00
Creditor: 10295 - Jessica Twaddle						
23/02/2024	RFP_J TWADDLE_16022024	16/02/2024	Reimbursement - Utilities Horizon Final Claim Allowance Depleted	Creditors Invoice	1,125.00	0.00
23/02/2024	008815	23/02/2024		Funds Transfer Payment	0.00	1,125.00
Total:					1,125.00	1,125.00
Creditor: 10296 - Craig Watts						
2/02/2024	RFP_C WATTS_30012024	30/01/2024	Reimbursement - Utilities Horizon 21.11.2023 to 19.01.2024	Creditors Invoice	242.17	0.00
2/02/2024	008480	02/02/2024		Funds Transfer Payment	0.00	242.17
9/02/2024	RFP_C WATTS_05022024	05/02/2024	Reimbursement - Utilities inet 26/02/2024 to 25/03/2024	Creditors Invoice	79.99	0.00
9/02/2024	008597	09/02/2024		Funds Transfer Payment	0.00	79.99
Total:					322.16	322.16
Creditor: 10297 - WA Distributors Pty Ltd						
9/02/2024	924250	29/01/2024	Vending Machine Stock JD Hardie	Creditors Invoice	551.40	0.00
9/02/2024	924240	29/01/2024	Vending Machine Stock JD Hardie	Creditors Invoice	538.65	0.00
9/02/2024	008598	09/02/2024		Funds Transfer Payment	0.00	1,090.05
23/02/2024	920836	17/01/2024	Kiosk Items Matt Dann	Creditors Invoice	2,464.45	0.00
23/02/2024	924272	29/01/2024	Supplies - Matt Dan Theatre	Creditors Invoice	1,920.40	0.00
23/02/2024	920856	17/01/2024	Kiosk Items Matt Dann	Creditors Invoice	379.50	0.00
23/02/2024	008816	23/02/2024		Funds Transfer Payment	0.00	4,764.35
Total:					5,854.40	5,854.40
Creditor: 10298 - Mcleods Barristers & Solicitors						
2/02/2024	133420	21/12/2023	Legal Fees Matter 51973	Creditors Invoice	1,650.00	0.00
2/02/2024	133781	30/01/2024	Legal Matters # 51362	Creditors Invoice	102.30	0.00
2/02/2024	008481	02/02/2024		Funds Transfer Payment	0.00	1,752.30
9/02/2024	133749	30/01/2024	Legal Matters # 34555	Creditors Invoice	273.57	0.00
9/02/2024	133969	31/01/2024	Legal Matters # 29776	Creditors Invoice	594.00	0.00
9/02/2024	133968	31/01/2024	Legal Matters # 47660	Creditors Invoice	1,215.08	0.00
9/02/2024	133821	30/01/2024	Legal Matters # 50695	Creditors Invoice	433.62	0.00
9/02/2024	008599	09/02/2024		Funds Transfer Payment	0.00	2,516.27
16/02/2024	134133	31/01/2024	Legal Matter #52164	Creditors Invoice	6,679.53	0.00

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Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
16/02/2024	133825	30/01/2024	Legal Matters # 45430	Creditors Invoice	337.26	0.00
16/02/2024	133764	30/01/2024	Legal Matters # 50694	Creditors Invoice	373.50	0.00
16/02/2024	133961	31/01/2024	Legal Matters # 49099	Creditors Invoice	800.22	0.00
16/02/2024	008696	16/02/2024		Funds Transfer Payment	0.00	8,190.51
23/02/2024	133962	31/01/2024	Legal Matters # 50286	Creditors Invoice	4,279.11	0.00
23/02/2024	008817	23/02/2024		Funds Transfer Payment	0.00	4,279.11
Total:					16,738.19	16,738.19
Creditor: 10305 - Ask Waste Management Ltd Pty						
16/02/2024	INV-0114	07/02/2024	AER and AACR Report 2023 - SH Sandfill	Creditors Invoice	7,590.00	0.00
16/02/2024	008697	16/02/2024		Funds Transfer Payment	0.00	7,590.00
Total:					7,590.00	7,590.00
Creditor: 10308 - Smartrak Aust Pty Ltd						
9/02/2024	MI-8248	01/01/2024	Monthly Smartrak Fee	Creditors Invoice	299.20	0.00
9/02/2024	008600	09/02/2024		Funds Transfer Payment	0.00	299.20
Total:					299.20	299.20
Creditor: 10309 - Coles Supermarkets Australia Pty Ltd South Hedland						
2/02/2024	184369196	30/01/2024	Weekly Fruit Order	Creditors Invoice	50.69	0.00
2/02/2024	183495855	19/01/2024	Leisure Awards Night Catering	Creditors Invoice	249.70	0.00
2/02/2024	184377578	31/01/2024	Youth Program Food & Beverage	Creditors Invoice	401.10	0.00
2/02/2024	183409521	18/01/2024	Food & Beverage	Creditors Invoice	49.31	0.00
2/02/2024	183410470	16/01/2024	Creche Supplies	Creditors Invoice	70.50	0.00
2/02/2024	184377404	31/01/2024	Youth Program Food & Beverage	Creditors Invoice	203.00	0.00
2/02/2024	183631140	24/01/2024	Food & Beverage	Creditors Invoice	30.80	0.00
2/02/2024	183679800	22/01/2024	Weekly Fruit Order	Creditors Invoice	57.47	0.00
2/02/2024	183146910	15/01/2024	Youth Program Food & Beverage	Creditors Invoice	707.60	0.00
2/02/2024	183529859	19/01/2024	Animal Food	Creditors Invoice	181.60	0.00
2/02/2024	183168446	15/01/2024	Weekly Fruit Order	Creditors Invoice	51.38	0.00
2/02/2024	183167689	12/01/2024	SHAC Kiosk Items	Creditors Invoice	109.90	0.00
2/02/2024	182675571	08/01/2024		Creditors Invoice	52.13	0.00
2/02/2024	182673583	04/01/2024	Food & Beverage	Creditors Invoice	42.20	0.00
2/02/2024	182601279	04/01/2024	General Consumables	Creditors Invoice	75.10	0.00
2/02/2024	182293762	03/01/2024	Fruit Order	Creditors Invoice	55.60	0.00
2/02/2024	184055007	30/01/2024	Food & Beverage	Creditors Invoice	64.24	0.00
2/02/2024	183160787	12/01/2024	Food & Beverage	Creditors Invoice	38.22	0.00
2/02/2024	182140489	04/01/2024	Food & Beverage	Creditors Invoice	96.80	0.00
2/02/2024	182804250	12/01/2024	Food & Beverage	Creditors Invoice	38.41	0.00
2/02/2024	183181576	16/01/2024	Food & Beverage	Creditors Invoice	51.45	0.00
2/02/2024	183491213	18/01/2024	Food & Beverage	Creditors Invoice	205.94	0.00
2/02/2024	184371704	31/01/2024	Food & Beverage	Creditors Invoice	37.00	0.00
2/02/2024	183961196	24/01/2024	Food & Beverage	Creditors Invoice	51.73	0.00
2/02/2024	008482	02/02/2024		Funds Transfer Payment	0.00	2,971.87
9/02/2024	183008341	12/01/2024	Kiosk Supplies	Creditors Invoice	1,549.50	0.00
9/02/2024	183229655	16/01/2024	Food & Beverage	Creditors Invoice	42.50	0.00
9/02/2024	008601	09/02/2024		Funds Transfer Payment	0.00	1,592.00
16/02/2024	184851696	07/02/2024	Library Consumables	Creditors Invoice	58.70	0.00
16/02/2024	184463762	02/02/2024	Kids Club Term 1	Creditors Invoice	340.40	0.00
16/02/2024	184579045	06/02/2024	Fruit Order	Creditors Invoice	53.62	0.00

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Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
16/02/2024	185375913	13/02/2024	Youth Program Food	Creditors Invoice	401.80	0.00
16/02/2024	185150675	12/02/2024	Fruit Order	Creditors Invoice	45.69	0.00
16/02/2024	185450609	14/02/2024	Creche & SHAC House Supplies	Creditors Invoice	114.00	0.00
16/02/2024	185391801	13/02/2024	Youth programming	Creditors Invoice	326.06	0.00
16/02/2024	008698	16/02/2024		Funds Transfer Payment	0.00	1,340.27
23/02/2024	184977839	12/02/2024	SALT catering	Creditors Invoice	105.02	0.00
23/02/2024	185835977	20/02/2024	Fruit	Creditors Invoice	114.23	0.00
23/02/2024	185569311	19/02/2024	Weekly Fruit Order	Creditors Invoice	39.95	0.00
23/02/2024	185506719	19/02/2024	Fruit	Creditors Invoice	52.69	0.00
23/02/2024	185661104	20/02/2024	Catering for Seniors	Creditors Invoice	49.41	0.00
23/02/2024	008818	23/02/2024		Funds Transfer Payment	0.00	361.30
Total:					6,265.44	6,265.44
Creditor: 10314 - James Watts						
2/02/2024	RFP_J WATTS_29012024	29/01/2024	Reimbursement - Utilities Electricity 21.12.23 to 29.01.24	Creditors Invoice	205.91	0.00
2/02/2024	008483	02/02/2024		Funds Transfer Payment	0.00	205.91
9/02/2024	RFP_J WATTS_06022024	06/02/2024	Reimbursement - Rent	Creditors Invoice	800.00	0.00
9/02/2024	008602	09/02/2024		Funds Transfer Payment	0.00	800.00
16/02/2024	RFP_J WATTS_13022024	13/02/2024	Reimbursement - Rent	Creditors Invoice	400.00	0.00
16/02/2024	008699	16/02/2024		Funds Transfer Payment	0.00	400.00
Total:					1,405.91	1,405.91
Creditor: 10316 - SMEC Australia Pty Ltd						
2/02/2024	INV174167	31/01/2024	Detailed design, pond liner re-lining Evaporation pond duplication	Creditors Invoice	27,227.20	0.00
2/02/2024	008484	02/02/2024		Funds Transfer Payment	0.00	27,227.20
Total:					27,227.20	27,227.20
Creditor: 10319 - Norcape Tree & Contracting Services Pty Ltd						
9/02/2024	INV-1596	06/02/2024	Arborist Report	Creditors Invoice	4,002.70	0.00
9/02/2024	008603	09/02/2024		Funds Transfer Payment	0.00	4,002.70
16/02/2024	INV-1870	12/02/2024	Tree Removal	Creditors Invoice	3,850.00	0.00
16/02/2024	INV-1828	12/02/2024	Tree Maintenance	Creditors Invoice	55,968.00	0.00
16/02/2024	008700	16/02/2024		Funds Transfer Payment	0.00	59,818.00
Total:					63,820.70	63,820.70
Creditor: 10320 - MDM Entertainment Pty Ltd						
23/02/2024	SI0012668	24/11/2023	DVD's	Creditors Invoice	199.86	0.00
23/02/2024	SI0012321	13/11/2023	DVD's	Creditors Invoice	385.72	0.00
23/02/2024	008819	23/02/2024		Funds Transfer Payment	0.00	585.58
Total:					585.58	585.58
Creditor: 10322 - Charismatic Photography						
16/02/2024	00000199	13/02/2024	Photographer for the upcoming Citizenshi	Creditors Invoice	350.00	0.00
16/02/2024	00000194	07/02/2024	Photography -Kingsford Smith	Creditors Invoice	500.00	0.00
16/02/2024	008701	16/02/2024		Funds Transfer Payment	0.00	850.00
Total:					850.00	850.00

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Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
Creditor: 10327 - Ooh!Media Operations Pty Limited						
2/02/2024	26794131	31/01/2024	Ad Perth Festival Matt Dann Promo 08/01/2024 to 31/01/2024	Creditors Invoice	990.00	0.00
2/02/2024	008485	02/02/2024		Funds Transfer Payment	0.00	990.00
16/02/2024	26788893	31/01/2024	Ad Perth Festival Matt Dann Promo 29.01.2024 to 18.02.2024	Creditors Invoice	166.58	0.00
16/02/2024	008702	16/02/2024		Funds Transfer Payment	0.00	166.58
Total:					1,156.58	1,156.58
Creditor: 10338 - Florian Goessmann						
23/02/2024	RFP_F GOESSMANN_19022024	19/02/2024	Reimbursement - Utilities Horizon 16/11/23 to 16/01/24	Creditors Invoice	970.00	0.00
23/02/2024	008820	23/02/2024		Funds Transfer Payment	0.00	970.00
Total:					970.00	970.00
Creditor: 10340 - Lee-Anne Ober						
2/02/2024	0035	31/01/2024	Rates Officer W/E 31/01/2024	Creditors Invoice	11,968.00	0.00
2/02/2024	008486	02/02/2024		Funds Transfer Payment	0.00	11,968.00
Total:					11,968.00	11,968.00
Creditor: 10342 - Kmart						
2/02/2024	349317	01/12/2023	General material	Creditors Invoice	336.00	0.00
2/02/2024	349242	01/12/2023	General materials	Creditors Invoice	227.00	0.00
2/02/2024	008487	02/02/2024		Funds Transfer Payment	0.00	563.00
9/02/2024	350140	06/12/2023	Creche items	Creditors Invoice	110.50	0.00
9/02/2024	354051	31/01/2024	SHAC House Supplies	Creditors Invoice	143.00	0.00
9/02/2024	354134	01/02/2024	Equipment	Creditors Invoice	479.50	0.00
9/02/2024	008604	09/02/2024		Funds Transfer Payment	0.00	733.00
16/02/2024	354366	06/02/2024	Books & Program Items	Creditors Invoice	149.00	0.00
16/02/2024	008703	16/02/2024		Funds Transfer Payment	0.00	149.00
23/02/2024	353227	18/01/2024	Items for 2023 leisure awards night	Creditors Invoice	273.50	0.00
23/02/2024	008821	23/02/2024		Funds Transfer Payment	0.00	273.50
Total:					1,718.50	1,718.50
Creditor: 10349 - Karli Beresford						
9/02/2024	RFP_K BERESFORD_06022024	06/02/2024	Reimbursement - Rent	Creditors Invoice	3,200.00	0.00
9/02/2024	008605	09/02/2024		Funds Transfer Payment	0.00	3,200.00
16/02/2024	RFP_K BERESFORD_15022024	15/02/2024	Reimbursement - Rent	Creditors Invoice	1,428.57	0.00
16/02/2024	008704	16/02/2024		Funds Transfer Payment	0.00	1,428.57
23/02/2024	RFP_K BERESFORD_19022024	19/02/2024	Reimbursement - Rent	Creditors Invoice	400.00	0.00
23/02/2024	008822	23/02/2024		Funds Transfer Payment	0.00	400.00
Total:					5,028.57	5,028.57
Creditor: 10358 - Initial Hygiene						
9/02/2024	97811984	27/10/2023	Sanitary Services 20.10.23 to 19.11.23	Creditors Invoice	1,494.46	0.00
9/02/2024	97811985	27/10/2023	Sanitary Services 20.11.23 to 19.12.23	Creditors Invoice	934.04	0.00
9/02/2024	97868515	15/01/2024	Sanitary Services 20.02.2024 to 19.03.20	Creditors Invoice	5,418.39	0.00
9/02/2024	97819149	15/11/2023	Sanitary Services 20.12.23 to 19.01.24	Creditors Invoice	5,418.39	0.00
9/02/2024	97844007	14/12/2023	Sanitary Services 20.01.24 to 19.02.24	Creditors Invoice	5,418.39	0.00
9/02/2024	008606	09/02/2024		Funds Transfer Payment	0.00	18,683.67

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Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
Total:					18,683.67	18,683.67
Creditor: 10361 - Essential First Aid Training Pty Ltd						
23/02/2024	INV-3835	22/01/2024	Ice packs	Creditors Invoice	340.00	0.00
23/02/2024	008823	23/02/2024		Funds Transfer Payment	0.00	340.00
Total:					340.00	340.00
Creditor: 10363 - Laveni F Bennett						
2/02/2024	RFP_F BENNETT_01022024	01/02/2024	Elected Member Payment January 2024	Creditors Invoice	3,037.92	0.00
2/02/2024	008488	02/02/2024		Funds Transfer Payment	0.00	3,037.92
Total:					3,037.92	3,037.92
Creditor: 10364 - Ash Christensen						
2/02/2024	RFP_A CHRISTENSEN_01022024	01/02/2024	Elected Member Payment January 2024	Creditors Invoice	4,704.59	0.00
2/02/2024	008489	02/02/2024		Funds Transfer Payment	0.00	4,704.59
Total:					4,704.59	4,704.59
Creditor: 10368 - Hedland Harbour Cafe						
16/02/2024	00000361	06/02/2024	Catering	Creditors Invoice	720.00	0.00

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Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
16/02/2024	008705	16/02/2024		Funds Transfer Payment	0.00	720.00
Total:					720.00	720.00
Creditor: 10373 - Hedland Eye Care Pty Ltd						
9/02/2024	48933	31/01/2024	Safety Glasses	Creditors Invoice	790.00	0.00
9/02/2024	008607	09/02/2024		Funds Transfer Payment	0.00	790.00
Total:					790.00	790.00
Creditor: 10382 - Cabcharge Payments Pty Ltd						
2/02/2024	25051381P2401	22/01/2024	Cab Charges 25.12.23 to 21.01.24	Creditors Invoice	305.03	0.00
2/02/2024	008490	02/02/2024		Funds Transfer Payment	0.00	305.03
Total:					305.03	305.03
Creditor: 10385 - Melinda Hurst						
9/02/2024	RFP_M HURST_05022024	05/02/2024	Reimbursement - Rent	Creditors Invoice	800.00	0.00
9/02/2024	008608	09/02/2024		Funds Transfer Payment	0.00	800.00
23/02/2024	RFP_M HURST_20022024	20/02/2024	Reimbursement - Rent	Creditors Invoice	1,600.00	0.00
23/02/2024	008824	23/02/2024		Funds Transfer Payment	0.00	1,600.00
Total:					2,400.00	2,400.00
Creditor: 10386 - John Meggitt T/A Plexus Town Planning						
16/02/2024	2024.02	02/02/2024	Professional Services & Expenses	Creditors Invoice	23,471.25	0.00
16/02/2024	008706	16/02/2024		Funds Transfer Payment	0.00	23,471.25
Total:					23,471.25	23,471.25
Creditor: 10390 - Hollie Bowd						
16/02/2024	RFP_H BOWD_09022024	09/02/2024	Reimbursement - Utilities Horizon 18/12/23 to 07/02/24	Creditors Invoice	500.00	0.00
16/02/2024	008707	16/02/2024		Funds Transfer Payment	0.00	500.00
Total:					500.00	500.00
Creditor: 10409 - Michael Pinkham						
2/02/2024	RFP_M PINKHAM_25012024	25/01/2024	Reimbursement - Goods Lawn Games Aust Day	Creditors Invoice	161.50	0.00
2/02/2024	008491	02/02/2024		Funds Transfer Payment	0.00	161.50
Total:					161.50	161.50
Creditor: 10411 - DE And BM Store Pty Ltd T/A Harvey Norman Port Hedland Av/It						
2/02/2024	810727	22/01/2024	Computers & Case	Creditors Invoice	1,874.00	0.00
2/02/2024	008492	02/02/2024		Funds Transfer Payment	0.00	1,874.00
23/02/2024	802499	22/11/2023	Kitchen Birko Warmer	Creditors Invoice	999.00	0.00

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Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
23/02/2024	808338	04/01/2024	Computer equipment	Creditors Invoice	109.90	0.00
23/02/2024	008825	23/02/2024		Funds Transfer Payment	0.00	1,108.90
Total:					2,982.90	2,982.90
Creditor: 10418 - Stephanie Sikaloski						
9/02/2024	RFP_S SIKALOSKI_05022024	05/02/2024	Reimbursement - Rent	Creditors Invoice	648.00	0.00
9/02/2024	008609	09/02/2024		Funds Transfer Payment	0.00	648.00
Total:					648.00	648.00
Creditor: 10423 - Repco						
16/02/2024	4660139643	13/02/2024	USB Tuner	Creditors Invoice	99.00	0.00
16/02/2024	008708	16/02/2024		Funds Transfer Payment	0.00	99.00
Total:					99.00	99.00
Creditor: 10428 - Australia Post						
23/02/2024	1012875414	03/12/2023	Postage November 2023	Creditors Invoice	4,249.19	0.00
23/02/2024	1012944701	03/01/2024	Postage December 2023	Creditors Invoice	1,541.97	0.00
23/02/2024	008826	23/02/2024		Funds Transfer Payment	0.00	5,791.16
Total:					5,791.16	5,791.16
Creditor: 10430 - Western Australian Local Government Association						
2/02/2024	SI-009040	29/01/2024	Introduction to local govt. eLearning	Creditors Invoice	242.00	0.00
2/02/2024	008493	02/02/2024		Funds Transfer Payment	0.00	242.00
16/02/2024	SI-008014	21/11/2023	Diploma of Local Government	Creditors Invoice	2,542.50	0.00
16/02/2024	008709	16/02/2024		Funds Transfer Payment	0.00	2,542.50
23/02/2024	SI-009306	19/02/2024	Procurement and Contract Essentials	Creditors Invoice	638.00	0.00
23/02/2024	008827	23/02/2024		Funds Transfer Payment	0.00	638.00
Total:					3,422.50	3,422.50
Creditor: 10433 - Air BP						
23/02/2024	5007153188	20/02/2024	Fuel Land Fill North Circular Road South Hedland	Creditors Invoice	36,411.66	0.00
23/02/2024	008828	23/02/2024		Funds Transfer Payment	0.00	36,411.66
Total:					36,411.66	36,411.66
Creditor: 10434 - Komatsu Australia Pty Ltd						
16/02/2024	003554352	30/01/2024	Cartridges, Coolant, Sample Kits	Creditors Invoice	410.03	0.00
16/02/2024	008710	16/02/2024		Funds Transfer Payment	0.00	410.03
Total:					410.03	410.03
Creditor: 10435 - Sony Pictures Releasing Pty Ltd						
23/02/2024	834993-1	22/01/2024	Film Hire - Napoleon start 13.01.2024	Creditors Invoice	188.80	0.00
23/02/2024	834992-1	22/01/2024	Film Hire - Napoleon start 20.01.2024	Creditors Invoice	105.35	0.00
23/02/2024	008829	23/02/2024		Funds Transfer Payment	0.00	294.15
Total:					294.15	294.15

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Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
Creditor: 10445 - Carabiner Pty Ltd						
16/02/2024	CT000027 CLAIM 39 JAN 24	09/02/2024	Generated from contract claim	Creditors Invoice	237,206.86	0.00
16/02/2024	008711	16/02/2024		Funds Transfer Payment	0.00	237,206.86
Total:					237,206.86	237,206.86
Creditor: 10446 - Local Government Professionals Australia WA						
9/02/2024	33398	02/02/2024	LG Professionals Membership	Creditors Invoice	265.51	0.00
9/02/2024	008610	09/02/2024		Funds Transfer Payment	0.00	265.51
16/02/2024	37977	18/01/2024	Workshop Registration February 2024	Creditors Invoice	840.00	0.00
16/02/2024	38007	24/01/2024	Workshop Registration February 2024	Creditors Invoice	840.00	0.00
16/02/2024	008712	16/02/2024		Funds Transfer Payment	0.00	1,680.00
Total:					1,945.51	1,945.51
Creditor: 10449 - Hedland Emporium & Office Supplies						
2/02/2024	391360	31/01/2024	Duo Task Chair	Creditors Invoice	299.00	0.00
2/02/2024	391322	30/01/2024	Credenza	Creditors Invoice	599.00	0.00
2/02/2024	391401	31/01/2024	Diaries 2024	Creditors Invoice	665.10	0.00
2/02/2024	008494	02/02/2024		Funds Transfer Payment	0.00	1,563.10
9/02/2024	391809	06/02/2024	Stationery	Creditors Invoice	243.00	0.00
9/02/2024	391844	06/02/2024	Diaries 2024	Creditors Invoice	417.53	0.00
9/02/2024	387210	05/12/2023	Stationery	Creditors Invoice	322.81	0.00
9/02/2024	391734	05/02/2024	Filing Cabinet	Creditors Invoice	499.00	0.00
9/02/2024	008611	09/02/2024		Funds Transfer Payment	0.00	1,482.34
23/02/2024	392676	19/02/2024	Invoice 21434	Creditors Invoice	299.00	0.00
23/02/2024	008830	23/02/2024		Funds Transfer Payment	0.00	299.00
Total:					3,344.44	3,344.44
Creditor: 10450 - TNT Express						
2/02/2024	68270359	27/01/2024	Freight	Creditors Invoice	257.39	0.00
2/02/2024	008495	02/02/2024		Funds Transfer Payment	0.00	257.39
23/02/2024	68437382	17/02/2024	Freight	Creditors Invoice	38.25	0.00
23/02/2024	008831	23/02/2024		Funds Transfer Payment	0.00	38.25
Total:					295.64	295.64
Creditor: 10454 - The Walt Disney Company (Australia) Pty Limited						
23/02/2024	10373296	06/02/2024	Movie - Wish	Creditors Invoice	797.65	0.00
23/02/2024	008832	23/02/2024		Funds Transfer Payment	0.00	797.65
Total:					797.65	797.65
Creditor: 10456 - Connect Call Centre Services						
23/02/2024	00116125	15/02/2024	Overcalls fee - contract CA0139 Month of January 2024	Creditors Invoice	530.53	0.00
23/02/2024	008833	23/02/2024		Funds Transfer Payment	0.00	530.53
Total:					530.53	530.53
Creditor: 10457 - Pilbara Motor Group						
2/02/2024	J130145991	31/01/2024	LV20-147 PH27587 Service	Creditors Invoice	349.17	0.00
2/02/2024	008496	02/02/2024		Funds Transfer Payment	0.00	349.17

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Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
9/02/2024	J130146191	08/02/2024	Carry out 60km service - PH27967	Creditors Invoice	599.60	0.00
9/02/2024	J130146135	08/02/2024	Carry out 45km service - PH27585	Creditors Invoice	371.37	0.00
9/02/2024	008612	09/02/2024		Funds Transfer Payment	0.00	970.97
16/02/2024	J130146149	01/02/2024	LV19-102 PH26681 Service	Creditors Invoice	836.09	0.00
16/02/2024	P123039511	01/02/2024	7373112020C0 COVER CHILD	Creditors Invoice	10.77	0.00
16/02/2024	008713	16/02/2024		Funds Transfer Payment	0.00	846.86
23/02/2024	J130146334	19/02/2024	Parts	Creditors Invoice	1,117.77	0.00
23/02/2024	J130146286	15/02/2024	LV22-150 Carry out Service	Creditors Invoice	449.99	0.00
23/02/2024	P123039946	20/02/2024	Parts	Creditors Invoice	88.00	0.00
23/02/2024	J130146357	21/02/2024	Parts	Creditors Invoice	377.01	0.00
23/02/2024	008834	23/02/2024		Funds Transfer Payment	0.00	2,032.77
Total:					4,199.77	4,199.77
Creditor: 10460 - Pilbara Constructions Pty Ltd						
9/02/2024	6399-02	05/02/2024	Mould Remediation	Creditors Invoice	5,445.00	0.00
9/02/2024	008613	09/02/2024		Funds Transfer Payment	0.00	5,445.00
23/02/2024	6405-02	19/02/2024	Fence Repair Hedland Tennis Club	Creditors Invoice	7,095.00	0.00
23/02/2024	008835	23/02/2024		Funds Transfer Payment	0.00	7,095.00
Total:					12,540.00	12,540.00
Creditor: 10462 - Universal Pictures International Australasia Pty Ltd						
23/02/2024	5410334772-1	12/02/2024	MIGRATION	Creditors Invoice	422.10	0.00
23/02/2024	5410329312-1	23/01/2024	Film rental Wonka start 20.01.24	Creditors Invoice	1,145.71	0.00
23/02/2024	5410329294-1	20/01/2024	Film Rental - Wonka 13.01.2024	Creditors Invoice	1,498.05	0.00
23/02/2024	5410334842-1	14/02/2024	AQUAMAN AND THE LOST KINGDOM	Creditors Invoice	1,038.15	0.00
23/02/2024	008836	23/02/2024		Funds Transfer Payment	0.00	4,104.01
Total:					4,104.01	4,104.01
Creditor: 10466 - Pilbara Towing And Tilt Tray Services						
23/02/2024	20230900	14/01/2024	Recover accident damaged Boat	Creditors Invoice	1,000.00	0.00
23/02/2024	20230888	15/01/2024	Towing Boats	Creditors Invoice	1,320.00	0.00
23/02/2024	008837	23/02/2024		Funds Transfer Payment	0.00	2,320.00
Total:					2,320.00	2,320.00
Creditor: 10468 - Sunny Sign Company Pty Ltd						
23/02/2024	511368	31/01/2024	No Parking Signs	Creditors Invoice	96.25	0.00
23/02/2024	511509	06/02/2024	No Parking Signs	Creditors Invoice	192.50	0.00
23/02/2024	511497	06/02/2024	Muster Point Signs	Creditors Invoice	418.00	0.00
23/02/2024	008838	23/02/2024		Funds Transfer Payment	0.00	706.75
Total:					706.75	706.75
Creditor: 10476 - Officeworks Ltd						
9/02/2024	612291096	23/01/2024	Stationery	Creditors Invoice	1,063.61	0.00
9/02/2024	008614	09/02/2024		Funds Transfer Payment	0.00	1,063.61
Total:					1,063.61	1,063.61
Creditor: 10478 - Australian (Aust) Pest Management & Consultancy - Philip Het						

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2/02/2024	4371	24/01/2024	Pest treatment 6/38 Catamore Court South Hedland	Creditors Invoice	180.00	0.00
2/02/2024	00004377	29/01/2024	Pest Control - Depot	Creditors Invoice	380.00	0.00
2/02/2024	008497	02/02/2024		Funds Transfer Payment	0.00	560.00
Total:					560.00	560.00
Creditor: 10481 - Neverfail Springwater Limited						
9/02/2024	INV-001438242	29/12/2023	15L One Way Bottle	Creditors Invoice	247.65	0.00
9/02/2024	INV-001485333	01/02/2024	Water Bottled PH Library	Creditors Invoice	16.30	0.00
9/02/2024	008615	09/02/2024		Funds Transfer Payment	0.00	263.95
16/02/2024	INV-001485337	01/02/2024	Civic Centre Water 15L	Creditors Invoice	31.15	0.00
16/02/2024	008714	16/02/2024		Funds Transfer Payment	0.00	31.15
23/02/2024	INV-001494082	07/02/2024	15L Springwater Bottle	Creditors Invoice	240.45	0.00
23/02/2024	008839	23/02/2024		Funds Transfer Payment	0.00	240.45
Total:					535.55	535.55
Creditor: 10482 - WA Country Health Service						
2/02/2024	N2896381	25/01/2024	Workers Comp HH1/B7712794	Creditors Invoice	381.00	0.00
2/02/2024	N2896382	25/01/2024	Workers Comp HH1/B7712794	Creditors Invoice	381.00	0.00
2/02/2024	008498	02/02/2024		Funds Transfer Payment	0.00	762.00
16/02/2024	N2782808	25/10/2023	Workers Comp B3307734	Creditors Invoice	381.00	0.00
16/02/2024	008715	16/02/2024		Funds Transfer Payment	0.00	381.00
Total:					1,143.00	1,143.00
Creditor: 10487 - Kleenheat Gas						
16/02/2024	65532036	31/01/2024	Gas and Service Charges	Creditors Invoice	726.00	0.00
16/02/2024	008716	16/02/2024		Funds Transfer Payment	0.00	726.00
Total:					726.00	726.00

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Creditor: 10488 - Woolworths Group Limited						
2/02/2024	TI-039B9-178D2C	23/01/2024	Catering for Citizenship Award Ceremony	Creditors Invoice	81.42	0.00
2/02/2024	TI-039B9-178D29	11/01/2024	Chocolate, Biscuits, Drinks	Creditors Invoice	304.09	0.00
2/02/2024	008499	02/02/2024		Funds Transfer Payment	0.00	385.51
Total:					385.51	385.51
Creditor: 10489 - Waterchoice						
9/02/2024	INV-28226	01/02/2024	Monthly Rental Water Filtration System	Creditors Invoice	59.60	0.00
9/02/2024	008616	09/02/2024		Funds Transfer Payment	0.00	59.60
Total:					59.60	59.60
Creditor: 10491 - Hodford Tek Pty Ltd T/As Pirtek Port Hedland						
16/02/2024	PH-T00075256	12/12/2023		Creditors Invoice	44.54	0.00
16/02/2024	PH-T0007533	15/12/2023	HOSE ASSEMBLY	Creditors Invoice	248.40	0.00
16/02/2024	PH-T00075141	06/12/2023	Spare parts	Creditors Invoice	182.82	0.00
16/02/2024	PH-T00076272	01/02/2024		Creditors Invoice	1,556.34	0.00
16/02/2024	PH-T00076452	14/02/2024	Parts	Creditors Invoice	2,822.60	0.00
16/02/2024	PH-T00076023	23/01/2024	Spare parts	Creditors Invoice	60.24	0.00
16/02/2024	008717	16/02/2024		Funds Transfer Payment	0.00	4,914.94
23/02/2024	PH-T00075179	08/12/2023	Parts	Creditors Invoice	141.59	0.00
23/02/2024	008840	23/02/2024		Funds Transfer Payment	0.00	141.59
Total:					5,056.53	5,056.53
Creditor: 10492 - WA Hino						
23/02/2024	303159	11/01/2024	VEH137 Seat Covers	Creditors Invoice	353.71	0.00
23/02/2024	008841	23/02/2024		Funds Transfer Payment	0.00	353.71
Total:					353.71	353.71
Creditor: 10494 - Pilbara Meta Maya Regional Aboriginal Corporation						
2/02/2024	2282	25/01/2024	Accommodation 24.12.23 to 25.01.24	Creditors Invoice	2,025.00	0.00
2/02/2024	008500	02/02/2024		Funds Transfer Payment	0.00	2,025.00
Total:					2,025.00	2,025.00
Creditor: 10500 - Michael Cuvalo						
9/02/2024	RFP_M CUVALO_05022024	05/02/2024	Reimbursement - Utilities Horizon 23/11/2023 to 23/01/2024	Creditors Invoice	790.40	0.00
9/02/2024	008617	09/02/2024		Funds Transfer Payment	0.00	790.40
Total:					790.40	790.40
Creditor: 10506 - Data#3 Ltd						
2/02/2024	PI26639	29/01/2024	Microsoft 365 Licences till May 2024	Creditors Invoice	193,516.27	0.00
2/02/2024	008501	02/02/2024		Funds Transfer Payment	0.00	193,516.27
9/02/2024	PI27428	02/02/2024	Microsoft 365 Copilot	Creditors Invoice	2,930.84	0.00
9/02/2024	PI126650	29/01/2024	Power Automate Premium	Creditors Invoice	287.47	0.00
9/02/2024	PI126641	29/01/2024	Microsoft 365 E5	Creditors Invoice	1,914.00	0.00
9/02/2024	008618	09/02/2024		Funds Transfer Payment	0.00	5,132.31

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Total:					198,648.58	198,648.58
Creditor: 10507 - Links Modular Solutions Pty Ltd						
16/02/2024	IN1384840	07/02/2024	Port Hedland Leisure Centre 7bit Mifare Red RFID Printed Fobs Postag	Creditors Invoice	4,603.50	0.00
16/02/2024	IN1360417	17/01/2024	SMS Credits	Creditors Invoice	990.00	0.00
16/02/2024	008718	16/02/2024		Funds Transfer Payment	0.00	5,593.50
Total:					5,593.50	5,593.50
Creditor: 10510 - Seat Advisor Pty Ltd						
9/02/2024	INV-00041042	01/12/2023	SMS Charges Nov 23	Creditors Invoice	1.32	0.00
9/02/2024	INV-00041187	02/01/2024	SMS Charges Dec 2023	Creditors Invoice	0.17	0.00
9/02/2024	INV-00041318	01/02/2024	SMS Charges Jan 2024	Creditors Invoice	3.96	0.00
9/02/2024	008619	09/02/2024		Funds Transfer Payment	0.00	5.45
Total:					5.45	5.45
Creditor: 10513 - Coca-Cola Amatil (Aust) Pty Ltd - Matt Dan Cc Account						
16/02/2024	0233304756	09/02/2024	Vending Machine Stock	Creditors Invoice	1,051.25	0.00
16/02/2024	008719	16/02/2024		Funds Transfer Payment	0.00	1,051.25
23/02/2024	233152519	19/01/2024	Kiosk Stock Matt Dann	Creditors Invoice	1,820.92	0.00
23/02/2024	008842	23/02/2024		Funds Transfer Payment	0.00	1,820.92
Total:					2,872.17	2,872.17
Creditor: 10515 - Alia Ltd						
2/02/2024	24734	15/12/2023	Promotional Packs	Creditors Invoice	118.00	0.00
2/02/2024	008502	02/02/2024		Funds Transfer Payment	0.00	118.00
Total:					118.00	118.00
Creditor: 10516 - Department of Transport						
16/02/2024	8051237	05/02/2024	Disclosure of information fees	Creditors Invoice	19.85	0.00
16/02/2024	008720	16/02/2024		Funds Transfer Payment	0.00	19.85
Total:					19.85	19.85
Creditor: 10522 - Action Framing Solution						
2/02/2024	CT000081-CLAIM 016-DEC 23	30/01/2024	Generated from contract claim	Creditors Invoice	86,900.00	0.00
2/02/2024	008503	02/02/2024		Funds Transfer Payment	0.00	86,900.00

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9/02/2024	CT000081 CLAIM 17 JAN 24	30/01/2024	Generated from contract claim	Creditors Invoice	33,550.00	0.00
9/02/2024	008620	09/02/2024		Funds Transfer Payment	0.00	33,550.00
Total:					120,450.00	120,450.00
Creditor: 10527 - Horizon Power						
2/02/2024	213494_17012024	17/01/2024	Electricity Supply & Usage Lot 2045 Sutherland Street Port Hedland 16	Creditors Invoice	602.84	0.00
2/02/2024	559213_26012024	26/01/2024	Electricity Supply & Usage 2/Lot 5863 Butler Way Port Hedland 25.11.2	Creditors Invoice	1,274.48	0.00
2/02/2024	560506_30012024	30/01/2024	Electricity Supply & Usage 5/38 Catamore Court SH	Creditors Invoice	148.08	0.00
2/02/2024	008504	02/02/2024		Funds Transfer Payment	0.00	2,025.40
9/02/2024	367155_05022024	05/02/2024	Electricity Supply & Usage Colebatch Way South Hedland	Creditors Invoice	393.14	0.00
9/02/2024	117495_05022024	05/02/2024	Electricity Supply & Usage Leake Street South Hedland	Creditors Invoice	2,713.92	0.00
9/02/2024	300268_05022024	05/02/2024	Electricity Supply & Usage Wangara Cres SH	Creditors Invoice	158.53	0.00
9/02/2024	269581_01022024	01/02/2024	Electricity Supply & Usage Auxillary Lighting 01/01/2024 to 31/01/2024	Creditors Invoice	245.14	0.00
9/02/2024	541671_05022024	05/02/2024	Electricity Supply & Usage Wangara Cres SH	Creditors Invoice	382.71	0.00
9/02/2024	510143_02022024	02/02/2024	Electricity Supply & Usage Leake Street South Hedland	Creditors Invoice	22,727.16	0.00
9/02/2024	510142_02022024	02/02/2024	Electricity Supply & Usage Hamilton Road South Hedland	Creditors Invoice	44,518.31	0.00
9/02/2024	267563_05022024	05/02/2024	Electricity Supply & Usage Hamilton Road South Hedland	Creditors Invoice	10,542.56	0.00
9/02/2024	273354_01022024	01/02/2024	Electricity Supply & Usage Street Lighting 01/01/2024 to 31/01/2024	Creditors Invoice	80,173.05	0.00
9/02/2024	143345_06022024	06/02/2024	Electricity Supply & Usage Counihan Crescent Port Hedland 24/11/202	Creditors Invoice	122.27	0.00
9/02/2024	143345_05022024	05/02/2024	Electricity Supply & Usage Counihan Crescent Port Hedland 27/09/202	Creditors Invoice	114.38	0.00
9/02/2024	008621	09/02/2024		Funds Transfer Payment	0.00	162,091.17
16/02/2024	366751_09022024	09/02/2024	Electricity Supply & Usage Horizon 09/12/2023 to 08/02/2024	Creditors Invoice	281.71	0.00
16/02/2024	008721	16/02/2024		Funds Transfer Payment	0.00	281.71
23/02/2024	293835_16022024	16/02/2024	Supply & usage McGregor Street Port Hedland 16/12/2023 to 15/02/20	Creditors Invoice	679.57	0.00
23/02/2024	261715_16022024	16/02/2024	Supply & usage McGregor Street Port Hedland 16/12/2023 to 15/02/20	Creditors Invoice	257.29	0.00
23/02/2024	208114_16022024	16/02/2024	Supply & usage Hamilton Road South Hedland	Creditors Invoice	2,727.24	0.00
23/02/2024	188091_16022024	16/02/2024	Supply & usage Hamilton Road South Hedland	Creditors Invoice	6,725.72	0.00
23/02/2024	209022_16022024	16/02/2024	Supply & usage Hamilton Road South Hedland	Creditors Invoice	4,155.77	0.00
23/02/2024	143919_19022024	19/02/2024	Electricity Usage 19/12/2023-16/02/2024 DEMPSTER STREET PORT	Creditors Invoice	1,212.64	0.00
23/02/2024	133872_16022024	16/02/2024	Supply & usage Mc Gregor Street Port Hedland 16/12/2023 to 15/02/20	Creditors Invoice	8,213.79	0.00
23/02/2024	338773_16022024	16/02/2024	Supply & usage Corney Street Port Hedland 16/12/2023 to 15/02/2024	Creditors Invoice	6,603.18	0.00
23/02/2024	297225_16022024	16/02/2024	Supply & usage Wilson Street Port Hedland 17/01/2024 to 15/02/2024	Creditors Invoice	59.16	0.00
23/02/2024	430115_16022024	16/02/2024	Supply & usage Trevally Road South Hedland	Creditors Invoice	237.96	0.00
23/02/2024	293178_16022024	16/02/2024	Supply & usage Cajarina Road Wedgefield 16/12/2023 to 15/02/2024	Creditors Invoice	8,737.65	0.00
23/02/2024	414417_16022024	16/02/2024	Supply & usage Forrest Circle South Hedland	Creditors Invoice	129.64	0.00
23/02/2024	367245_16022024	16/02/2024	Supply & usage Cottier Drive South Hedland	Creditors Invoice	813.11	0.00
23/02/2024	447660_16022024	16/02/2024	Supply & usage Great Northern Highway Port Hedland 16/12/2023 to 1	Creditors Invoice	424.54	0.00
23/02/2024	432391_16022024	16/02/2024	Supply & usage Bittern Street South Hedland	Creditors Invoice	196.22	0.00
23/02/2024	382316_16022024	16/02/2024	Supply & usage Dempster Street Port Hedland 16/12/2023 to 15/02/20	Creditors Invoice	9,091.92	0.00
23/02/2024	540502_16022024	16/02/2024	Supply & usage Frisby Court South Hedland	Creditors Invoice	520.19	0.00
23/02/2024	561988_21022024	21/02/2024	Electricity Usage	Creditors Invoice	639.25	0.00
23/02/2024	567069_16022024	16/02/2024	Supply & usage Hedditch Street South Hedland	Creditors Invoice	2,531.57	0.00
23/02/2024	558366_12022024	12/02/2024	Electricity Supply & Usage Trevally Road South Hedland	Creditors Invoice	780.49	0.00
23/02/2024	566580_19022024	19/02/2024	Supply & usage McGregor Street 22/12/2023 to 15/02/2024	Creditors Invoice	25.21	0.00
23/02/2024	566580_21022024	21/02/2024	Supply & usage McGregor Street Port Hedland 27/10/2023 to 15/12/20	Creditors Invoice	19,289.19	0.00
23/02/2024	248536_16022024	16/02/2024	Supply & usage McGregor Street Port Hedland 17/01/2024 to 15/02/20	Creditors Invoice	17,243.70	0.00
23/02/2024	227817_16022024	16/02/2024	Supply & usage Hollings Place South Hedland	Creditors Invoice	33,704.60	0.00
23/02/2024	536806_16022024	16/02/2024	Supply & usage Cajarina Road Wedgefield	Creditors Invoice	21,204.64	0.00
23/02/2024	566580_22022024	22/02/2024	Supply & usage McGregor Street Port Hedland 16/12/2024 to 15/02/20	Creditors Invoice	29,338.25	0.00
23/02/2024	265447_16022024	16/02/2024	Supply & usage North Circular Road South Hedland	Creditors Invoice	14,788.30	0.00
23/02/2024	008843	23/02/2024		Funds Transfer Payment	0.00	190,330.79

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Total:					354,729.07	354,729.07
Creditor: 10529 - Blackwoods- BBC						
2/02/2024	SI07041623	23/01/2024	Protective Clothing	Creditors Invoice	210.80	0.00
2/02/2024	SI07059419	24/01/2024	Sunscreen	Creditors Invoice	127.80	0.00
2/02/2024	SI07060146	24/01/2024	Insect Repellant	Creditors Invoice	441.54	0.00
2/02/2024	SI07075193	25/01/2024	Chill its evaporative	Creditors Invoice	300.96	0.00
2/02/2024	SI07072187	25/01/2024	Chux Wipes	Creditors Invoice	91.74	0.00
2/02/2024	SI07064958	24/01/2024	Protective Clothing	Creditors Invoice	312.40	0.00
2/02/2024	SI07074193	25/01/2024	Protective Clothing	Creditors Invoice	132.58	0.00
2/02/2024	SI07068892	25/01/2024	Kitchen Towel	Creditors Invoice	17.81	0.00
2/02/2024	SI07064795	24/01/2024	Sunscreen	Creditors Invoice	456.00	0.00
2/02/2024	SI07072660	25/01/2024	Gloves	Creditors Invoice	64.94	0.00
2/02/2024	SI07098377	29/01/2024	Prot	Creditors Invoice	145.33	0.00
2/02/2024	SI07104418	29/01/2024	Pliers	Creditors Invoice	23.20	0.00
2/02/2024	SI07113560	30/01/2024	Folding Trolley Platform	Creditors Invoice	211.19	0.00
2/02/2024	008505	02/02/2024		Funds Transfer Payment	0.00	2,536.29
9/02/2024	SI06959935	15/01/2024	Consumables	Creditors Invoice	41.56	0.00
9/02/2024	SI07173470	05/02/2024	Flagging Tape	Creditors Invoice	131.12	0.00
9/02/2024	008622	09/02/2024		Funds Transfer Payment	0.00	172.68
16/02/2024	SI07255194	13/02/2024	Open PO Q3 (Jan - Mar 24)	Creditors Invoice	997.24	0.00
16/02/2024	SI07140855	01/02/2024	Oliver Safety Boots Zip Sided Lace Up 45	Creditors Invoice	310.09	0.00
16/02/2024	SI07239399	12/02/2024	Dempster - Blackwoods key cut	Creditors Invoice	11.00	0.00
16/02/2024	008722	16/02/2024		Funds Transfer Payment	0.00	1,318.33
23/02/2024	SI07258353	13/02/2024	Headwear Professionals Straw Hat	Creditors Invoice	44.20	0.00
23/02/2024	SI07252229	13/02/2024	Clothing	Creditors Invoice	336.14	0.00
23/02/2024	SI07252211	13/02/2024	High Visibility Safety	Creditors Invoice	176.95	0.00
23/02/2024	SI07284865	15/02/2024	Headwear Professionals Straw Hat	Creditors Invoice	44.20	0.00
23/02/2024	SI07223173	09/02/2024	Baseball Cap	Creditors Invoice	54.56	0.00
23/02/2024	SI07237726	12/02/2024	Refer to invoice SI07237726	Creditors Invoice	1,122.69	0.00
23/02/2024	SI07239319	12/02/2024	Refer to invoice SI07239319	Creditors Invoice	251.20	0.00
23/02/2024	SI07223130	09/02/2024	Hat	Creditors Invoice	557.57	0.00
23/02/2024	SI07216923	09/02/2024	NIPPER REACHER	Creditors Invoice	175.93	0.00
23/02/2024	SI06205117	23/10/2023	Gaffer tape	Creditors Invoice	17.70	0.00
23/02/2024	SI07347646	21/02/2024	Cargo Nets	Creditors Invoice	609.80	0.00
23/02/2024	SI07343518	21/02/2024	Protective Clothing	Creditors Invoice	661.76	0.00
23/02/2024	008844	23/02/2024		Funds Transfer Payment	0.00	4,052.70
Total:					8,080.00	8,080.00
Creditor: 10532 - North Regional Tafe						
9/02/2024	I0022153	06/12/2023	WHS Representative Course	Creditors Invoice	1,400.00	0.00
9/02/2024	008623	09/02/2024		Funds Transfer Payment	0.00	1,400.00
23/02/2024	I0022556	19/02/2024	Cert 3 Heavy Commercial Vehicle Employee#19695	Creditors Invoice	598.35	0.00
23/02/2024	008845	23/02/2024		Funds Transfer Payment	0.00	598.35
Total:					1,998.35	1,998.35
Creditor: 10536 - Workforce Health Assessors Pty Ltd						
2/02/2024	INV-44761	11/01/2024	Pre-employment Medicals & DAS	Creditors Invoice	1,562.00	0.00
2/02/2024	008506	02/02/2024		Funds Transfer Payment	0.00	1,562.00
16/02/2024	INV-45921	24/01/2024	Pre-employment Medicals & DAS	Creditors Invoice	1,551.00	0.00
16/02/2024	INV-46419	31/01/2024	Pre-employment Medicals & DAS	Creditors Invoice	2,585.00	0.00

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16/02/2024	INV-45175	17/01/2024	Pre-employment Medicals & DAS	Creditors Invoice	1,782.00	0.00
16/02/2024	008723	16/02/2024		Funds Transfer Payment	0.00	5,918.00
23/02/2024	INV-47346	09/02/2024	Standard Medical + Functional + Lab D&A	Creditors Invoice	1,650.00	0.00
23/02/2024	008846	23/02/2024		Funds Transfer Payment	0.00	1,650.00
Total:					9,130.00	9,130.00
Creditor: 10547 - Major Motors Pty Ltd						
23/02/2024	1491834	22/02/2024	Parts	Creditors Invoice	28.37	0.00
23/02/2024	008847	23/02/2024		Funds Transfer Payment	0.00	28.37
Total:					28.37	28.37
Creditor: 10551 - Mysite Design Pty Ltd						
2/02/2024	CM-029053	21/08/2023	Membership renewal 19.09.23 to 18.09.24	Creditors Invoice	6,050.00	0.00
2/02/2024	008507	02/02/2024		Funds Transfer Payment	0.00	6,050.00
Total:					6,050.00	6,050.00
Creditor: 10566 - Philip Gresley						
16/02/2024	PHDRP:10	08/02/2024	Port Hedland Design Review Panel	Creditors Invoice	650.00	0.00
16/02/2024	008724	16/02/2024		Funds Transfer Payment	0.00	650.00
Total:					650.00	650.00
Creditor: 10568 - Orro Pty Ltd						
16/02/2024	1069766	06/02/2024	Service & Equipment	Creditors Invoice	2,040.28	0.00
16/02/2024	008725	16/02/2024		Funds Transfer Payment	0.00	2,040.28
Total:					2,040.28	2,040.28
Creditor: 10574 - Town of Port Hedland						
2/02/2024	RFP_TOPH_23012024	23/01/2024	TOPH Commission on Building Service Levy Collected December 2023	Creditors Invoice	50.00	0.00
2/02/2024	008508	02/02/2024		Funds Transfer Payment	0.00	50.00
Total:					50.00	50.00

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Creditor: 10582 - Marapikurrinya Heritage Services Pty Ltd						
16/02/2024	23TOPH2211	22/11/2023	Welcome to Country	Creditors Invoice	1,100.00	0.00
16/02/2024	008726	16/02/2024		Funds Transfer Payment	0.00	1,100.00
Total:					1,100.00	1,100.00
Creditor: 10583 - Hays Personnel Services (Australia) Pty Ltd						
9/02/2024	30061764	23/01/2024	Labour Hire	Creditors Invoice	5,318.85	0.00
9/02/2024	008624	09/02/2024		Funds Transfer Payment	0.00	5,318.85
Total:					5,318.85	5,318.85
Creditor: 10585 - AusQ Training						
16/02/2024	9258	02/02/2024	Education & Training	Creditors Invoice	1,500.00	0.00
16/02/2024	9259	02/02/2024	Education & Training	Creditors Invoice	1,500.00	0.00
16/02/2024	9257	02/02/2024	Education & Training	Creditors Invoice	1,500.00	0.00
16/02/2024	008727	16/02/2024		Funds Transfer Payment	0.00	4,500.00
Total:					4,500.00	4,500.00
Creditor: 10596 - Aquatic Services WA Pty Ltd						
16/02/2024	AS#20174288	07/02/2024	Make up valve repair	Creditors Invoice	731.50	0.00
16/02/2024	008728	16/02/2024		Funds Transfer Payment	0.00	731.50
Total:					731.50	731.50
Creditor: 10598 - Team Global Express						
2/02/2024	1269-GUJ527	28/01/2024	Freight	Creditors Invoice	33.06	0.00
2/02/2024	944656	30/01/2024	Freight	Creditors Invoice	25.00	0.00
2/02/2024	0272-80828791	28/01/2024	Freight	Creditors Invoice	64.54	0.00
2/02/2024	008509	02/02/2024		Funds Transfer Payment	0.00	122.60
9/02/2024	1270-GUJ527	04/02/2024	Freight	Creditors Invoice	98.32	0.00
9/02/2024	947478	06/02/2024	Freight	Creditors Invoice	93.12	0.00
9/02/2024	008625	09/02/2024		Funds Transfer Payment	0.00	191.44
23/02/2024	1272-GUJ527	18/02/2024	Freight charges	Creditors Invoice	56.72	0.00
23/02/2024	1271-GUJ527	11/02/2024	Freight	Creditors Invoice	56.72	0.00
23/02/2024	008848	23/02/2024		Funds Transfer Payment	0.00	113.44
Total:					427.48	427.48
Creditor: 10622 - Pushap Salwan						
23/02/2024	RFP_P SALWAN_19022024	19/02/2024	Reimbursement - Utilities Horizon 09/12/2023 to 02/02/2024	Creditors Invoice	664.16	0.00
23/02/2024	008849	23/02/2024		Funds Transfer Payment	0.00	664.16
Total:					664.16	664.16
Creditor: 10623 - TKPH Pty Ltd T/a OTR Tyres						
2/02/2024	114980	29/01/2024	LV19-102 PH26681 Tyres	Creditors Invoice	1,496.80	0.00
2/02/2024	008510	02/02/2024		Funds Transfer Payment	0.00	1,496.80
23/02/2024	116650	16/02/2024	Services	Creditors Invoice	888.80	0.00
23/02/2024	008850	23/02/2024		Funds Transfer Payment	0.00	888.80
Total:					2,385.60	2,385.60

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Creditor: 10636 - Dirty Deeds Property Services						
2/02/2024	9610	25/10/2023	24/10/23 Pool Pump Repairs 23 Butler Ave	Creditors Invoice	275.00	0.00
2/02/2024	008511	02/02/2024		Funds Transfer Payment	0.00	275.00
16/02/2024	9857	30/01/2024	Pool Cleans	Creditors Invoice	1,289.00	0.00
16/02/2024	008729	16/02/2024		Funds Transfer Payment	0.00	1,289.00
Total:					1,564.00	1,564.00
Creditor: 10645 - Finmec Pty Ltd						
16/02/2024	051931	29/01/2024	Materials and Consumables electrician	Creditors Invoice	4,197.27	0.00
16/02/2024	008730	16/02/2024		Funds Transfer Payment	0.00	4,197.27
23/02/2024	052226	16/02/2024	Install Missing Adblue harness cover	Creditors Invoice	895.92	0.00
23/02/2024	008851	23/02/2024		Funds Transfer Payment	0.00	895.92
Total:					5,093.19	5,093.19
Creditor: 10653 - Culture Counts (Australia) Pty Ltd						
2/02/2024	INV-1780	19/12/2023	subscription	Creditors Invoice	2,200.00	0.00
2/02/2024	008512	02/02/2024		Funds Transfer Payment	0.00	2,200.00
Total:					2,200.00	2,200.00
Creditor: 10674 - Moduplay Group Pty Ltd						
2/02/2024	620007	29/01/2024	Custom Tot Seat	Creditors Invoice	577.50	0.00
2/02/2024	008513	02/02/2024		Funds Transfer Payment	0.00	577.50
Total:					577.50	577.50
Creditor: 10676 - ChemCentre						
2/02/2024	1694023S2049	29/12/2023	Six samples of water received on 07/12/2	Creditors Invoice	1,212.20	0.00
2/02/2024	008514	02/02/2024		Funds Transfer Payment	0.00	1,212.20
Total:					1,212.20	1,212.20
Creditor: 10688 - Mackay Urbandesign (Feed The Tiger)						
23/02/2024	2151/JANUARY 2024	12/02/2024	Review of plans and documents December 2023 – January 2024	Creditors Invoice	1,499.98	0.00
23/02/2024	008852	23/02/2024		Funds Transfer Payment	0.00	1,499.98
Total:					1,499.98	1,499.98
Creditor: 10693 - Vendorpanel Pty Ltd						
23/02/2024	VP3663	20/02/2024	Yearly Subscription Fee	Creditors Invoice	28,524.10	0.00
23/02/2024	008853	23/02/2024		Funds Transfer Payment	0.00	28,524.10
Total:					28,524.10	28,524.10
Creditor: 10705 - Helene Pty Ltd T/A Lo-Go Appointments WA						
2/02/2024	H3397	30/01/2024	Rates Officer W/E 27/01/2024	Creditors Invoice	1,733.42	0.00
2/02/2024	008515	02/02/2024		Funds Transfer Payment	0.00	1,733.42
16/02/2024	H3419	06/02/2024	Rates Officer W/E 3/02/2024	Creditors Invoice	1,733.42	0.00
16/02/2024	008731	16/02/2024		Funds Transfer Payment	0.00	1,733.42

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Total:					3,466.84	3,466.84
Creditor: 10714 - Alex Kandie						
23/02/2024	RFP_A KANDIE_24012024	24/01/2024	Reimbursement - Utilities Horizon	Creditors Invoice	333.16	0.00
23/02/2024	008854	23/02/2024		Funds Transfer Payment	0.00	333.16
Total:					333.16	333.16
Creditor: 10743 - GRA Partners Pty Ltd						
9/02/2024	6791	31/01/2024	Consultancy January 2024	Creditors Invoice	8,250.00	0.00
9/02/2024	008626	09/02/2024		Funds Transfer Payment	0.00	8,250.00
16/02/2024	6792	31/01/2024	State & Federal Government Relations	Creditors Invoice	8,250.00	0.00
16/02/2024	008732	16/02/2024		Funds Transfer Payment	0.00	8,250.00
Total:					16,500.00	16,500.00
Creditor: 10771 - Tessa Collins						
2/02/2024	1291	09/11/2023	Arts & Culture Newsletter	Creditors Invoice	320.00	0.00
2/02/2024	008516	02/02/2024		Funds Transfer Payment	0.00	320.00
Total:					320.00	320.00
Creditor: 10827 - Cacti Conserve Pty Ltd						
9/02/2024	INV-2144	27/01/2024	Eco Barricade Tape	Creditors Invoice	259.49	0.00
9/02/2024	008627	09/02/2024		Funds Transfer Payment	0.00	259.49
Total:					259.49	259.49
Creditor: 10840 - The Trustee For Vickery Family Trust T/a Trophy Shop Austral						
9/02/2024	49458	31/10/2023	Trophys	Creditors Invoice	492.80	0.00
9/02/2024	008628	09/02/2024		Funds Transfer Payment	0.00	492.80
23/02/2024	50093	28/11/2023	Social Sports Medals	Creditors Invoice	138.85	0.00
23/02/2024	008855	23/02/2024		Funds Transfer Payment	0.00	138.85
Total:					631.65	631.65
Creditor: 10846 - Castledex Pty Ltd						
2/02/2024	INV46786	26/10/2023	Furniture	Creditors Invoice	9,504.00	0.00
2/02/2024	008517	02/02/2024		Funds Transfer Payment	0.00	9,504.00
Total:					9,504.00	9,504.00
Creditor: 10847 - Hitachi Construction Machinery (Aus) Pty Ltd						
16/02/2024	INV00100072	12/02/2024	investigate and repair grease system	Creditors Invoice	1,276.11	0.00
16/02/2024	INV00100074	12/02/2024	INSTALL NEW SUMP PLUG	Creditors Invoice	1,093.10	0.00
16/02/2024	SI1481981	01/02/2024	Hitachi Parts	Creditors Invoice	109.78	0.00
16/02/2024	008733	16/02/2024		Funds Transfer Payment	0.00	2,478.99
23/02/2024	INV-00100381	15/02/2024	Greas fault repair on loader	Creditors Invoice	282.68	0.00
23/02/2024	CN0059208	24/01/2024	Credit to invoice SI1472402	\$APCREDIT	-5.76	0.00
23/02/2024	008856	23/02/2024		Funds Transfer Payment	0.00	276.92
Total:					2,755.91	2,755.91

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Creditor: 10848 - Kee Hire Pty Ltd						
2/02/2024	1000202564	29/01/2024	Hitachi Excavator 01.01.24 to 11.01.24	Creditors Invoice	13,492.05	0.00
2/02/2024	008518	02/02/2024		Funds Transfer Payment	0.00	13,492.05
9/02/2024	1000203167	06/02/2024	Hitachi Hire K1008	Creditors Invoice	1,623.29	0.00
9/02/2024	008629	09/02/2024		Funds Transfer Payment	0.00	1,623.29
Total:					15,115.34	15,115.34
Creditor: 10852 - Australian Communications and Media Authority						
16/02/2024	RFP_ACMA_14022024	14/02/2024	ACMA Point to Point License Renewal	Creditors Invoice	182.00	0.00
16/02/2024	008734	16/02/2024		Funds Transfer Payment	0.00	182.00
Total:					182.00	182.00
Creditor: 10887 - The trustee for Peters Morrison Family Trust t/a PaperScout						
16/02/2024	TP240107	07/02/2024	By-Election 2024 Print & Mailing	Creditors Invoice	2,079.00	0.00
16/02/2024	008735	16/02/2024		Funds Transfer Payment	0.00	2,079.00
Total:					2,079.00	2,079.00
Creditor: 10918 - Robyn Fox						
2/02/2024	RFP_R FOX_30012024	30/01/2024	Reimbursement - Rent	Creditors Invoice	400.00	0.00
2/02/2024	008519	02/02/2024		Funds Transfer Payment	0.00	400.00
9/02/2024	RFP_R FOX_05022024	05/02/2024	Reimbursement - Rent	Creditors Invoice	2,171.43	0.00
9/02/2024	008630	09/02/2024		Funds Transfer Payment	0.00	2,171.43
16/02/2024	RFP_R FOX_12022024	12/02/2024	Reimbursement - Rent	Creditors Invoice	400.00	0.00
16/02/2024	008736	16/02/2024		Funds Transfer Payment	0.00	400.00
23/02/2024	RFP_R FOX_19/02/2024	19/02/2024	Reimbursement - Rent	Creditors Invoice	400.00	0.00
23/02/2024	008857	23/02/2024		Funds Transfer Payment	0.00	400.00
Total:					3,371.43	3,371.43

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Creditor: 10922 - Want Pest Control Pty Ltd						
9/02/2024	1736	24/01/2024	Spot treatment	Creditors Invoice	3,217.50	0.00
9/02/2024	008631	09/02/2024		Funds Transfer Payment	0.00	3,217.50
Total:					3,217.50	3,217.50
Creditor: 10935 - PJA Holdings (Australia) Pty Ltd						
16/02/2024	017285	21/12/2023	Hamilton Road DD RSAs	Creditors Invoice	7,436.00	0.00
16/02/2024	017286	21/12/2023	Road Safety Audit for SHISH Stage 1C Des	Creditors Invoice	9,768.00	0.00
16/02/2024	017353	24/01/2024	Road Safety Audit for SHISH Stage 1C Des	Creditors Invoice	2,398.00	0.00
16/02/2024	017352	24/01/2024	Detailed Design Review & Road Safety Aud	Creditors Invoice	896.50	0.00
16/02/2024	008737	16/02/2024		Funds Transfer Payment	0.00	20,498.50
Total:					20,498.50	20,498.50
Creditor: 10939 - Christine Ruth Fairbrother						
23/02/2024	RFP_C FAIRBROTHER_19022024	19/02/2024	Reimbursement Maxxia - Cease Packaging	Creditors Invoice	163.01	0.00
23/02/2024	008858	23/02/2024		Funds Transfer Payment	0.00	163.01
Total:					163.01	163.01
Creditor: 10949 - Jessica Gardiner						
2/02/2024	RFP_J GARDINER_29012024	29/01/2024	Reimbursement - Goods Morning Tea supplies	Creditors Invoice	46.84	0.00
2/02/2024	008520	02/02/2024		Funds Transfer Payment	0.00	46.84
Total:					46.84	46.84
Creditor: 10950 - Turner Design Pty Ltd						
23/02/2024	JAN-2024	31/01/2024	Generated from contract claim	Creditors Invoice	9,699.80	0.00
23/02/2024	008859	23/02/2024		Funds Transfer Payment	0.00	9,699.80
Total:					9,699.80	9,699.80
Creditor: 10953 - Amped IT Pty Ltd						
2/02/2024	INV-AU-24992	23/10/2023	Digital Signage Mgmt. Subscription	Creditors Invoice	973.50	0.00
2/02/2024	008521	02/02/2024		Funds Transfer Payment	0.00	973.50
Total:					973.50	973.50
Creditor: 10960 - LCJK Pty Ltd t/a Precision Collision						
16/02/2024	13604	31/01/2024	CLAIM #MO0069321	Creditors Invoice	2,500.00	0.00
16/02/2024	13602	12/02/2024	EXCESS CLAIM NUMBER: MO0068587	Creditors Invoice	2,500.00	0.00
16/02/2024	008738	16/02/2024		Funds Transfer Payment	0.00	5,000.00
Total:					5,000.00	5,000.00
Creditor: 10965 - Australia Day Council of WA Inc.						
16/02/2024	INV-1941	07/02/2024	2024 Additional COTY kit	Creditors Invoice	46.70	0.00
16/02/2024	008739	16/02/2024		Funds Transfer Payment	0.00	46.70
Total:					46.70	46.70
Creditor: 10969 - Yvette Louise Lavers						

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2/02/2024	RFP_Y LAVERS_31012024	31/01/2024	Reimbursement - Rent	Creditors Invoice	1,600.00	0.00
2/02/2024	008522	02/02/2024		Funds Transfer Payment	0.00	1,600.00
Total:					1,600.00	1,600.00
Creditor: 10971 - Saving Animals from Euthanasia Inc.						
2/02/2024	INV-0610	02/01/2024	Saving animals from euthanasia July - Sept 2023	Creditors Invoice	1,925.00	0.00
2/02/2024	008523	02/02/2024		Funds Transfer Payment	0.00	1,925.00
9/02/2024	INV-0619	30/01/2024	Cats & dogs from ToPH OCT -DEC	Creditors Invoice	1,540.00	0.00
9/02/2024	008632	09/02/2024		Funds Transfer Payment	0.00	1,540.00
Total:					3,465.00	3,465.00
Creditor: 10973 - The trustee for RSA Unit Trust t/a RSA						
2/02/2024	109653	25/01/2024	Inspection to visit to review structures	Creditors Invoice	11,440.00	0.00
2/02/2024	008524	02/02/2024		Funds Transfer Payment	0.00	11,440.00
Total:					11,440.00	11,440.00
Creditor: 10980 - The Trustee for RJ Pearce Family Trust t/a PHGBM						
23/02/2024	INV-1805	21/02/2024	Reglaze smashed door panel	Creditors Invoice	594.00	0.00
23/02/2024	008860	23/02/2024		Funds Transfer Payment	0.00	594.00
Total:					594.00	594.00
Creditor: 11004 - Leader Computers Pty Ltd						
9/02/2024	N-CN-9123	02/01/2024	Invoice N-SI-2676583 Invoice V-SI-3515092	\$APCREDIT	-4,400.00	0.00
9/02/2024	V-SI-3515092	07/12/2023	Invoice N-SI-2676583 Credit N-CN-9123	Creditors Invoice	4,400.00	0.00
9/02/2024	W-SI-6341070	01/02/2024	Computer equipment	Creditors Invoice	833.80	0.00
9/02/2024	008633	09/02/2024		Funds Transfer Payment	0.00	833.80
23/02/2024	N-SI-2704727	31/01/2024	Computer equipment	Creditors Invoice	1,190.20	0.00
23/02/2024	W-SI-6343446	16/02/2024	Computer Equipment	Creditors Invoice	5,363.60	0.00
23/02/2024	W-SI-6340836	31/01/2024	Computer equipment	Creditors Invoice	535.70	0.00
23/02/2024	008861	23/02/2024		Funds Transfer Payment	0.00	7,089.50
Total:					7,923.30	7,923.30
Creditor: 11008 - Troy Wood						
9/02/2024	RFP_T WOOD_06022024	06/02/2024	Winner - Young Community Citizen 2024	Creditors Invoice	1,500.00	0.00
9/02/2024	008634	09/02/2024		Funds Transfer Payment	0.00	1,500.00
Total:					1,500.00	1,500.00
Creditor: 11016 - Preston Consulting Pty Ltd						
2/02/2024	INV-3937	31/01/2024	Works Approval & Licence Application	Creditors Invoice	319.00	0.00
2/02/2024	008525	02/02/2024		Funds Transfer Payment	0.00	319.00
Total:					319.00	319.00
Creditor: 11023 - Domenica Marvelli						
2/02/2024	RFP_D MARVELLI_31012024	31/01/2024	Reimbursement - Utilities Horizon 07.11.23 to 05.01.24	Creditors Invoice	245.00	0.00
2/02/2024	RFP_D MARVELLI_31012024	31/01/2024	Reimbursement - Rent	Creditors Invoice	800.00	0.00
2/02/2024	008526	02/02/2024		Funds Transfer Payment	0.00	1,045.00

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16/02/2024	RFP_D MARVELLI_15022024	15/02/2024	Reimbursement - Rent	Creditors Invoice	800.00	0.00
16/02/2024	008740	16/02/2024		Funds Transfer Payment	0.00	800.00
Total:					1,845.00	1,845.00
Creditor: 11030 - Glenda Jan Grigolon						
9/02/2024	RFP_G GRIGOLON_05022024	05/02/2024	Reimbursement - Rent	Creditors Invoice	1,204.00	0.00
9/02/2024	008635	09/02/2024		Funds Transfer Payment	0.00	1,204.00
Total:					1,204.00	1,204.00
Creditor: 11031 - Advanced Protection Plus Pty Ltd						
6/02/2024	0746	31/12/2024	SHAC - Security Services	Creditors Invoice	34,661.88	0.00
6/02/2024	008552	06/02/2024		Funds Transfer Payment	0.00	34,661.88
Total:					34,661.88	34,661.88
Creditor: 11033 - Generators & Off Grid Energy Pty Ltd						
16/02/2024	CT000180 CLAIM 7 JAN 24	09/02/2024	Generated from contract claim	Creditors Invoice	15,029.72	0.00
16/02/2024	008741	16/02/2024		Funds Transfer Payment	0.00	15,029.72
Total:					15,029.72	15,029.72
Creditor: 11037 - Peta Jan Page T/A Petey Cakes						
2/02/2024	177	30/11/2023	Cupcakes	Creditors Invoice	115.00	0.00
2/02/2024	008527	02/02/2024		Funds Transfer Payment	0.00	115.00
Total:					115.00	115.00
Creditor: 11040 - Melissa McKelvie						
23/02/2024	RFP_M MCKELVIE_20022024	20/02/2024	Seniors Event Library Program	Creditors Invoice	38.00	0.00
23/02/2024	008862	23/02/2024		Funds Transfer Payment	0.00	38.00
Total:					38.00	38.00
Creditor: 11043 - LG Community Partners Pty Ltd						
9/02/2024	TPH-18-2023	02/02/2024	Finance contract work W/E 02/02/2024	Creditors Invoice	4,400.00	0.00
9/02/2024	TPH-17-2023	25/01/2024	Finance contract work W/E 25/01/2024	Creditors Invoice	3,520.00	0.00
9/02/2024	008636	09/02/2024		Funds Transfer Payment	0.00	7,920.00
16/02/2024	TPH-19-2023	09/02/2024	Finance contract work- 09.02.24	Creditors Invoice	4,400.00	0.00
16/02/2024	008742	16/02/2024		Funds Transfer Payment	0.00	4,400.00
Total:					12,320.00	12,320.00
Creditor: 11044 - Jan Burkhart						
16/02/2024	RFP_J BURKHART_02012024	02/01/2024	Reimbursement - Utilities Horizon 21/10/2023 to 11/12/2023	Creditors Invoice	250.24	0.00
16/02/2024	008743	16/02/2024		Funds Transfer Payment	0.00	250.24
23/02/2024	RFP_J BURKHART_20022024	20/02/2024	Reimbursement - Utilities Horizon Final Claim Allowance Depleted	Creditors Invoice	519.03	0.00
23/02/2024	008863	23/02/2024		Funds Transfer Payment	0.00	519.03
Total:					769.27	769.27
Creditor: 11048 - Michael Angus						

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2/02/2024	RFP_M ANGUS_29012024	29/01/2024	Reimbursement - Utilities Horizon 12.12.23 to 23.01.24	Creditors Invoice	520.10	0.00
2/02/2024	008528	02/02/2024		Funds Transfer Payment	0.00	520.10
Total:					520.10	520.10
Creditor: 11054 - Ertech Pty Ltd						
9/02/2024	CT000170 CLAIM 6- JAN 2024	24/01/2024	Generated from contract claim	Creditors Invoice	135,928.10	0.00
9/02/2024	008637	09/02/2024		Funds Transfer Payment	0.00	135,928.10
Total:					135,928.10	135,928.10
Creditor: 11055 - Stephen Leeson						
9/02/2024	RFP_S LEESON_31012024	31/01/2024	Reimbursement - Utilities Horizon 25/11/2023 to 25/01/2024	Creditors Invoice	519.45	0.00
9/02/2024	008638	09/02/2024		Funds Transfer Payment	0.00	519.45
Total:					519.45	519.45
Creditor: 11065 - Greg Rowe Pty Ltd						
23/02/2024	CT000193 - CLAIM 5 - JAN 24	07/02/2024	Generated from contract claim	Creditors Invoice	41,107.66	0.00
23/02/2024	008864	23/02/2024		Funds Transfer Payment	0.00	41,107.66
Total:					41,107.66	41,107.66
Creditor: 11068 - ES2 Pty Ltd						
23/02/2024	INV-12666_1	31/01/2024	Flights S Khan	Creditors Invoice	33,880.00	0.00
23/02/2024	INV-12666_2	31/01/2023	Flights S Khan	Creditors Invoice	1,192.00	0.00
23/02/2024	008865	23/02/2024		Funds Transfer Payment	0.00	35,072.00
Total:					35,072.00	35,072.00
Creditor: 11071 - William Geach						
2/02/2024	RFP_W GEACH_31012024	31/01/2024	Reimbursement - Utilities	Creditors Invoice	470.04	0.00

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2/02/2024	008529	02/02/2024		Funds Transfer Payment	0.00	470.04
Total:					470.04	470.04
Creditor: 11079 - LITSUPPORT PTY LIMITED						
16/02/2024	LEG8906167	21/08/2024	Hard Copy Legislation	Creditors Invoice	130.36	0.00
16/02/2024	008744	16/02/2024		Funds Transfer Payment	0.00	130.36
Total:					130.36	130.36
Creditor: 11088 - Pilbara Plumbing and Gas Services Pty Ltd						
2/02/2024	INV-0596	24/01/2024	Gas cooktop repairs 20 Cone Place South Hedland	Creditors Invoice	286.00	0.00
2/02/2024	INV-0601	25/01/2024	Replace Cooktop 1 Craig Street Port Hedland WA 6721	Creditors Invoice	1,648.61	0.00
2/02/2024	008530	02/02/2024		Funds Transfer Payment	0.00	1,934.61
9/02/2024	INV-0576	19/01/2024	Repair leaking toilet - JD Hardie	Creditors Invoice	297.00	0.00
9/02/2024	INV-0633	06/02/2024	Repair Toilet SH Library	Creditors Invoice	625.74	0.00
9/02/2024	INV-0626	05/02/2024	Water Leak repair Colin Matherson Oval	Creditors Invoice	2,427.70	0.00
9/02/2024	008639	09/02/2024		Funds Transfer Payment	0.00	3,350.44
16/02/2024	INV-0654	12/02/2024	Blocked drain- Wangara Street	Creditors Invoice	404.80	0.00
16/02/2024	INV-0653	12/02/2024	Subsoil drainage work Robinson Street	Creditors Invoice	2,554.75	0.00
16/02/2024	008745	16/02/2024		Funds Transfer Payment	0.00	2,959.55
23/02/2024	INV-0677	19/02/2024	Female handbasin tap repairs	Creditors Invoice	1,614.97	0.00
23/02/2024	008866	23/02/2024		Funds Transfer Payment	0.00	1,614.97
Total:					9,859.57	9,859.57
Creditor: 11090 - Andrew John Furlong						
9/02/2024	RFP_A FURLONG_	07/02/2024	Reimbursement - Rent	Creditors Invoice	800.00	0.00
9/02/2024	008640	09/02/2024		Funds Transfer Payment	0.00	800.00
23/02/2024	RFP_A FURLONG_19022024	19/02/2024	Reimbursement - Rent	Creditors Invoice	800.00	0.00
23/02/2024	008867	23/02/2024		Funds Transfer Payment	0.00	800.00
Total:					1,600.00	1,600.00
Creditor: 11091 - Stantons International Audit and Consulting Pty Ltd						
16/02/2024	59268	07/12/2023	Probitry Advisory EOI 2223-38	Creditors Invoice	1,187.23	0.00
16/02/2024	59366	05/02/2024	Probitry Advisory EOI 2223-38	Creditors Invoice	1,703.90	0.00
16/02/2024	008746	16/02/2024		Funds Transfer Payment	0.00	2,891.13
Total:					2,891.13	2,891.13
Creditor: 11095 - Business News Pty Ltd						
16/02/2024	IN-002651	23/01/2024	Advertising Business	Creditors Invoice	5,060.00	0.00
16/02/2024	008747	16/02/2024		Funds Transfer Payment	0.00	5,060.00
Total:					5,060.00	5,060.00

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Creditor: 11105 - Coldtrek WA Pty Ltd						
2/02/2024	FGI0004620	25/01/2024	Kiosk Items SHAC	Creditors Invoice	1,130.40	0.00
2/02/2024	008531	02/02/2024		Funds Transfer Payment	0.00	1,130.40
9/02/2024	FGI0004753	30/01/2024	SHAC Kiosk Items	Creditors Invoice	1,630.15	0.00
9/02/2024	008641	09/02/2024		Funds Transfer Payment	0.00	1,630.15
16/02/2024	FGI0004857	09/02/2024	SHAC kiosk items	Creditors Invoice	606.85	0.00
16/02/2024	008748	16/02/2024		Funds Transfer Payment	0.00	606.85
23/02/2024	FGI0005026	16/02/2024	GAC- Ice Cream	Creditors Invoice	694.20	0.00
23/02/2024	008868	23/02/2024		Funds Transfer Payment	0.00	694.20
Total:					4,061.60	4,061.60
Creditor: 11106 - Combat Clothing Australia Pty Ltd						
16/02/2024	00000213	05/02/2024	Ranger Load Bearing Body Camera Vests	Creditors Invoice	1,551.00	0.00
16/02/2024	008749	16/02/2024		Funds Transfer Payment	0.00	1,551.00
Total:					1,551.00	1,551.00
Creditor: 11107 - Donna Washington						
16/02/2024	RFP_D WASHINGTON_12022024	12/02/2024	Reimbursement - Rent	Creditors Invoice	1,600.00	0.00
16/02/2024	RFP_D WASHINGTON_15022024	15/02/2024	Reimbursement - Rent	Creditors Invoice	1,200.00	0.00
16/02/2024	008750	16/02/2024		Funds Transfer Payment	0.00	2,800.00
23/02/2024	RFP_D WASHINGTON_19022024	19/02/2024	Reimbursement - Rent	Creditors Invoice	400.00	0.00
23/02/2024	008869	23/02/2024		Funds Transfer Payment	0.00	400.00
Total:					3,200.00	3,200.00
Creditor: 11118 - Chartertech Pty Ltd						
9/02/2024	INV-3030	31/01/2024	Consultancy Services	Creditors Invoice	23,787.50	0.00
9/02/2024	008642	09/02/2024		Funds Transfer Payment	0.00	23,787.50
Total:					23,787.50	23,787.50
Creditor: 11126 - Thalia Renee Kay						
9/02/2024	RFP_T KAY_06022024	06/02/2024	Reimbursement - Rent	Creditors Invoice	1,154.17	0.00
9/02/2024	008643	09/02/2024		Funds Transfer Payment	0.00	1,154.17
23/02/2024	RFP_T KAY_06112023	06/11/2023	Reimbursement - Relocation	Creditors Invoice	204.50	0.00
23/02/2024	RFP_T KAY_16022024	16/02/2024	Reimbursement - Rent	Creditors Invoice	971.43	0.00
23/02/2024	008870	23/02/2024		Funds Transfer Payment	0.00	1,175.93
Total:					2,330.10	2,330.10
Creditor: 11127 - Maree Cutler-Naroba						
9/02/2024	RFP_M CUTLER-NAROBA_05022	05/02/2024	Reimbursement - Goods	Creditors Invoice	33.60	0.00
9/02/2024	008644	09/02/2024		Funds Transfer Payment	0.00	33.60
Total:					33.60	33.60
Creditor: 11129 - Abbey Rose Ponsford						
2/02/2024	RFP_A PONSFORD_31012024	31/01/2024	Reimbursement - Rent	Creditors Invoice	800.00	0.00
2/02/2024	008532	02/02/2024		Funds Transfer Payment	0.00	800.00
9/02/2024	RFP_A PONSFORD_07022024	07/02/2024	Reimbursement - Relocation	Creditors Invoice	1,071.00	0.00

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9/02/2024	008645	09/02/2024		Funds Transfer Payment	0.00	1,071.00
16/02/2024	RFP_A PONSFORD_12022024	12/02/2024	Reimbursement - Rent	Creditors Invoice	400.00	0.00
16/02/2024	008751	16/02/2024		Funds Transfer Payment	0.00	400.00
23/02/2024	RFP_A PONSFORD_19022024	19/02/2024	Reimbursement - Rent	Creditors Invoice	400.00	0.00
23/02/2024	008871	23/02/2024		Funds Transfer Payment	0.00	400.00
Total:					2,671.00	2,671.00
Creditor: 11143 - Treadwell Group Pty Ltd						
23/02/2024	220725	24/01/2024	Nature Tread Progress Claim	Creditors Invoice	72,207.98	0.00
23/02/2024	008872	23/02/2024		Funds Transfer Payment	0.00	72,207.98
Total:					72,207.98	72,207.98
Creditor: 11151 - Alida van Vuuren						
9/02/2024	RFP_A VAN VUUREN_07022024	07/02/2024	Reimbursement Rent & Utilities	Creditors Invoice	1,278.02	0.00
9/02/2024	008646	09/02/2024		Funds Transfer Payment	0.00	1,278.02
23/02/2024	RFP_A VAN VUUREN_20022024	20/02/2024	Reimbursement - Rent	Creditors Invoice	800.00	0.00
23/02/2024	008873	23/02/2024		Funds Transfer Payment	0.00	800.00
Total:					2,078.02	2,078.02
Creditor: 11160 - Martyn Goodger T/A Succulent Planet						
2/02/2024	1870	17/01/2024	Succulents	Creditors Invoice	270.38	0.00
2/02/2024	008533	02/02/2024		Funds Transfer Payment	0.00	270.38
Total:					270.38	270.38
Creditor: 11171 - Rupa Khatri						
9/02/2024	RFP_R KHATRI_06022024	06/02/2024	Reimbursement - Rent	Creditors Invoice	800.00	0.00
9/02/2024	RFP_R KHATRI_07022024	07/02/2024	Reimbursement - Utilities Final Claim Allowance Completed	Creditors Invoice	233.38	0.00
9/02/2024	008647	09/02/2024		Funds Transfer Payment	0.00	1,033.38
Total:					1,033.38	1,033.38
Creditor: 11172 - Ajah Abuy						
16/02/2024	RFP_A ABUY_12022024	12/02/2024	Reimbursement - Utilities Horizon	Creditors Invoice	154.78	0.00
16/02/2024	008752	16/02/2024		Funds Transfer Payment	0.00	154.78
Total:					154.78	154.78
Creditor: 11173 - Ambika Rebello						
2/02/2024	RFP_A REBELLO_01022024	01/02/2024	Elected Member Payment January 2024	Creditors Invoice	3,037.92	0.00
2/02/2024	008534	02/02/2024		Funds Transfer Payment	0.00	3,037.92
Total:					3,037.92	3,037.92
Creditor: 11174 - Lorraine Butson						
2/02/2024	RFP_L BUTSON_01022024	01/02/2024	Elected Member Payment January 2024	Creditors Invoice	3,037.92	0.00
2/02/2024	008535	02/02/2024		Funds Transfer Payment	0.00	3,037.92
Total:					3,037.92	3,037.92

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Creditor: 11175 - Sven Arentz						
2/02/2024	RFP_S ARENTZ_01022024	01/02/2024	Elected Member Payment January 2024	Creditors Invoice	3,037.92	0.00
2/02/2024	008536	02/02/2024		Funds Transfer Payment	0.00	3,037.92
Total:					3,037.92	3,037.92
Creditor: 11176 - Daniel Emery						
2/02/2024	RFP_D EMERY_30012024	30/01/2024	Reimbursement - Rent	Creditors Invoice	1,600.00	0.00
2/02/2024	008537	02/02/2024		Funds Transfer Payment	0.00	1,600.00
16/02/2024	RFP_D EMERY_13022024	13/02/2024	Reimbursement - Rent	Creditors Invoice	800.00	0.00
16/02/2024	008753	16/02/2024		Funds Transfer Payment	0.00	800.00
Total:					2,400.00	2,400.00
Creditor: 11177 - Beilby Downing Teal Pty Ltd						
2/02/2024	BESI06175	19/01/2024	Recruitment Manager Financial Services	Creditors Invoice	16,225.00	0.00
2/02/2024	008538	02/02/2024		Funds Transfer Payment	0.00	16,225.00
Total:					16,225.00	16,225.00
Creditor: 11181 - Urbis Pty Ltd						
2/02/2024	B00112942	22/12/2023	Assessment/ Update of Needs Analysis	Creditors Invoice	8,250.00	0.00
2/02/2024	008539	02/02/2024		Funds Transfer Payment	0.00	8,250.00
Total:					8,250.00	8,250.00
Creditor: 11185 - REXEL ELECTRICAL SUPPLIES PTY LTD						
16/02/2024	13994679	15/02/2024	ROCKER SWITCH ON/OFF	Creditors Invoice	23.38	0.00
16/02/2024	008754	16/02/2024		Funds Transfer Payment	0.00	23.38
Total:					23.38	23.38
Creditor: 11186 - Michael Anthony Barsby						
2/02/2024	RFP_M BARSBY_29012024	29/01/2024	Reimbursement - Rent & Utilities	Creditors Invoice	4,628.56	0.00
2/02/2024	RFP_M BARSBY_29012024	29/01/2024	Reimbursement - Utilities Horizon 22.10.23 to 15.12.23	Creditors Invoice	538.41	0.00
2/02/2024	008540	02/02/2024		Funds Transfer Payment	0.00	5,166.97
Total:					5,166.97	5,166.97
Creditor: 11189 - RPH Industries (WA) Pty Ltd						
2/02/2024	00000236	18/12/2023	2023 Kerb Renewal Program	Creditors Invoice	6,622.00	0.00
2/02/2024	008541	02/02/2024		Funds Transfer Payment	0.00	6,622.00
9/02/2024	00000239	25/01/2024	2023 Kerb Renewal Program	Creditors Invoice	52,237.90	0.00
9/02/2024	008648	09/02/2024		Funds Transfer Payment	0.00	52,237.90
Total:					58,859.90	58,859.90
Creditor: 11195 - Freshworks Inc						
9/02/2024	FSAUD16068	30/12/2023	Annual Renewal	Creditors Invoice	14,994.65	0.00
9/02/2024	008649	09/02/2024		Funds Transfer Payment	0.00	14,994.65
Total:					14,994.65	14,994.65

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Creditor: 11197 - Sparke by Mia Pty Ltd						
2/02/2024	INV-5559	14/01/2024	Pre tenancy clean with linen 8/52 Morgans Street Port Hedland	Creditors Invoice	572.00	0.00
2/02/2024	INV-5575	30/01/2024	Service Clean with Linen 11b McGregor Street Port Hedland	Creditors Invoice	396.00	0.00
2/02/2024	INV-5576	30/01/2024	Pre Tenancy Clean 4/52 Morgans Street Port Hedland	Creditors Invoice	264.00	0.00
2/02/2024	008542	02/02/2024		Funds Transfer Payment	0.00	1,232.00
Total:					1,232.00	1,232.00
Creditor: 11199 - Kinatico Ltd T/A CV Check Pty Ltd						
23/02/2024	000738750	30/11/2023	Tech One Integration Setup	Creditors Invoice	1,650.00	0.00
23/02/2024	008874	23/02/2024		Funds Transfer Payment	0.00	1,650.00
Total:					1,650.00	1,650.00
Creditor: 11200 - Kimberley Special Events Pty Ltd						
2/02/2024	INV-0060	25/01/2024	2nd Instalment Aust Day 24	Creditors Invoice	44,000.00	0.00
2/02/2024	008543	02/02/2024		Funds Transfer Payment	0.00	44,000.00
Total:					44,000.00	44,000.00
Creditor: 11203 - Camilo Blanco						
2/02/2024	RFP_C BLANCO_01022024	01/02/2024	Elected Member Payment January 2024	Creditors Invoice	3,037.92	0.00
2/02/2024	008544	02/02/2024		Funds Transfer Payment	0.00	3,037.92
Total:					3,037.92	3,037.92
Creditor: 11206 - Delvine Davis T/A Shalom Dreaming						
2/02/2024	008	25/01/2024	Catering	Creditors Invoice	450.00	0.00
2/02/2024	008545	02/02/2024		Funds Transfer Payment	0.00	450.00
Total:					450.00	450.00

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Creditor: 11213 - Farquhar & Farquhar Pty. Ltd. T/A Kwik Kopy Printing Centre						
9/02/2024	56555	31/01/2024	Ranger Calling Cards	Creditors Invoice	419.45	0.00
9/02/2024	008650	09/02/2024		Funds Transfer Payment	0.00	419.45
Total:					419.45	419.45
Creditor: 11216 - Herron Todd White (WANT) Pty Ltd						
9/02/2024	JB3800045-1	31/01/2024	Kingsford Smith Business Park Valuation	Creditors Invoice	6,600.00	0.00
9/02/2024	008651	09/02/2024		Funds Transfer Payment	0.00	6,600.00
Total:					6,600.00	6,600.00
Creditor: 11219 - JH Computer Services WA Pty Ltd						
16/02/2024	001943-D01	29/01/2024	Computer equipment	Creditors Invoice	325.60	0.00
16/02/2024	008755	16/02/2024		Funds Transfer Payment	0.00	325.60
23/02/2024	002137-D01	19/02/2024	Computer Equipment	Creditors Invoice	35,866.60	0.00
23/02/2024	008875	23/02/2024		Funds Transfer Payment	0.00	35,866.60
Total:					36,192.20	36,192.20
Creditor: 11226 - Chen Zhang						
2/02/2024	RFP_C ZHANG_30012024	30/01/2024	Reimbursement - Flags & Maps TOPH Library	Creditors Invoice	79.90	0.00
2/02/2024	008546	02/02/2024		Funds Transfer Payment	0.00	79.90
23/02/2024	RFP_C ZHANG_15022024	15/02/2024	Reimbursement - Goods	Creditors Invoice	78.15	0.00
23/02/2024	008876	23/02/2024		Funds Transfer Payment	0.00	78.15
Total:					158.05	158.05
Creditor: 11227 - Karen Joy Mason						
9/02/2024	RFP_K MASON_05022024	05/02/2024	Reimbursement - Goods	Creditors Invoice	334.58	0.00
9/02/2024	008652	09/02/2024		Funds Transfer Payment	0.00	334.58
Total:					334.58	334.58
Creditor: 11229 - Perfect Gym Solutions Pty Ltd						
16/02/2024	INV-9706	01/02/2024	Leisure Management	Creditors Invoice	16,478.00	0.00
16/02/2024	008756	16/02/2024		Funds Transfer Payment	0.00	16,478.00
Total:					16,478.00	16,478.00
Creditor: 11236 - Western Australian Electoral Commission						
2/02/2024	3625	11/01/2024	2023 Local Govt Ordinary Election	Creditors Invoice	56,820.95	0.00
2/02/2024	008547	02/02/2024		Funds Transfer Payment	0.00	56,820.95
Total:					56,820.95	56,820.95

TOWN OF PORT HEDLAND
CEO's Delegated Payments List - Regulation 13 (1) Local Government (Financial Management) Regulations 1996
List of Payments - Payment details for Month of February 2024

Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
Creditor: 11240 - Srinivas Nanjangud Balachandra						
2/02/2024	RFP_S BALACHANDRA_2901202	29/01/2024	Reimbursement - Rent	Creditors Invoice	1,200.00	0.00
2/02/2024	008548	02/02/2024		Funds Transfer Payment	0.00	1,200.00
9/02/2024	RFP_S BALACHANDRA_09/02/20	05/02/2024	Reimbursement - Rent	Creditors Invoice	685.71	0.00
9/02/2024	008653	09/02/2024		Funds Transfer Payment	0.00	685.71
16/02/2024	RFP_12022024	12/02/2024	Reimbursement - Rent	Creditors Invoice	400.00	0.00
16/02/2024	008757	16/02/2024		Funds Transfer Payment	0.00	400.00
23/02/2024	RFP_S BALACHANDRA_1902202	19/02/2024	Reimbursement - Rent	Creditors Invoice	400.00	0.00
23/02/2024	008877	23/02/2024		Funds Transfer Payment	0.00	400.00
Total:					2,685.71	2,685.71
Creditor: 11241 - Referoo Pty Ltd						
23/02/2024	AU-14027	23/01/2024	Yearly Subscription	Creditors Invoice	8,316.00	0.00
23/02/2024	008878	23/02/2024		Funds Transfer Payment	0.00	8,316.00
Total:					8,316.00	8,316.00
Creditor: 11242 - Andrea Bentley						
2/02/2024	RFP_A BENTLEY_01022024	01/02/2024	Reimbursement - Relocation	Creditors Invoice	906.09	0.00
2/02/2024	008549	02/02/2024		Funds Transfer Payment	0.00	906.09
Total:					906.09	906.09
Creditor: 11253 - Australian Human Resources Institute Limited						
23/02/2024	040099893	07/02/2024	Membership	Creditors Invoice	1,420.00	0.00
23/02/2024	008879	23/02/2024		Funds Transfer Payment	0.00	1,420.00
Total:					1,420.00	1,420.00
Creditor: 11260 - TASS (WA) Training and Support Services Pty Ltd						
23/02/2024	202402	13/02/2024	TASS Consultant Fran Haintz	Creditors Invoice	1,250.00	0.00
23/02/2024	008880	23/02/2024		Funds Transfer Payment	0.00	1,250.00
Total:					1,250.00	1,250.00
Creditor: 99999 - Sundry EFT						
23/02/2024	RFP_J STINGLE_04012024	04/01/2024	Sundry payment	Creditors Invoice	224.50	0.00
21/02/2024	008219	12/01/2024		Funds Transfer Payment	0.00	224.50
2/02/2024	RFP_MUTUAL TRUST_25012024	25/01/2024	Sundry payment	Creditors Invoice	4,000.00	0.00
2/02/2024	RFP_M PHILPOTT	01/02/2024	Sundry payment	Creditors Invoice	400.00	0.00
2/02/2024	008550	02/02/2024		Funds Transfer Payment	0.00	4,000.00
2/02/2024	008551	02/02/2024		Funds Transfer Payment	0.00	400.00
9/02/2024	RFP_K REDFERN_02022024	02/02/2024	Sundry payment	Creditors Invoice	399.50	0.00
9/02/2024	RFP_J HOY_31012024	31/01/2024	Sundry payment	Creditors Invoice	374.50	0.00
9/02/2024	RFP_L RIGOT 05022024	05/02/2024	Sundry payment	Creditors Invoice	16.74	0.00
9/02/2024	RFP_A MULHALL_02022024	02/02/2024	Sundry payment	Creditors Invoice	44.80	0.00
9/02/2024	008654	09/02/2024		Funds Transfer Payment	0.00	399.50
9/02/2024	008655	09/02/2024		Funds Transfer Payment	0.00	374.50
9/02/2024	008656	09/02/2024		Funds Transfer Payment	0.00	16.74
9/02/2024	008657	09/02/2024		Funds Transfer Payment	0.00	44.80
16/02/2024	RFP_L NIDDRIE_01022024	01/02/2024	Sundry payment	Creditors Invoice	165.00	0.00

TOWN OF PORT HEDLAND
CEO's Delegated Payments List - Regulation 13 (1) Local Government (Financial Management) Regulations 1996
List of Payments - Payment details for Month of February 2024

Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
16/02/2024	RFP_D PAPATHANASSIOU_0902	09/02/2024	Sundry payment	Creditors Invoice	600.00	0.00
16/02/2024	RFP_FAIR GAME AUST_1311202	13/11/2023	Sundry payment	Creditors Invoice	15,000.00	0.00
16/02/2024	RFP_HEDLAND TAEKWONDO_1	14/11/2023	Sundry payment	Creditors Invoice	5,000.00	0.00
16/02/2024	RFP_L RIGOT_12022024	12/02/2024	Sundry payment	Creditors Invoice	762.30	0.00
16/02/2024	RFP_R HUTCHINS_14022024	14/02/2024	Sundry payment	Creditors Invoice	617.08	0.00
16/02/2024	RFP_T THORBY_09022024	09/02/2024	Sundry payment	Creditors Invoice	500.00	0.00
16/02/2024	RFP_T WOMBWELL_12022024	12/02/2024	Sundry payment	Creditors Invoice	5,890.72	0.00
16/02/2024	RFP_G DONALDSON_14022024	14/02/2024	Sundry payment	Creditors Invoice	1,308.62	0.00
16/02/2024	RFP_J PALMER_12022024	12/02/2024	Sundry payment	Creditors Invoice	399.50	0.00
16/02/2024	RFP_DSAL_06022024	06/02/2024	Sundry payment	Creditors Invoice	2,200.00	0.00
16/02/2024	008758	16/02/2024		Funds Transfer Payment	0.00	165.00
16/02/2024	008759	16/02/2024		Funds Transfer Payment	0.00	600.00
16/02/2024	008760	16/02/2024		Funds Transfer Payment	0.00	15,000.00
16/02/2024	008761	16/02/2024		Funds Transfer Payment	0.00	5,000.00
16/02/2024	008762	16/02/2024		Funds Transfer Payment	0.00	762.30
16/02/2024	008763	16/02/2024		Funds Transfer Payment	0.00	617.08
16/02/2024	008764	16/02/2024		Funds Transfer Payment	0.00	500.00
16/02/2024	008765	16/02/2024		Funds Transfer Payment	0.00	5,890.72
16/02/2024	008766	16/02/2024		Funds Transfer Payment	0.00	1,308.62
16/02/2024	008767	16/02/2024		Funds Transfer Payment	0.00	399.50
16/02/2024	008768	16/02/2024		Funds Transfer Payment	0.00	2,200.00
23/02/2024	RFP_AHBA_13022024	13/02/2024	Sundry payment	Creditors Invoice	5,000.00	0.00
23/02/2024	RFP_A HAWES_13022024	13/02/2024	Sundry payment	Creditors Invoice	795.00	0.00
23/02/2024	RFP_HASC_13022024	13/02/2024	Sundry payment	Creditors Invoice	5,000.00	0.00
23/02/2024	RFP_B JARRETT_16022024	16/02/2024	Sundry payment	Creditors Invoice	364.00	0.00
21/02/2024	008219	15/01/2024		Cancelled Payment	224.50	0.00
23/02/2024	RFP_O REYNOLDS_13022024	13/02/2024	Sundry payment	Creditors Invoice	1,000.00	0.00
23/02/2024	RFP_J GALI_200224	20/02/2024	Sundry payment	Creditors Invoice	297.00	0.00
23/02/2024	RFP_AUSTRAL CONST_1402202	14/02/2024	Sundry payment	Creditors Invoice	5,000.00	0.00
23/02/2024	RFP_J HAWES_13022024	13/02/2024	Sundry payment	Creditors Invoice	795.00	0.00
23/02/2024	RFP_T HAWES_13022024	13/02/2024	Sundry payment	Creditors Invoice	795.00	0.00
23/02/2024	008881	23/02/2024		Funds Transfer Payment	0.00	224.50
23/02/2024	008882	23/02/2024		Funds Transfer Payment	0.00	5,000.00
23/02/2024	008883	23/02/2024		Funds Transfer Payment	0.00	795.00
23/02/2024	008884	23/02/2024		Funds Transfer Payment	0.00	5,000.00

TOWN OF PORT HEDLAND
CEO's Delegated Payments List - Regulation 13 (1) Local Government (Financial Management) Regulations 1996
List of Payments - Payment details for Month of February 2024

Payment Date	Reference Number	Invoice Date	Description	Document Type	Invoice Amount	Payment Amount
23/02/2024	008885	23/02/2024		Funds Transfer Payment	0.00	364.00
23/02/2024	008886	23/02/2024		Funds Transfer Payment	0.00	1,000.00
23/02/2024	008887	23/02/2024		Funds Transfer Payment	0.00	297.00
23/02/2024	008888	23/02/2024		Funds Transfer Payment	0.00	5,000.00
23/02/2024	008889	23/02/2024		Funds Transfer Payment	0.00	795.00
23/02/2024	008890	23/02/2024		Funds Transfer Payment	0.00	795.00
Total:					57,173.76	57,173.76
Grand Total					5,036,285.11	5,036,285.11
Electronic Payments to Creditors						5,036,285.11
Payroll						2,308,353.14
WA Treasury Loans						247,973.64
NAB Corporate Credit cards						69,023.74
Merchant Fees						3,700.71
Securepay						635.14
Total						7,665,971.48
Grand Total					5,036,285.11	7,665,971.48



Town of Port Hedland
Summary of Credit Card Statements
 February 2024

Account Name	Account Number	Debit Balance (\$)
Town of Port Hedland	4336-xxxx-xxxx-7457	\$ 9,470.50
Town of Port Hedland	4336-xxxx-xxxx-3352	\$ 8,821.03
Town of Port Hedland	4336-xxxx-xxxx-5690	\$ 3,671.00
Town of Port Hedland	4336-xxxx-xxxx-5921	\$ 89.28
Town of Port Hedland	4336-xxxx-xxxx-0302	\$ 20,597.27
Town of Port Hedland	4336-xxxx-xxxx-1907	\$ 3,732.85
Town of Port Hedland	4336-xxxx-xxxx-0885	\$ 3,014.79
Town of Port Hedland	4336-xxxx-xxxx-9263	\$ 1,048.70
Town of Port Hedland	4336-xxxx-xxxx-7358	\$ 5,087.24
Town of Port Hedland	4336-xxxx-xxxx-6954	\$ 336.30
Town of Port Hedland	4336-xxxx-xxxx-7366	\$ 9,366.45
Town of Port Hedland	4336-xxxx-xxxx-0004	\$ 2,686.91
Town of Port Hedland	4336-xxxx-xxxx-2027	\$ 168.45
Town of Port Hedland	4336-xxxx-xxxx-9066	\$ 1,825.87
Town of Port Hedland	4336-xxxx-xxxx-6947	\$ 3,304.74
Total		\$ 73,221.38

At the Town of Port Hedland, the Council’s Corporate Services Directorate and Finance Team have an overriding objective of providing quality corporate governance; accountability; transparency and compliance and welcome any questions or queries on the credit card statements from not just Elected Members, but the public in general.



NAB Connect

Transaction History Report

Account details

Account balance summary

Account name
XXXXXXXXX
Account number
4336-XXXX-XXXX-7457
Currency
AUD

Opening balance: 0.00 CR
Total credits: 0.00 CR
Total debits: 9,470.50 DR
Closing balance: 0.00 CR

Date from: 01 February 2024
Date to: 29 February 2024

Transaction details

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
01/02/2024	CREDIT CARD PURCHASE COLES 0385 SOUTH HEDLAND		86.10 DR		86.10 DR
05/02/2024	CREDIT CARD PURCHASE QANTAS AIRW MASCOT		1,267.00 DR		1,267.00 DR
07/02/2024	CREDIT CARD PURCHASE TEMPLE & WEBSTER ST PETERS		1,683.95 DR		1,683.95 DR
09/02/2024	CREDIT CARD PURCHASE EMAILMEFORM LLC 6502906688 CA		15.36 DR		
09/02/2024	CREDIT CARD PURCHASE COLES 0385 SOUTH HEDLAND		65.00 DR		
09/02/2024	CREDIT CARD PURCHASE COLES 0385 SOUTH HEDLAND		70.00 DR		150.36 DR
12/02/2024	CREDIT CARD PURCHASE HEDLAND HARBOUR CAFE PORT HEDLAND		50.00 DR		
12/02/2024	CREDIT CARD PURCHASE VEND POS SOUTH MELBOUR		2,856.00 DR		2,906.00 DR
14/02/2024	CREDIT CARD PURCHASE TRANSMITSMS.COM 60 CARRINGTON		101.90 DR		
14/02/2024	CREDIT CARD PURCHASE TUTTO BELLO WODONGA		149.00 DR		250.90 DR
16/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		1,561.15 DR		1,561.15 DR
20/02/2024	CREDIT CARD PURCHASE COLES 0385 SOUTH HEDLAND		35.00 DR		

Transaction History Report (Continued)

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
20/02/2024	CREDIT CARD PURCHASE COLES 0385 SOUTH HEDLAND		97.39 DR		
20/02/2024	CREDIT CARD PURCHASE COLES 0385 SOUTH HEDLAND		100.00 DR		232.39 DR
21/02/2024	CREDIT CARD PURCHASE NESPRESSO AU NORTH SYDNEY		19.00 DR		
21/02/2024	CREDIT CARD PURCHASE COLES 0385 SOUTH HEDLAND		55.00 DR		
21/02/2024	CREDIT CARD PURCHASE COLES 0385 SOUTH HEDLAND		75.00 DR		
21/02/2024	CREDIT CARD PURCHASE HTL*THELANDINGPORT 800-468-3578		381.65 DR		530.65 DR
27/02/2024	CREDIT CARD PURCHASE KMART 1103 SOUTH HEDLAND		54.00 DR		
27/02/2024	CREDIT CARD PURCHASE WOTIF wotif.com		748.00 DR		802.00 DR

Transaction History Report (Continued)

Account details

Account balance summary

Account name XXXXXXXXX	Opening balance:	0.00 CR
Account number 4336-XXXX-XXXX-3352	Total credits:	0.00 CR
Currency AUD	Total debits:	8,821.03 DR
	Closing balance:	0.00 CR
	Date from:	01 February 2024
	Date to:	29 February 2024

Transaction details

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
05/02/2024	CREDIT CARD PURCHASE METACDN PTY LTD MELBOURNE		30.49 DR		
05/02/2024	CREDIT CARD PURCHASE Google Storage Pymont		124.99 DR		155.48 DR
06/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		755.33 DR		
06/02/2024	CREDIT CARD PURCHASE EDA LEURA		1,815.00 DR		2,570.33 DR
08/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		755.33 DR		755.33 DR
12/02/2024	CREDIT CARD PURCHASE INTUIT*MAILCHIMP Sydney		23.28 DR		23.28 DR
13/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		755.33 DR		755.33 DR
14/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		489.75 DR		
14/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		693.74 DR		1,183.49 DR
15/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		812.89 DR		812.89 DR
19/02/2024	CREDIT CARD PURCHASE WOOLWORTHS/PORT HEDLAND SPORT HEDLAND		57.46 DR		
19/02/2024	CREDIT CARD PURCHASE SQ *C&HAI?S CAFE Port Hedland		187.69 DR		
19/02/2024	CREDIT CARD PURCHASE The Melbourne Hotel FDS Perth		495.32 DR		740.47 DR
23/02/2024	CREDIT CARD PURCHASE Hyatt Regency Perth OPI Perth		238.70 DR		238.70 DR
26/02/2024	CREDIT CARD PURCHASE QUAY PERTH PERTH		309.00 DR		309.00 DR
27/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		755.33 DR		755.33 DR

Transaction History Report (Continued)

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
29/02/2024	CREDIT CARD PURCHASE ISCOUNCIL SYDNEY		521.40 DR		521.40 DR

Transaction History Report (Continued)

Account details

Account balance summary

Account name
XXXXXXXXX
Account number
4336-XXXX-XXXX-5690
Currency
AUD

Opening balance: 0.00 CR
Total credits: 0.00 CR
Total debits: 3,671.00 DR
Closing balance: 0.00 CR

Date from: 01 February 2024
Date to: 29 February 2024

Transaction details

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
08/02/2024	CREDIT CARD PURCHASE WOOLWORTHS/PORT HEDLAND SPORT HEDLAND		27.97 DR		
08/02/2024	CREDIT CARD PURCHASE WOOLWORTHS/PORT HEDLAND SPORT HEDLAND		90.69 DR		118.66 DR
12/02/2024	CREDIT CARD PURCHASE AHRI LTD MELBOURNE		242.00 DR		242.00 DR
13/02/2024	CREDIT CARD PURCHASE WOOLWORTHS/PORT HEDLAND SPORT HEDLAND		79.54 DR		79.54 DR
15/02/2024	CREDIT CARD PURCHASE SUBWAY SOUTH HEDLAND SOUTH HEDLAND		145.00 DR		
15/02/2024	CREDIT CARD PURCHASE SUBWAY SOUTH HEDLAND SOUTH HEDLAND		148.00 DR		293.00 DR
16/02/2024	CREDIT CARD PURCHASE LEARNER LINK BARWON HEADS		79.00 DR		79.00 DR
23/02/2024	CREDIT CARD PURCHASE WWW.CARTRANSPORTEXP RES MOLENDINAR		2,828.00 DR		2,828.00 DR
29/02/2024	CREDIT CARD PURCHASE WOOLWORTHS/PORT HEDLAND SPORT HEDLAND		30.80 DR		30.80 DR

Transaction History Report (Continued)

Account details

Account balance summary

Account name
XXXXXXXXX
Account number
4336-XXXX-XXXX-5921
Currency
AUD

Opening balance: 0.00 CR
Total credits: 0.00 CR
Total debits: 89.28 DR
Closing balance: 0.00 CR

Date from: 01 February 2024
Date to: 29 February 2024

Transaction details

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
09/02/2024	CREDIT CARD PURCHASE DOME PORT HEDLAND PORT HEDLAND		17.70 DR		17.70 DR
23/02/2024	CREDIT CARD PURCHASE SP 166 RAILWAY PARADE WEST LEEDERVI		12.00 DR		12.00 DR
27/02/2024	CREDIT CARD PURCHASE Sentinel Bar and Gril Perth		12.12 DR		12.12 DR
29/02/2024	CREDIT CARD PURCHASE GM TAXIPAY MASCOT		47.46 DR		47.46 DR

Transaction History Report (Continued)

Account details

Account balance summary

Account name XXXXXXXXX	Opening balance: 0.00 CR
Account number 4336-XXXX-XXXX-0302	Total credits: 1,056.00 CR
Currency AUD	Total debits: 20,597.27 DR
	Closing balance: 0.00 CR
	Date from: 01 February 2024
	Date to: 29 February 2024

Transaction details

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
01/02/2024	CREDIT CARD PURCHASE WOOLWORTHS/PORT HEDLAND SPORT HEDLAND		56.73 DR		56.73 DR
02/02/2024	CREDIT CARD PURCHASE KAVY PTY LTD PORT HEDLAND		36.98 DR		
02/02/2024	CREDIT CARD PURCHASE HAVE I BEEN PWNED BUNDALL		481.86 DR		518.84 DR
05/02/2024	CREDIT CARD PURCHASE IPASSWORD TORONTO ON		257.19 DR		257.19 DR
06/02/2024	CREDIT CARD PURCHASE IPASSWORD TORONTO ON		127.94 DR		
06/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		602.85 DR		730.79 DR
07/02/2024	CREDIT CARD PURCHASE WOOLWORTHS/PORT HEDLAND SPORT HEDLAND		4.99 DR		
07/02/2024	CREDIT CARD PURCHASE KMART 1103 SOUTH HEDLAND		115.00 DR		
07/02/2024	CREDIT CARD PURCHASE Charmers Jewellers Port Hedland		135.00 DR		
07/02/2024	CREDIT CARD PURCHASE SQ *C&HAI?S CAFE Port Hedland		223.20 DR		
07/02/2024	CREDIT CARD PURCHASE QANTAS AIRW MASCOT		659.69 DR		1,137.88 DR
09/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTR7952195172244BRISB ANE		99.00 DR		
09/02/2024	CREDIT CARD PURCHASE WOOLWORTHS/PORT HEDLAND SPORT HEDLAND		111.73 DR		
09/02/2024	CREDIT CARD PURCHASE MOORE AUSTRALIA WA PL PERTH		4,224.00 DR		4,434.73 DR
12/02/2024	CREDIT CARD PURCHASE QANTAS AIRW MASCOT		1,006.87 DR		

Transaction History Report (Continued)

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
12/02/2024	CREDIT CARD PURCHASE DIGICERT 801-7019681 UT		2,671.78 DR		3,678.65 DR
15/02/2024	CREDIT CARD PURCHASE 1PASSWORD TORONTO ON		124.35 DR		
15/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		851.25 DR		975.60 DR
21/02/2024	CREDIT CARD PURCHASE WOOLWORTHS/PORT HEDLAND SPORT HEDLAND		25.00 DR		
21/02/2024	CREDIT CARD PURCHASE AYESHAS CAFE PTY LTD PORT HEDLAND		110.00 DR		
21/02/2024	CREDIT CARD PURCHASE AYESHAS CAFE PTY LTD PORT HEDLAND		110.00 DR		
21/02/2024	CREDIT CARD PURCHASE Compass Gateway Villag McMahons Pt		590.00 DR		835.00 DR
23/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		838.13 DR		838.13 DR
26/02/2024	CREDIT CARD PURCHASE WOOLWORTHS/PORT HEDLAND SPORT HEDLAND		321.45 DR		
26/02/2024	CREDIT CARD PURCHASE LOCAL GOVERNEMENT MANA MT HAWTHORN		1,410.00 DR		
26/02/2024	CREDIT CARD PURCHASE DISCOVERY HOLIDAY PARK PORT HEDLAND		2,825.20 DR		4,556.65 DR
27/02/2024	CREDIT CARD PURCHASE WOOLWORTHS/PORT HEDLAND SPORT HEDLAND		101.62 DR		
27/02/2024	CREDIT CARD PURCHASE WOOLWORTHS/PORT HEDLAND SPORT HEDLAND		113.20 DR		214.82 DR
28/02/2024	CREDIT CARD PURCHASE DISCOVERY HOLIDAY PARK PORT HEDLAND		846.55 DR		
28/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		1,515.71 DR		2,362.26 DR
29/02/2024	CREDIT CARD REFUND MOORE AUSTRALIA WA PL PERTH			1,056.00 CR	1,056.00 CR

Transaction History Report (Continued)

Account details	Account balance summary	
Account name XXXXXXXXX	Opening balance:	0.00 CR
Account number 4336-XXXX-XXXX-1907	Total credits:	840.00 CR
Currency AUD	Total debits:	3,732.85 DR
	Closing balance:	0.00 CR
	Date from:	01 February 2024
	Date to:	29 February 2024

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
01/02/2024	CREDIT CARD PURCHASE FACEBK G9BRXW37B2 fb.me/ads		100.00 DR		
01/02/2024	CREDIT CARD PURCHASE FACEBK 3CLWRXT4Y2 fb.me/ads		475.10 DR		575.10 DR
02/02/2024	CREDIT CARD PURCHASE LinkedIn Ads 9176561136 North Sydney		37.79 DR		37.79 DR
08/02/2024	CREDIT CARD PURCHASE LinkedIn Ads 9198089046 North Sydney		62.66 DR		62.66 DR
13/02/2024	CREDIT CARD PURCHASE FACEBK MAYYMWF7B2 fb.me/ads		150.00 DR		150.00 DR
15/02/2024	CREDIT CARD PURCHASE MANYCHAT.COM MANYCHAT.COM CA		38.80 DR		38.80 DR
19/02/2024	CREDIT CARD PURCHASE NEWS PTY LIMITED SURRY HILLS		16.00 DR		
19/02/2024	CREDIT CARD PURCHASE FACEBK LNSC3YP7B2 fb.me/ads		225.00 DR		241.00 DR
21/02/2024	CREDIT CARD PURCHASE ZAPIER.COM/CHARGE ZAPIER.COM CA		47.12 DR		
21/02/2024	CREDIT CARD PURCHASE ACTIVECAMPAIGN, INC. 8003570402 IL		402.00 DR		449.12 DR
22/02/2024	CREDIT CARD REFUND LOCAL GOVERNEMENT MANA MT HAWTHORN			840.00 CR	
22/02/2024	CREDIT CARD PURCHASE FACEBK 33XPZYK7B2 fb.me/ads		141.58 DR		698.42 CR
26/02/2024	CREDIT CARD PURCHASE HEDLAND EMPORIUM PTY PORT HEDLAND		5.50 DR		
26/02/2024	CREDIT CARD PURCHASE HEDLAND EMPORIUM PTY PORT HEDLAND		19.08 DR		
26/02/2024	CREDIT CARD PURCHASE EZI*Easy Signs Pty Lim Smeaton Grang		157.78 DR		

Transaction History Report (Continued)

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
26/02/2024	CREDIT CARD PURCHASE WWW.BANNERBUZZ.COM. AU SILVERWATER		231.47 DR		413.83 DR
27/02/2024	CREDIT CARD PURCHASE EZI*Easy Signs Pty Lim Smeaton Grang		239.31 DR		
27/02/2024	CREDIT CARD PURCHASE ART SERIES ADNATE PERTH		1,140.41 DR		1,379.72 DR
28/02/2024	CREDIT CARD PURCHASE Live Payments Barangaroo		45.26 DR		45.26 DR
29/02/2024	CREDIT CARD PURCHASE CLANCYS FISH BAR CITY BEACH		13.00 DR		
29/02/2024	CREDIT CARD PURCHASE PICS.IO HTTPSPICS.IO DE		184.99 DR		197.99 DR

Transaction History Report (Continued)

Account details

Account balance summary

Account name
XXXXXXXXX
Account number
4336-XXXX-XXXX-0885
Currency
AUD

Opening balance: 0.00 CR
Total credits: 0.00 CR
Total debits: 3,014.79 DR
Closing balance: 0.00 CR

Date from: 01 February 2024
Date to: 29 February 2024

Transaction details

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
12/02/2024	CREDIT CARD PURCHASE Water Wise Water Truc Ascot Vale		2,739.74 DR		2,739.74 DR
15/02/2024	CREDIT CARD PURCHASE BP STH HEDLAND1928 SOUTH HEDLAND		151.85 DR		151.85 DR
28/02/2024	CREDIT CARD PURCHASE Water Wise Water Truc Ascot Vale		123.20 DR		123.20 DR

Transaction History Report (Continued)

Account details

Account balance summary

Account name
XXXXXXXXXX
Account number
4336-XXXX-XXXX-9263
Currency
AUD

Opening balance: 0.00 CR
Total credits: 0.00 CR
Total debits: 1,048.70 DR
Closing balance: 0.00 CR

Date from: 01 February 2024
Date to: 29 February 2024

Transaction details

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
02/02/2024	CREDIT CARD PURCHASE QANTAS AIRW MASCOT		1,048.70 DR		1,048.70 DR

Transaction History Report (Continued)

Account details

Account balance summary

Account name
XXXXXXXXX
Account number
4336-XXXX-XXXX-7358
Currency
AUD

Opening balance: 0.00 CR
Total credits: 1,413.55 CR
Total debits: 5,087.24 DR
Closing balance: 0.00 CR

Date from: 01 February 2024
Date to: 29 February 2024

Transaction details

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
01/02/2024	CREDIT CARD PURCHASE INSTITUTEPU 01300416745		1,529.55 DR		1,529.55 DR
05/02/2024	CREDIT CARD PURCHASE Ibis Styles East Perth FDEast Perth		352.52 DR		352.52 DR
08/02/2024	CREDIT CARD PURCHASE PLANNING INSTITUTE OF AUSBARTON		235.00 DR		235.00 DR
09/02/2024	CREDIT CARD PURCHASE EZI*Regional Aus Inst TURNER		20.00 DR		
09/02/2024	CREDIT CARD PURCHASE Ibis Styles East Perth FDEast Perth		30.00 DR		50.00 DR
14/02/2024	CREDIT CARD PURCHASE ACCOR* IBIS PERTH SYDNEY		1,413.55 DR		1,413.55 DR
15/02/2024	CREDIT CARD REFUND Ibis Perth Hotel OPI Perth			1,413.55 CR	1,413.55 CR
28/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		1,506.62 DR		1,506.62 DR

Transaction History Report (Continued)

Account details

Account balance summary

Account name
XXXXXXXXXX
Account number
4336-XXXX-XXXX-6954
Currency
AUD

Opening balance: 0.00 CR
Total credits: 0.00 CR
Total debits: 336.30 DR
Closing balance: 0.00 CR

Date from: 01 February 2024
Date to: 29 February 2024

Transaction details

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
23/02/2024	CREDIT CARD PURCHASE KEELERHARDWARE.COM.A U NORTH WILLOUG		336.30 DR		336.30 DR

Transaction History Report (Continued)

Account details

Account balance summary

Account name XXXXXXXXX	Opening balance: 0.00 CR
Account number 4336-XXXX-XXXX-7366	Total credits: 1,130.00 CR
Currency AUD	Total debits: 9,366.45 DR
	Closing balance: 0.00 CR
	Date from: 01 February 2024
	Date to: 29 February 2024

Transaction details

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
19/02/2024	CREDIT CARD REFUND AEROPETS TERMINAL 2 GEEBUNG			972.00 CR	
19/02/2024	CREDIT CARD PURCHASE SUBWAY SOUTH HEDLAND SOUTH HEDLAND		467.00 DR		
19/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		1,076.45 DR		571.45 DR
20/02/2024	CREDIT CARD PURCHASE RLSSWA MOUNT CLAREMO		1,060.00 DR		1,060.00 DR
21/02/2024	CREDIT CARD PURCHASE WOOLWORTHS/PORT HEDLAND SPORT HEDLAND		71.85 DR		
21/02/2024	CREDIT CARD PURCHASE EZI*Australian College WEST PERTH		125.00 DR		
21/02/2024	CREDIT CARD PURCHASE EZI*ALIA DEAKIN		860.00 DR		
21/02/2024	CREDIT CARD PURCHASE MOORE AUSTRALIA WA PL PERTH		990.00 DR		2,046.85 DR
22/02/2024	CREDIT CARD PURCHASE OFFICEWORKS BENTLEIGH EAS		238.59 DR		238.59 DR
26/02/2024	CREDIT CARD PURCHASE PUBLIC SECTOR NETWORK CHIPPENDALE		3,340.96 DR		3,340.96 DR
27/02/2024	CREDIT CARD PURCHASE EB *Microsoft Excel Wo 801- 413-7200		66.78 DR		66.78 DR
28/02/2024	CREDIT CARD REFUND OFFICEWORKS BENTLEIGH EAS			158.00 CR	
28/02/2024	CREDIT CARD PURCHASE SUBWAY SOUTH HEDLAND SOUTH HEDLAND		161.00 DR		
28/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		908.82 DR		911.82 DR

Transaction History Report (Continued)

Account details

Account balance summary

Account name
XXXXXXXXX
Account number
4336-XXXX-XXXX-0004
Currency
AUD

Opening balance: 0.00 CR
Total credits: 0.00 CR
Total debits: 2,686.91 DR
Closing balance: 0.00 CR

Date from: 01 February 2024
Date to: 29 February 2024

Transaction details

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
05/02/2024	CREDIT CARD PURCHASE SPOTTO WA DARLINGHURST		46.41 DR		46.41 DR
07/02/2024	CREDIT CARD PURCHASE IKEA PERTH INNALOO		150.00 DR		150.00 DR
13/02/2024	CREDIT CARD PURCHASE SWAN TAXIS PERTH SYDNEY		22.30 DR		
13/02/2024	CREDIT CARD PURCHASE Live Payments Barangaroo		25.20 DR		47.50 DR
20/02/2024	CREDIT CARD PURCHASE MASTER BUILDERS ASSOCI WEST PERTH		2,443.00 DR		2,443.00 DR

Transaction History Report (Continued)

Account details

Account balance summary

Account name
XXXXXXXXXX
Account number
4336-XXXX-XXXX-2027
Currency
AUD

Opening balance: 0.00 CR
Total credits: 0.00 CR
Total debits: 168.45 DR
Closing balance: 0.00 CR

Date from: 01 February 2024
Date to: 29 February 2024

Transaction details

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
29/02/2024	CREDIT CARD PURCHASE COLES 0385 SOUTH HEDLAND		168.45 DR		168.45 DR

Transaction History Report (Continued)

Account details

Account balance summary

Account name
XXXXXXXXX
Account number
4336-XXXX-XXXX-9066
Currency
AUD

Opening balance: 0.00 CR
Total credits: 0.00 CR
Total debits: 1,825.87 DR
Closing balance: 0.00 CR

Date from: 01 February 2024
Date to: 29 February 2024

Transaction details

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
08/02/2024	CREDIT CARD PURCHASE WHENIWORK.COM WHENIWORK.COMMN		645.23 DR		645.23 DR
23/02/2024	CREDIT CARD PURCHASE H.I. West Perth OPI West Perth		220.40 DR		220.40 DR
27/02/2024	CREDIT CARD PURCHASE QANTAS AIRW MASCOT		949.14 DR		949.14 DR
29/02/2024	CREDIT CARD PURCHASE WHENIWORK.COM WHENIWORK.COMMN		11.10 DR		11.10 DR

Transaction History Report (Continued)

Account details

Account balance summary

Account name
XXXXXXXXX
Account number
4336-XXXX-XXXX-6947
Currency
AUD

Opening balance: 0.00 CR
Total credits: 195.80 CR
Total debits: 3,304.74 DR
Closing balance: 0.00 CR

Date from: 01 February 2024
Date to: 29 February 2024

Transaction details

Date	Narrative	Reference number	Debit amount	Credit amount	EOD balance
07/02/2024	CREDIT CARD PURCHASE WOOLWORTHS/PORT HEDLAND SPORT HEDLAND		143.65 DR		143.65 DR
08/02/2024	CREDIT CARD PURCHASE CROWN MELBOURNE SOUTHBANK		195.80 DR		195.80 DR
09/02/2024	CREDIT CARD PURCHASE COLES 0385 SOUTH HEDLAND		72.21 DR		72.21 DR
14/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		932.05 DR		
14/02/2024	CREDIT CARD PURCHASE VIRGIN AUSTRALIA BRISBANE		1,961.03 DR		2,893.08 DR
21/02/2024	CREDIT CARD PAYMENT CASH/TRANSFER PAYMENT - THANK YOU			195.80 CR	195.80 CR

End of report

Ordinary Council Meeting Agenda

27 March 2024

Recharge Petroleum, TOWN001 - TOWN OF PORT HEDLAND

Tax Invoice/Statement Details 1/02/2024 - 29/02/2024 Page : 1

CARD TRANSACTIONS

Card : xxxxxx34363251177 Details : LV19-101 TOYOTA CAMRY
Rego :

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
1/02/2024	BP SOUTH HEDLAND	00882285	PREM95	23.90	\$1.9991	\$2.1990	\$47.78	\$4.78	\$52.56		0	
5/02/2024	BP ROEBOURNE ROADHO	00884045	ULTIM98	35.44	\$2.1809	\$2.3990	\$77.29	\$7.73	\$85.02		0	
17/02/2024	BP PORT HEDLAND	00890302	ULTIM98	41.91	\$2.1809	\$2.3990	\$91.40	\$9.14	\$100.54		0	
			PREM95	23.90				\$4.78	\$52.56			
			ULTIM98	77.35				\$16.87	\$185.56			
			Total	101.25				\$21.65	\$238.12			

Card : xxxxxx34363251185 Details : LV19-102 ISUZU DMAX
Rego :

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
3/02/2024	BP PORT HEDLAND	00882711	DIESEL	70.99	\$1.9991	\$2.1990	\$141.92	\$14.19	\$156.11		0	
11/02/2024	BP PORT HEDLAND	00886885	DIESEL	52.57	\$2.0173	\$2.2190	\$106.05	\$10.60	\$116.65		0	
17/02/2024	BP PORT HEDLAND	00890300	DIESEL	70.83	\$2.0355	\$2.2390	\$144.17	\$14.42	\$158.59		0	
			Total	194.39				\$39.21	\$431.35			

Card : xxxxxx34363251201 Details : LV19-104 TOYOTA CAMRY
Rego :

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
26/02/2024	BP PORT HEDLAND	00893583	PREM95	45.96	\$2.1173	\$2.3290	\$97.31	\$9.73	\$107.04		0	
			Total	45.96				\$9.73	\$107.04			

Card : xxxxxx34363251367 Details : LV19-120 TOYOTA CAMRY
Rego :

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
19/02/2024	BP SOUTH HEDLAND	00890731	ULP91	42.26	\$1.8900	\$2.0790	\$79.87	\$7.99	\$87.86		0	
			Total	42.26				\$7.99	\$87.86			

ICard : xxxxxx34363251383 Details : LV19-122 ISUZU DMAX
Rego :

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
17/02/2024	BP SOUTH HEDLAND	00890332	DIESEL U	69.73	\$1.9627	\$2.1590	\$136.86	\$13.69	\$150.55		0	
			Total	69.73				\$13.69	\$150.55			

Card : xxxxxx34363260194 Details : SPARE 5
Rego :

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
1/02/2024	BP PORT HEDLAND	00882287	PREM95	30.38	\$2.0445	\$2.2490	\$62.11	\$6.21	\$68.32		0	
			Total	30.38				\$6.21	\$68.32			

Card : xxxxxx34363262679 Details : TOYOTA COROLLA

Ordinary Council Meeting Agenda

27 March 2024

Recharge Petroleum, TOWN001 - TOWN OF PORT HEDLAND

Tax Invoice/Statement Details 1/02/2024 - 29/02/2024 Page : 2

Rego : PH27217

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
27/11/2023	Last Odometer										49811	
12/02/2024	BP SOUTH HEDLAND	00887362	PREM95	37.66	\$1.9991	\$2.1990	\$75.28	\$7.53	\$82.81		777	
Total				37.66				\$7.53	\$82.81			

Card : xxxxxx34363273130 Details : LV20-140 Rego : AI27576

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
15/01/2024	Last Odometer										34293	
3/02/2024	BP PORT HEDLAND	00882741	ULTIM98	35.05	\$2.1355	\$2.3490	\$74.85	\$7.48	\$82.33		34969	5.2
24/02/2024	BP PORT HEDLAND	00892549	ULTIM98	8.34	\$2.1809	\$2.3990	\$18.19	\$1.82	\$20.01		35624	1.3
24/02/2024	BP PORT HEDLAND	00892550	ULTIM98	29.72	\$2.1809	\$2.3990	\$64.82	\$6.48	\$71.30		35624	
Total				73.11				\$15.78	\$173.64			

Card : xxxxxx34363273155 Details : LV20-157 Rego : PH27575

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
8/11/2023	Last Odometer										51118	
6/02/2024	BP PORT HEDLAND	00884545	ULP91	36.78	\$1.9627	\$2.1590	\$72.19	\$7.22	\$79.41		53266	1.7
14/02/2024	BP PORT HEDLAND	00889527	ULP91	26.26	\$1.9809	\$2.1790	\$52.02	\$5.20	\$57.22		53924	4.0
23/02/2024	BP PORT HEDLAND	00892544	ULP91	19.72	\$1.9991	\$2.1990	\$39.42	\$3.94	\$43.36		54347	4.7
29/02/2024	BP PORT HEDLAND	00895847	ULP91	32.63	\$1.9991	\$2.1990	\$65.23	\$6.52	\$71.75		54550	16.1
Total				115.39				\$22.88	\$251.74			

Card : xxxxxx34363273171 Details : LV20-156 Rego : PH27626

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
19/12/2023	Last Odometer										777	
6/02/2024	BP SOUTH HEDLAND	00884541	ULP91	30.36	\$1.8900	\$2.0790	\$57.38	\$5.74	\$63.12		16455	0.2
Total				30.36				\$5.74	\$63.12			

Card : xxxxxx34363273189 Details : LV20-159 Rego : PH27625

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
15/01/2024	Last Odometer										63037	
1/02/2024	BP PORT HEDLAND	00882234	ULP91	38.61	\$1.9355	\$2.1290	\$74.73	\$7.47	\$82.20		63658	6.2
14/02/2024	BP SOUTH HEDLAND	00889522	ULP91	31.81	\$1.8900	\$2.0790	\$60.12	\$6.01	\$66.13		64159	6.3
19/02/2024	BP PORT HEDLAND	00890714	ULP91	39.34	\$1.9809	\$2.1790	\$77.93	\$7.79	\$85.72		64797	6.2
29/02/2024	BP PORT HEDLAND	00895828	ULP91	36.30	\$1.9991	\$2.1990	\$72.56	\$7.26	\$79.82		65411	5.9
Total				146.06				\$28.53	\$313.87			

Card : xxxxxx34363273452 Details : LV20-147 Rego : PH27587

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
30/01/2024	Last Odometer										777	
20/02/2024	BP SOUTH HEDLAND	00891170	ULP91	31.76	\$1.8900	\$2.0790	\$60.03	\$6.00	\$66.03		35234	0.1
Total				31.76				\$6.00	\$66.03			

Card : xxxxxx34363273494 Details : LV20-146 Rego : PH27585

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
30/01/2024	Last Odometer										777	
16/02/2024	BP SOUTH HEDLAND	00889250	ULP91	35.86	\$1.8900	\$2.0790	\$67.77	\$6.78	\$74.55		44645	0.1
Total				35.86				\$6.78	\$74.55			

Ordinary Council Meeting Agenda

27 March 2024

Recharge Petroleum, TOWN001 - TOWN OF PORT HEDLAND

Tax Invoice/Statement Details 1/02/2024 - 29/02/2024 Page : 3

Card : xxxxxx34363273544 Details : LV20-142 Rego : PH27586

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
5/01/2024	Last Odometer										32353	
12/02/2024	BP PORT HEDLAND	00887318	ULP91	35.46	\$1.9627	\$2.1590	\$69.60	\$6.96	\$76.56		32941	6.0
26/02/2024	BP SOUTH HEDLAND	00893542	ULP91	31.65	\$1.8900	\$2.0790	\$59.82	\$5.98	\$65.80		33427	6.5
Total				67.11				\$12.94	\$142.36			

Card : xxxxxx34363273569 Details : LV20-161 Rego : PH27640

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
23/01/2024	Last Odometer										40679	
14/02/2024	BP PORT HEDLAND	00889573	PREM95	37.51	\$2.1173	\$2.3290	\$79.42	\$7.94	\$87.36		41373	5.4
Total				37.51				\$7.94	\$87.36			

Card : xxxxxx34363273585 Details : LV20-162 Rego : PH26744

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
9/01/2024	Last Odometer										777	
1/02/2024	BP PORT HEDLAND	00882235	ULP91	36.00	\$1.9355	\$2.1290	\$69.67	\$6.97	\$76.64		31030	0.1
12/02/2024	BP PORT HEDLAND	00887305	ULP91	26.71	\$1.9627	\$2.1590	\$52.43	\$5.24	\$57.67		31532	5.3
24/02/2024	BP PORT HEDLAND	00892548	ULP91	32.64	\$1.9991	\$2.1990	\$65.25	\$6.53	\$71.78		32087	5.9
Total				95.35				\$18.74	\$206.09			

Card : xxxxxx34363273619 Details : LV20-163 Rego : PH27584

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
23/01/2024	Last Odometer										16550	
21/02/2024	BP SOUTH HEDLAND	00891921	ULP91	37.29	\$1.8900	\$2.0790	\$70.48	\$7.05	\$77.53		17127	6.5
Total				37.29				\$7.05	\$77.53			

Card : xxxxxx34363274005 Details : LV20-145 Rego : PH27642

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
17/01/2024	Last Odometer										24195	
2/02/2024	BP SOUTH HEDLAND	00883397	ULP91	34.27	\$1.8900	\$2.0790	\$64.77	\$6.48	\$71.25		494	
16/02/2024	BP SOUTH HEDLAND	00889251	ULP91	36.52	\$1.8900	\$2.0790	\$69.03	\$6.90	\$75.93		177	
27/02/2024	BP SOUTH HEDLAND	00894577	ULP91	36.73	\$1.8900	\$2.0790	\$69.42	\$6.94	\$76.36		26858	0.1
Total				107.52				\$20.32	\$223.54			

Card : xxxxxx34363274021 Details : LV20-136 Rego : PH27641

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
16/01/2024	Last Odometer										45696	
1/02/2024	BP PORT HEDLAND	00882255	ULTIM98	34.64	\$2.1355	\$2.3490	\$73.97	\$7.40	\$81.37		46227	6.5
Total				34.64				\$7.40	\$81.37			

Card : xxxxxx34363274831 Details : LV20-137 Rego : PH27711

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
9/01/2024	Last Odometer										27030	
2/02/2024	BP SOUTH HEDLAND	00882290	PREM95	37.92	\$1.9991	\$2.1990	\$75.81	\$7.58	\$83.39		777	
23/02/2024	BP SOUTH HEDLAND	00892572	ULP91	19.24	\$1.8900	\$2.0790	\$36.36	\$3.64	\$40.00		777	
				PREM95	37.92			\$7.58	\$83.39			
				ULP91	19.24			\$3.64	\$40.00			
Total				57.16				\$11.22	\$123.39			

Card : xxxxxx34363274856 Details : LV20-141 Rego : PH27709

Ordinary Council Meeting Agenda

27 March 2024

Recharge Petroleum, TOWN001 - TOWN OF PORT HEDLAND

Tax Invoice/Statement Details 1/02/2024 - 29/02/2024 Page : 4

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
31/01/2024	Last Odometer										3116	
12/02/2024	BP SOUTH HEDLAND	00887306	ULP91	30.42	\$1.8900	\$2.0790	\$57.49	\$5.75	\$63.24		31722	0.1
22/02/2024	BP SOUTH HEDLAND	00893089	ULP91	35.28	\$1.8900	\$2.0790	\$66.68	\$6.67	\$73.35		32311	6.0
Total				65.70				\$12.42	\$136.59			

Card : xxxxxx34363274864 Details : LV20-139 Rego : PH27713

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
18/01/2024	Last Odometer										1234467	
21/02/2024	BP SOUTH HEDLAND	00891923	PREM95	33.49	\$1.9991	\$2.1990	\$66.95	\$6.69	\$73.64		25442	
Total				33.49				\$6.69	\$73.64			

Card : xxxxxx34363274872 Details : LV20-138 Rego : PH27712

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
8/01/2024	Last Odometer										28585	
1/02/2024	BP SOUTH HEDLAND	00882231	ULP91	37.61	\$1.8900	\$2.0790	\$71.08	\$7.11	\$78.19		29097	7.3
15/02/2024	BP SOUTH HEDLAND	00888790	ULP91	23.23	\$1.8900	\$2.0790	\$43.91	\$4.39	\$48.30		29474	6.2
29/02/2024	BP SOUTH HEDLAND	00895832	ULP91	39.59	\$1.8900	\$2.0790	\$74.83	\$7.48	\$82.31		30126	6.1
Total				100.43				\$18.98	\$208.80			

Card : xxxxxx34363274898 Details : LV20-160 Rego : PH27710

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
14/12/2023	Last Odometer										21417	
12/02/2024	BP SOUTH HEDLAND	00887313	ULP91	36.49	\$1.8900	\$2.0790	\$68.96	\$6.90	\$75.86		22732	2.8
25/02/2024	BP SOUTH HEDLAND	00893902	ULP91	33.41	\$1.8900	\$2.0790	\$63.15	\$6.31	\$69.46		23327	5.6
Total				69.90				\$13.21	\$145.32			

Card : xxxxxx34363275770 Details : LV20-151 Rego : PH27721

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
8/01/2024	Last Odometer										26650	
1/02/2024	BP SOUTH HEDLAND	00882225	ULP91	39.01	\$1.8900	\$2.0790	\$73.73	\$7.37	\$81.10		27385	5.3
28/02/2024	BP SOUTH HEDLAND	00895249	ULP91	35.16	\$1.8900	\$2.0790	\$66.45	\$6.65	\$73.10		28024	5.5
Total				74.17				\$14.02	\$154.20			

Card : xxxxxx34363283923 Details : LV21-153 Rego : PH27967

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
4/02/2024	BP KARRATHA WEST	00883544	DIESEL	58.58	\$1.9264	\$2.1190	\$112.85	\$11.28	\$124.13		0	
19/02/2024	BP KARRATHA	00890558	DIESEL U	23.36	\$1.9445	\$2.1390	\$45.43	\$4.54	\$49.97		0	
				DIESEL	58.58			\$11.28	\$124.13			
				DIESEL U	23.36			\$4.54	\$49.97			
Total				81.94				\$15.82	\$174.10			

Card : xxxxxx34363283956 Details : LV21-148 Rego : PH27967

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
5/02/2024	BP PORT HEDLAND	00883983	DIESEL	31.25	\$1.9991	\$2.1990	\$62.47	\$6.25	\$68.72		0	
Total				31.25				\$6.25	\$68.72			

Card : xxxxxx68573726511 Details : NISSAN PATROL Rego : PH28968

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
21/01/2024	Last Odometer										26980	
2/02/2024	BP PORT HEDLAND	00883418	ULTIM98	80.29	\$2.1355	\$2.3490	\$171.45	\$17.15	\$188.60		27440	17.5

Ordinary Council Meeting Agenda

27 March 2024

Recharge Petroleum, TOWN001 - TOWN OF PORT HEDLAND

Tax Invoice/Statement Details 1/02/2024 - 29/02/2024 Page : 5

28/02/2024	BP PORT HEDLAND	00895265	ULTIM98	97.97	\$2.1809	\$2.3990	\$213.66	\$21.37	\$235.03	27980	18.1
Total				178.26				\$38.52	\$423.63		

Card : xxxxxx68573730125 Details : LV23-166 Rego : PH29250

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
29/01/2024	Last Odometer										3226	
19/02/2024	BP SOUTH HEDLAND	00890732	PREM95	34.65	\$1.9991	\$2.1990	\$69.27	\$6.93	\$76.20		3896	5.2
Total				34.65				\$6.93	\$76.20			

Card : xxxxxx68573730604 Details : LV23-121 Rego : PH29172

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
13/01/2024	Last Odometer										11337	
4/02/2024	BP KARRATHA	00883660	DIESEL U	63.73	\$1.9445	\$2.1390	\$123.93	\$12.39	\$136.32		13487	3.0
Total				63.73				\$12.39	\$136.32			

Card : xxxxxx68573730695 Details : LV19-107 Rego : PH26694

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
2/01/2024	Last Odometer										90925	
19/02/2024	BP SOUTH HEDLAND	00890734	DIESEL U	20.26	\$1.9627	\$2.1590	\$39.76	\$3.98	\$43.74		92304	1.5
Total				20.26				\$3.98	\$43.74			

Card : xxxxxx68573733145 Details : LV23-128 Rego : PH29331

Date	Location	Invoice	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST	Cust Ref	Odometer	L/100km
31/01/2024	Last Odometer										40840	
1/02/2024	BP WONTHELLA	00882321	DIESEL U	47.21	\$1.7900	\$1.9690	\$84.51	\$8.45	\$92.96		5288	
4/02/2024	BP BELLEVUE	00883664	DIESEL U	60.75	\$1.7809	\$1.9590	\$108.19	\$10.82	\$119.01		5827	11.3
8/02/2024	BP DUNSBOROUGH	00886406	DIESEL	58.24	\$1.8082	\$1.9890	\$105.31	\$10.53	\$115.84		6312	12.0
12/02/2024	BP CLARKSON	00887393	DIESEL U	54.32	\$1.8718	\$2.0590	\$101.67	\$10.17	\$111.84		7146	6.5
14/02/2024	BP WONTHELLA	00889599	DIESEL U	50.82	\$1.8718	\$2.0590	\$95.13	\$9.51	\$104.64		7717	8.9
15/02/2024	BP CARNARVON	00888522	DIESEL	47.72	\$1.8900	\$2.0790	\$90.19	\$9.02	\$99.21		8188	10.1
16/02/2024	BP KARRATHA	00889059	DIESEL U	67.49	\$1.9445	\$2.1390	\$131.24	\$13.12	\$144.36		8861	10.0
				DIESEL				\$19.55	\$215.05			
				DIESEL U				\$52.07	\$572.81			
Total				386.55				\$71.62	\$787.86			

Cards	Totals -	Product	Quantity	Unit exGST	Unit incGST	Total exGST	GST	Total incGST
		DIESEL	390.18				\$76.29	\$839.25
		DIESEL U	457.67				\$86.67	\$953.39
		PREM95	281.47				\$57.39	\$631.32
		ULP91	1,038.40				\$199.24	\$2,191.60
		ULTIM98	363.36				\$78.57	\$864.20

Product Summary -

Product	Quantity	GST	Ext
DIESEL	390.18	\$76.29	\$839.25
DIESEL ULT	457.67	\$86.67	\$953.39
PREM95	281.47	\$57.39	\$631.32
ULP91	1,038.40	\$199.24	\$2,191.60
ULTIM98	363.36	\$78.57	\$864.20
TOTAL	\$ 2,531.08	\$ 498.16	\$ 5,479.76



**Investment Summary Report
February 2024**



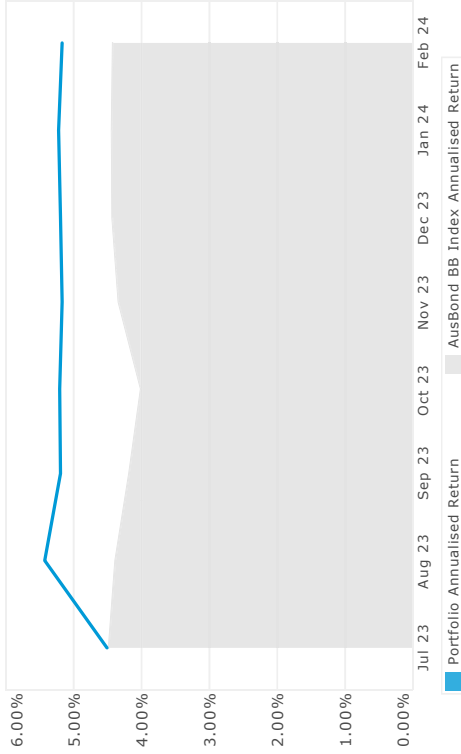


Town of Port Hedland Executive Summary - February 2024

Investment Holdings

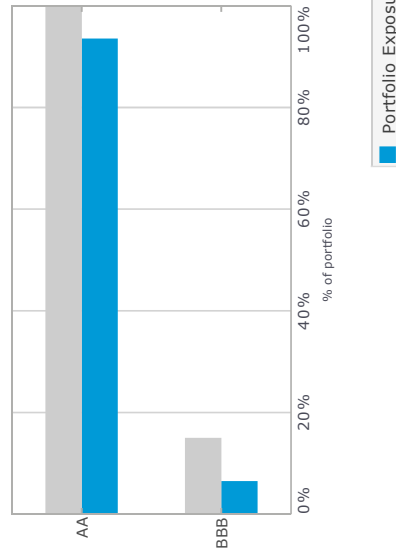
	Face Value (\$)	Current Value (\$)	Current Yield (%)
Cash	50,287,985	50,287,985	4.0578
Term Deposit	154,000,000	156,391,985	5.1581
	204,287,985	206,679,970	4.8873

Investment Performance

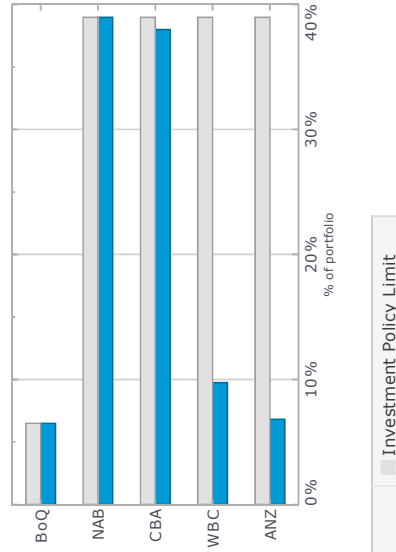


Investment Policy Compliance

Total Credit Exposure



Individual Institutional Exposures



Term to Maturities

Term	Face Value (\$)	Policy Max
Between 0 and 1 years	154,000,000	100%
Total	154,000,000	100%





Town of Port Hedland
Investment Holdings Report - February 2024

Cash Accounts							
	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Current Value (\$)	Deal No.	Reference
	1,000.00	0.0000%	National Australia Bank	Cash	1,000.00	544815	Reserve
	383,067.72	0.0000%	National Australia Bank	Cash	383,067.72	544816	Trust
	438,916.84	2.8500%	National Australia Bank	Cash	438,916.84	544818	Muni
	49,465,000.00	4.1000%	National Australia Bank	Cash	49,465,000.00	544817	Call
	50,287,984.56	4.0578%			50,287,984.56		

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
9-Apr-24	4,500,000.00	4.6000%	National Australia Bank	AA-	4,500,000.00	7-Feb-24	4,513,043.84	544835	13,043.84	At Maturity	
10-Apr-24	10,000,000.00	5.0500%	Bank of Queensland	BBB+	10,000,000.00	13-Oct-23	10,193,698.63	544743	193,698.63	At Maturity	
7-May-24	10,000,000.00	5.0700%	National Australia Bank	AA-	10,000,000.00	7-Feb-24	10,031,947.95	544834	31,947.95	At Maturity	
25-May-24	5,500,000.00	5.2000%	National Australia Bank	AA-	5,500,000.00	27-Nov-23	5,574,438.36	544737	74,438.36	At Maturity	
25-May-24	10,500,000.00	5.1500%	ANZ Banking Group	AA-	10,500,000.00	27-Nov-23	10,640,743.15	544744	140,743.15	At Maturity	
3-Jun-24	15,000,000.00	5.2400%	Westpac Group	AA-	15,000,000.00	7-Sep-23	15,379,002.74	544746	379,002.74	At Maturity	
5-Jun-24	15,000,000.00	5.2200%	Commonwealth Bank of Australia	AA-	15,000,000.00	9-Sep-23	15,368,975.34	544745	368,975.34	At Maturity	
5-Jun-24	40,000,000.00	5.1400%	National Australia Bank	AA-	40,000,000.00	6-Feb-24	40,135,189.04	544826	135,189.04	At Maturity	
7-Jun-24	23,000,000.00	5.2200%	Commonwealth Bank of Australia	AA-	23,000,000.00	11-Sep-23	23,565,762.19	544747	565,762.19	At Maturity	
11-Jun-24	10,500,000.00	5.2300%	Commonwealth Bank of Australia	AA-	10,500,000.00	15-Sep-23	10,752,759.45	544748	252,759.45	At Maturity	
14-Jun-24	10,000,000.00	5.2300%	Commonwealth Bank of Australia	AA-	10,000,000.00	18-Sep-23	10,236,424.66	544749	236,424.66	At Maturity	
	154,000,000.00	5.1581%			154,000,000.00		156,391,985.35	2,391,985.35			





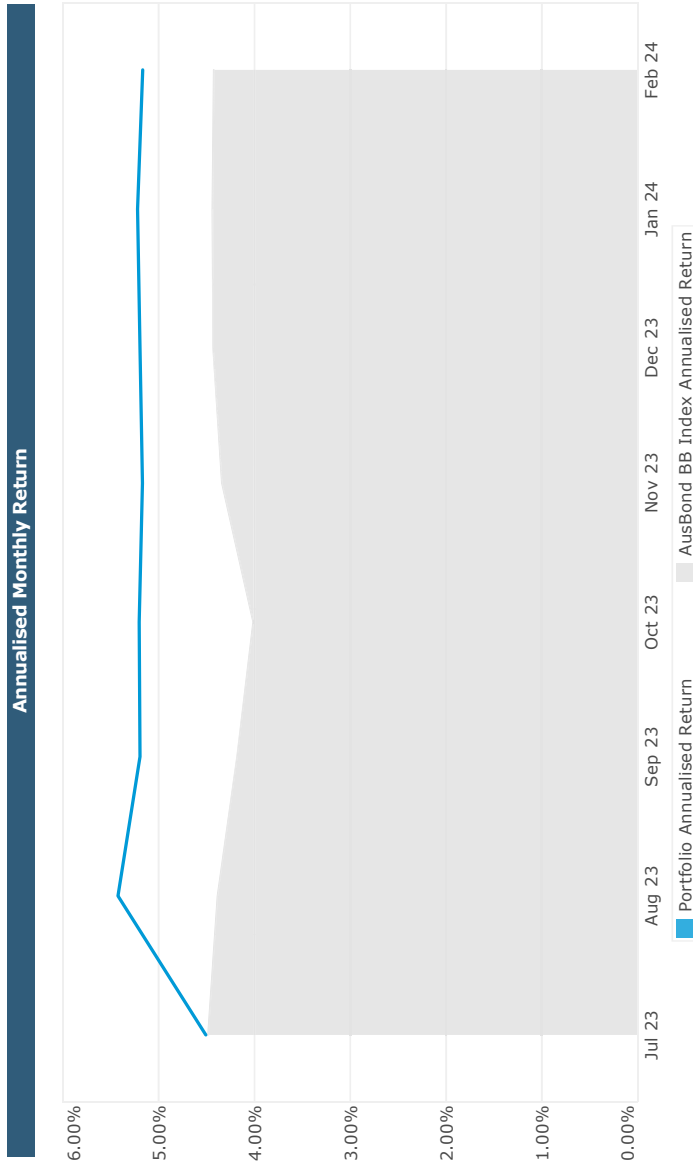
Town of Port Hedland
Accrued Interest Report - February 2024

Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Yield (% pa)
Cash									
National Australia Bank	544815					0.00	0	0.00	0.00%
National Australia Bank	544816					0.00	0	0.00	0.00%
National Australia Bank	544817					0.00	0	161,133.93	4.10%
National Australia Bank	544818					0.00	0	993.88	2.85%
						0.00		162,127.81	4.06%
Term Deposits									
Westpac Group	544741		25,000,000.00	8-Aug-23	8-Feb-24	662,904.11	7	25,219.18	5.26%
National Australia Bank	544835		4,500,000.00	7-Feb-24	9-Apr-24	0.00	23	13,043.84	4.60%
Bank of Queensland	544743		10,000,000.00	13-Oct-23	10-Apr-24	0.00	29	40,123.29	5.05%
National Australia Bank	544834		10,000,000.00	7-Feb-24	7-May-24	0.00	23	31,947.95	5.07%
National Australia Bank	544737		5,500,000.00	27-Nov-23	25-May-24	0.00	29	22,723.29	5.20%
ANZ Banking Group	544744		10,500,000.00	27-Nov-23	25-May-24	0.00	29	42,963.70	5.15%
Westpac Group	544746		15,000,000.00	7-Sep-23	3-Jun-24	0.00	29	62,449.32	5.24%
Commonwealth Bank of Australia	544745		15,000,000.00	9-Sep-23	5-Jun-24	0.00	29	62,210.96	5.22%
National Australia Bank	544826		40,000,000.00	6-Feb-24	5-Jun-24	0.00	24	135,189.04	5.14%
Commonwealth Bank of Australia	544747		23,000,000.00	11-Sep-23	7-Jun-24	0.00	29	95,390.14	5.22%
Commonwealth Bank of Australia	544748		10,500,000.00	15-Sep-23	11-Jun-24	0.00	29	43,631.09	5.23%
Commonwealth Bank of Australia	544749		10,000,000.00	18-Sep-23	14-Jun-24	0.00	29	41,553.43	5.23%
Grand Totals						662,904.11		616,445.23	5.17%
						662,904.11		778,573.04	4.89%





Town of Port Hedland
Investment Performance Report - February 2024



Historical Performance Summary (%pa)			
	Portfolio	Annualised BB Index	Outperformance
Feb 2024	5.17%	4.43%	0.74%
Last 3 months	5.20%	4.43%	0.77%
Last 6 months	5.19%	4.31%	0.88%
Financial Year to Date	5.14%	4.34%	0.80%





Town of Port Hedland Investment Policy Compliance Report - February 2024

Total Credit Exposure

Credit Rating Group	Face Value (\$)	Policy Max
AA	144,000,000	100%
BBB	10,000,000	15%
Total	154,000,000	

Individual Institutional Exposures

Institution	% of Investment portfolio	Investment Policy Limit
Bank of Queensland (BBB+)	6%	6%
National Australia Bank (AA-)	39%	39%
Commonwealth Bank of Australia (AA-)	38%	39%
Westpac Group (AA-)	10%	39%
ANZ Group (AA-)	7%	39%

Term to Maturities

Term to Maturity	Portfolio Exposure	Investment Policy Limit
0 to 1 YRS	100%	100%

Credit Rating Group	Face Value (\$)	Policy Max
AA	144,000,000	94% 100%
BBB	10,000,000	6% 15%
Total	154,000,000	

Institution	% of Investment portfolio	Investment Policy Limit
Bank of Queensland (BBB+)	6%	6%
National Australia Bank (AA-)	39%	39%
Commonwealth Bank of Australia (AA-)	38%	39%
Westpac Group (AA-)	10%	39%
ANZ Group (AA-)	7%	39%

Term to Maturity	Face Value (\$)	Policy Max
Between 0 and 1 years	154,000,000	100% 100%
Total	154,000,000	

v = compliant
x = non-compliant



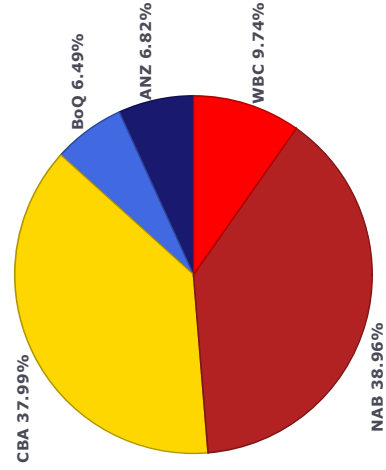
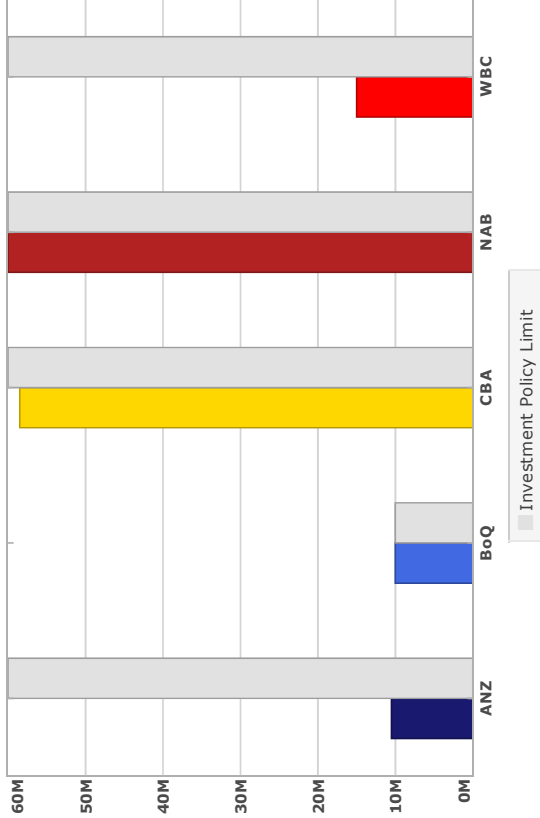


Town of Port Hedland Individual Institutional Exposures Report - February 2024

Individual Institutional Exposures

	Current Exposures	Policy Limit	Capacity
ANZ Group (AA-)	10,500,000	60,000,000	49,500,000
Bank of Queensland (BBB+)	10,000,000	10,000,000	0
Commonwealth Bank of Australia (AA-)	58,500,000	60,000,000	1,500,000
National Australia Bank (AA-)	60,000,000	60,000,000	0
Westpac Group (AA-)	15,000,000	60,000,000	45,000,000
	154,000,000		

Individual Institutional Exposure Charts





Town of Port Hedland
Cashflows Report - February 2024

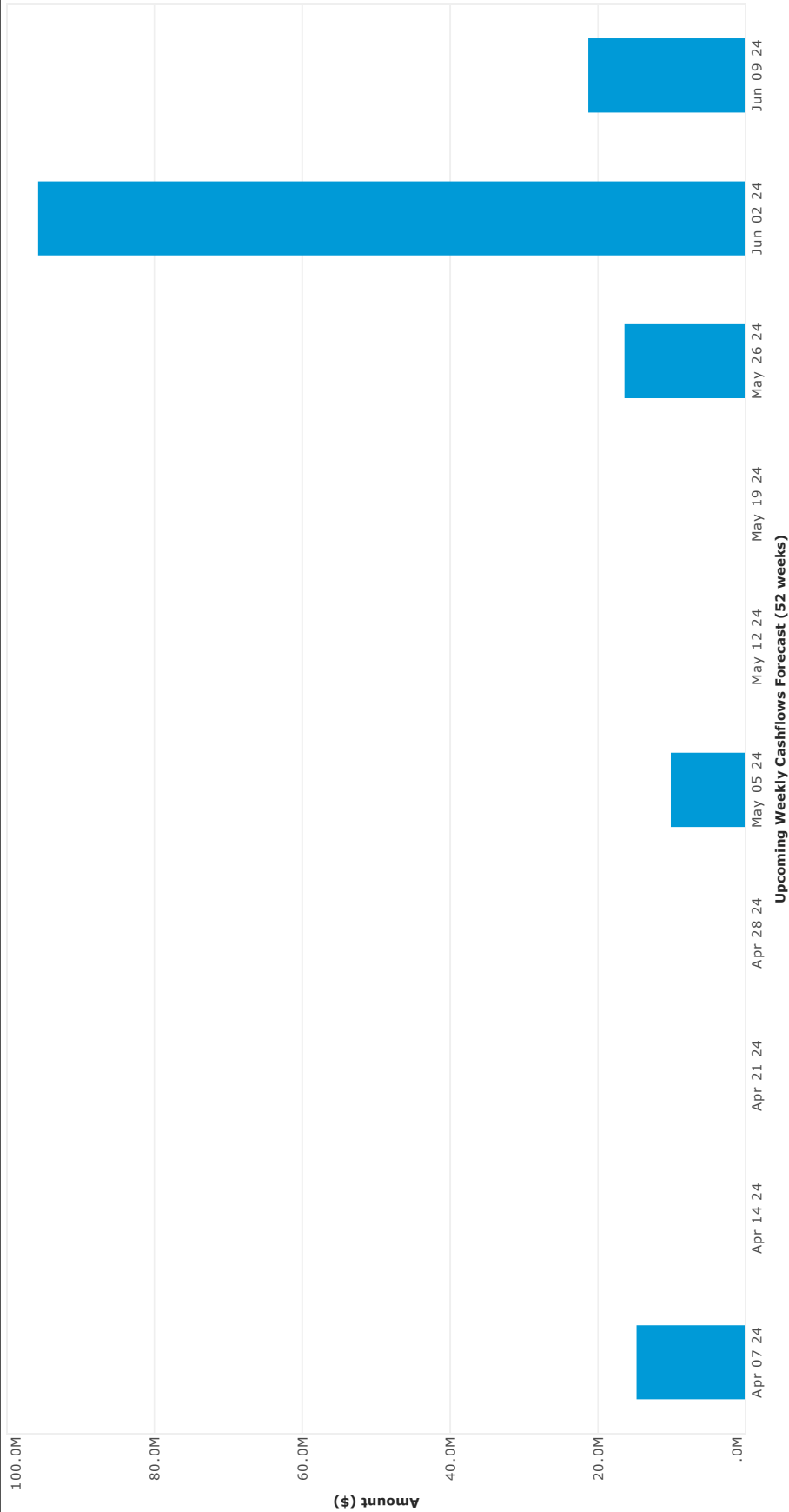
Actual Cashflows for February 2024					
Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
6-Feb-24	544826	National Australia Bank	Term Deposit	Settlement: Face Value	-40,000,000.00
				<u>Deal Total</u>	<u>-40,000,000.00</u>
				Day Total	-40,000,000.00
7-Feb-24	544834	National Australia Bank	Term Deposit	Settlement: Face Value	-10,000,000.00
				<u>Deal Total</u>	<u>-10,000,000.00</u>
7-Feb-24	544835	National Australia Bank	Term Deposit	Settlement: Face Value	-4,500,000.00
				<u>Deal Total</u>	<u>-4,500,000.00</u>
				Day Total	-14,500,000.00
8-Feb-24	544741	Westpac Group	Term Deposit	Maturity: Face Value	25,000,000.00
		Westpac Group	Term Deposit	Maturity: Interest Received/Paid	662,904.13
				<u>Deal Total</u>	<u>25,662,904.13</u>
				Day Total	25,662,904.13
				Total for Month	-28,837,095.88

Forecast Cashflows for March 2024					
Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount



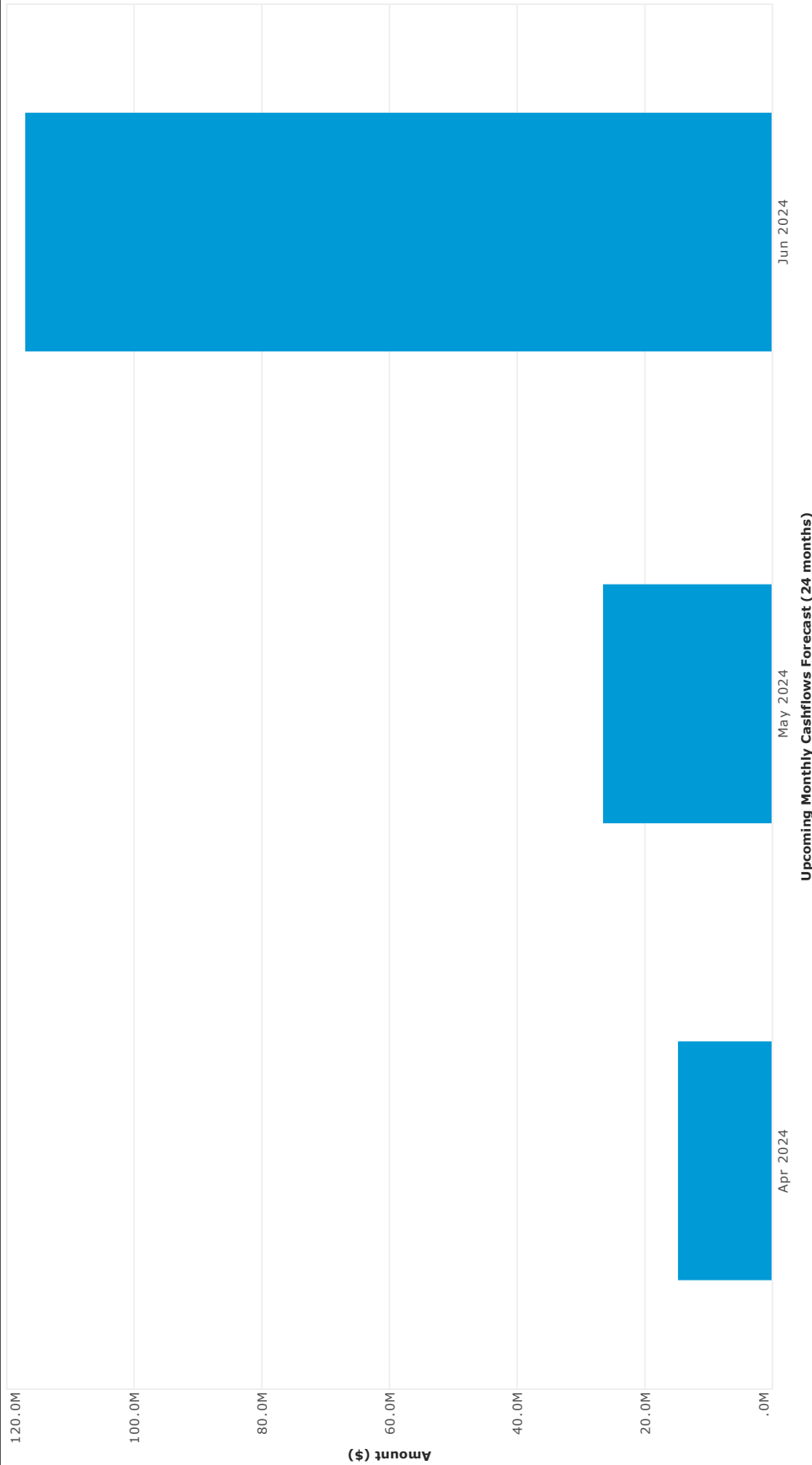


Town of Port Hedland
Cashflows Report - February 2024





Town of Port Hedland
Cashflows Report - February 2024



Upcoming Monthly Cashflows Forecast (24 months)





Works Systems Capital Project Listing (Expenditure)
YTD to February 2023/24

Works Project	Project Description	Project Details	Work System	Estimated Start Date	Estimated End Date	Actual YTD February	YTD Works Forecast	Var \$	% of Budget		Works Commits	Q2 Annual Forecast	Var \$	Var %
700001	Capital Projects: Buildings Non Specialised - New					180,065					3,997,510	1,318,184		
10003	Residential Housing - Dempster Street	Design and construction of Three (3) x 2 Storey staff homes on Dempster Street, Port Hedland	CZZCAPWORK	1/08/2021	25/03/2023	0	0	0	100.00%	●	1,362,104	0	-1,362,104	0.00%
10004	Residential Housing - Longtom Loop	Design and Construction of four (4) staff houses on Longtom Loop in South Hedland	CZZCAPWORK	1/06/2020	3/08/2022	169,163	167,147	-2,016	-1.21%	●	1,804,881	231,812	-1,742,231	851.57%
10007	Residential Housing - Langley Gardens	Design and construction of new staff housing on Langley Gardens, Pretty Pool	CZZCAPWORK	23/08/2022	31/01/2024	199,833	304,821	104,988	34.44%	●	391,051	673,548	82,664	87.73%
10016	Depot Stage 2 - AMF	Stage 2 of the Depot Masterplan, with the design and construction of an Animal management facility and Workshop Shade Structures	CZZCAPWORK	5/01/2022	17/02/2024	-271,860	294,026	565,886	192.46%	●	1,245,172	294,026	-679,286	331.03%
10033	Key Worker Housing	Design and delivery of key worker housing on Lot 5996 Cottier Drive, South Hedland 6722	CZZCAPWORK	1/07/2022	30/06/2027	12,353	11,890	-463	-3.89%	●	0	43,758	31,405	28.23%
10076	Depot Stage 1 - Admin building	Admin building this project was finalised before the Tech1 system but was put in for a final payment. Final Payment this project was PC and DLP closed out before the one connect system	CZZCAPWORK	30/09/2020	14/07/2021	0	0	0	100.00%	●	0	0	0	0.00%
10102	Residential Housing - 85 Sutherland St	Design and Construction of Staff Housing at 85 Sutherland Street, Port Hedland	CZZCAPWORK	1/04/2020	31/03/2021	40	40	-0	-0.50%	●	1,340,488	40	-1,340,488	3351319.83%
10103	Residential Housing - Barramine Loop	Design and Construction of staff housing units at Barramine Loop, South Hedland	CZZCAPWORK	11/11/2020	30/06/2022	0	0	0	100.00%	●	-710,918	0	710,918	0.00%
10111	Residential Housing - Oriole Way	Design, construction and installation of modular house on Oriole Way, South Hedland	CZZCAPWORK			0	0	0	100.00%	●	-24,629	0	24,629	0.00%
10112	Residential Housing - 96 Sutherland St	Design and Construction of Staff Housing at 96 Sutherland Street, Port Hedland	CZZCAPWORK			0	0	0	100.00%	●	-1,442,122	0	1,442,122	0.00%
10126	Landfill - Community Recycling Centre	Design and construction of a Transfer Station at the South Hedland Landfill;	CZZCAPWORK			49,760	61,000	11,240	18.43%	●	29,718	75,000	-4,477	105.97%
700002	Capital Projects: Buildings Non Specialised - Renew					132,676					73,321	230,167		
10085	Annual Renewal Program: Air Conditioning	CPP091093 - Annual replacement of end-of-life air conditioning units in staff housing	CZZCAPWORK	1/07/2022	30/06/2023	21,233	21,233	1	0.00%	●	0	21,233	1	100.00%
10149	Residential Housing - 8b Ashburton	Staff housing renewal works	CZZCAPWORK			0	0	0	100.00%	●	73,321	90,000	16,679	81.47%
10174	23 Butler - Minor Works	23 Butler - Minor Works	CZZCAPWORK			0	0	0	100.00%	●	0	5,000	5,000	0.00%
10175	11a McGregor - Internal Painting	11a McGregor - Internal Painting	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10176	11a & 11b McGregor - Security Doors	11a & 11b McGregor - Security Doors	CZZCAPWORK			7,458	3,729	-3,729	-100.00%	●	0	7,458	0	100.00%
10177	6/38 Catamore - Bathroom, Painting, etc	6/38 Catamore - Bathroom, Painting, Blinds & Security Screens	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%



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10178	5/38 Catamore - Painting, Blinds, etc	5/38 Catamore - Painting, Blinds & Security Screens	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10179	1, 2 and 3 13 Wangara - Security Screens	1, 2 and 3 13 Wangara - Security Screens	CZZCAPWORK			49,819	49,819	0	0.00%	●	0	49,819	0	100.00%
10180	Morgans - Hot Water Systems & Blinds	Morgans - Hot Water Systems & Blinds	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10181	1 Frisby - Security Screens	1 Frisby - Security Screens	CZZCAPWORK			8,657	8,657	0	0.00%	●	0	8,657	0	100.00%
10182	Reactive repair & replace Staff Housing	Reactive repairs and replacements as required - Staff Housing	CZZCAPWORK			45,510	45,510	0	0.00%	●	0	48,000	2,490	94.81%
700003	Capital Projects: Buildings Non Specialised - Upgrade					342,731					-377,563	550,068		
10030	South Hedland Lotteries House Refurb	South Hedland Lotteries House Refurbishment	CZZCAPWORK	18/04/2022	15/12/2022	0	0	0	100.00%	●	0	0	0	0.00%
10071	Rose Nowers Childcare Centre Upgrades	Minor upgrades to Rose Nowers Childcare Centre	CZZCAPWORK	1/01/2023	31/01/2023	0	0	0	100.00%	●	0	0	0	0.00%
10075	TOPH Access Control (Stage 2)	TOPH Facilities - Access Control (Civic Centre & Col Matheson) - Stage 2	CZZCAPWORK			0	11,346	11,346	100.00%	●	0	11,346	11,346	0.00%
10090	Colin Matheson Changerooms	Colin Matheson Pavilion - Stage 2 upgrades - changerooms	CZZCAPWORK	1/01/2023	30/06/2023	33,513	33,512	-1	0.00%	●	0	33,512	-1	100.00%
10115	Residential Housing - Rutherford Rd	Purchase of residential housing land on Rutherford Rd	CZZCAPWORK			22,666	22,063	-603	-2.73%	●	-620,413	41,348	639,095	-1445.65%
10009	(P) JD Hardie Masterplan	JD Hardie Stages ;;1 - Internal refurbishment, roof and airconditioning upgrades;;2 - Multi User Courts & Surrounds;;3 - Outdoor Elements;;4 - Childcare Centre	CZZCAPWORK	8/06/2020	31/12/2024	1,427	1,327	-100	-7.54%	●	0	1,327	-100	107.54%
10092	Staff Housing Renewal Minor Works	22/23 Staff Housing Renewal Minor works carried over;;	CZZCAPWORK			111,899	113,176	1,277	1.13%	●	242,850	221,308	-133,440	160.30%
10113	Residential Housing - 82 Sutherland St	Upgrades to Residential Housing - 82 Sutherland St	CZZCAPWORK			162,070	162,070	0	0.00%	●	0	162,070	0	100.00%
10005	Len Taplin Upgrade	Building upgrades to the Len Taplin Childcare Centre, Port Hedland	CZZCAPWORK	2/09/2022	31/03/2023	11,157	11,157	0	0.00%	●	0	79,157	68,000	14.09%
700004	Capital Projects: Buildings Specialised - New					2,102,431					5,023,103	3,393,652		
10027	Landfill Office	Design and Construction of new administration office and carpark at the Landfill	CZZCAPWORK	25/08/2021	31/12/2022	35,185	34,985	-200	-0.57%	●	50,000	34,985	-50,200	243.49%
10029	POS Redevelopment - Koombana Park (SH)	Supply and Installation of new ablution block at Koombana Park, South Hedland;;	CZZCAPWORK	27/05/2022	30/11/2022	0	0	0	100.00%	●	11,675	0	-11,675	0.00%
10066	Depot Nursery	Design and construction of new nursery at the Depot	CZZCAPWORK	1/01/2023	30/06/2023	10,191	10,192	1	0.01%	●	0	10,192	1	99.99%
10067	Landfill - Weigh Bridge Office	Design and construction of new Weigh Bridge Office at the landfill	CZZCAPWORK	1/04/2023	30/06/2023	37,383	56,227	18,844	33.51%	●	190,500	302,561	74,678	75.32%
10107	Marapikurrinya Park Pop Ups	Design, Delivery and Fitout of the Marapikurrinya Park Pop Up food containers	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10127	Performing Arts Centre	Design and Construction of a new Performing Arts Centre;;20.A Performing Arts Centre Design;;20.B Performing Arts Centre Construction	CZZCAPWORK			704	0	-704	100.00%	●	0	199,144	198,441	0.35%



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10145	Marina: Eco Caravan Park	Design in order to obtain external funding	CZZCAPWORK			21,681	53,777	32,097	59.68%	●	192,372	235,000	20,948	91.09%
10142	JD Stage 4 - Childcare Developments	Childcare developments - Design	CZZCAPWORK			23,229	32,466	9,237	28.45%	●	66,770	100,000	10,001	90.00%
10018	(P) PHSCH Masterplan	Port Hedland Sporting & Community Hub (PHSCH) Masterplan;;;Stage 1: Community Centre;;Stage 2: Sports Fields & Pavilion;;Stage 3: Tennis & Hockey Club;;Stage 4: Pump Track, Shelter & Re-purposed Club Rooms;	CZZCAPWORK			-3,337	-3,337	-0	0.01%	●	654,465	-3,337	-654,465	-19512.37%
10019	PHSCH Stage 1: Community Centre	CPP111090 - Stage 1 of the Port Hedland Sporting & Community Hub Masterplan includes the design and construction of a consolidated high capacity multi-function facility, which meets the needs of the community and provide community accessibility..	CZZCAPWORK	17/01/2022	18/04/2024	1,954,538	1,932,540	-21,998	-1.14%	●	3,785,432	2,171,807	-3,568,162	264.29%
10002	Civic and Community Precinct Design	Design and development of the South Hedland TAFE Site, including civic admin buildings, performing arts centre, library, commercial and community facilities	CZZCAPWORK	23/09/2022	30/06/2036	5,849	4,784	-1,065	-22.26%	●	0	186,580	180,731	3.13%
10021	Port Hedland Yacht Club Restoration	Restoration of the Port Hedland Yacht Club	CZZCAPWORK	1/07/2022	31/12/2022	10,698	6,720	-3,978	-59.20%	●	0	6,720	-3,978	159.20%
10153	Depot Warehouse Improvements	Depot Warehouse Improvements	CZZCAPWORK			6,310	10,000	3,690	36.90%	●	71,890	150,000	71,800	52.13%
700005	Capital Projects: Buildings Specialised - Renew					642,612					1,584	791,379		
10106	Stadium - Scoreboard Renewal	Stadium - Scoreboard Renewal	CZZCAPWORK			0	0	0	100.00%	●	50	0	-50	0.00%
10166	Signage - Skate Park & Depot	Signage - Skate Park & Depot	CZZCAPWORK			15,050	15,050	0	0.00%	●	0	15,050	0	100.00%
10167	Civic Centre Office Upgrades	Civic Centre Office Upgrades, CEO office & west wing to accommodate staff expansion	CZZCAPWORK			804	804	-0	-0.03%	●	1,534	2,338	-0	100.01%
10183	One Tree Plumbing Upgrades	Replace damaged plumbing system at One Tree Childcare Centre	CZZCAPWORK			29,104	29,104	-0	0.00%	●	0	96,000	66,896	30.32%
10184	Rose Nowers Plumbing Upgrades	Replace damaged plumbing system at Rose Nowers	CZZCAPWORK			0	0	0	100.00%	●	0	101,000	101,000	0.00%
10042	Stadium - Commercial Equipment Fit Out	Wanangkura Stadium gym equipment replacement - EOL	CZZCAPWORK	1/07/2022	31/03/2023	576,991	576,991	0	0.00%	●	0	576,991	0	100.00%
700006	Capital Projects: Buildings Specialised - Upgrade					3,094,989					4,521,642	5,942,162		
10036	Stadium - Compressor Change Out	Wanangkura Stadium - Compressor Change Out	CZZCAPWORK	1/07/2022	31/12/2022	0	0	0	100.00%	●	99,090	0	-99,090	0.00%
10038	Stadium - Integrity Alarm Fit Out	Wanangkura Stadium - Integrity Alarm Fit Out	CZZCAPWORK	1/07/2022	31/03/2023	1,182	402	-780	-194.03%	●	67	1,260	11	99.16%
10039	Stadium - Renewals & Upgrades	Wanangkura Stadium - Court resurfacing, RFID, Jimlebar curtains, Squash court seating	CZZCAPWORK	1/07/2022	31/03/2023	2,211	1,206	-1,005	-83.33%	●	0	121,206	118,995	1.82%
10040	Stadium - Security Doors & Locks	Wanangkura Stadium - Security Doors & Locks	CZZCAPWORK	1/07/2022	31/03/2023	101	101	1	0.50%	●	0	101	1	99.50%



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10063	Bowling Club Restoration	CIF118141 - Bowling Club Restoration	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10073	Solar Strategy Implementation	In 2021 the Town of Port Hedland completed a solar power strategy . A recommendation of this document included the addition of solar panel the JD Hardie Multi-user Courts Structure and the Depot Administration	CZZCAPWORK	1/04/2023	30/06/2023	1,562,933	1,708,663	145,730	8.53%	●	426,625	2,156,789	167,231	92.25%
10079	Annual Renewal Program: Commercial Bldgs	Minor upgrades to the Town's existing Commercial & Community Facilities	CZZCAPWORK	1/07/2022	30/06/2023	2,635	10,190	7,555	74.14%	●	0	10,190	7,555	25.86%
10086	GAC Gas Storage Room Upgrade	GAC Gas Storage Room Upgrade	CZZCAPWORK	10/02/2022	1/07/2022	0	0	0	100.00%	●	0	0	0	0.00%
10215	Stadium - Lighting upgrades	Stadium - Squash & Basketball courts lighting upgrades	CZZCAPWORK			49,553	49,563	10	0.02%	●	0	49,563	10	99.98%
10044	JD Hardie Stage 3 - Outdoor Elements	Stage 3 of the JD Hardie Masteplan. Design and construction of public open space on the remainder of the JD Hardie lot boundary to the west of the Courts & Centre.	CZZCAPWORK	1/02/2023	30/06/2024	63,367	68,792	5,425	7.89%	●	227,790	279,121	-12,037	104.31%
10045	JD Hardie Stage 4 - Childcare Centre	JD Hardie Stage 4 - Design and Construction of a Childcare Centre within the lot boundary, to the east of the JD Hardie Centre	CZZCAPWORK			-603	-602	1	-0.17%	●	0	-602	1	100.17%
10077	JD Hardie Stage 2 - Multi User Courts	Design and Construction of Multi User Courts, carpark and landscaping at the JD Hardie Centre	CZZCAPWORK	12/01/2021	30/07/2022	3,850	3,850	0	0.00%	●	0	3,850	0	100.00%
10105	JD Hardie Stage 1 - Internal Upgrades	Full internal refurbishment and replacement of roof and airconditioning systems at the JD Hardie Centre	CZZCAPWORK			2,332	2,332	0	0.00%	●	0	2,332	0	100.00%
10014	SHISH Masterplan	South Hedland Integrated Sport Hub (SHISH) Masterplan	CZZCAPWORK	28/03/2018	30/06/2032	531,299	307,436	-223,863	-72.82%	●	2,856,117	771,295	-2,616,120	439.19%
10017	SHISH - Masterplan Design (USE 10014)	Design of the Overall South Hedland Integrated Sports Hub Masterplan	CZZCAPWORK			1,729	1,729	0	0.02%	●	0	1,729	0	99.98%
10035	Stadium - Chiller Rectification	Rectification works of the Chiller at the Wanangkura stadium	CZZCAPWORK	1/07/2022	31/12/2022	27,216	25,910	-1,306	-5.04%	●	40,555	250,000	182,229	27.11%
10037	Stadium Fitness Renew inc 38,39,40	Health Club & Group Fitness Renewal at the Wanangkura stadium including budget moved from 10038,10039, 10040	CZZCAPWORK	1/07/2022	31/03/2023	295,081	271,813	-23,268	-8.56%	●	107,996	645,255	242,179	62.47%
10043	JD Hardie - Security Upgrades	Security upgrades at the JD Hardie centre	CZZCAPWORK	1/02/2023	30/06/2023	105,961	105,962	1	0.00%	●	0	105,962	1	100.00%
10131	Ranger's Office Relocation	As part of the renewal process the Town seeks to decouple, transport and reuse an existing modular housing block for the purpose of additional office space as a headquarters for the Rangers Team adjacent to the AMF.	CZZCAPWORK	1/07/2023	30/06/2024	322,798	315,681	-7,117	-2.25%	●	23,829	390,000	43,373	88.88%
10134	Port Hedland Tennis and Hockey Club	Refurbishment of the Port Hedland Tennis and Hockey Club toilets and clubroom on McGregor St Port Hedland.	CZZCAPWORK	1/05/2023	30/06/2023	2,151	80,643	78,492	97.33%	●	625,159	717,186	89,876	87.47%



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10139	Depot Office Upgrades	Internal upgrades to allow for permanent relocation of the Regulatory Services Directorate from the Civic Centre to the Depot Facility in Wedgefield.;;;Awaiting budget allocation at 22/23 Q2 Budget Review.	CZZCAPWORK			112,321	112,321	0	0.00%	●	24,605	136,926	0	100.00%
10151	Hedland RSL Bathroom & Roof Replacement	Replace roof and refurbish existing bathroom facilities	CZZCAPWORK			4,327	4,327	0	0.01%	●	89,810	150,000	55,864	62.76%
10152	Well Women's Centre Security & Access	Security & lighting upgrades	CZZCAPWORK			4,547	4,346	-201	-4.62%	●	0	150,000	145,453	3.03%
700007	Capital Projects: Bus Shelters - New					2,000					120,215	120,000		
10165	Sutherland St Bus Shelters	2 x Bus Shelters Sutherland Street - will commence when funding target of 50% is achieved	CZZCAPWORK			2,000	2,000	0	0.00%	●	120,215	120,000	-2,215	101.85%
700011	Capital Projects: Drainage - Renew					0					0	700,000		
10164	Cottier Dr to Huxtable Cres Drainage	Cottier Dr to Huxtable Cres Drainage basin & Associated works	CZZCAPWORK			0	0	0	100.00%	●	0	700,000	700,000	0.00%
700012	Capital Projects: Drainage - Upgrade					423,889					48,178	488,048		
10099	Leehey St Drainage Improvements	Leehey St Drainage Improvements	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10100	Logue Court Flood Prevention Works	Logue Court Flood Prevention Works	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10117	Hamilton Rd Stormwater Pond Access	Drainage - Upgrade	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10080	Drainage Renewal Program	CIF126010 - Annual Renewal Program to improve drainage assets throughout the Town's boundaries.;;25.A.;;25.B	CZZCAPWORK	1/07/2022	30/06/2023	423,889	423,890	1	0.00%	●	48,178	488,048	15,981	96.73%
700013	Capital Projects: Open Spaces - New					175,145					42,458	264,415		
10047	POS Development - Osprey West	Development of the Public Open Space in Osprey West, as identified in the Parks and Paths Strategy	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10125	Marina: Playground Design	Design of a new destination playground at the Marina	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10130	SHISH Stage 1C - Hamilton Rd & Entrance	Hamilton Rd Civil Works & South Hedland Entrance Statement	CZZCAPWORK			175,145	163,117	-12,028	-7.37%	●	42,458	264,415	46,812	82.30%
700014	Capital Projects: Open Spaces - Renew					852,968					248,275	1,052,885		
10064	Carpark Renewal Program	23/24 Program.;;30.a - Trumpet Way (Asphalt);;30.b - Cone Place (asphalt);;30.c - Koombana Lookout (Chip seal);;30.d - One Tree & Roberts Street	CZZCAPWORK	1/07/2022	30/06/2023	223,003	223,003	-0	0.00%	●	-7,148	223,003	7,148	96.79%
10081	Annual Renewal Program: Drink Fountains	CIF117085 - Annual drinking fountain replacement program	CZZCAPWORK	1/07/2022	30/06/2023	0	0	0	100.00%	●	0	0	0	0.00%
10193	Landscaping Renewal Program	Revegetation sand dune corner Sutherland/Keesing due to erosion	CZZCAPWORK			0	333,333	333,333	100.00%	●	0	333,333	333,333	0.00%
10212	McGregor St Oval Renewal	McGregor St Oval Renewal	CZZCAPWORK			275,832	462,279	186,447	40.33%	●	0	495,624	219,792	55.65%
10162	Marquee Park Playground Softfall	Marquee Park Playground Softfall - replace sand	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10187	Softfall -Reactive repairs & replacement	Softfall Reactive repairs and replacements as required	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%



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10097	Playground Renewal Program	Annual Playground Renewal program at various playgrounds each year;;57.A Yikara Park Playground Renewal	CZZCAPWORK			925	925	0	0.04%	●	0	925	0	99.96%
700015	Capital Projects: Open Spaces - Upgrade					1,147,668					2,085,064	3,201,484		
10049	Marquee Park POS Redevelopment	Marquee Park POS Redevelopment - Splashpad Area & Off Leash Dog Area;;	CZZCAPWORK	1/12/2022	30/06/2023	207,630	264,258	56,628	21.43%	●	121,051	384,258	55,577	85.54%
10050	POS Redevelopment - Murdoch Drive	Redevelopment of the Public Open Space along Murdoch Drive in South Hedland, as part of the Parks and Path Strategy	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10051	POS Redevelopment - Pretty Pool	Public Open Space Redevelopment - Pretty Pool	CZZCAPWORK			804	0	-804	100.00%	●	20,833	0	-21,637	0.00%
10057	South Hedland Cemetery Masterplan	Stage 2 of the South Hedland Cemetery Masterplan - Including Toilets	CZZCAPWORK	1/01/2023	30/06/2023	5,608	4,221	-1,387	-32.86%	●	188,740	442,849	248,501	43.89%
10058	South Hedland Townsite Activation	South Hedland Townsite Activation	CZZCAPWORK	1/02/2023	30/06/2027	53,131	101,584	48,453	47.70%	●	221,480	200,000	-74,611	137.31%
10060	Finucane Island Stage 2: Ramp & Landside	CIF118089 - works to upgrade existing boat ramp and landside development for Finucane Island	CZZCAPWORK			241	241	-0	-0.08%	●	106,808	241	-106,808	44418.80%
10070	McGregor Oval Surface Levelling & Lights	McGregor Street Oval Surface Levelling & Lights	CZZCAPWORK	1/10/2022	31/12/2022	154,459	279,179	124,720	44.67%	●	128,299	534,500	251,743	52.90%
10074	Marina: Community Building	Landside development of the Spoilbank Marina	CZZCAPWORK	1/07/2023	30/06/2026	57,690	71,795	14,105	19.65%	●	145,293	200,000	-2,983	101.49%
10087	Annual Renewal Program: Turf	Project removed from Capital Works in 23/24 FY.	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10091	Colin Matheson Oval Floodlights	CIF117078 - Colin Matheson Oval Floodlights & Cricket Pitch	CZZCAPWORK	1/04/2021	30/12/2022	7,661	7,460	-201	-2.69%	●	305,216	357,319	44,443	87.56%
10094	Cooke Point Tidal Gate	Project to review solutions for tidal gates within Cooke Point Road to prevent water stagnation	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10096	Koombana Lookout Grounds Beautification	Koombana Lookout Grounds Beautification	CZZCAPWORK	1/01/2023	30/06/2023	645,913	577,457	-68,456	-11.85%	●	622,672	1,075,141	-193,445	117.99%
10123	Landscaping - Cemetery Beach	Landscaping - Cemetery Beach to Heddy Hotel Koombana Lookout	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10024	SH Entrance Statement & Commons	CIF117094	CZZCAPWORK			402	7,176	6,774	94.40%	●	0	7,176	6,774	5.60%
10046	Softfall Renewal Program	Renewal program for Playground Softfall;;33.B - Marquee Park Playground Softfall	CZZCAPWORK			0	0	0	100.00%	●	3,300	0	-3,300	0.00%
700016	Capital Projects: Other Infrastructure - New					862,359					176,706	1,520,910		
10001	Seawalls	Design and Construction of Seawalls at Marapikurrinya Park, Gap & Richardson Street (SP1), Goode Street (SP2) and Sutherland Street (SP3)	CZZCAPWORK	2/08/2021	14/03/2023	236,391	232,985	-3,406	-1.46%	●	44,717	243,085	-38,023	115.64%
10032	JD Hardie - Wayfinding Signage	Design and installation of Wayfinding Signage at the JD Hardie Centre	CZZCAPWORK	15/06/2022	30/12/2022	2,756	2,756	-0	-0.02%	●	0	2,756	-0	100.02%
10133	Storm Surge Markers	Markers to be design and constructed in the event of a storm surge.	CZZCAPWORK			3,337	2,171	-1,166	-53.69%	●	1,440	45,000	40,223	10.61%
10143	Landfill - Closure	Preliminary investigations relating to the closure of the existing landfill site, funded by the waste reserve	CZZCAPWORK			207,966	207,967	1	0.00%	●	0	250,000	42,034	83.19%



Works Systems Capital Project Listing (Expenditure)
YTD to February 2023/24

Works Project	Project Description	Project Details	Work System	Estimated Start Date	Estimated End Date	Actual YTD February	YTD Works Forecast	Var \$	% of Budget		Works Commits	Q2 Annual Forecast	Var \$	Var %
10144	Landfill - New Site	Preliminary site studies at the Boodarie site. The Town is sharing the cost with Horizon Power as they are looking to place solar panels on the site.	CZZCAPWORK			244,044	244,044	-0	0.00%	●	0	244,044	-0	100.00%
10161	Landfill - Progressive Capping	Progressive Capping of full landfill cells to comply with the Towns licence with DWER. Works to remediate the SH landfill at the end of its life	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10186	Restricted Access Program	Replacement of restriction 'rocks' at strategic locations to prevent unauthorised access and protect the Towns assets	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10194	Commemorative RSL Display	Install a commemorative RSL display at the lookout of Great Northern Highway, north of Airport. Display will commemorate the bombing of Port Hedland	CZZCAPWORK			0	0	0	100.00%	●	0	350,000	350,000	0.00%
10196	Kingsford Smith Park - Land subdivision	Subdivide vacant land & connect Services	CZZCAPWORK			110,070	71,775	-38,295	-53.35%	●	88,813	295,725	96,842	67.25%
10147	SHISH Stage 4A - Aquatic	Commence design to expedite a rapid response to the current issue at South Hedland Aquatic Centre	CZZCAPWORK			7,601	7,601	1	0.01%	●	8,600	90,300	74,100	17.94%
700017	Capital Projects: Other Infrastructure - Renew					883,811					1,070,467	1,751,166		
10041	South Hedland Street Furniture Renewal	CIF118083 - Annual Renewal Program - Street Furniture	CZZCAPWORK			6,600	6,600	0	0.00%	●	0	25,000	18,400	26.40%
10078	BBQ Renewal Program	22/23 Program.	CZZCAPWORK	1/07/2022	30/06/2023	0	0	0	100.00%	●	0	0	0	0.00%
10188	BBQ Renewal Program	37.a Koombana Park, South Hedland ;;37.b - Yikara Park, Port Hedland;;37.c - Koombana Lookout, Port Hedland;;37.d - Pretty Pool Park, Port Hedland	CZZCAPWORK			6,746	6,746	-0	0.00%	●	0	152,000	145,254	4.44%
10189	Drinking Fountains Renewal Program	Drinking Fountains Renewal Program;;38.A;;38.B;;38.C	CZZCAPWORK			0	0	0	100.00%	●	0	73,000	73,000	0.00%
10190	Colin Matheson Oval Irrigation Renewal	Colin Matheson Oval Irrigation Renewal	CZZCAPWORK			0	0	0	100.00%	●	0	97,376	97,376	0.00%
10191	Park Lighting Upgrade-Civic Ctr Gardens	Civic Centre Gardens upgrade existing public open space lighting to solar	CZZCAPWORK			0	0	0	100.00%	●	0	160,000	160,000	0.00%
10211	Marie Marland Pump Replacements	Mare Marland Baseball Clubroom toilets pump replacements	CZZCAPWORK			28,043	28,043	-0	0.00%	●	0	28,043	-0	100.00%
10020	Shade Structure Renewal Program	Annual Renewal Program - Shade Structures	CZZCAPWORK	1/10/2022	1/04/2023	0	0	0	100.00%	●	581,557	0	-581,557	0.00%
10054	SHAC: Leisure & 50m Pool Liner/Repairs	South Hedland Aquatic Centre - Pool Liner replacement and associated critical repairs to the Leisure and 50m Lap Pools that were unearthed during the liner's replacement;	CZZCAPWORK	1/12/2022	30/06/2023	839,922	822,368	-17,554	-2.13%	●	30,000	865,747	-4,175	100.48%
10157	Yikara Park Playground renewal	Yikara Park Playground existing equipment replacement - EOL	CZZCAPWORK			2,500	2,500	0	0.00%	●	458,910	350,000	-111,410	131.83%
700018	Capital Projects: Other Infrastructure - Upgrade					829,338					4,700,961	1,002,222		



Works Systems Capital Project Listing (Expenditure)
YTD to February 2023/24

Works Project	Project Description	Project Details	Work System	Estimated Start Date	Estimated End Date	Actual YTD February	YTD Works Forecast	Var \$	% of Budget		Works Commits	Q2 Annual Forecast	Var \$	Var %
10013	South Hedland Skate Park Shade Structure	Design and Construction of new shade structure over the South Hedland Skate Park in South Hedland	CZZCAPWORK	1/07/2020	13/10/2022	10,826	10,826	-0	0.00%	●	4,316,069	10,826	-4,316,070	39967.63%
10052	SHAC: Aquatic Tower Remediation	Repairs to South Hedland Aquatic Centre "Aquatic Tower" water park	CZZCAPWORK	1/07/2022	30/11/2022	0	0	0	100.00%	●	0	0	0	0.00%
10053	Aquatic Centres Shade Replacement	Replacement Umbrella Shade systems at GAC & SHAC	CZZCAPWORK	1/07/2022	30/12/2022	0	0	0	100.00%	●	0	0	0	0.00%
10055	SHAC: Pool Heating Repairs	South Hedland Aquatic Centre - Repairs to Pool Heating	CZZCAPWORK	1/07/2022	30/11/2022	0	0	0	100.00%	●	0	0	0	0.00%
10061	Landfill - Pond Liner Replacement	Replacement and upgrade of the Pond liner at the landfill	CZZCAPWORK	1/07/2022	30/06/2023	71,765	63,156	-8,609	-13.63%	●	0	70,000	-1,765	102.52%
10128	Annual Renewal Program: Restrict Access	Restricted Access Program - Formerly rocks and bollards;	CZZCAPWORK			78,713	121,118	42,405	35.01%	●	0	250,000	171,287	31.49%
10141	Finucane Island Club Demolition	Finucane Island Club Demolition ;;(Lot 5530 Hamilton Road South Hedland)	CZZCAPWORK	1/04/2023	30/06/2023	0	0	0	100.00%	●	0	0	0	0.00%
10160	South Hedland Standpipe Relocation	Relocate South Hedland Standpipe on Murdoch Dr to the corner of Butteweld & North Circular Dr to mitigate disruption to surrounding residents	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10195	Pioneer Cemetery Amenity Upgrade	Pioneer Cemetery Amenity Beautification works to improve amenity & meet the Strategic Community Plans objective to provide an accessible, attractive & sustainable urban environment	CZZCAPWORK			0	3,624	3,624	100.00%	●	0	250,000	250,000	0.00%
10154	South Hedland Aquatic Centre Aqua Tower	South Hedland Aquatic Centre aqua tower remediation	CZZCAPWORK			71,396	71,396	-0	0.00%	●	0	71,396	-0	100.00%
10155	South Hedland Library Fencing	Install fencing around the perimeter of the South Hedland Library	CZZCAPWORK			79,504	402	-79,102	-19677.11%	●	348	150,000	70,148	53.23%
10185	Landfill - Washbay Upgrades	Landfill - Washbay Upgrades to include handrails, pathways, water take off points, signage, linemarking & repairs to mitigate WHS risks once the facility is opened for public/commercial use	CZZCAPWORK	25/03/2024	30/05/2024	0	0	0	100.00%	●	164,920	200,000	35,080	82.46%
700019	Capital Projects: Paths & Cycleways - New					1,085,626					93,653	1,121,219		
10065	Access Inclusion Maintenance Program	CPP108129 - Review of the Town's Infrastructure to ensure compliance with the Disability Access Inclusion Plan (DAIP)	CZZCAPWORK	1/10/2022	30/06/2023	10,091	10,000	-91	-0.91%	●	0	30,000	19,909	33.64%
10025	Wilson Street Shared Path	CIF125071 - Design and construction of a shared path from McGregor Street to the Wilson Street Bridge (Rio Tinto Salt Mine) in Port Hedland	CZZCAPWORK	1/07/2022	30/06/2023	600,689	600,629	-60	-0.01%	●	93,653	600,629	-93,713	115.60%
10059	Sutherland Street Shared Path - Stage 2	Stage 2 - Design and construction of shade structures, seating and beach access along the newly installed Sutherland Street footpath	CZZCAPWORK	1/02/2023	30/06/2023	472,977	479,977	7,000	1.46%	●	0	488,721	15,744	96.78%
10093	Dual Use Path & Lighting Masterplan	Design and delivery of the Dual Use Path & Lighting Masterplan	CZZCAPWORK	1/07/2021	30/06/2029	1,869	1,869	-0	-0.02%	●	0	1,869	-0	100.02%
700021	Capital Projects: Paths & Cycleways - Upgrade					315,411					163,055	770,000		



Works Systems Capital Project Listing (Expenditure)
YTD to February 2023/24

Works Project	Project Description	Project Details	Work System	Estimated Start Date	Estimated End Date	Actual YTD February	YTD Works Forecast	Var \$	% of Budget		Works Commits	Q2 Annual Forecast	Var \$	Var %
10069	Footpath Renewal Program	29.A;;29.B;;29.C;;29.D	CZZCAPWORK			280,047	280,048	1	0.00%	●	-42,877	520,000	282,830	45.61%
10072	Sutherland Street Shared Path - Stage 1	Stage 1 of 2 - Design and construction of a new dual-use shared path along Sutherland Street between Howe Street and Withnell Street, Port Hedland	CZZCAPWORK	1/09/2021	31/01/2022	0	0	0	100.00%	●	0	0	0	0.00%
10137	Cooke Point Shared Path	Design and construction of a 3m dual use coastal path between: ;oThe corner of Sutherland/Keesing and Dempster Street;;oThe Corner of Goode/Corney Street & Goode & McPherson Street;;	CZZCAPWORK			35,364	40,000	4,636	11.59%	●	205,932	250,000	8,704	96.52%
700022	Capital Projects: Roads & Bridges - New					121,057					120,927	178,944		
10084	SHAC: Carpark & Security Upgrades	South Hedland Aquatic Centre Carpark & Security Upgrades	CZZCAPWORK	1/07/2022	30/06/2023	0	0	0	100.00%	●	120,927	0	-120,927	0.00%
10192	Tree Planting Program	Tree Planting Renewal;;	CZZCAPWORK			121,057	121,057	1	0.00%	●	0	178,944	57,888	67.65%
700023	Capital Projects: Roads & Bridges - Renew					510,038					220,120	1,969,059		
10158	Road Reseal Program - Unsealed Roads	Road Reseal Program - Unsealed Roads;;50.A Madigan Rd Grading;;50.B Yandeyarra Rd Grading;;50.C Pippingarra Rd Grading	CZZCAPWORK			510,038	510,043	5	0.00%	●	220,120	1,969,059	1,238,900	37.08%
700024	Capital Projects: Roads & Bridges - Upgrade					2,043,676					538,412	5,663,539		
10026	Wedgefield Route 1	Design and delivery of existing road network upgrades within the Wedgefield Industrial precinct.	CZZCAPWORK	1/07/2022	10/01/2023	16,498	23,038	6,540	28.39%	●	181,870	2,613,355	2,414,987	7.59%
10048	Wedgefield Route 2	Wedgefield Route 2	CZZCAPWORK	1/04/2023	30/06/2035	0	0	0	100.00%	●	0	0	0	0.00%
10056	South Hedland CBD Road Safety Upgrades	South Hedland CBD Road Safety Upgrades	CZZCAPWORK			0	0	0	100.00%	●	0	0	0	0.00%
10062	Blackspot Program	Blackspot Program - Design & install speed plateaus in South Hedland to address safety risks & take advantage of grant funding	CZZCAPWORK	1/02/2023	30/06/2023	25,066	17,490	-7,576	-43.31%	●	148,377	275,000	101,557	63.07%
10083	Kerb Renewal Program	CIF128126 - Annual renewal & upgrades to aged kerbing infrastructure throughout the Town;;47.A;;47.B;;47.C;;47.D;;47.E;;47.F;;47.G	CZZCAPWORK	1/07/2022	30/06/2023	138,081	140,391	2,310	1.65%	●	5,008	272,178	129,089	52.57%
10088	Remote Community Roads Renewal Program	Annual renewal and upgrade works to Yandeyarra Road	CZZCAPWORK	1/01/2023	30/06/2023	141	141	0	0.21%	●	-37,965	180,141	217,965	-21.00%
10089	Road Reseal Program - Sealed Roads	Annual renewal of aging sealed roads within the Town's municipal boundaries;;49.A;;49.B;;49.C;;49.D;;49.E;;49.F;;49.G;;49.H;;49.I;;49.J;;49.K;;49.L;;49.M;;49.N;;49.O;;49.P;;49.Q;;49.R	CZZCAPWORK			1,858,561	1,858,562	1	0.00%	●	177,981	2,308,265	271,723	88.23%
10098	Prelim. Road Safety Audit & Compliance	Preliminary works for Road Safety Audit & Compliance improvements	CZZCAPWORK			5,330	5,230	-100	-1.91%	●	63,140	14,600	-53,870	468.97%
700025	Capital Purchases: Furniture, Fittings & Equipment - New					229,111					0	725,000		



Works Systems Capital Project Listing (Expenditure)
YTD to February 2023/24

Works Project	Project Description	Project Details	Work System	Estimated Start Date	Estimated End Date	Actual YTD February	YTD Works Forecast	Var \$	% of Budget		Works Commits	Q2 Annual Forecast	Var \$	Var %
10197	IT Renewal Program	IT Renewal Program;;55.A.;55.B.;55.C.;55.D.;55.E.;55.F.;	CZZCAPWORK			60,799	72,500	11,701	16.14%	●	0	545,000	484,201	11.16%
10209	Dive Blocks at SHAC - Replacement	Dive Blocks at SHAC - Replacement	CZZCAPWORK			18,518	0	-18,518	100.00%	●	0	0	-18,518	0.00%
10159	Pretty Pool Shade Structure	Pretty Pool - Install a permanent Shade Structure over the recently renewed Pretty Pool Playground	CZZCAPWORK			149,794	180,000	30,206	16.78%	●	0	180,000	30,206	83.22%
700026	Capital Purchases: Vehicles, Plant & Equipment - New					905,620					347,622	945,885		
10213	New CCTV Cameras & Workstations	New CCTV Cameras & Workstations	CZZCAPWORK			19,396	169,396	150,000	88.55%	●	0	350,000	330,604	5.54%
700007	22/23 Vehicle Replacement Program	22/23 Vehicle Replacement Program	CZZFLTMAIN			865,339	0	-865,339	100.00%	●	347,622	0	-1,212,960	0.00%
10200	Landfill - Mandalay Ticket Entry System	Landfill - Mandalay Ticket Entry System to monitor frequency of residential usage and encourage waste management within the community	CZZCAPWORK			0	0	0	100.00%	●	0	75,000	75,000	0.00%
10201	Landfill - Ice & Water Dispenser	Landfill - Ice & Water Dispenser for supply to mitigate risk to staff of dehydration whilst working outside	CZZCAPWORK			20,885	20,885	-0	0.00%	●	0	20,885	-0	100.00%
10202	Landfill - Styrofoam Compactor	Landfill - Styrofoam Compactor to allow this recyclable to be bailed, stockpiled & sent to recyclers for repurposing	CZZCAPWORK			0	0	0	100.00%	●	0	50,000	50,000	0.00%
10203	Landfill - Cardboard Compactor	Landfill - Cardboard Compactor to allow this recyclable to be bailed, stockpiled & returned to recyclers - ultimately diverting the waste stream from landfill	CZZCAPWORK			0	0	0	100.00%	●	0	100,000	100,000	0.00%
10206	CCTV - Licence Recognition Cameras	CCTV - Licence Plate Recognition Cameras to assist local police in reducing vehicle theft & anti-social behaviour within Port Hedland Town site in line with WAPOL state strategy	CZZCAPWORK			0	150,000	150,000	100.00%	●	0	350,000	350,000	0.00%
700029	Capital Purchases: Furniture, Fittings & Equipment - Upgrade					49,924					2,250	335,000		
10204	Christmas Decorations Sth Hedland	Christmas Decorations replacements South Hedland	CZZCAPWORK			0	0	0	100.00%	●	0	100,000	100,000	0.00%
10205	Matt Dann Theatre Lighting Upgrades	Matt Dann New LED Theatrical stage Lighting fixtures - EOL	CZZCAPWORK			49,924	52,174	2,250	4.31%	●	2,250	235,000	182,826	22.20%
700030	Capital Purchases: Vehicles, Plant & Equipment - Renew					22,146					0	4,433,335		
10198	Plant Replacement Program	Plant Replacement Program;;56.A.;56.B.;56.C.;56.D.;56.E.;56.F.;56.G.;56.H.;56.I.;56.J.;56.K.;56.L.;56.M.;56.N.;56.O.;56.P.;	CZZCAPWORK			22,146	887,485	865,339	97.50%	●	0	4,433,335	4,411,189	0.50%

16,955,292

Total Works Program 38,468,723



2/010 Council Investments

Objective

To provide a framework for the investment of Council funds that seeks to maximise the return to Council whilst having due consideration for the risk and security of each investment; and ensures that the Town has adequate cash reserves to conduct its business.

Policy Statement

- The principal objective is to guide the investment of surplus funds in the preservation of capital and investment decisions must align to this;
- The maximisation of returns within the confines of this policy is encouraged in order to capitalise return on investment;
- The surplus funds available for investment include reserves, other restricted funds and general revenue funds surplus to liquidity requirements;
- Adequate cash reserves will be maintained to allow the Town to conduct its business.
- Factors that guide investment decisions:
 - The use of Rating Agency's "Investment Grade" credit ratings (Security);
 - The maintenance of adequate levels of diversification (Security);
 - The ability to have ready access to funds for day-to-day requirements (Liquidity); and
 - Compliance with appropriate legislative requirements (Compliance).

Legislative requirements

All investments are to comply with the following:

- *Local Government Act 1995* (WA) Section 6.14;
- *Trustees Act 1962* (WA) Part III - Investments;
- *Banking Act 1959* (Cth);
- *Local Government (Financial Management) Regulations 1996* (WA) Regulations 8,19,19C, 28 and 49.

Strategic Context

This policy links to the Council's Strategic Community Plan 2018-2028 Outcome 4.b.1 to ensure sound long-term financial planning is implemented by the Town.



Professional Advice

The Town may from time to time retain the services of suitably qualified investment professionals to provide assistance in investment strategy formulation, portfolio implementation and monitoring.

Any such advisor must be approved by Council and licensed by the Australian Securities and Investments Commission. The advisor must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of this Investment Policy.

Any independent advisor engaged by the Town is required to provide written confirmation that they do not have any actual or potential conflicts of interest in relation to the investments they are recommending or reviewing, including that they are not receiving any commissions or other benefits in relation to the investments being recommended or reviewed.

Responsibilities

Council

Council is responsible for approving the Town's Investment Policy.

Chief Executive Officer

The Chief Executive Officer is delegated by the Council for the implementation of the Investment Policy.

Director of Corporate Services

The Director of Corporate Services is responsible for the compliance, monitoring and reviewing the performance of the Town's investment strategy and reporting performance outcomes to the Council.

Manager Financial Services

The Manager Financial Services is responsible for the daily operation, management and implementation of the Investment strategies.

Reporting and Performance Monitoring

Council will receive a monthly report on the investment portfolio detailing the performance of the investment portfolio and Counterparty percentage exposure of



total portfolio. A summary of the composition of the investment portfolio by credit rating and institution will also be included.

Definitions

Authorised Deposit -Taking Institutions (ADIs)

Means an authorised deposit-taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986.

Investment Grade

Means that either Standard & Poor Global Ratings (S&P) or Moody's Corporation (Moody's) has rated an investment as having "Investment Grade" credit rating as below:

S&P Investment Grade	Moody's Investment Grade	Risk Profile	Grade Quality
AAA	Aaa	Extremely strong capacity to meet financial commitments. Highest rating	High
AA+	Aa1	Strong capacity to meet financial commitments	High
AA	Aa2		
AA-	Aa3		
A+	A1	Strong capacity to meet financial commitments, but somewhat susceptible to adverse economic conditions and changes in circumstances	Medium
A	A2		
A-	A3		
BBB+	Baa1	Adequate capacity to meet financial commitments, but more subject to adverse economic conditions	Low
BBB	Baa2		
BBB-	Baa3		

Investment Guideline

Authorised Investments shall be limited to Australian currency denominated institutions permitted by the appropriate legislation:

- Deposits with Authorised Deposit-Taking Institutions (ADIs) as defined in in the Banking Act 1959 (Commonwealth) section 5; or the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986.



- Bonds that are guaranteed by the Commonwealth Government or a State or Territory.
- In accordance with the Town’s Risk Appetite Statement, the Town has a LOW risk appetite for financial risks impacting its long term financial sustainability. Therefore, exposure to an individual counterparty/institution will be restricted by its credit rating so that single entity exposure is limited, as detailed in the table below:

Investment Grade (Standard & Poor Global Ratings)	Investment Grade (Moody's Corporation)	Individual Institution Direct Investment Maximum		Portfolio Direct Investment Maximum	
		%	\$(Million)	%	\$(Million)
AAA to AA-	Aaa to Aa3	70%	60	100%	N/A
A+ to A-	A1 to A3	20%	20	25%	25
BBB+ to BBB-	Baa1 to Baa3	10%	10	15%	15

Legislation restricts the investment portfolio term to maturity for deposits to the following terms:

Investment Type	Term to Maturity
Authorised Institution Deposits	≤ 3 Years
Commonwealth / State / Territory Government Guaranteed Bonds	≤ 3 Years

Prohibited Investments

This investment policy prohibits any investments carried out for speculative purposes including:

- Derivative based instruments; and
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Stand-alone securities issued that have underlying futures, options, forwards contracts and swaps of any kind.

The leveraging of investments (borrowing to invest) is prohibited.



Relevant legislation	<i>Local Government Act 1995 (WA)</i> <i>Local Government (Financial Management) Regulations 1996 (WA)</i> <i>The Trustees Act 1962 (WA)</i> <i>Banking Act 1959 (Cth)</i>
Delegated authority	Yes
Business unit	Financial Services
Directorate	Corporate Services

<i>Governance to complete this section</i>			
Version Control	Version No.	Resolution No.	Adoption date
	V01	200708/160	23 April 2008
	V02	200809/396	24 June 2009
	V03	201112/008	13 July 2011
	V04	201314/338	28 May 2014
	V05	201516/012	29 July 2015
	V06	CM202021/040	23 September 2020
	V07	CM202223/017	7 September 2022
Review frequency	Every Two Years		

Document Control Statement – *The electronic reference copy of this Policy is maintained by the Governance Team. Any printed copy may not be up to date and you are advised to check the electronic copy at <http://www.porthedland.wa.gov.au/documents/public-documents/policies> to ensure that you have the current version. Alternatively, you may contact the Governance Team.*

Town of Port Hedland Briefing Paper – draft Investment Policy

Recommended changes to the Investment Policy:

The proposed amendments to the town of Port Hedland's investment policy are aimed at:

- Having broadly related sections of the policy grouped together to provide a better flowing document.
- Adding a Risk Management Guidelines section which streamlines the current exposure limits table to be easier to understand while providing sound investment management limits and inbuilt diversification.

The main recommended changes to the Investment Policy are as follows:

Grouping Together of Related Sections of the Policy

- 1) The **Strategic Context** section is recommended to be moved toward the front of the policy, just below the Objective, given it provides overview context.
- 2) A new section called **Operational Issues** is recommended to be added toward the back of the policy. Under this new section, the existing **Reporting and Performance Monitoring** section and the **Professional Advice** section have been moved.

A new paragraph within Professional Advice has been added to address the proliferation of brokers/platform providers that claim to be independent to some clients yet still retain commissions from other clients, thus creating a conflict of interest.

- 3) The **Definitions** section has been moved to the back of the policy and reference to Fitch ratings has been added to the Investment Grade table. Fitch's rating scale is the same as Standard & Poor's scale.
- 4) The **Responsibilities** section is recommended to be renamed **Delegation of Authority** as banks will often request a Council approved document showing the overall delegation.
- 5) The Investment Guidelines section is recommended to be renamed **Investment Management** with the **Approved Investments** section and the **Prohibited Investments** section grouped together within it and a new section called **Risk Management Guidelines** which incorporates an expanded version of the credit exposure limit tables and a term to maturity limit table.

Replacing Existing Exposure Limit Table with Risk Management Guidelines tables

The current policy has the foundations of sound credit limit guidelines based on the total portfolio exposures and individual institutions; however, the percentage limits are lower than what most other councils use and the inclusion of dollar limits makes it unnecessarily restrictive.

The proposed Risk Management Guidelines tables are the framework for sound investment management aimed at controlling the credit quality and term limits on the entire portfolio. Investments obtained are to comply with three key criteria relating to:

- a) Portfolio Credit Framework: limit overall credit exposure of the portfolio
- b) Counterparty Credit Framework: limit exposure to individual counterparties/institutions
- c) Term to Maturity Framework: limits based upon maturity of securities

Portfolio Credit Framework:

Current: limits for the total portfolio are on the far right of the table below

Investment Grade (Standard & Poor Global Ratings)	Investment Grade (Moody's Corporation)	Individual Institution Direct Investment Maximum		Portfolio Direct Investment Maximum	
		%	\$(Million)	%	\$(Million)
AAA to AA-	Aaa to Aa3	70%	60	100%	N/A
A+ to A-	A1 to A3	20%	20	25%	25
BBB+ to BBB-	Baa1 to Baa3	10%	10	15%	15

Proposed:

a) Portfolio Credit Framework
 To control the credit quality on the entire portfolio, the following credit framework limits the percentage of the portfolio exposed to any particular credit rating category.

Long Term Credit Rating *	Investment Maximum %
AAA to AA-	100%
A+ to A-	80%
BBB+ & BBB	60%

Comments: Limits for the overall exposure to the AAA and AA categories are recommended to remain at 100%. Among authorised investments, there are only some government securities in the AAA category (100% is fine given this is the highest credit quality available). The four major banks are in the AA category (100% allowed to AA is fine given this is where the major banks sit).

Allowance for the long term A category is recommended to be increased to 80% as this is a common percentage allowed for total exposure in this rating category. Overall exposure to BBB+ and BBB rated banks is recommended to be increased to 60%, but it is recommended to remove the BBB- category as those banks are only one downward credit rating away from being below Investment Grade.

Individual Counterparty Credit Framework:

Current: limits for the total portfolio are in the middle two columns of the table below

Investment Grade (Standard & Poor Global Ratings)	Investment Grade (Moody's Corporation)	Individual Institution Direct Investment Maximum		Portfolio Direct Investment Maximum	
		%	\$(Million)	%	\$(Million)
AAA to AA-	Aaa to Aa3	70%	60	100%	N/A
A+ to A-	A1 to A3	20%	20	25%	25
BBB+ to BBB-	Baa1 to Baa3	10%	10	15%	15

Proposed:

b) Individual Counterparty Credit Framework

Exposure to an individual counterparty/institution will be restricted by its credit rating so that single entity exposure is limited, as detailed in the table below:

Long Term Credit Rating *	Investment Maximum %
AAA to AA-	70%
A+ to A-	40%
BBB+ & BBB	30%

** Ratings are based on Standard & Poor's (S&P) criteria. Moody's or Fitch equivalent will be used where an S&P rating is not available.*

Comments: Limits for individual counterparties in the AAA and AA categories are recommended to remain at 70%.

Allowance for the long term A category is recommended to be increased to 40% as there are only a small amount of banks in this category. Individual counterparty exposure to BBB+ and BBB rated banks is recommended to be increased to 30%, but as with the overall portfolio limits, it is recommended to remove the BBB- category as those banks are only one downward credit rating away from being below Investment Grade.

Consolidation of Credit Rating Agencies' Categories

The current exposure table has a Standard & Poor's rating column and a Moody's rating column. It is recommended to combine these as a general "Long Term Rating" column with a footnote clarifying that the ratings are based on the more widely used Standard & Poor's rating scales, but the other major rating agency scales will be used if the institution is not rated by Standard & Poor's.

The table in the Investment Grade description in the Definitions section at the back has the three major rating agencies' scales and risk profiles.

Removal of \$(Million) limits

Managing to two limit constraints, percentages and dollar amounts, causes an unnecessary constraint to daily management of the portfolio. By way of example, the policy's current limit on any individual four major bank (e.g. in the AAA to AA- category) is 70% of the total portfolio or \$60m. As the Town's total portfolio has fluctuated between \$175m to \$210m over the past 12 months, the \$60m limit per major bank overrides the 70% limit, effectively making it a 30% limit and thereby requiring the use of possibly lower yielding or even lower rated institutions to avoid a breach.

It is recommended to eliminate the \$(Million) constraint and use only the % limits for both the Portfolio Credit Framework and Individual Counterparty Credit Framework. It is also recommended to add the following paragraph to avoid having to try to break

a term deposit, which is very difficult given post-GFC banking requirements, if there happens to be a temporary breach in credit limits due to an unexpected fall in the portfolio balance:

Investments are to comply with the credit limit frameworks as at the time of placement. Any subsequent unintended breaches due to investment maturities, redemptions, or other causes of changes to portfolio size will be monitored and addressed when practicable but not necessitate divestments in and of itself.

Term to Maturity Framework:

Currently, the Town’s policy only mentions term to maturities in context to legislative requirements of the authorised investments. These legislative requirements are adequately covered in the updated Authorised Investment section.

It is recommended to have Term to Maturity limits table to detail how much of the portfolio is allowed to be invested for greater than 1 year and less than 3 years

Current

Legislation restricts the investment portfolio term to maturity for deposits to the following terms:

Investment Type	Term to Maturity
Authorised Institution Deposits	≤ 3 Years
Commonwealth / State / Territory Government Guaranteed Bonds	≤ 3 Years

Proposed:

Updated Approved Investments section:

Approved Investments

Investments are limited (in accordance with Regulation 19C of the *Local Government (Financial Management) Regulations 1996*), to Australian currency denominated:

- Deposits with Authorised Deposit-Taking Institutions (ADIs) as defined in in the Banking Act 1959 (Commonwealth) section 5 for a term not exceeding 3 years.
- Interest Bearing deposits with the Western Australian Treasury Corporation (WATC) for a term not exceeding 3 years.
- Bonds guaranteed by the Commonwealth Government or State or Territory for a term not exceeding 3 years.

Addition of a Term to Maturity limits table:

c) Term to Maturity Framework

The investment portfolio is to be invested within the following maturity constraints:

Term to Maturity Limits	Minimum %	Maximum %
Less than or equal to 1 year	40%	100%
Greater than 1 year & less than or equal to 3 years	0%	60%

Additional Note:

- **Performance Benchmark:** the industry standard benchmark for cash and short term fixed interest portfolios, such as the Town's, is the Bloomberg Ausbond Bank Bill Index. This is the predominate benchmark used by councils. A Performance Benchmark section has been included in the draft policy.



2/010 Council Investments

Objective

To provide a framework for the investment of Council funds that seeks to maximise the return to Council whilst having due consideration for the risk and security of each investment; and ensures that Council's liquidity requirements are being satisfied.

Strategic Context

[This policy links to the Council's Strategic Community Plan 2018-2028 Outcome 4.b.1 to ensure sound long-term financial planning is implemented by the Town.](#)

Commented [EG1]: This section moved from below toward the front given it provides overview context

Policy Statement

- The principal objective is to guide the investment of surplus funds in the preservation of capital and investment decisions must align to this;
- The maximisation of returns within the confines of this policy is encouraged in order to capitalise return on investment;
- The surplus funds available for investment include reserves, other restricted funds and general revenue funds surplus to liquidity requirements;
- Adequate cash reserves will be maintained to allow the Town to conduct its business.
- Factors that guide investment decisions:
 - The use of Rating Agency's "Investment Grade" credit ratings (Security);
 - The maintenance of adequate levels of diversification (Security);
 - The ability to have ready access to funds for day-to-day requirements (Liquidity); and
 - Compliance with appropriate legislative requirements (Compliance).

Legislative requirements

All investments are to comply with the following:

- *Local Government Act 1995* (WA) Section 6.14;
- *Trustees Act 1962* (WA) Part III - Investments;
- *Banking Act 1959* (Cth) [section 5](#);
- *Local Government (Financial Management) Regulations 1996* (WA) Regulations 8,19,19C, 28 and 49.



- [Local Government \(Financial Management\) Amendment Regulations 2017 s.19C\(2\)\(b\)](#)

Strategic Context

~~This policy links to the Council's Strategic Community Plan 2018-2029 Outcome 4.b.1 to ensure sound long term financial planning is implemented by the Town.~~

Professional Advice

~~The Town may from time to time retain the services of suitably qualified investment professionals to provide assistance in investment strategy formulation, portfolio implementation and monitoring.~~

~~Any such advisor must be approved by Council and licenced by the Australian Securities and Investments Commission. The advisor must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of this Investment Policy.~~

~~Any independent advisor engaged by the Town is required to provide written confirmation that they do not have any actual or potential conflicts of interest in relation to the investments they are recommending or reviewing, including that they are not receiving any commissions or other benefits in relation to the investments being recommended or reviewed.~~

Responsibilities
Delegation of Authority

Council

Council is responsible for approving the Town's Investment Policy.

Chief Executive Officer

The Chief Executive Officer is delegated by the Council for the implementation of the Investment Policy in accordance with the [Local Government Act 1995](#). The CEO may in turn delegate the day-to-day management of Council's investment portfolio to staff as per below.

Director of Corporate Services

The Director of Corporate Services is responsible for the compliance, monitoring and reviewing the performance of the Town's investment strategy and reporting performance outcomes to the Council.

Commented [EG2]: While incorporated in the Local Government (Financial Management) Regulations 1996 (WA) as an amendment, the specific Amendment Regulations 2017 can be specifically highlighted for any avoidance of confusion.

Commented [EG3]: Moved toward the front

Commented [EG4]: This section has been moved toward the back into a new section called Operational Issues.



Manager Financial Services

The Manager Financial Services is responsible for the daily operation, management and implementation of the Investment strategies.

Reporting and Performance Monitoring

~~Council will receive a monthly report on the investment portfolio detailing the performance of the investment portfolio and Counterparty percentage exposure of total portfolio. A summary of the composition of the investment portfolio by credit rating and institution will also be included.~~

Commented [EG5]: This section has been moved toward the back into a new section called Operational Issues.

Definitions

Authorised Deposit Taking Institutions (ADIs)

~~Means an authorised deposit taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986.~~

Commented [EG6]: Definitions sections has been moved to the end of the policy

Investment Grade

~~Means that either Standard & Poor Global Ratings (S&P) or Moody's Corporation (Moody's) has rated an investment as having "Investment Grade" credit rating as below:~~

S&P Investment Grade	Moody's Investment Grade	Risk Profile	Grade Quality
AAA	Aaa	Extremely strong capacity to meet financial commitments. Highest rating	High
AA+	Aa1	Strong capacity to meet financial commitments	High
AA	Aa2		
AA-	Aa3		
A+	A1	Strong capacity to meet financial commitments, but somewhat susceptible to adverse economic conditions and changes in circumstances	Medium
A	A2		
A-	A3		
BBB+	Baa1	Adequate capacity to meet financial commitments, but more subject to adverse economic conditions	Low
BBB	Baa2		
BBB-	Baa3		



Investment ~~Guideline~~Management

Approved Investments

Investments are limited (in accordance with Regulation 19C of the *Local Government (Financial Management) Regulations 1996*), to Australian currency denominated:

- Deposits with Authorised Deposit-Taking Institutions (ADIs) as defined in the Banking Act 1959 (Commonwealth) section 5 for a term not exceeding 3 years.
- Interest Bearing deposits with the Western Australian Treasury Corporation (WATC) for a term not exceeding 3 years.
- Bonds guaranteed by the Commonwealth Government or State or Territory for a term not exceeding 3 years.

Prohibited Investments

This policy, in accordance with legislation, prohibits any investment not included in the Approved Investments section. For the avoidance of doubt, prohibited investments include:

- Derivative based instruments; and
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Stand-alone securities issued that have underlying futures, options, forwards contracts and swaps of any kind.

The leveraging of investments (borrowing to invest) is prohibited.

Risk Management Guidelines

Investments obtained are to comply with three key criteria relating to:

- Portfolio Credit Framework: limit overall credit exposure of the portfolio
- Counterparty Credit Framework: limit exposure to individual counterparties/institutions
- Term to Maturity Framework: limits based upon maturity of securities

a) Portfolio Credit Framework

To control the credit quality on the entire portfolio, the following credit framework limits the percentage of the portfolio exposed to any particular credit rating category.

Long Term Credit Rating *	Investment Maximum %
AAA to AA-	100%
A+ to A-	80%
BBB+ & BBB	60%

b) Counterparty Credit Framework

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Commented [EG7]: The proposed Portfolio and Counterparty percentage limits have been increased from the Town's current limits. The proposed percentage limits are more inline with limits used by other Councils and should negate the requirement to have both a percentage limit and a dollar limit.



Exposure to an individual counterparty/institution will be restricted by its credit rating so that single entity exposure is limited, as detailed in the table below:

Long Term Credit Rating *	Investment Maximum %
AAA to AA-	70%
A+ to A-	40%
BBB+ & BBB	30%

* Ratings are based on Standard & Poor's (S&P) criteria. Moody's or Fitch equivalent will be used where an S&P rating is not available.

Investments are to comply with the credit limit frameworks as at the time of placement. Any subsequent unintended breaches due to investment maturities, redemptions, or other causes of changes to portfolio size will be monitored and addressed when practicable but not necessitate divestments in and of itself.

If any of the Town's investments are downgraded such that they no longer fall within the investment policy limits, they will be divested as soon as practicable having regard to potential losses resulting from early redemption and subject to minimising any loss of capital that may arise from compliance with this provision.

c) Term to Maturity Framework

The investment portfolio is to be invested within the following maturity constraints:

Term to Maturity Limits	Minimum %	Maximum %
Less than or equal to 1 year	40%	100%
Greater than 1 year & less than or equal to 3 years	0%	60%

Performance Benchmark

The performance of the investment portfolio shall be measured against the industry standard Ausbond Bank Bill Index.

Authorised Investments shall be limited to Australian currency denominated institutions permitted by the appropriate legislation:

- Deposits with Authorised Deposit-Taking Institutions (ADIs) as defined in in the Banking Act 1959 (Commonwealth) section 5; or the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986.

Commented [EG8]: As the Town's portfolio size fluctuates during the year, this sentence points out that a technical breach due to changes in portfolio size will be monitored but should not require divestment. The fact that the Town's cash holdings are not included in the limit calculation will assist in managing limit compliance as will using a wider range of ADIs which is in progress.



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- ~~Bonds that are guaranteed by the Commonwealth Government or a State or Territory.~~
- ~~Exposure to an individual counterparty/institution will be restricted by its credit rating so that single entity exposure is limited, as detailed in the table below:~~

Investment Grade (Standard & Poor Global Ratings)	Investment Grade (Moody's Corporation)	Individual Institution Direct Investment Maximum		Portfolio Direct Investment Maximum	
		%	\$(Million)	%	\$(Million)
-	-				
AAA to AA-	Aaa to Aa3	70%	100	100%	N/A
A+ to A-	A1 to A3	20%	20	30%	25
BBB+ to BBB-	Baa1 to Baa3	10%	10	15%	15

~~Legislation restricts the investment portfolio term to maturity for deposits to the following terms:~~

Investment Type	Term to Maturity
Authorised Institution Deposits	≤ 3 Years
Commonwealth / State / Territory Government Guaranteed Bonds	≤ 3 Years

Prohibited Investments

~~This investment policy prohibits any investments carried out for speculative purposes including:~~

- ~~Derivative based instruments; and~~
- ~~Principal only investments or securities that provide potentially nil or negative cash flow; and~~
- ~~Stand alone securities issued that have underlying futures, options, forwards contracts and swaps of any kind.~~

~~The leveraging of investments (borrowing to invest) is prohibited.~~

Operational Issues

Reporting and Performance Monitoring



Council will receive a monthly report on the investment portfolio detailing the performance of the investment portfolio and Counterparty percentage exposure of total portfolio. A summary of the composition of the investment portfolio by credit rating and institution will also be included.

Professional Advice

Professional Advice

The Town may from time to time retain the services of suitably qualified investment professionals to provide assistance in investment strategy formulation, portfolio implementation and monitoring.

Any such advisor must be approved by Council and licensed by the Australian Securities and Investments Commission. The advisor must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of this Investment Policy.

Any independent advisor engaged by the Town is required to provide written confirmation that they do not have any actual or potential conflicts of interest in relation to the investments they are recommending or reviewing. This includes that they are not receiving any commissions or other benefits in relation to the investments being recommended or reviewed, which are not being fully rebated to their clients, for either the Town or any of its other clients as this can create a conflict of interest!

Definitions

Authorised Deposit -Taking Institutions (ADIs)

Means an authorised deposit-taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986.

Investment Grade

Means that either Standard & Poor Global Ratings (S&P) or Moody's Corporation (Moody's) has rated an investment as having "Investment Grade" credit rating as below:

<u>S&P & Fitch Investment Grade Rating Scales</u>	<u>Moody's Investment Grade Rating Scale</u>	<u>Risk Profile</u>	<u>Grade Quality</u>

Commented [EG9]: We are seeing commission-driven brokers/platform providers trying pass themselves off as independent advisors. This is against ASIC regulations for being able to call themselves independent investment advisors. Prudential passes all commissions onto our clients.

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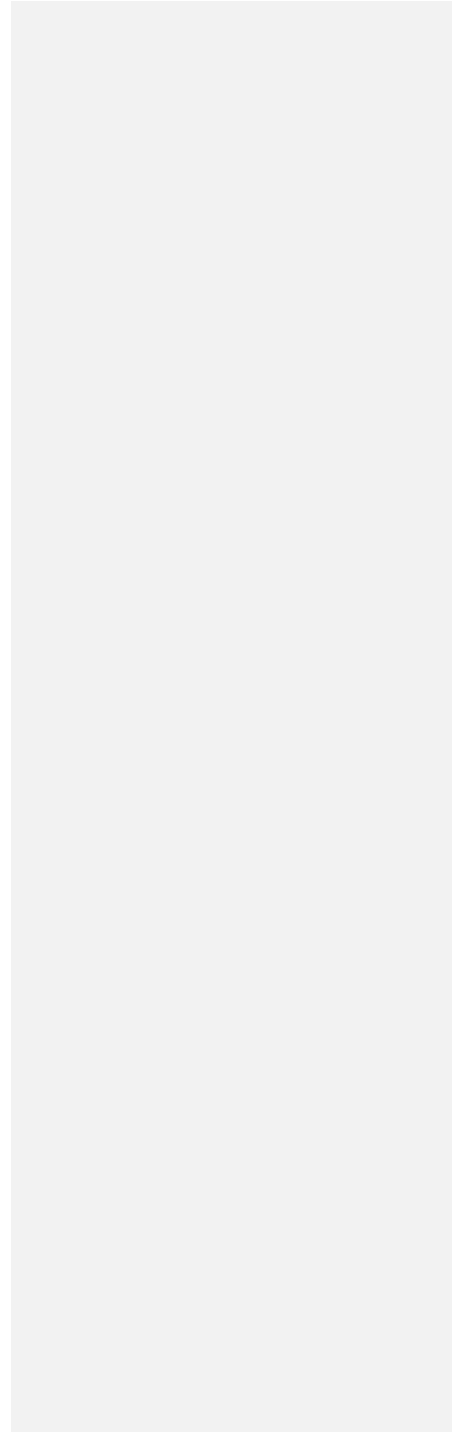
<u>AAA</u>	<u>Aaa</u>	<u>Extremely strong capacity to meet financial commitments. Highest rating</u>	<u>High</u>
<u>AA+</u>	<u>Aa1</u>	<u>Very Strong capacity to meet financial commitments</u>	<u>High</u>
<u>AA</u>	<u>Aa2</u>		
<u>AA-</u>	<u>Aa3</u>		
<u>A+</u>	<u>A1</u>	<u>Strong capacity to meet financial commitments, but somewhat susceptible to adverse economic conditions and changes in circumstances</u>	<u>Medium</u>
<u>A</u>	<u>A2</u>		
<u>A-</u>	<u>A3</u>		
<u>BBB+</u>	<u>Baa1</u>	<u>Adequate capacity to meet financial commitments, but more subject to adverse economic conditions</u>	<u>Low</u>
<u>BBB</u>	<u>Baa2</u>		
<u>BBB-</u>	<u>Baa3</u>		

Relevant legislation	<i>Local Government Act 1995 (WA) Local Government (Financial Management) Regulations 1996 (WA) The Trustees Act 1962 (WA) Banking Act 1959 (Cth)</i>
Delegated authority	Yes
Business unit	Financial Services
Directorate	Corporate Services

<i>Governance to complete this section</i>			
Version Control	Version No.	Resolution No.	Adoption date
	V01	200708/160	23 April 2008
	V02	200809/396	24 June 2009
	V03	201112/008	13 July 2011
	V04	201314/338	28 May 2014
	V05	201516/012	29 July 2015
	V06	CM202021/040	23 September 2020
Review frequency	Every Two Years		



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2/004 RATING

Objective

This policy will provide an administrative framework to outline the principles and methodology used in respect to rates raised and waived under the *Local Government Act 1995*.

In setting rates, Council considers the long term vision for the Town, financial sustainability and the likely impacts on the community.

Content

Rates are calculated on property values determined independently by the Valuer-General.

Council determines the amount of revenue required from rate collection each year to meet its financial, operational and statutory responsibilities for the coming financial year.

Rates and associated charges (including instalment arrangements and interest charges) are disclosed in the Annual Budget as resolved by Council and prescribed by the *Local Government Act 1995* (as amended).

Differential General Rating

Differential rating allows a local government to rate on the basis of land use, zoning or a combination of both. The rate is expressed as a rate per dollar of valuation.

Minimum General Rating

The minimum amount payable of a general rate or differential general rate is determined by Council, irrespective of valuation. This classification is to ensure all ratepayers make a minimum contribution for all non-exclusive services.

Specified Area Rate

A specified area rate can be set to meet the cost of undertaking specific work in an area or for providing a service or facility for ratepayers in a specific area that have benefited or will benefit from these works. Options to set this class of rates are considered when developing the rates strategy.

Interim Rates

Interim valuations shall only be applied where additional levies of at least \$20.00 result in the year in which the new valuation takes effect. Where additional levies of



Policy

less than \$20.00 would otherwise result, the interim valuation is to be applied from 1 July in the next financial year.

When a subdivision or strata title has occurred resulting in the creation of new assessments, receipt credits resulting from a valuation adjustment will be transferred to the new assessments.

Rating of Council Facility Leases

All Council lease agreements shall be subject to the application of municipal rates as per the conditions included within the lease agreement.

Rates Concession (Rateable Land)

All rate concessions will be considered by Council during the budget process. Rate concessions will not be proposed to Council outside of the budget process, unless due to extraordinary circumstances and authorised by the Chief Executive Officer.

A concession under this policy will be assessed in accordance with section 6.47 of the *Local Government Act 1995*.

All applications for concession under s6.47 of the *Local Government Act 1995* must be in writing on the prescribed form and contain a declaration as to the accuracy of the information contained therein.

An application will be required to be lodged every year prior to 31 March and is to be assessed in accordance with this policy.

Council may request additional information from an organisation making an application if it considers it necessary to do so. Information requested is not limited to, but typically include copies of the Constitution of the organisation, recent financial statements of the organisation and information demonstrating precisely how land subject to the application is used. Council is only able to grant a concession from rates under section 6.47.

It is the policy of the Town of Port Hedland that any concession of rates in respect of any rateable land in the Council area will be available only when the applicant satisfies the requirement of this Policy.

Rates concessions will only be provided to community groups or associations that operate as a body corporate or an Incorporated Association or at the discretion of Council in extraordinary circumstances. Concessions will not be provided to an individual. The Town of Port Hedland will determine what is of benefit to the community for the purpose of this policy.



Rates concessions for residential properties not used in the primary service delivery of the community group or association's activities or services will not be eligible for a concession.

The concession amounts range from 50% to 100% of the rates that are payable. Whether a concession is granted in response to an application or, if a concession is granted, the percentage of the rates that may be waived, is entirely at the discretion of Council and the granting of a concession in any year, will not guarantee that any future concessions will be granted.

Rates Exemption (Non Rateable Land)

An exemption under this policy will be assessed in accordance with section 6.26 of the *Local Government Act 1995*.

As per the *Local Government Act 1995*, charitable status of any organisation, must be applied for by an organisation prior to the status being evaluated.

To qualify for recognition as charitable organisation, an organisation must meet general guidelines for recognition as identified by the Department of Local Government, Sport and Cultural Industries and/or the West Australian Local Government Association.

All applications for exemption under s6.26 of the *Local Government Act 1995* must be in writing on the prescribed form and contain a declaration as to the accuracy of the information contained therein.

An application will be required to be lodged every year prior to March 31 and is to be assessed in accordance with this policy.

Council may request additional information from an organisation making an application if it considers it necessary to do so. Information requested is not limited to, but typically include copies of the Constitution of the organisation, recent financial statements of the organisation and information demonstrating precisely how land subject to the application is used. Council is only able to grant an exemption from rates under section 6.26.

Late applications submitted after the due date may be reviewed and adopted by Council under exceptional circumstances.

Non Rated Land

Non Rated land will be determined based on law, by way of Act or Agreement, during the budget process, or by the Chief Executive Officer (by way of application). Council is to be advised of any change in the status of Non Rated Land, with two (2) months of the change occurring.



Back Rating of Properties

Where a property settlement has occurred and the vendor and purchaser are not aware that a valuation adjustment is pending (advice has not been given to the Agent or the owner that a revaluation/interim rate is pending), back rates raised shall only be backdated to the date of settlement, thus not affecting the previous owners.

Those ratepayers subjected to back rates of more than two financial years are to be given the option to pay by instalments over an extended period, other than the standard instalment option.

The fee for instalments would not apply in this instance however penalty interest would be calculated on any alternative instalment payment that remains unpaid after the due date as per the agreement made with Council, and continue to accrue until such time as the instalment is paid.

State Agreements

State Agreements that have a rate exemption clause contained within them do not promote fairness and equity amongst all ratepayers within the Town's boundaries. They reduce the capacity of the Town to raise revenue to achieve a balanced budget, maintain service delivery and ensure long term financial sustainability.

State Government Policy is determined by strategic outcomes that are subject to change based on the priorities of the Government of the day. As State Agreements are dependent on this policy, rates revenue relating to State Agreements is considered a high risk to rely on from a long term financial perspective.

As State Agreements are complex and are more likely to be challenged, a percentage of the rate revenue raised in any one year that is directly dependent on State Government Policy, excluding mining tenements, must be held in the Financial Risk Reserve until the following financial year to mitigate risks.

Payment of Rates

The Town levies rates once a year and issues an annual rates notice to all ratepayers. Rates are levied as early as possible in each financial year and are typically due for payment in the following months each year if instalment options are chosen:

- September
- November
- February
- May



In the event that rates are levied earlier or later, due dates for payment shall be set in accordance with section 6.50 of the *Local Government Act 1995*.

Objection Rights

Pursuant to section 6.76 of the Local Government Act, a person may object to a rates notice on the following grounds:

- There is an error in the rate notice in relation to the identity of the land owner or the part of the land to be rated; or
- If the Town imposes a differential general rate, that the characteristics of the land recorded in the rate record as the basis for imposing that rate should be deleted and other characteristics substituted.

An objection is to be made to the Town in writing within 42 days of the service of a rate notice under section 6.41.

Pursuant to section 32 of the *Valuation of Land Act 1978*, a person may object to the valuation on which their rates assessment was based. An objection to the valuation of land is to be directed to the Valuer-General at Landgate and is to be made in writing within 60 days of service of the rates notice under section 6.41.

Definitions

Nil.

Relevant legislation	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Act 1996</i> <i>Valuation of Land Act 1978</i>
Delegated authority	
Business unit	Financial Services
Directorate	Corporate Services

<i>Governance to complete this section</i>			
Version Control	Version No.	Resolution No.	Adoption date
	V01	-	26 April 2006
	V02	CM201819/120	13 February 2019
	V03	CM202021/112	3 February 2021
Review frequency	Annually		



Policy

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Rating Strategy 2025 to 2030





The purpose of our Rating Strategy is to:

- Establish a framework by which a fair and equitable share of property rates fees and charges are paid by property owners, for the services and infrastructure within the Town of Port Hedland
- Create consistency amongst property rates and charges and their revenue for the Town of Port Hedland
- Provide a clear indication to the community and ratepayers on future rating

It does not determine how much ratepayers must contribute. This is a Council decision, determined each year as part of the Town of Port Hedland's Annual Budget process.

Rates are levied on all rateable properties within the district of the Town of Port Hedland in accordance with the Local Government Act 1995 (the Act). Rates are a tax on property and are set in accordance with principles of equity, efficiency, simplicity, sustainability, and policy consistency.

Rating provides for the net funding requirements of the Town of Port Hedland's services, activities, financing costs, plus the current and future capital requirements, after taking into account all other forms of revenue.

In Australia, the basis of using property valuations has been found to be the most appropriate means of achieving rating equity. Whilst it may be an imperfect system in which to assess property owner's ability to pay, it is the method Council is required rely upon under the Act.

Rating Strategy Objectives

This strategy establishes a framework to address the following key elements:

- a) Raise sufficient rates yield to maintain current services and future infrastructure renewal to meet community expectations, as outlined in the adopted Long Term Financial Plan whilst ensuring a balanced budget.
- b) Future rates growth from development at the:
 - Boodarie Strategic Industrial Area
 - Lumsden Point
 - Both new developments in Wedgefield (Hedland Junction) and Kingsford Smith Business Park, and
 - New major UV mining

Be directed into the Town's Strategic Reserve to fund future new infrastructure development as outlined in the forward capital works program of the Long-Term Financial Plan.

- c) That the basis of valuation for rating purposes continues to be Gross Rental Value (GRV) and Unimproved Value (UV) method.

** Landgate values all properties in the State independently.*

- d) Properties are rated according to predominant land use, this classification is provided to council from Landgate; or zoning with regard the Town Planning Scheme with each having a separate calculated rate in the dollar and established minimums to achieve greater equity across all sectors and ensure a base level contribution.

** The use of differential rating is considered a means to achieve greater uniformity in annual rate revenue apportionment across property types, being subject to fluctuations in their triennial revaluation reviews.*

- e) To maintain transparency and consistency each year in annual rating.

** The Town of Port Hedland charges separately for rates, waste and State Emergency Services Levy (ESL).*

- f) That electronic communication methods are more efficient and effective.

**Sustainable, cost effective and a digital Town of Port Hedland.*



1. Rating

1.1 Rate(s) in the Dollar

The Town of Port Hedland’s differential rates in the dollar charge will be determined each year through the annual budgeting process. It is calculated to meet each year’s requirements for net revenue raising as guided within the context of the Town of Port Hedland’s Long Term Financial Plan. All rate(s) in the dollar amounts will be re-evaluated following the Valuer General’s revaluation cycles for properties, adjusted according to the overall change in value of the properties being rated.

1.2 Key Values

The Department of Local Government, Sport, and Cultural Industries Rating Policy: Differential Rates, outlines the following considerations for differential rating:

- **Objectivity**
The predominant use of land should determine the basis for an objective assessment of relevant criteria. External parties should be able to understand how and why a determination was made.
- **Fairness and Equity**
Rating principles should be applied fairly and equitably. Each property should make a fair contribution to rates based on a method of valuation appropriately reflecting predominant use.
- **Consistency**
Rating principles should be applied, and determinations should be made in a consistent manner. Similar properties should be treated in a similar manner. The rating approach taken within neighboring local governments shall be considered.

- **Transparency and efficiency**

Systems and procedures for determining the method of valuation of land should be clearly documented and available for the public to inspect. This is fundamental to the “good government” principle upon which the Act is based. The right to govern accompanies the obligation to do so openly and fairly.

The Town of Port Hedland is to prepare and make publicly available a notice describing the object of and reason for each differential rate and advertise a period calling for submissions in accordance with the Act. The council is to consider all submissions received within the prescribed time, ahead of adopting the annual budget.

1.3 Differential Rating

Section 6.33 of the Act provides local governments with the option of implementing differential rates. The Town of Port Hedland’s rating will be based on land use, being.

- GRV - Residential
- GRV Commercial / Industrial
- GRV Mass Accommodation
- UV Pastoral
- UV Mining
- UV Other

Clear objects and reasons for the use of any differential rating must be communicated through the annual budget process.

The Town of Port Hedland’s objects and reasons for differential rate charges are as follows.

1.3.1 GRV – Residential

Means any land that is predominately used for:

- Singular and multi-dwellings and is zoned Residential/Rural Residential approved by the Town of Port Hedland planning department under the Town of Port Hedland Local Planning Scheme 7;

OR

- Which is vacant of any construction and is zoned Residential/Rural Residential under the Town of Port Hedland Local Planning Scheme 7.

Objects:

The Object of this differential rate is to apply a base differential rate to residential properties for non-business purposes.

Reasons:

The minimum rate for this category is to ensure that all ratepayers make a reasonable contribution towards the financial impact and costs incurred in providing community services and activities, maintaining Town infrastructure, furthering the Town's strategic goals and encouraging and supporting residential development within the town sites.

Equally supporting sustainability by investing in infrastructure and funding renewal and replacement assets programs.





1.3.2 GRV – Commercial / Industrial

Means any land:

Identified as land being used for either commercial or industrial operations or zoned as identified in the Town of Port Hedland Local Planning Scheme. This includes but is not limited to; the town centre, commercial business precincts, mixed business, shopping centres, Airports and Aerodromes, Wedgefield Industrial Estate (including care takers buildings) and Strategic Industry zones, industrial, transport and light industry uses, the West End precinct and Port Hedland Port Authority leased land inside and outside town site boundary and privately owned land.

Miscellaneous Licenses with Local Government Ministerial approval:

- Miscellaneous Licenses (all approved uses) defined under the *Mining Act 1978* that have been granted by Department of Mines, Industry and Regulation & Safety and deemed rateable, with infrastructure on the land

Objects:

The object of this differential rate is to apply council rates to all income producing facilities, raising revenue to fund costs associated with maintaining infrastructure renewal and services provided to these properties, or locations,

Reasons:

The differential acknowledges costs associated with the provision and maintenance and renewal of infrastructure used by commercial or industrial businesses including road structure, lighting and drainage, car parking, landscaping, and higher costs in relation to infrastructure and regulatory services, landscape and infrastructure development to assist with dust mitigation.

In maintaining fairness and equity ensuring consistency with previous years, the Council continues a close working relationship with Development WA minimising risk and preventing land banking; and encourages all businesses equally by supporting sustainability by investing in business infrastructure to assist with business, social and economic growth and funding renewal and replacement assets programs.



1.3.3 GRV – Mass Accommodation

Means any land:

- Whereby any approved transient workforce accommodation facilities are located (Transient Workers Accommodation – TWA's),

OR

- Land approved and predominantly used for providing large scale accommodation for visitors to the Town as identified in the Town of Port Hedland Local Planning Scheme,

OR

- Holiday Accommodation, Hotel, Lodge, Motel, Tourist Development and Tourism Resort, Identified Airbnb's, Caravan Parks or alike.

Objects:

The object of this differential rate is to ensure that rates are distributed equitably between residents and non-residential workers, who spend a significant portion of the year in Port Hedland.

Reasons:

Patrons and employees of these premises are consumers of the Town's services and facilities. Mass Accommodation properties have the potential to have a greater impact on Council services and assets than other properties due to the number of occupants on a relatively small land parcel.

The Council remains committed to the Towns Long term financial plan of sustainability centralised around export, mining, construction, maintenance, and access to the Port, should be housed in normal residential properties within the town boundaries. It is only through this that the town benefits from an integrated and normalised residential workforce and thereafter the community and society benefit from greater participation in community activities, including sporting and cultural bodies, and higher participation rates in volunteerism and sport.

Furthermore, this differential recognises the costs associated with tourism and economic development activities, as well as the use of these properties predominately for business travel. Equally supporting sustainability by investing in infrastructure for new housing, motels and funding renewal and replacement assets programs

1.3.4 UV – Pastoral

Means any land:

- that has been granted a pastoral lease under the repealed *Land Act 1933*;

OR

- renewal of pastoral leases (administered by the Department of Lands);

OR

- land predominately used for pastoral activities as defined in the *Land Administration Act 1997*.

Objects:

The object of this differential rate is to be the base rate by which all other UV rated properties are assessed. Raised revenue is to provide for rural infrastructure and services in addition to the Town services, facilities and infrastructure which are available to be accessed by the properties in this category.

Reasons:

The Town has a continuing focus on development and diversification of Pastoral Properties in the region, encouraging development of tourism and rangeland activities in conjunction with reforms being introduced by the State Government, to support the opportunity for live cattle trade, and associated activities from the Port to further diversify the local economy.

Equally supporting sustainability by investing in infrastructure and funding renewal and replacement assets programs

1.3.5 UV – Mining

This rating category covers:

- Mining Leases and Licences, Exploration Licenses, Prospecting Licenses, Retention Licenses, General Purpose Leases, Special Prospecting Licenses for Gold and Miscellaneous Licenses (all approved uses) defined under the *Mining Act 1978* that have been granted by Department of Mines, Industry and Regulation & Safety and determined as rateable.

OR

- Predominately used for the purpose of resource processing;

OR

- Processing or refining of fuel sources

OR

- Predominately used for the purpose of stock piling;

OR

- Does not have the characteristics of any other UV differential rate category.

Objects:

The object of this differential rate is to reflect and raise revenue to manage the impact on the Town by mining and resource sectors.

Reasons:

The impact on utilisation of urban and rural infrastructure by heavier transport and higher traffic volumes associated with resource sector operations supports the large investment that the Town of Port Hedland makes to road and road drainage infrastructure. This services remote mining activities on rural roads throughout the municipality and reflects the extra maintenance, impacts and frequency that is required to ensure a minimum level of serviceability is achieved. Along with additional costs associated with monitoring and managing the effects of environmental impacts relating to dust, noise, air pollution and smell, and community complaints to such events which are all considered here.

In addition, these properties have access to all other service facilities provided by Council. Properties with a land use UV often have a State or Regional significance, some of which are subject to legacy State Agreements that limit the methods of valuation to UV restrictive formulae for calculation of valuation. The differential rate for this category is considered to levy a proportional comparative with their impact on local community (ie: Heavy haulage vehicle movement, environmental health, and strategic planning).

Equally supporting sustainability by investing in infrastructure and funding renewal and replacement assets programs also landscape and infrastructure development to assist with dust mitigation.



1.3.6 UV – Other

Means any land:

- Telecommunication
- Phone Towers
- Broadcasting Corporations
- Miscellaneous land use – inside Townsite boundary Nowhere else classified (NEC)
- Miscellaneous land use outside townsite boundary– with infrastructure (NEC)

Objects:

The object of this differential rate is to be the base rate by which all UV rated properties both inside and outside town site boundaries were predominately rural areas. Revenue is to provide for rural road development, maintenance and infrastructure.

Reasons:

The Town has a continuing focus on development and rural and pastoral properties in the region, encouraging development with communication broadband internet and Wi Fi services in the modern digital economy, connectivity is essential for regional businesses and communities to build and maintain a sustainable future.

This rate differential also considers the anomalies and complexities of land uses and occupation associated with the fringe of The Towns ‘town site boundaries.

1.4 The Application of a Minimum Rate

The Town imposes consistent minimum rates across the rating categories ensuring all properties contribute an equitable rate amount to non-exclusive services. The minimum rate recognises that all ratepayers have an equal opportunity to enjoy the facilities and services provided by Council, regardless of the value of their property.

The Act allows councils to impose a minimum rate, which may not apply to more than 50% of rateable properties within a rating category. The effect is to increase the rates payable by lower valued properties so that every ratepayer makes a minimum contribution considered equitable to the cost of the services and infrastructure provided, commensurate with other local governments.

1.5 Waste Service Fee

A waste service which includes the removal of rubbish and recycling, as well as the need to provide waste services to public areas, is required to be funded by ratepayers throughout the Town of Port Hedland. It is considered appropriate to separately identify this charge. The annual charge is to meet all operational and capital expenditure requirements and any surplus or deficit to be taken to reserve at year end.



1.6 Specified Area Rates (SAR)

A specified area rate is an additional rate which may be used by Council as a strategy to support funding future improvements at specified activity locations, which could address;

- a) Infrastructure development
- b) Improved town site amenity and form
- c) Improved pedestrian accessibility and cycle ways connectivity
- d) Car parking at and around activity centres
- e) The need to provide social spaces in activities centres for their continued success

It is not necessary that the amount raised from specified area rates fully meet the cost of the overall improvements. Specified area rating may be used to meet annual repayment of loan funding.

Clear objects and reasons for the use of specified area rating must be communicated through the annual budget process.

1.6.1 Strategy and Plan Implementation

Council has adopted several strategies which support the overall objectives of the Strategic Community Plan. Together these will shape the Town of Port Hedland's future direction, priorities and service delivery. Major Town of Port Hedland projects or local area initiatives may be supplementarily funded using specified area rating in addition to annual rating charges.

1.7 Service Charges

The Town of Port Hedland may impose a fixed charge on every property owner or occupier in its area, where it's considered that everyone benefits from a specific provision of a service and/or infrastructure specified under the Act which everyone should contribute towards. Service charges may be applied for;

- a) property surveillance and security;
- b) television and radio rebroadcasting;
- c) underground electricity;
- d) water.

1.7.1 Property Surveillance and Security Service Charge

A property surveillance and security service is provided at some locations throughout the Town of Port Hedland. It may be considered to separately identify this charge to ratepayers receiving this service. Implementing an annual charge could meet all operational and capital expenditure requirements and any surplus or deficit to be taken to reserve at year end.

1.8 Emergency Services Levy (ESL)

The Town of Port Hedland is obligated to charge and collect this Western Australian State Government imposed rate.

2. Other Amounts

2.1 Interest Charges

Interest charges on rates paid by instalment are allowable under the Act and considered appropriate in recompense for the Town of Port Hedland's foregone investment earnings. An instalment interest charge as opposed to a fixed fee equalises the benefit available across all ratepayers, who elect to pay their rates by instalments. Eligible pensioners and seniors are exempt from interest charges.

Interest charges on unpaid rates are also allowable under the Act at a prescribed maximum rate under regulations.

The maximum permissible rates will apply.

2.2 Discounts

Making discounts available for the early payment of rates and charges are considered an unfair advantage to those with the financial capacity to do so above other ratepayers. It is also administratively onerous. Discounts will not be applied.

2.3 Concessions

Concessions may be used to alter the amount of rates that would otherwise be payable away from a determination of a property's value and the applicable rate in the dollar charge. An equitable application of a concession would only apply to the entire rating category, or a location of properties which do not benefit from the same level of Town of Port Hedland services and infrastructure.

The Town of Port Hedland will offer rating concessions to community groups, sporting clubs and other not for profit groups on application, in support of fostering community spirit.

All rate concessions will be considered by Council during the budget process. Rate concessions will not be proposed to Council outside of the budget process, unless due to extraordinary circumstances and authorised by the Chief Executive Officer.

A concession under this policy will be assessed in accordance with section 6.47 of the *Local Government Act 1995*. All applications for concession under s6.47 of the Local Government Act 1995 must be in writing on the prescribed form and contain a declaration as to the accuracy of the information contained therein.



Applications are required to be lodged prior to 31 March and are assessed in accordance with this policy.

- a) Council may request additional information from an organisation making an application if it considers it necessary to do so. Information requested is not limited to, but typically include copies of the Constitution of the organisation, recent financial statements of the organisation and information demonstrating precisely how land subject to the application is used. Council is only able to grant a concession from rates under section 6.47.
- b) It is the policy of the Town of Port Hedland that any concession of rates in respect of any rateable land in the Council area will be available only when the applicant satisfies the requirement of this Policy.
- c) Rates concessions will only be provided to community groups or associations that operate as a body corporate or an Incorporated Association or at the discretion of Council in extraordinary circumstances. Concessions will not be provided to an individual. The Town of Port Hedland will determine what is of benefit to the community for the purpose of this policy. The concession amounts range from 50% to 100% of the rates that are payable. Whether a concession is granted in response to an application or, if a concession is granted, the percentage of the rates that may be waived, is entirely at the discretion of Council and the granting of a concession in any year, will not guarantee that any future concessions will be granted.

2.4 Rating of Council Facility Leases

All Council lease agreements shall be subject to the application of rates as per the conditions included within the lease agreement.

2.5 State Agreements

State Agreements that have a rate exemption clause contained within them do not promote fairness and equity amongst all ratepayers within the Town’s boundaries. They reduce the capacity of the Town to raise revenue to achieve a balanced budget, maintain service delivery and ensure long term financial sustainability.

State Government Policy is determined by strategic outcomes that are subject to change based on the priorities of the Government of the day. As State Agreements are dependent on this policy, rates revenue relating to State Agreements is considered a high risk to rely on from a long-term financial perspective.

As State Agreements are complex and are more likely to be challenged, a percentage of the rate revenue raised in any one year that is directly dependent on State Government Policy, excluding mining tenements, must be held in the Financial Risk Reserve until the following financial year to mitigate risks



3. Rate Exempt Properties

Exemption from having to pay local government rates under the Act is primarily for land use towards charitable purposes. Welfare is primarily the responsibility of State and Federal governments.

To address the inequity in rate exempt properties not paying for having equal access to services and infrastructure primarily funded by the local community, the Town of Port Hedland may adjust their waste service fees, in line with the approach implemented by other local governments.

4. Rates Notification

There are around 7,600 rateable properties within the Town of Port Hedland that are issued with a rates notice annually. Ratepayers who elect to pay their rates by instalment, require the issue of up to three further reminder notices.

Digital rate notices are available. Ratepayers may elect to have their notice emailed, avoiding the use of paper and postage, which aligns with sustainability objectives.

It is now commonplace for banks, utility service providers and other government agencies to interact via digital channels with their customers. Cost recovery for postage and handling of rate notices is a common practice within local government. Fees would be waived for pensioners and all ratepayers receiving the rates notice by email or online banking. Currently under legislation, the first rates notice is required to be posted and only instalment notices could be considered for cost recovery.

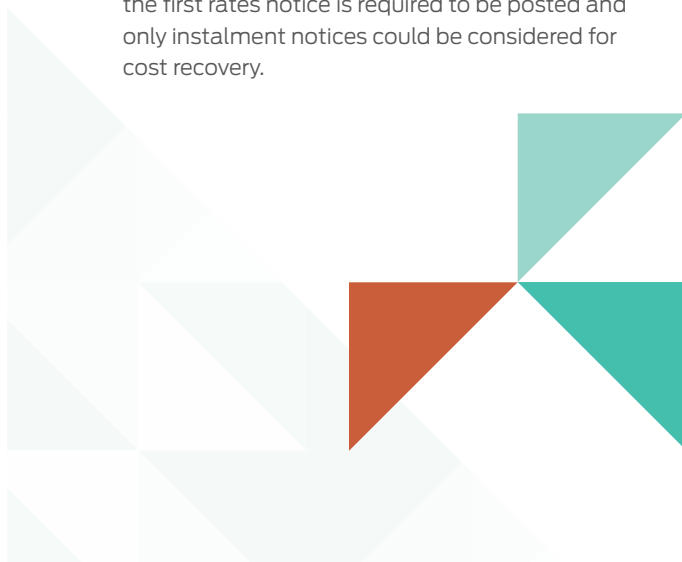
5. Payment Difficulties/ Financial Hardship

It is recognised that at times, due to unforeseen circumstances, the payment of property rates fees and charges may present a financial burden. The Town's Financial Hardship policy outlines available support.

Ratepayers who are experiencing payment difficulty should contact the Town of Port Hedland immediately on 08 9158 9300 to discuss payment options. All enquiries are treated confidentially, and early communication may help prevent the commencement of costly legal action for the recovery of outstanding rates.

In the event that rates and charges become overdue, the Town of Port Hedland will issue an overdue final notice which includes interest charges. If the account remains unpaid the Town of Port Hedland will commence recovery action.

This may include redirection of lease income, the selling of the property, and or transfer of ownership to the Town of Port Hedland, by way of the Act. All fees and court costs are recoverable from the ratepayer.



6. Objection Rights

Section 6.76 of the Local Government Act allows for an objection to a rates notice on the following grounds:

- There is an error in the rate notice in relation to the identity of the landowner or the part of the land to be rated; or
- If the Town imposes a differential general rate, that the characteristics of the land recorded in the rate record as the basis for imposing that rate should be deleted and other characteristics substituted.

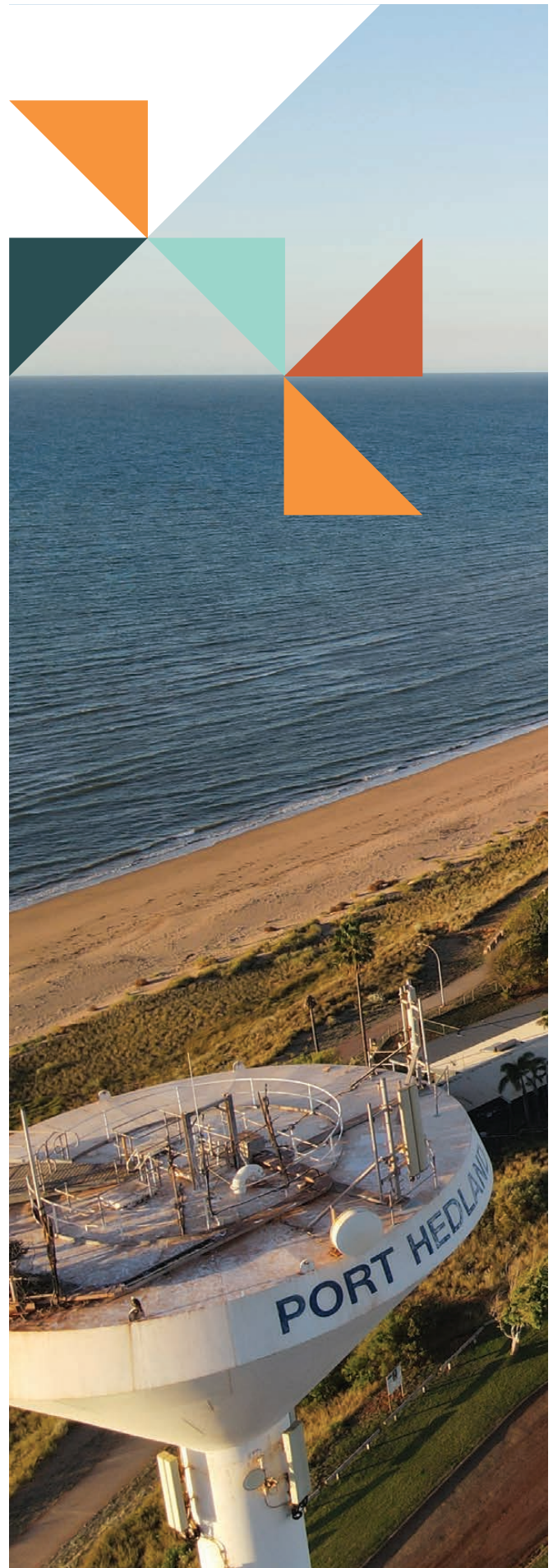
An objection is to be made to the Town in writing within 42 days of the service of a rate notice under section 6.41.

Section 32 of the *Valuation of Land Act 1978* allows for an objection to the valuation on which their rates assessment was based. An objection to the valuation of land is to be directed to the Valuer-General at Landgate and is to be made in writing within 60 days of service of the rates notice under section 6.41.

7. Future Rates Fees and Charges

Rating provides for the net funding requirements of the Town of Port Hedland's services, activities, financing costs and the current and future capital requirements, after considering all other forms of revenue. As the costs incurred to provide services and infrastructure increases overtime, so does the need for and pressure towards raising rates.

Holding rates at comparatively low amounts may necessarily lead to larger increases in later years. Initially, achieving comparative rating consistency with neighboring local governments in the short-term will support the Town of Port Hedland's long-term financial sustainability. Following with a gradual and consistent approach to increasing rates, avoids the need to raise rates outside of an acceptable range and or comparison over the long-term.







Town of Port Hedland

Civic Centre

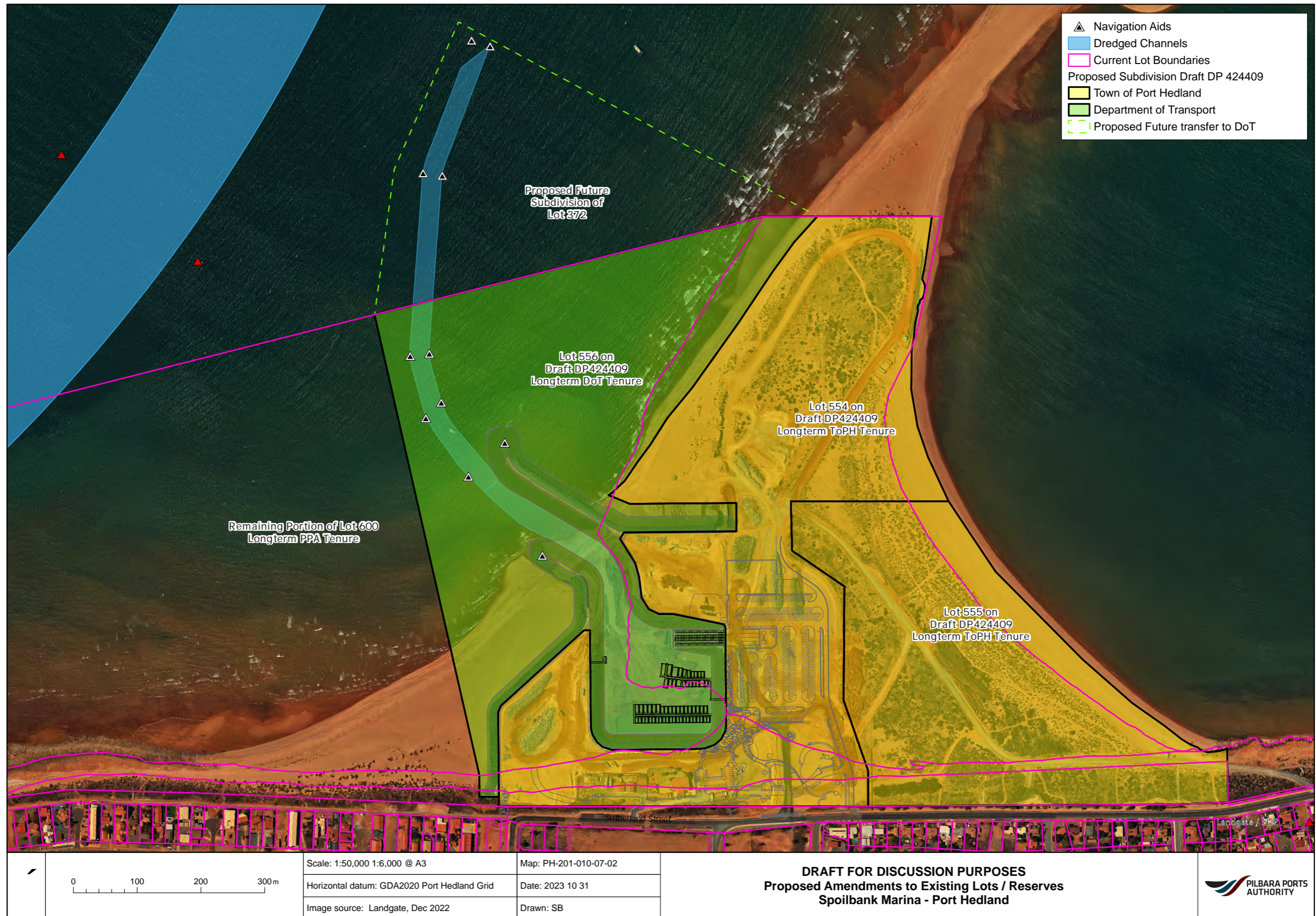
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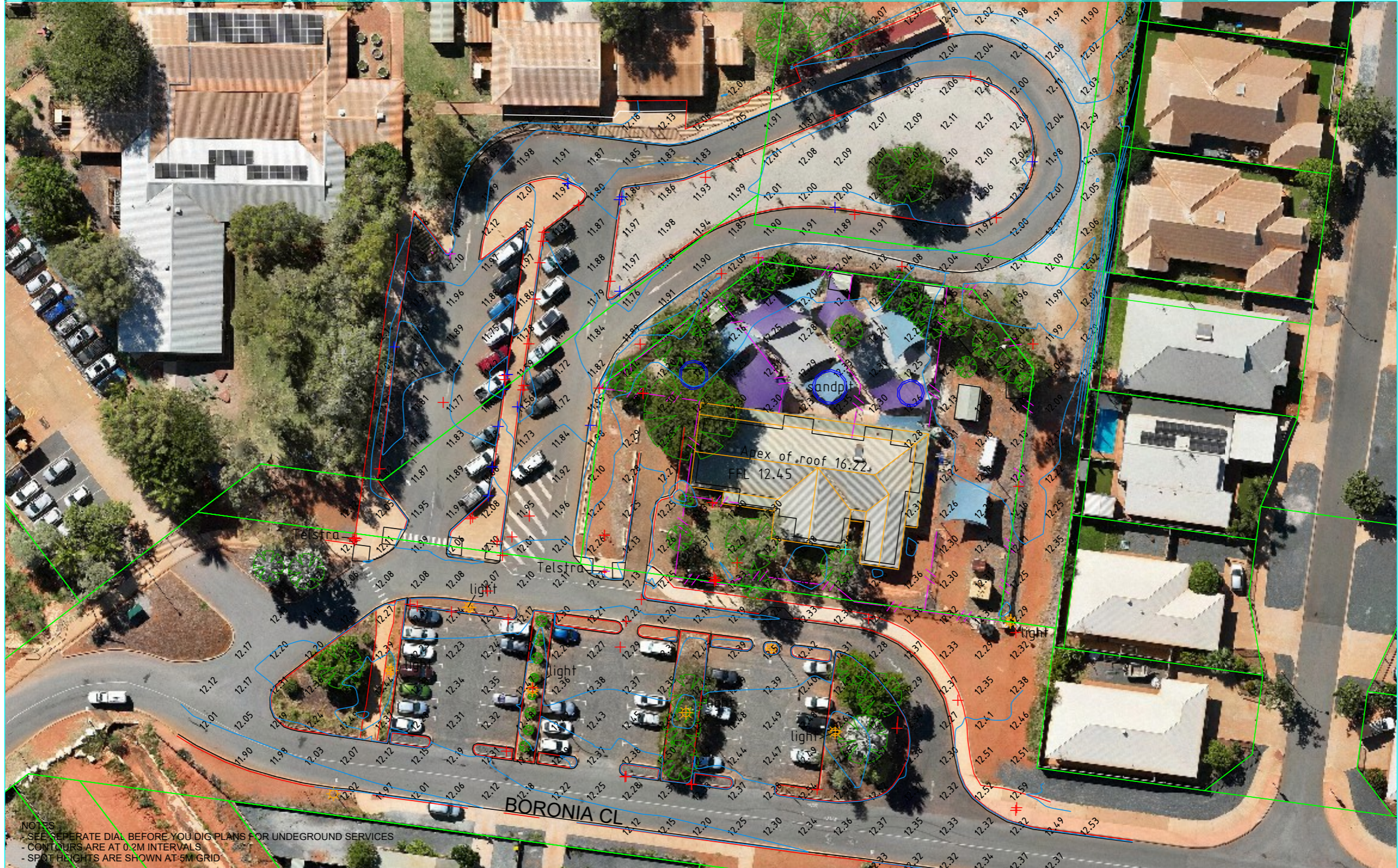
Port Hedland WA 6721

council@porthedland.wa.gov.au

www.porthedland.wa.gov.au

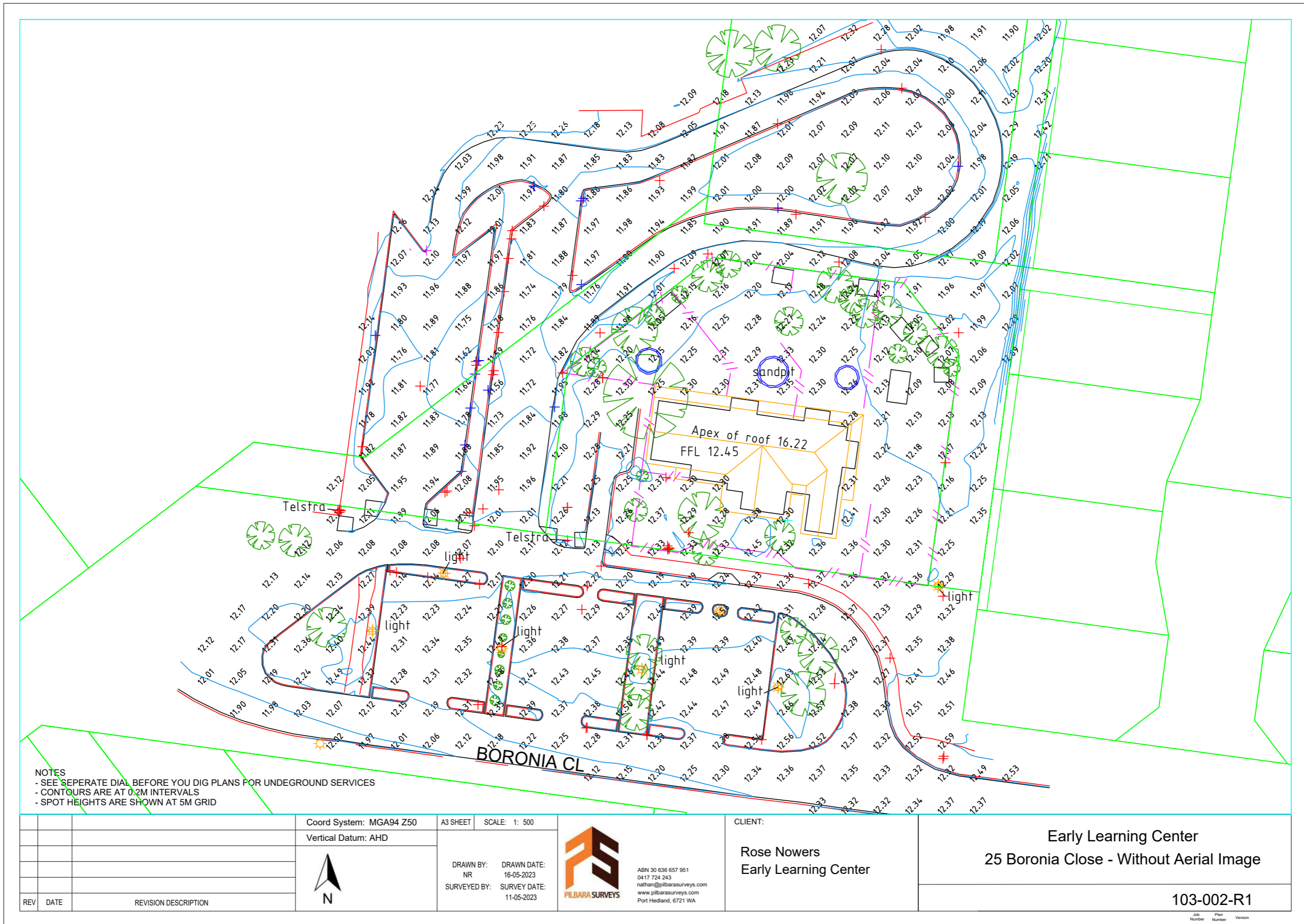
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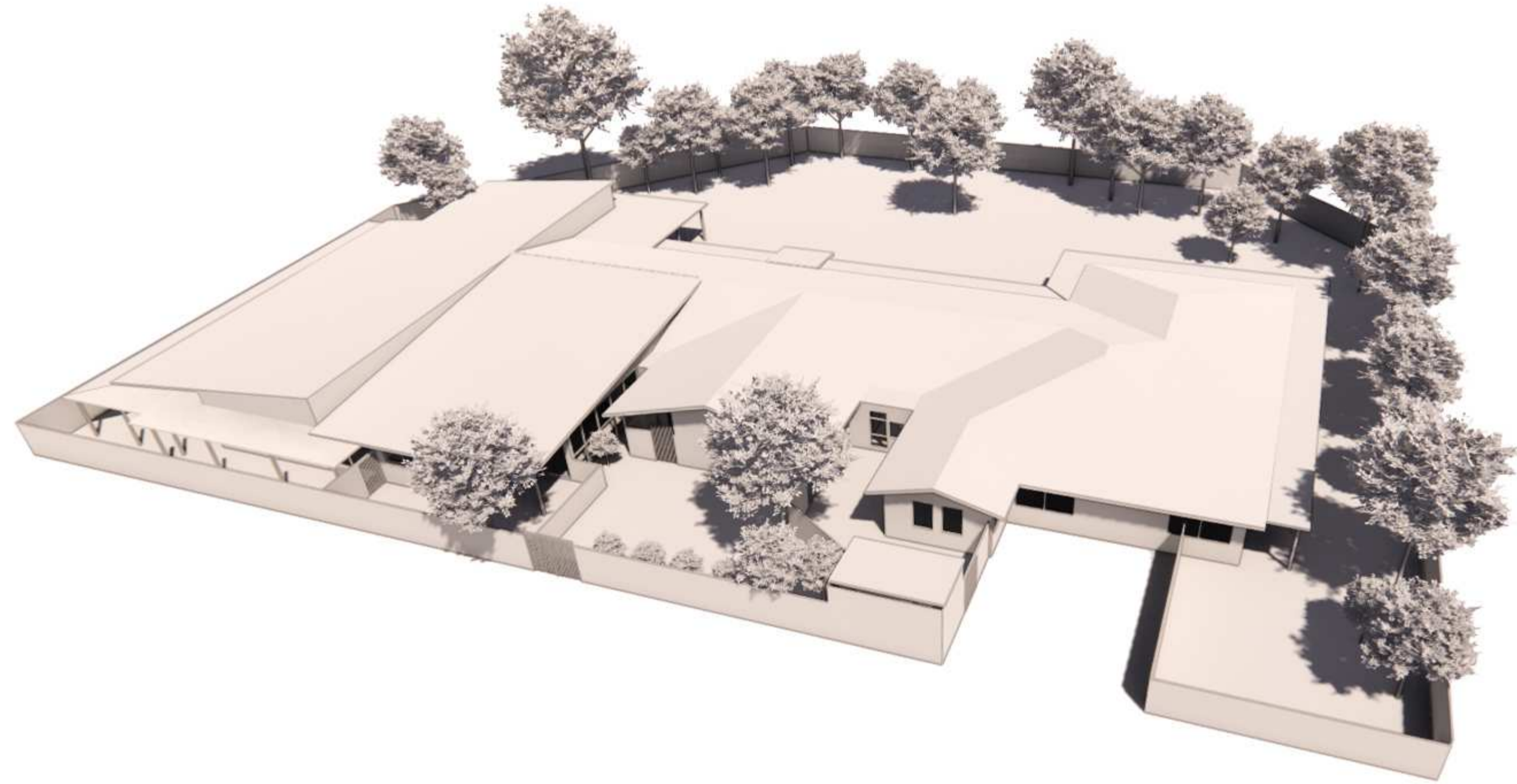
NOTES
 - SEE SEPARATE DIAL BEFORE YOU DIG PLANS FOR UNDEGROUND SERVICES
 - CONTOURS ARE AT 0.2M INTERVALS
 - SPOT HEIGHTS ARE SHOWN AT 5M GRID

		Coord System: MGA94 Z50	A3 SHEET	SCALE: 1: 500	 iBN 30 636 657 951 417 724 243 athan@pilbarasurveys.com www.pilbarasurveys.com Fort Hedland, 6721 WA	CLIENT:	Early Learning Center 25 Boronia Close - With Aerial Image
		Vertical Datum: AHD				Rose Nowers Early Learning Center	
REV	DATE	REVISION DESCRIPTION				103-001-R1 <small>Job Number Plan Number Version</small>	



Drawing Register

No.	Title	Rev	No.
A00.00	Cover Sheet	P4	
A01.00	SITE SURVEY	P5	
A02.00	SITE PLAN	P5	
A03.00	EXISTING AND DEMOLITION PLAN	P7	
A04.00	PROPOSED FLOOR PLAN	P8	
A05.00	EXISTING ROOF PLAN	P4	
A05.01	PROPOSED ROOF PLAN	P5	
A06.00	PROPOSED ELEVATIONS	P4	



ROSE NOWERS

Project
25 BORONIA CL, SOUTH HEDLAND, WA

24/07/2023 9:49:28 AM

Client
ROSE NOWERS EARLY LEARNING CENTRE

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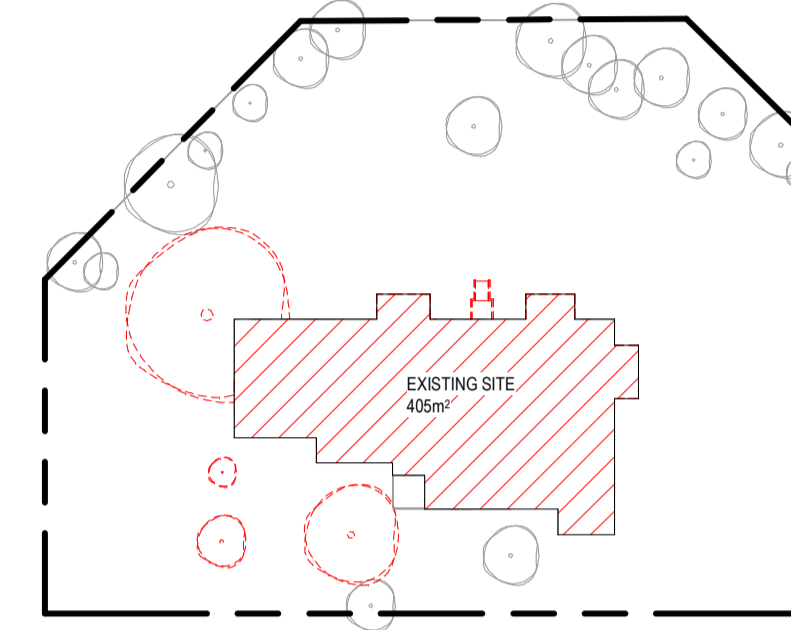
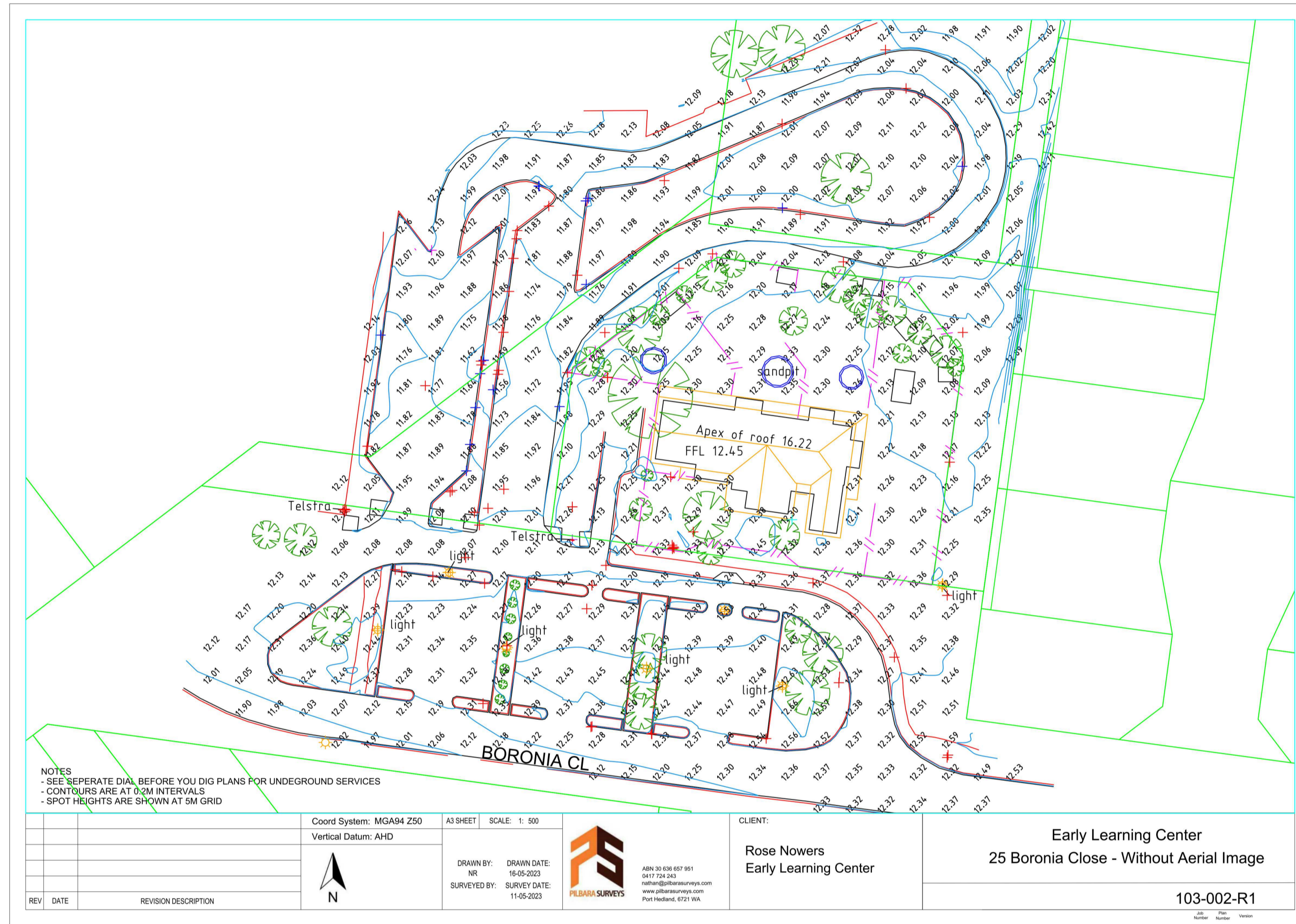
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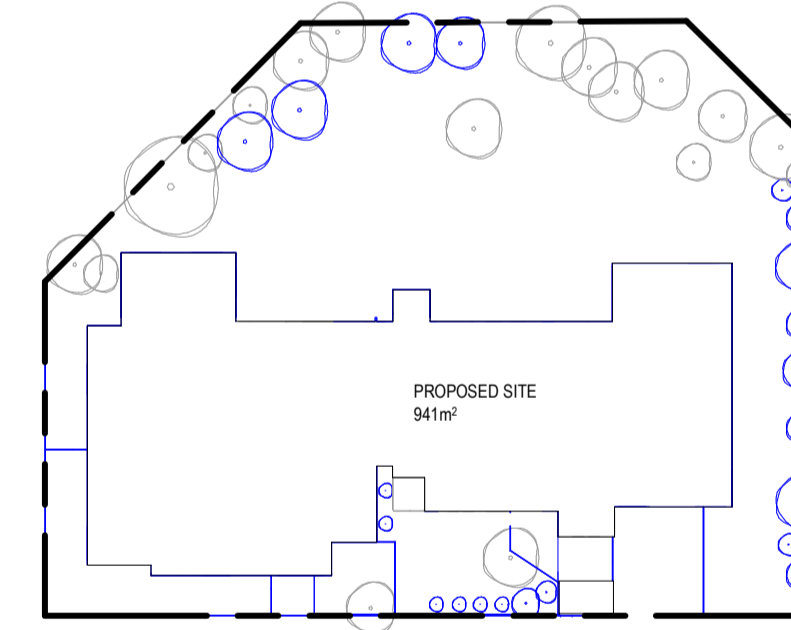
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1 SITE - EXISTING
SCALE 1: 500



2 SITE - PROPOSED
SCALE 1: 500

3 SITE SURVEY
SCALE 1: 200

ISSUED FOR DA

Revisions			
P1	10/05/2023	ISSUED FOR CLIENT REVIEW	RL
P2	20/05/2023	ISSUED FOR CONSULTANT REVIEW	RL
P3	02/06/2023	ISSUED FOR CONSULTANT REVIEW	RL
P4	06/07/2023	ISSUED FOR REVIEW	CG
P5	24/07/2023	ISSUED FOR DA	CG

24/07/2023 9:26:32 AM

Project / **ROSE NOWERS**

Drawing / **SITE SURVEY**

Project No / **223075**

Date / **24/07/2023** Author / **CG**

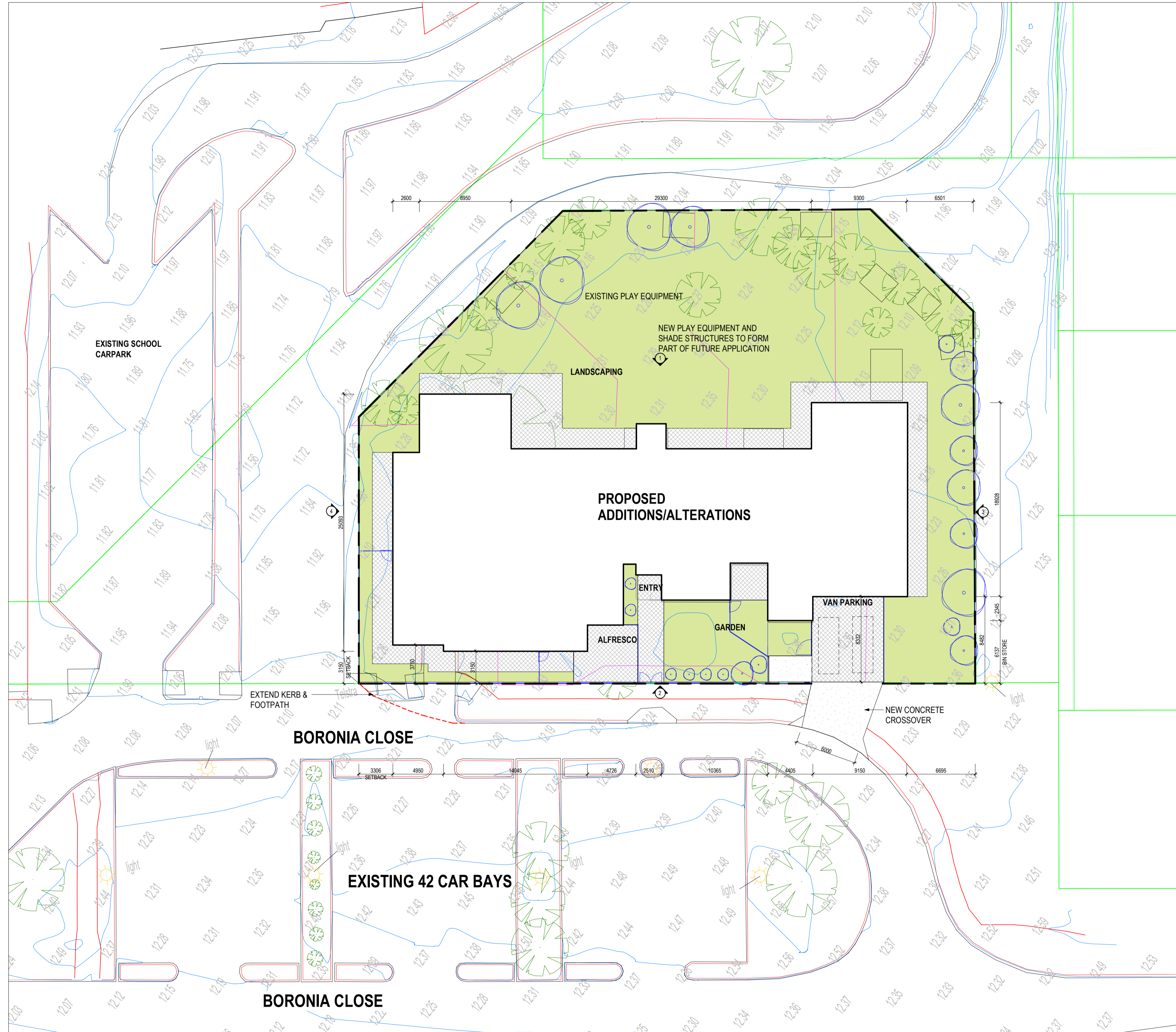
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*NOTE:
REFER TO FLOOR PLANS FOR FFL'S

ISSUED FOR
DA

Revisions			
P1	10/05/2023	ISSUED FOR CLIENT REVIEW	RL
P2	20/06/2023	ISSUED FOR CONSULTANT REVIEW	RL
P3	02/08/2023	ISSUED FOR CONSULTANT REVIEW	RL
P4	06/07/2023	ISSUED FOR REVIEW	CG
P5	24/07/2023	ISSUED FOR DA	CG

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Project / **ROSE NOWERS** Drawing / **SITE PLAN**

Project No / **223075** Date / **24/07/2023** Author / **CG** Scale: @ A1 / **1 : 200**

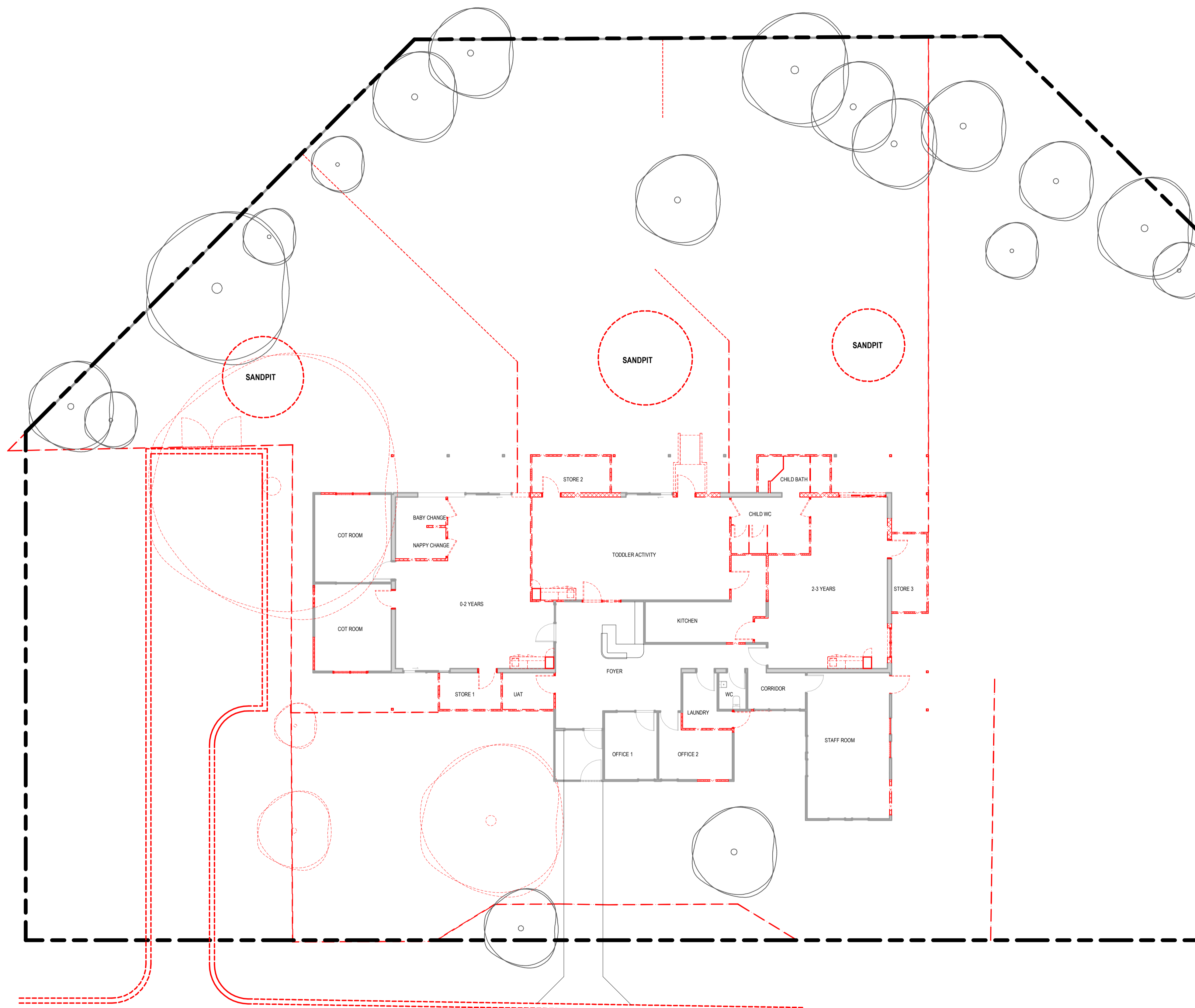
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DEMOLITION LEGEND	
	TO BE DEMOLISHED
	EXISTING WALLS, FLOORS, STRUCTURES, DOORS AND WINDOWS TO BE RETAINED

ISSUED FOR DA

Revisions			
P3	10/05/2023	ISSUED FOR CLIENT REVIEW	RL
P4	23/05/2023	ISSUED FOR CONSULTANT REVIEW	RL
P5	02/06/2023	ISSUED FOR CONSULTANT REVIEW	RL
P6	06/07/2023	ISSUED FOR REVIEW	CG
P7	24/07/2023	ISSUED FOR DA	CG

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Project / **ROSE NOWERS**

25 BORONIA CL, SOUTH HEDLAND, WA

Drawing / **EXISTING AND DEMOLITION PLAN**

Project No / **223075**

Date / **24/07/2023** Author / **CG**

Scale @ A1 / **1 : 100**

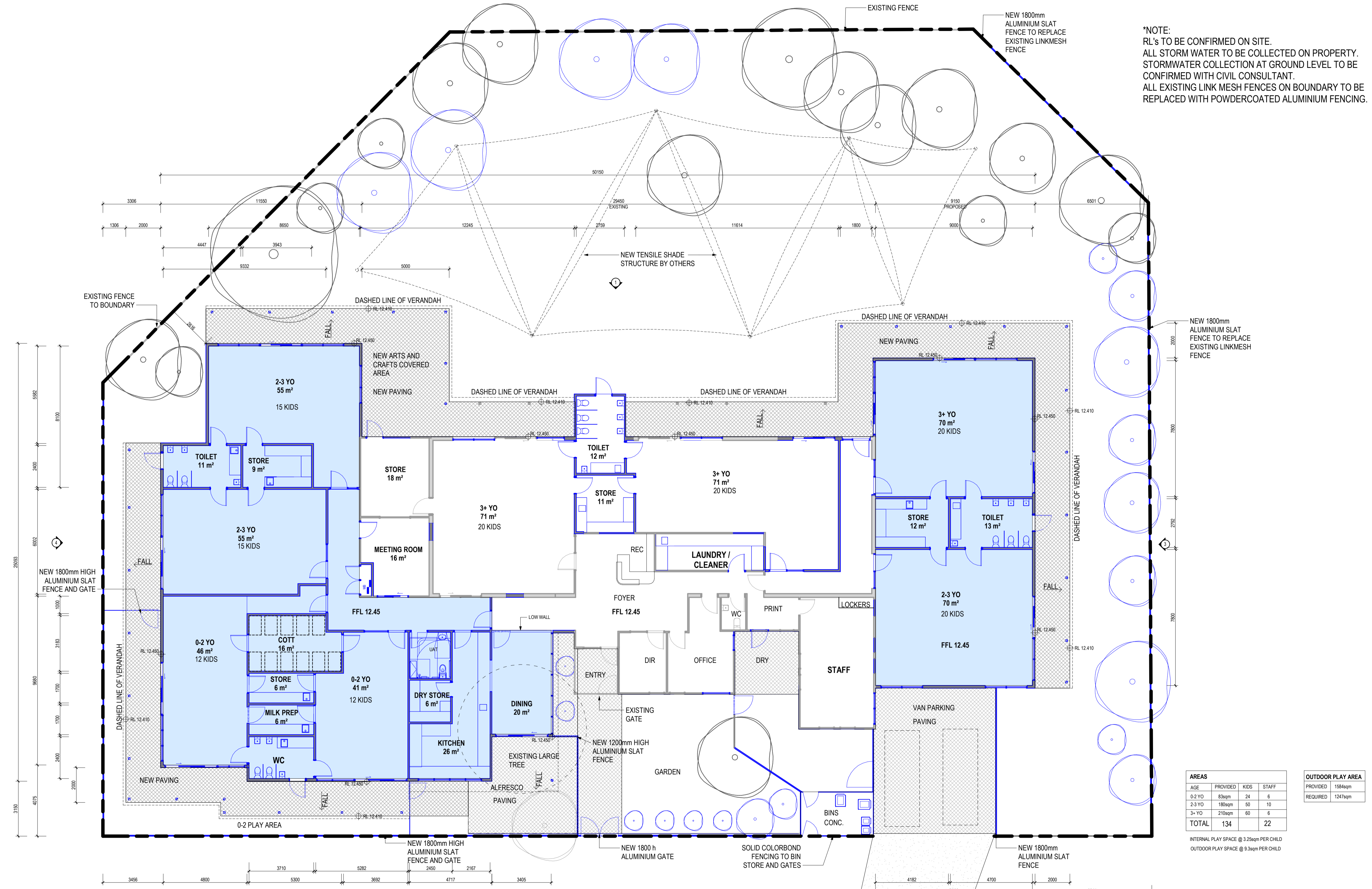
Drawing No / **A03.00**

P7

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***NOTE:**
 RL's TO BE CONFIRMED ON SITE.
 ALL STORM WATER TO BE COLLECTED ON PROPERTY.
 STORMWATER COLLECTION AT GROUND LEVEL TO BE CONFIRMED WITH CIVIL CONSULTANT.
 ALL EXISTING LINK MESH FENCES ON BOUNDARY TO BE REPLACED WITH POWDERCOATED ALUMINIUM FENCING.

AREAS				OUTDOOR PLAY AREA	
AGE	PROVIDED	KIDS	STAFF	PROVIDED	REQUIRED
0-2 YO	83sqm	24	6	1584sqm	1247sqm
2-3 YO	186sqm	50	10		
3+ YO	219sqm	60	6		
TOTAL	134	22			

INTERNAL PLAY SPACE @ 3.25sqm PER CHLD
 OUTDOOR PLAY SPACE @ 9.3sqm PER CHLD

ISSUED FOR DA

1200visions	P4	10/05/2023	ISSUED FOR CLIENT REVIEW	RL
	P5	20/06/2023	ISSUED FOR CONSULTANT REVIEW	RL
	P6	02/08/2023	ISSUED FOR CONSULTANT REVIEW	RL
	P7	06/07/2023	ISSUED FOR REVIEW	CG
	P8	24/07/2023	ISSUED FOR DA	CG

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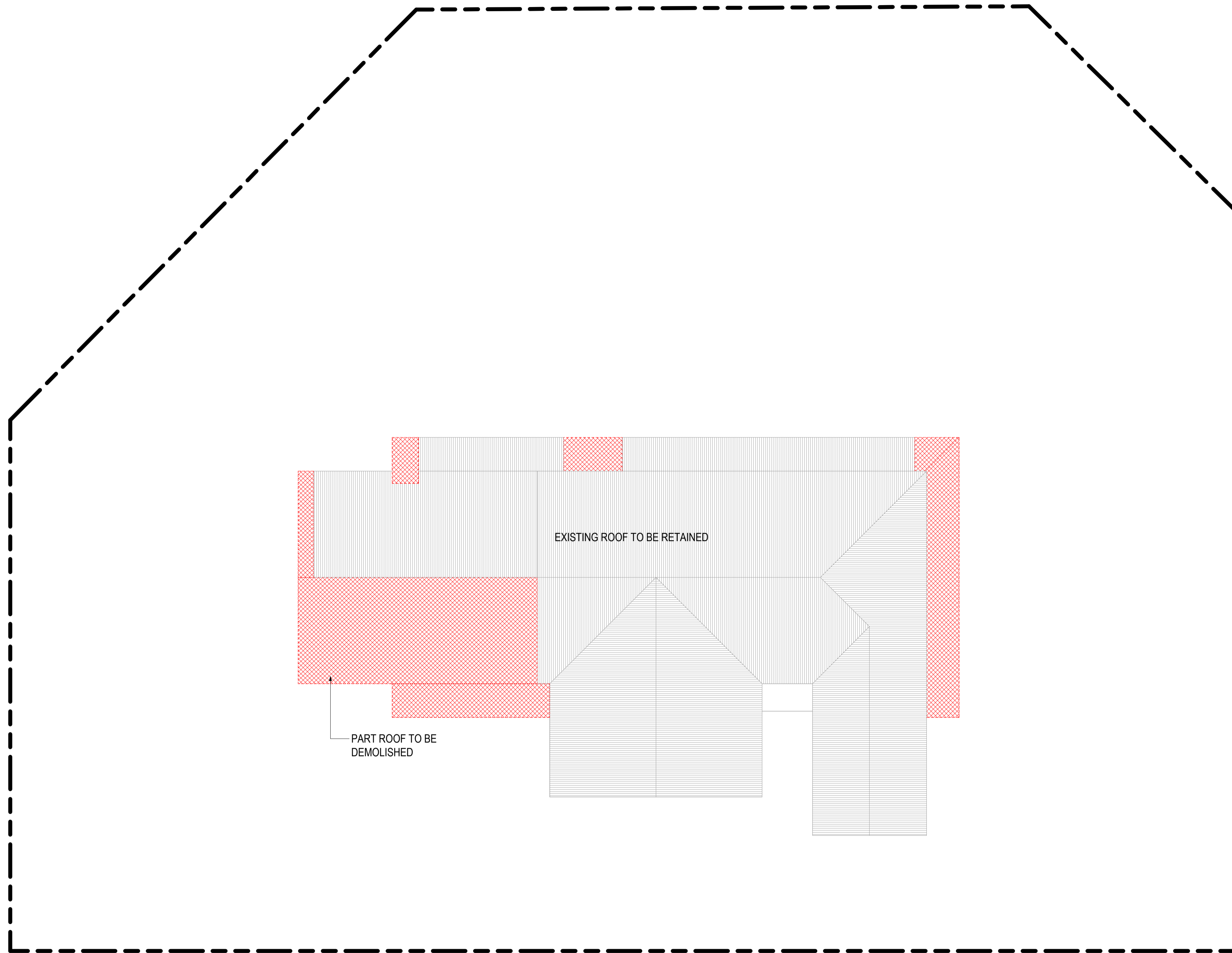
Project **ROSE NOWERS** Drawing **PROPOSED FLOOR PLAN** Project No **223075** Date **24/07/2023** Author **CG** Scale @ A1 **1: 100** Drawing No **A04.00 P8**



25 BORONIA CL, SOUTH HEDLAND, WA

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DEMOLITION LEGEND	
	TO BE DEMOLISHED
	EXISTING WALLS, FLOORS, STRUCTURES, DOORS AND WINDOWS TO BE RETAINED

ISSUED FOR DA

Revisions			
P1	10/05/2023	ISSUED FOR CLIENT REVIEW	RL
P2	02/06/2023	ISSUED FOR CONSULTANT REVIEW	RL
P3	06/07/2023	ISSUED FOR REVIEW	CG
P4	24/07/2023	ISSUED FOR DA	CG

24/07/2023 9:26:45 AM

Project / **ROSE NOWERS**

Drawing / **EXISTING ROOF PLAN**

Project No / **223075**

Date / **21/07/2023** Author / **CG**

Scale @ A1 / **1 : 100**

Drawing No. / **A05.00**

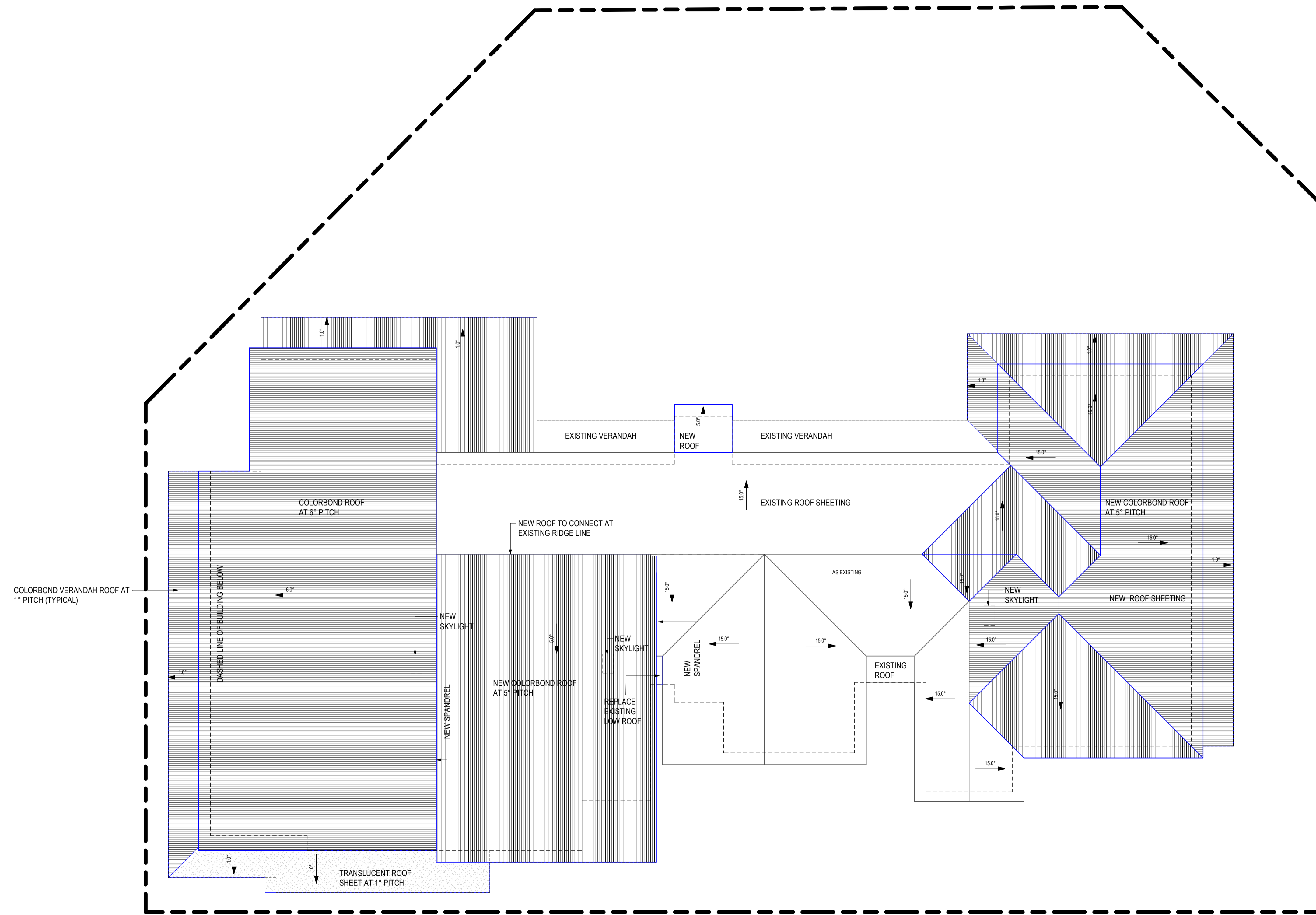
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ROOF MATERIAL SCHEDULE		
MARK	NAME	Colour/Finish
RF01	Colorbond Roofing - Corrugated	AS EXISTING
RF02	Translucent Roof Sheeting	Translucent

ISSUED FOR DA

Revisions			
P1	01/05/2023	ISSUED FOR CLIENT REVIEW	RL
P2	10/05/2023	ISSUED FOR CLIENT REVIEW	RL
P3	02/06/2023	ISSUED FOR CONSULTANT REVIEW	RL
P4	06/07/2023	ISSUED FOR REVIEW	CG
P5	24/07/2023	ISSUED FOR DA	CG

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Project **ROSE NOWERS**

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Drawing **PROPOSED ROOF PLAN**

Project No **223075**

Date **24/07/2023** Author **CG**

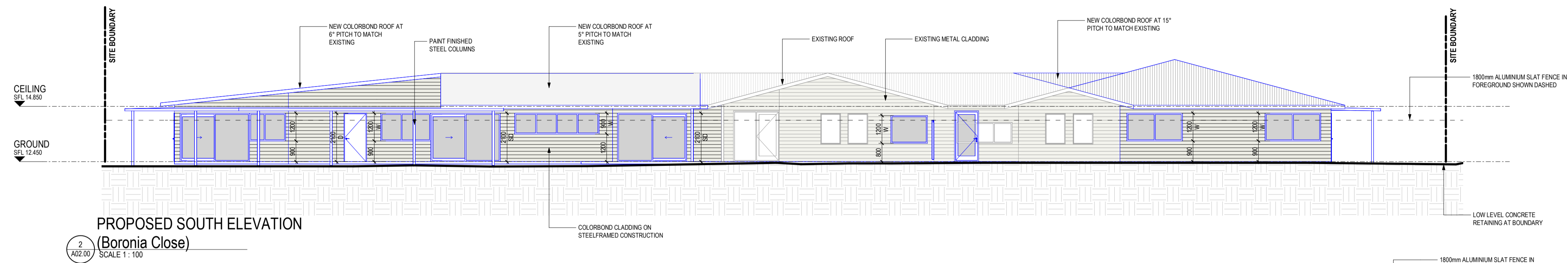
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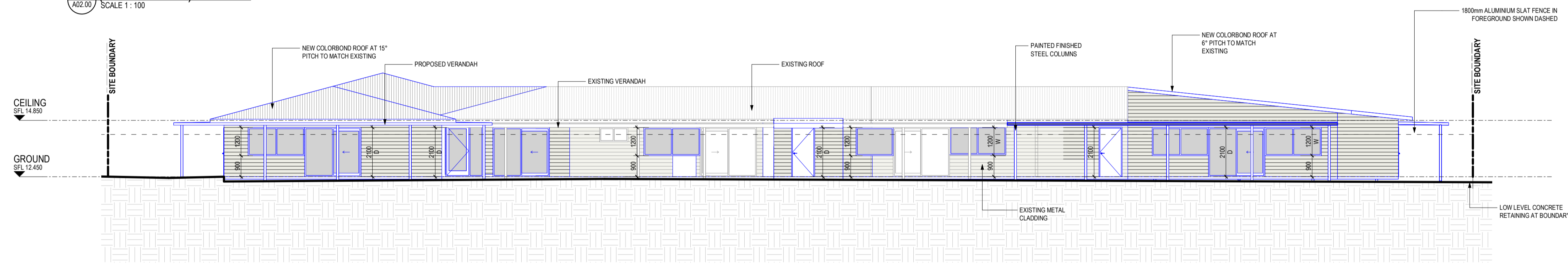
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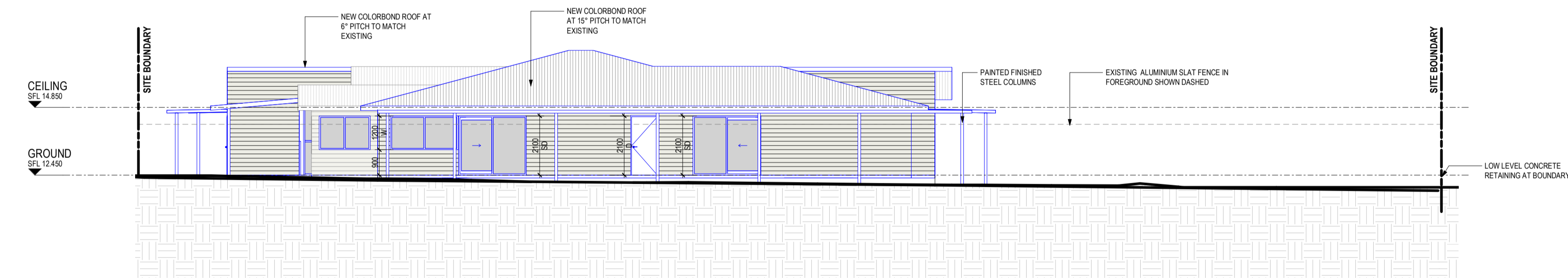
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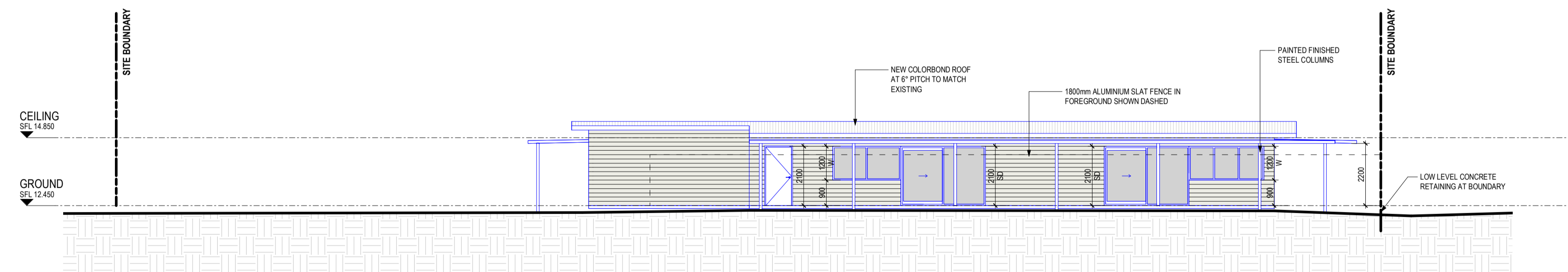
PROPOSED SOUTH ELEVATION
(Boronia Close)
SCALE 1:100



PROPOSED NORTH ELEVATION
SCALE 1:100



PROPOSED EAST ELEVATION
SCALE 1:100



PROPOSED WEST ELEVATION
SCALE 1:100

ISSUED FOR DA

Revisions	P1	P2	P3	P4	RL	RL	CG	CG
	10/05/2023	02/06/2023	06/07/2023	24/07/2023	ISSUED FOR CLIENT REVIEW	ISSUED FOR CONSULTANT REVIEW	ISSUED FOR REVIEW	ISSUED FOR DA

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Project / **ROSE NOWERS**
25 BORONIA CL, SOUTH HEDLAND, WA

Drawing / **PROPOSED ELEVATIONS**

Project No / **223075** Date / **24/07/2023** Author / **CG**

Scale @ A1 / **As indicated**

Drawing No / **A06.00 P4**

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TRANSPORT IMPACT STATEMENT

25 Boronia Close,
South Headland

April 2023

Rev A Draft



Transport Impact Statement
 KC01577.000 25 Boronia Close, South Headland

HISTORY AND STATUS OF THE DOCUMENT

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Transport Impact Statement
 KC01577.000 25 Boronia Close, South Headland

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Appendices

Appendix 1 - The layout of the proposed development

Appendix 2 - Transport Planning and Traffic Plans

Transport Impact Statement
KC01577.000 25 Boronia Close, South Headland

1. Executive Summary

Site Context

- The subject site currently features the Rose Nowers Early Learning Centre. The proponent seeks to expand the existing facility, as shown on the plans enclosed in Appendix 1. Childcare capacity is planned to be increased from 43 to 133 children. Parking provision is to remain the same.
- The childcare centre is located in a primarily residential area and could be considered a part of the Educational Establishment. The site shares vehicular access and parking provision with the Cassia Primary School and Cassia Education Support Centre, situated immediately to the west.

Relationship with Policies

- Following the car parking requirements set out in the LPS 7, the subject Childcare Centre, with a capacity for up to 133 children, requires 36 parking bays to meet the demand (if it was a stand-alone development).
- There is 1 ACROD bay provided within the car parking area shared by the subject childcare centre and adjoining school. To meet the requirements outlined by the Building Code of Australia, one additional bay need to be marked as accessible. However, as the parking has operated without identified problems, and this application refers only to the childcare centre, which, with increased capacity, would require up to 37 car bays, existing provision could be considered sufficient.

Conclusion

- The subject development is expected to generate additional 386 daily vehicular trips, 72 vehicle trips in the AM peak and 63 vehicle trips in the PM peak hour. According to WAPC guidelines, all developments generating 10-100 VPH can be deemed to have a moderate impact on the network.
- **Boronia Close** is classified as Access Road as per MRWA classification, with the maximum desirable volume of 3,000 vehicles per day. Currently, there is no available information on current traffic flows on this road; however, it could be assumed there are up to 1,500 vehicles per day on weekdays. Therefore, with the added traffic from the subject site, the street is likely to remain well under the maximum desirable traffic volume. Other surrounding roads would absorb significantly less traffic than Boronia Close; moreover, the traffic would be dispersed so that the impact can be considered negligible.
- KCTT believe that all additional parking demand created by the expanded capacity will be catered for with the on-site parking provision.
- In summary, KCTT believes that the proposed development will not have a negative impact on the surrounding road network.

Transport Impact Statement
 KC01577.000 25 Boronia Close, South Headland

2. Transport Impact Statement

2.1 Proposal

Rose Nowers Early Learning Centre engaged KCTT to prepare a Transport Impact Statement for the proposed extension of the childcare centre. The capacity of the centre is to expand from 43 to 133 children.

This report will primarily address the level of impact of the proposed development and the requirements for its integration with the surroundings, namely the existing and planned immediate road network.

2.2 Location

Lot Number	2791
Street Number	25
Road Name	Boronia Close
Suburb	South Headland
Description of Site	<p>The subject site currently features the Rose Nowers Early Learning Centre. The existing facility is to be extended as shown in the plans enclosed in Appendix 1. Childcare capacity is to be extended from 43 to 133 children. Parking provision is to remain the same.</p> <p>The childcare centre is located in a primarily residential area, and could be considered a part of the Educational Establishment. The childcare centre shares vehicular access and parking with the Cassia Primary School and Cassia Education Support Centre, situated immediately to the west.</p>

2.3 Technical Literature Used

Local Government Authority	Town of Port Hedland
Type of Development	Individual Development – Childcare Centre
Is the NSW RTA Guide to Traffic Generating Developments Version 2.2 October 2002 (referenced to determine trip generation / attraction rates for various land uses) referenced?	YES
Which WAPC Transport Impact Assessment Guideline should be referenced?	Volume 4 - Individual Developments
Are there applicable LGA schemes for this type of development?	YES
<i>If YES, Nominate:</i>	
Name and Number of Scheme	Local Planning Scheme No. 7 (As Gazetted 20 th January 2021)
Are Austroads documents referenced?	YES

Transport Impact Statement
 KC01577.000 25 Boronia Close, South Headland

2.4 Land Uses

Are there any existing Land Uses

YES

If YES, Nominate:

- Childcare Centre
- 43 children
 - Assumed 9 staff members

Proposed Land Uses

How many types of land uses are proposed?

One (1)

Nominate land use type and yield

- Childcare Centre
- 133 children
 - Assumed 22 staff members

Are the proposed land uses complementary with the surrounding land-uses?

YES

Although the subject lot is zoned as 'Residential' (R30) in the Town of Port Hedland Local Planning Scheme No.7, practically, it is a part of the Educational "core".

Childcare premises are classified as "A" land use of Residential Zone within Table 4 - Zoning Table of the Town of Port Hedland Local Planning Scheme No.7. "A" - means that the use is not permitted unless the local government has exercised its discretion by granting development approval after giving notice in accordance with clause 64 of the deemed provisions.

The land use is deemed appropriate as the childcare centre is already operational on this site.

2.5 Local Road Network Information

How many roads front the subject site?

Name of Roads Fronting Subject Site / Road Classification and Description:

Road Name	Boronia Close
Number of Lanes	two way, one lane each direction, undivided
Road Reservation Width	app.16m and above
Road Pavement Width	app.7m
Classification	Access Road
Speed Limit	50kph
Bus Route	NO
<i>If YES Nominate Bus Routes</i>	-
On-street parking	NO

Transport Impact Statement

KC01577.000 25 Boronia Close, South Headland

2.6 Traffic Volumes

Road Name	Location of Traffic Count	Vehicles Per Day (VPD)	Vehicles per Peak Hour (VPH)				Heavy Vehicle % <i>If HV count is Not Available, are HV likely to be in higher volumes than generally expected?</i>	Date of Traffic Count	<i>If older than 3 years multiply with a growth rate</i>
			AM Peak Time	AM Peak VPH	PM Peak Time	PM Peak VPH			
Murdoch Drive	East of Demarchi Road (SLK 0.53)	3,841	07:30 – 264		16:45 – 370		8.5%	2020 /21	–
Hamilton Road	South of North Circular Road (SLK 1.80)	4,989	07:45 – 385		17:30 – 531		58.4	2020 /21	–

Note - traffic volume in the table is taken from MRWA maps.

2.7 Vehicular Crash Information

Is Crash Data Available on Main Roads WA website?

YES

If YES, nominate important survey locations:

Location 1

Boronia Close (SLK 0.23 to 0.46)

Period of crash data collection

01/01/2017 - 31/12/2021

Road Name	SLK	Road Hierarchy	Speed Limit	Crash Statistics			
				No of KSI Crashes	No of Medical Attention Crashes	No of PDO Major Crashes	No of PDO Minor Crashes
Boronia Close	0.23 to 0.46	Access Road	50kph	0	0	0	1
MR Type	Involving Overtaking	Involving Parking	Involving Animal	Involving Pedestrian	Entering / Leaving Driveway		Other / Unknown
Count	1	0	0	0	0		0
No of MVKT Travelled at Location				Assumed 1,500 VPD * 365 * 5 years*0.23km = 0.63 MVKT			
KSI Crash Rate				0 KSI crashes/MVKT			
All Crash Rate				1 crashes / 0.63 MVKT =1.59 crashes/MVKT			
Comparison with Crash Density and Crash Rate Statistics				All Crash rate of 1.59 crashes/MVKT is lower than the network average of 1.98 crashes / MVKT.			

The following table shows crash rates and densities in the Perth Metropolitan area on local roads and state roads from 2017 to 2022. The table was obtained from Main Roads WA, on 31st May 2022 by email request:

Transport Impact Statement

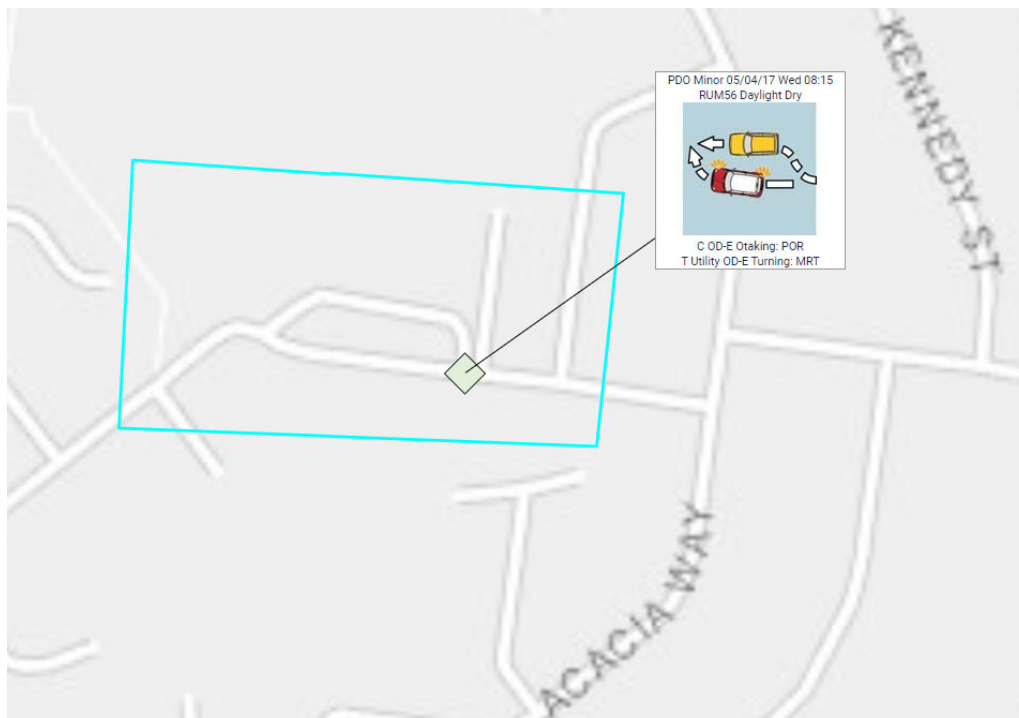
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Crash Density and Crash Rate on Metropolitan Local Roads Network only

	All Crashes		Serious Injury Crashes (Fatal+Hospital)	
	Average Annual Crash Density (All Crashes/KM)	Average Annual Crash Rate (All Crashes/MVKT)	Average Annual Crash Density (Ser. Inj. Crashes/KM)	Average Annual Crash Rate (Ser. Inj. Crashes/MVKT)
Metro Local Roads - Midblock	2.51	0.95	0.12	0.05
Metro Local Roads - All	5.23	1.98	0.24	0.09

Note: Based on 5-years data for the period 2017 to 2021.

Below is an extract of the MRWA Crash Map for the analysed section of Boronia Close. In the last 5 years, 1 crash was recorded.



Date	Day	Time	Severity	Crash No.	Light Condition	Road Condition	Speed Limit	Traffic Control	MR Nature	Location	RUM	Unit	From Dir	To Dir	Veh/Ped Move
05/04/2017	Wednesday	0815	PDO Minor	20171 22335	Daylight	Dry	50	No Sign Or Control	Sideswipe Same Dirn	On Cway	56: Overtaking: Into Right Turn	Colliding	E	W	Overtaking: Passing On Right
05/04/2017	Wednesday	0815	PDO Minor	20171 22335	Daylight	Dry	50	No Sign Or Control	Sideswipe Same Dirn	On Cway	56: Overtaking: Into Right Turn	Target	E	N	Turning: To Make Right Turn

Transport Impact Statement
 KC01577.000 25 Boronia Close, South Headland

2.8 Vehicular Parking

Local Government Town of Port Hedland
 Local Government Document Utilised Local Planning Scheme No. 7
 Description of Parking Requirements in accordance with Scheme:

- Child care premises:
- 1 bay for every 10 children the facility is designed to accommodate; and
 - 1 bay for every employee (minimum 3 spaces)

All parking requirements are to be calculated by rounding up to the nearest whole number.

Calculation of Car Parking Requirements for Childcare Centre with existing capacity

Land Use	Requirements	Yield	Total Parking
Childcare Centre	1 bay for every 10 children the facility is designed to accommodate and 1 bay for every employee (minimum 3 spaces)	43	4.3
		9	9
Total Car Parking Requirement for Childcare Centre with increased capacity			14

Calculation of Car Parking Requirements for Childcare Centre with existing capacity

Land Use	Requirements	Yield	Total Parking
Childcare Centre	1 bay for every 10 children the facility is designed to accommodate and 1 bay for every employee (minimum 3 spaces)	133	13.3
		22	22
Total Car Parking Requirement for Childcare Centre with increased capacity			36
Total additional car parking requirements for Childcare Centre with increased capacity			23
Total Volume of Parking Provided by Proponent			80*

Note* - Subject development site shares adjacent car parking areas with the educational facility, situated directly to the north and west. The parking area comprises interconnected parking segments, as follows:

- 28 parking bays (27 standard bays + 1 ACROD) directly to the west of the subject lot
- 52 standard car bays (3 parking areas with 14 bays each) to the south and southwest of the subject lot

In addition, there are 27 standard car bays and 10 (5x2) tandem bays, set aside and dedicated to school only.

Justification

Per car parking requirements set out in the LPS 7, the Childcare Centre, with capacity for up to 133 children, requires 36 parking bays to meet parking demand if assessed as a stand-alone development.

At the time of writing this report, KCTT had no information on the capacity of the neighbouring school, which shares the parking area with the subject childcare centre. Therefore, the above calculation refers only to the childcare requirement itself. We believe it is reasonable to assume that some parents with children in the adjacent primary school will have younger children at the childcare centre, and will be inclined to combine drop-off activities.

As all land uses are already established and operational, a formal parking survey could be beneficial for this project to determine the practical occupancy during peak hours. (Historical aerial images on Nearmaps show that the drop-off/pick-up area was formalised between April and November of 2016. From that time, there is no available evidence that all bays within drop off/pick up were occupied.)

Transport Impact Statement

KC01577.000 25 Boronia Close, South Headland

Additionally, the following points should be considered:

- It is expected that some staff members could cycle/walk or get dropped off to work, therefore not requiring a parking bay for their shift. Adolescent staff will be dropped off. Not all staff members will work at one time.
- The capacity of the childcare centre is 133 children. It is highly unlikely that the childcare centre would always operate at the maximum legal capacity.
- Most patrons are expected to be residents of the surrounding area. Parents living near the proposed development could drop off their children on foot.
- The peak time for childcare centres is typically a 2-hour period. The average length of stay, as stated in NSW RTA - Guide to Traffic Generating Developments, is 6.8 minutes. Even assuming conservative 10 minutes average length of stay, the actual arrivals/departure rate of parents with vehicles is likely to be spread throughout the 2-hour peak time. The AM peak is likely to be the peak development period as most parents drop off their children before going to work, whereas the PM peak tends to be more spread out with pick-up times depending on when parents become available.

The table below was derived through many years of practice and research in this field that our office completed. We have worked with several established childcare providers who have provided sign-in data for a full week. The percentages outlined below have emerged as the current average arrival/departure pattern. As per our transport impact assessment, the estimated average dwell time is 10 minutes, significantly higher than the dwell time suggested by NSW RTA Guide to Traffic Generating Developments.

This pattern shows that up to 95% of children are in attendance for the day (as practically recorded). The distribution still does not allow for siblings attending the centre and assumes that all children in attendance are driven to the childcare in a separate personal vehicle (not walked or brought on bicycles); therefore the distribution below has a degree of conservatism.

In our previous experience, we have come across data indicating that siblings usually make up 15-25% of attendees. More than one child will be brought in a single vehicle in these cases, reducing the parking requirement.

The table below was developed on the following assumptions:

- The arrival percentage is derived from data provided to KCTT and described above.
- It was assumed there were no siblings in the centre.
- It was assumed that all children in attendance would be driven to the centre.

Sign-in Time	Extracted Arrival Percentages (of the maximum number of children)	Expected Number of Children Signing In	Parking demand (assumed dwell time 10 minutes per vehicle)
07:00 - 07:30	13.97%	19	3
07:30 - 08:30	40.55%	54	9
08:30 - 09:30	30.68%	41	7
09:30 - 10:30	7.67%	10	2
After 10:30	1.37%	2	1
Total:	94.25%	125 children (133 children – 100% capacity)	

As it could be seen in the table above, the parking demand is the strongest in the period from 07.30 till 08:30.

When applied to the subject development with the assumed dwell time of 10 minutes per vehicle, the subject childcare centre would require a maximum of 9 car bays to cater for the expected parking demand of pick up / drop off function.

Transport Impact Statement

KC01577.000 25 Boronia Close, South Headland

If all above mentioned is considered, it could be concluded that the existing parking provision surrounding the subject childcare centre is sufficient to adequately cater the expected parking demand when capacity is increased.

Have Vehicle Swept Paths been checked for Parking? NO

There are no proposed changes to the existing parking area and vehicular approach that already function with no problem identified.

2.9 Compliance with AS2890.1:2004 and AS2890.6

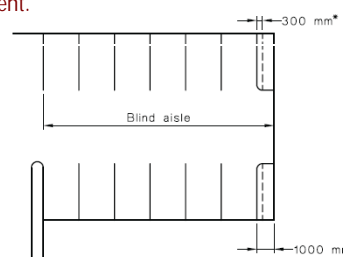
- Number of Parking Bays on-site n/a
- Are Austroads documents referenced? YES
- If YES, Nominate:
 - Australian/New Zealand Standard, Parking facilities, Part 1: Off-street car parking - Originated as AS 2890.1—1986.
 - Australian/New Zealand Standard, Parking facilities, Part 6: Off-street parking for people with disabilities - Originated as AS2890.6
- Proposed development User Class User Class 1A (Residential, domestic and employee parking)
User Class 3 (visitors' parking)
User Class 4

AS2890.1:2004 Off-street car parking			
Parking Bay Type	Parking Bay Length	Parking Bay Width	Aisle Width
All bays at 60° (User Class 1A)	5.9m	2.4m	4.9m
All bays at 60° (User Class 3)	6.0m	2.6m	4.3m
All bays at 90° (User Class 1A)	5.4m	2.4m	5.8m
All bays at 90° (User Class 3)	5.4m	2.6m	5.8m
AS2890.6 Off-street parking for people with disabilities			
Parking Bay Type	Parking Bay Length	Parking Bay Width	Aisle Width
ACROD Parking	5.4m	2.4m-ACROD & 2.4m-shared space	5.8m

Name the other requirements in the AS2890.1:2004 document.

“At blind aisles, the aisle shall be extended a minimum of 1 m beyond the last parking space, as shown in Figure 2.3, and the last parking space widened by at least 300 mm if it is bounded by a wall or fence.

In car parks open to the public, the maximum length of a blind aisle shall be equal to the width of six 90 degree spaces plus 1 m, unless provision is made for cars to turn around at the end and drive out forwards.”



*Additional widening required if there is a wall or fence at the side of the last space, see Clause 2.4.1(b)(ii).

DIMENSIONS IN MILLIMETRES

FIGURE 2.3 BLIND AISLE EXTENSION

KCTT comment:

Single-sided aisles Increased by 300 mm

Transport Impact Statement

KC01577.000 25 Boronia Close, South Headland

Blind aisle	Extended by a minimum of 1 m
Reversing bay	Need to be provided if aisles longer than the width of six 90-degree spaces plus 1 m are blind
Does the parking area meet the requirements set in AS2890.1:2004 and AS2890.6?	Existing car parking provision need to be checked so that dimensions of all car parking bays and aisle width comply with the Australian Standard AS/NZS 2890.1/2004 and AS2890.6

2.10 Bicycle Parking

Local Government: Town of Port Hedland
 Reference Document Utilised: Local Planning Scheme No. 7
 Description of Parking Requirements in accordance with Scheme:
No requirement set out for the proposed land use by the reference document.

Justification
 While there is no statutory requirement to provide bicycle parking, installing bicycle racks might be beneficial in promoting alternative modes of transport for employees.

2.11 ACROD Parking

Class of Building: Class 9b-an assembly building, including a trade workshop, laboratory or the like, in a primary or secondary school, but excluding any other parts of the building that are of another class.

Does this building class require a specific provision of ACROD Parking? YES

Reference Document Utilised: Building Code of Australia

Description of Parking Requirements:
 Class 9b — (b) Other assembly building — (i) up to 1000 carparking spaces; - 1 space for every 50 carparking spaces or part thereof

Parking Requirement in accordance with regulatory documents

Land Use	Requirements	Yield	Total Parking
Childcare Centre	1 space for every 50 carparking spaces or part thereof	80	2
Total Volume of ACROD Parking Required			2
Total Volume of ACROD Parking Provided by Proponent			1

Justification
 There is 1 ACROD bay provided within the car parking area shared by the subject childcare centre and adjoining school. To meet the requirements outlined by the Building Code of Australia, one additional bay need to be marked as accessible. However, as this is the parking that operates without identified problems and this application refers only to the childcare centre, which, with increased capacity, would require up to 36 car bays, the provision of 1 ACROD bay could be considered sufficient.

Transport Impact Statement
 KC01577.000 25 Boronia Close, South Headland

2.12 Delivery and Service Vehicles

Guideline Document used as reference NSW RTA Guide to Traffic Generating Developments
 Requirements
 Other uses - 1 space per 2,000m²

Parking Requirement in accordance with regulatory documents

Land Use	Minimum Requirements	Yield	Total Parking
Childcare centre	1 space per 2,000m ²	Less than 2,000m ²	1
Total Volume of Service and Delivery Parking Required			1
Total Volume of Service and Delivery Parking Provided by Proponent			N/A

Justification

The above requirements are stated as a guide only.
 Deliveries and waste management are expected to continue to be managed as already established.

2.13 Calculation of Development Generated / Attracted Trip

What are the likely hours of operation? 06:30 - 18:30
 What are the likely peak hours of operation? AM peak 07:30 - 08:30
 PM peak 16:30 - 17:30

Do the development-generated peaks coincide with existing road network peaks? YES – although there are no available traffic data information for roads in a close proximity of the subject location, given the characterising of the subject and surrounding land uses it could be concluded that both peaks coincide

Guideline Document Used
 Rates from above document:

NSW RTA Guide to Traffic Generating Developments
Child Day Care:
 • AM Peak - 0.8 VPH per child
 • PM Peak - 0.7 VPH per child

It should be noted that these rates are given for a 2-hour peak period. For this report, KCTT assumes that the two-hour traffic volume will be attracted to the development in a one-hour period, representing the peak for the subject site.

Given that the WAPC Transport Assessment Guidelines and NSW RTA Guide to Traffic Generating Developments do not offer daily vehicular trip generation rate for the proposed land use KCTT have assumed the following to apply:

Childcare centre

Vehicular daily trips can be assumed to be 4 VPD per child and 2 VPD per employee. Each parent will make 2 vehicular trips when dropping off the child at the daycare centre and 2 vehicular trips when picking the child up. Employees will make 1 vehicular trip arriving at work, and another vehicular trip when leaving work.

In our experience, childcare centres tend to operate with an 85-95% utilisation rate of the licenced capacity over the year due to the number of days those children attend (this ranges from 2 to 5 days a week) and seasonal

Transport Impact Statement

KC01577.000 25 Boronia Close, South Headland

adjustments (end of the year and when people return to work from maternity leave). Market information indicates that between 10-20% of parents tend to have more than one child at once childcare centre so those families only account for one vehicular trip. A further percentage of parents will have older siblings attending one of the nearby schools.

However, in the calculations below, a conservative approach has been applied showing the maximum number of children, assuming that all children are driven to school and there are no siblings in the centre.

Land Use Type	Rate above	Yield	Daily Traffic Generation	Peak Hour Traffic Generation	
				AM	PM
Existing					
Childcare Centre	Daily - 4 VPD/child & 2 VPD/ staff member AM Peak - 0.8 VPH per child PM Peak - 0.7 VPH per child	43 children 9 staff	172 18	34 -	30 -
Proposed					
Childcare Centre	Daily - 4 VPD/child & 2 VPD/ staff member AM Peak - 0.8 VPH per child PM Peak - 0.7 VPH per child	133 children 22 staff	532 44	106 -	93 -
Total traffic from the proposed development (A)			578 VPD	106 VPH	93 VPH
Total Existing Traffic from the subject site (A ⁰)			190 VPD	34 VPH	30 VPH
Total Additional traffic from the proposed development (A-A ⁰)			386 VPD	72 VPH	63 VPH

Does the site have existing trip generation/attraction? YES – as shown above

What is the total impact of the new proposed development? The subject development is expected to generate additional 386 daily vehicular trips, 72 vehicle trips in the AM peak and 63 vehicle trips in the PM peak hour.

According to WAPC guidelines, all developments generating 10-100 VPH can be deemed to have a **moderate** impact on the network. KCTT believes the surrounding road network can accommodate additional traffic from the proposed development.

2.14 Traffic Flow Distribution

How many routes are available for access / egress to the site? 2 main routes

Total additional traffic (386VPD / 72VPH AM / 63VPH PM)	
Route 1 / Movement 1	
Provide details for Route No 1	From/to west via Boronia Close
Percentage of Vehicular Movements via Route No 1	45% (174VPD / 32VPH AM / 28VPH PM)
Route 2 / Movement 2	
Provide details for Route No 2	From/to east via Boronia Close
Percentage of Vehicular Movements via Route No 2	55%(212VPD / 40VPH AM / 35VPH PM)

Note - For a more detailed plans of the estimated vehicular traffic volumes and distribution please refer to the plans provided in Appendix 2.

Transport Impact Statement

KC01577.000 25 Boronia Close, South Headland

2.15 Vehicle Crossover Requirements

Are vehicle crossovers required onto existing road networks?

NO

The subject development site is using adjacent car parking areas, shared with the educational facility situated to the north and west, so vehicular access point directly to the subject lot is not required

2.16 Public Transport Accessibility

How many bus routes are within 400 metres of the subject site? Two (2)

How many rail routes are within 800 metres of the subject site? None

Bus Route	Description	Peak Frequency	Off-Peak Frequency
871	South Hedland Circular Route – Clockwise via Throssell Road, Stanley Street, Paton Road, Broлга	120 minutes	Three times a day on Saturday No Sunday & Public Holiday service
872	South Hedland Circular Route – Anticlockwise via Throssell Road, Steamer Avenue, Broлга Way, Paton Road and Stanley Street	120 minutes	Two times a day on Saturday No Sunday & Public Holiday service

Is the development in a Greenfields area? NO

2.17 Pedestrian Infrastructure

Describe existing local pedestrian infrastructure within a 400m radius of the site:

Classification	Road Name
Pedestrian Path	All roads surrounding the subject development site have a pedestrian path on one or both sides of the road reservation

Does the site have existing pedestrian facilities? YES

Does the site propose to improve pedestrian facilities? NO

What is the Walk Score Rating?

37 | Car-Dependent. Most errands require a car.

Transport Impact Statement
 KC01577.000 25 Boronia Close, South Headland

2.18 Cyclist Infrastructure

- Are there any PBN Routes within an 800m radius of the subject site? NO
- Are there any PBN Routes within a 400m radius of the subject site? NO
- Are there any Cyclist Routes proposed within analysed area? YES

If YES, describe:

According to the PILBARA REGIONAL 2050 CYCLING STRATEGY, the Department of Transport is developing a Regional Cycling Strategy for the Pilbara in collaboration with relevant local governments. The preliminary cycling network for South Hedland indicates the cycling routes as follows:

Classification	Road Name
Local Cycling Network	Boronia Close, Banksia Street, Gregory Street, Hakea Court, Bottlebrush Crescent, Kennedy Street, etc
Primary Cycling Network	Murdoch Drive, Forrest Circle, etc
Secondary Cycling Network	Cottier Drive, etc
Tourist Cycling Network	none
Does the site have existing cyclist facilities?	n/a
Does the site propose to improve cyclist facilities?	n/a

2.19 Site-Specific Issues and Proposed Remedial Measures

Site-specific issues which need to be discussed

Site-Specific Issue No 1
 Remedial Measure / Response

Parking provision
 In accordance with the car parking requirements set out in the LPS 7, Childcare Centre with capacity for up to 133 children requires 36 parking bays to meet the demand, if it was assessed as a stand-alone development. However, KCTT believes the existing car parking provision can adequately cater to the increased parking demand. This is elaborated more closely in section 2.8 of this report.

Site-Specific Issue No 2
 Remedial Measure / Response

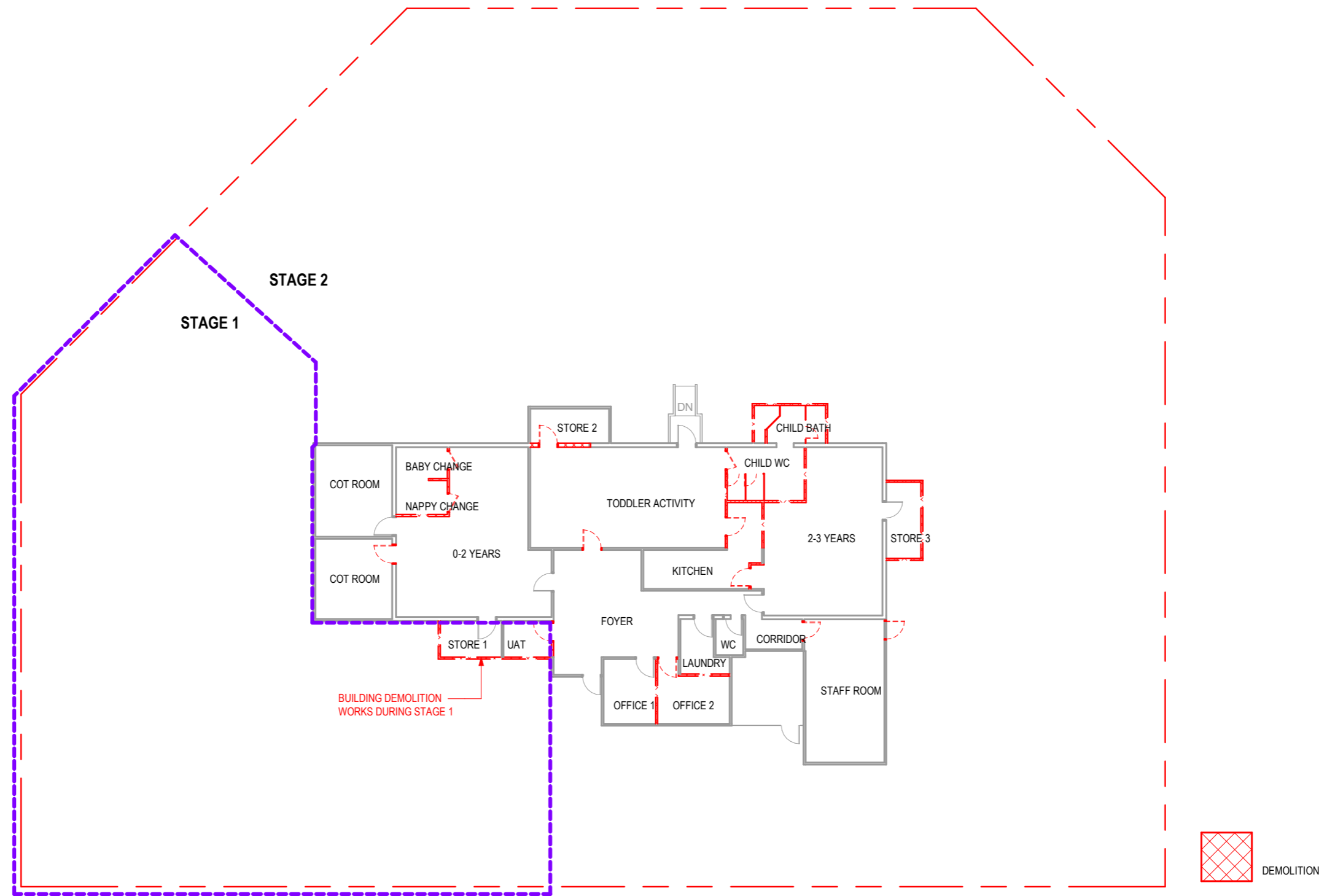
Traffic impact
 With the additional 386 daily vehicular trips, 72 vehicle trips in the AM peak and 63 vehicle trips in the PM peak the proposed development would have a moderate impact on the surrounding road network, per WAPC classification.

KCTT believe the surrounding road network can successfully accommodate additional traffic from the proposed development.

Appendix 1

The Layout of the Proposed Development

Transport Impact Statement | KC01577.000 25 Boronia Close, South Headland



EXISTING & DEMOLITION PLAN
1:200

Revisions / P1 17/04/2023 ISSUED FOR CLIENT REVIEW MS

Project / **ROSE NOWERS**
25 BORONIA CL, SOUTH HEDLAND, WA

Drawing / **EXISTING AND DEMOLITION PLAN**

Project No / **223075** Author / **Author** Scale: @ A3 / **As indicated** Drawing No. / **A03.00**

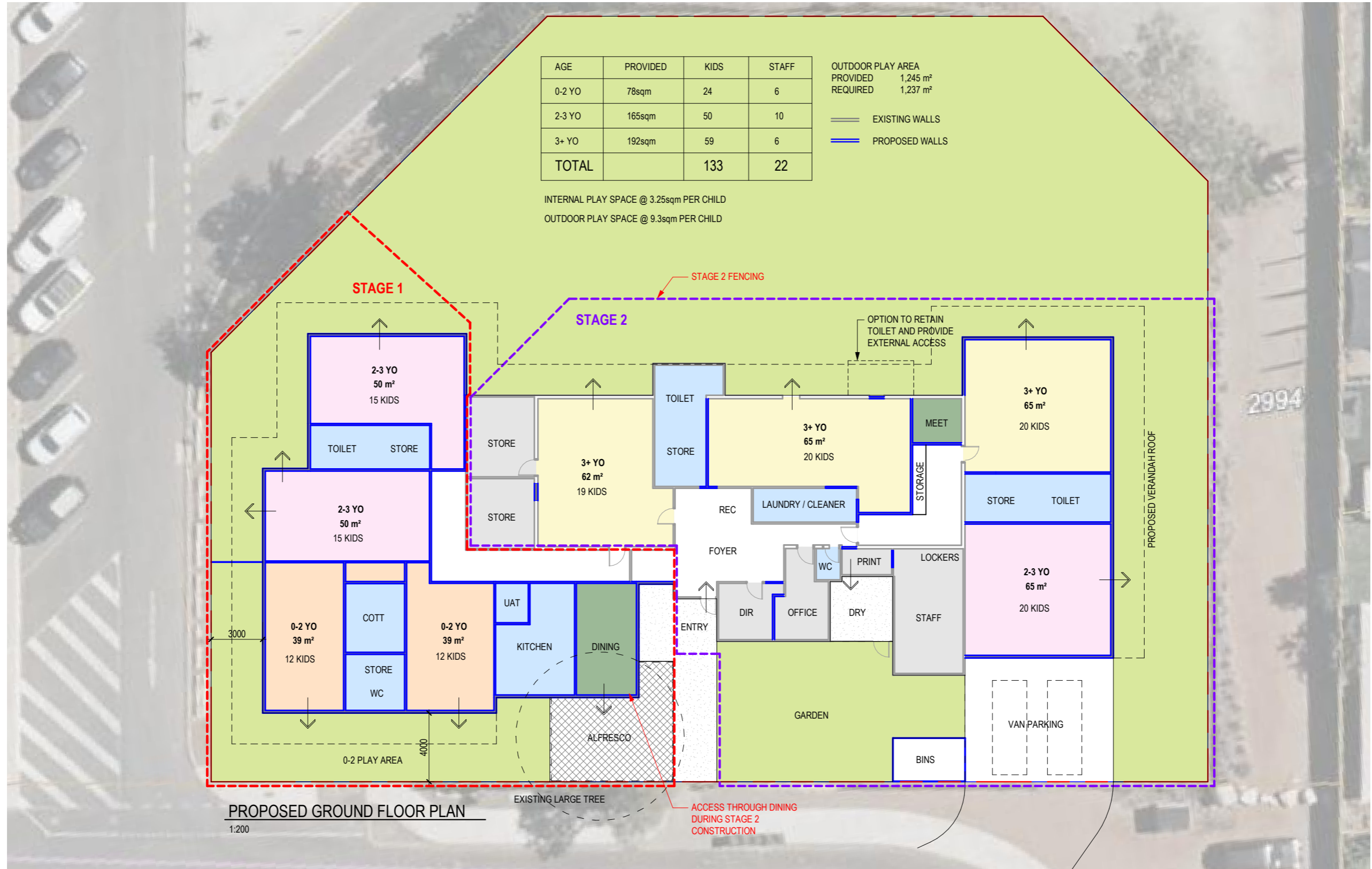
P1

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18/04/2023 4:15:09 PM

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Revisions / P1 17/04/2023 ISSUED FOR CLIENT REVIEW MS
 P2 18/04/2023 ISSUED FOR CLIENT REVIEW MS

Project / **ROSE NOWERS**
 25 BORONIA CL, SOUTH HEDLAND, WA

Drawing / **PROPOSED FLOOR PLAN**

Project No / **223075** Author / **RL** Scale: @ A3 / **As indicated** Drawing No. / **A04.00**

P2 **rothelowman**



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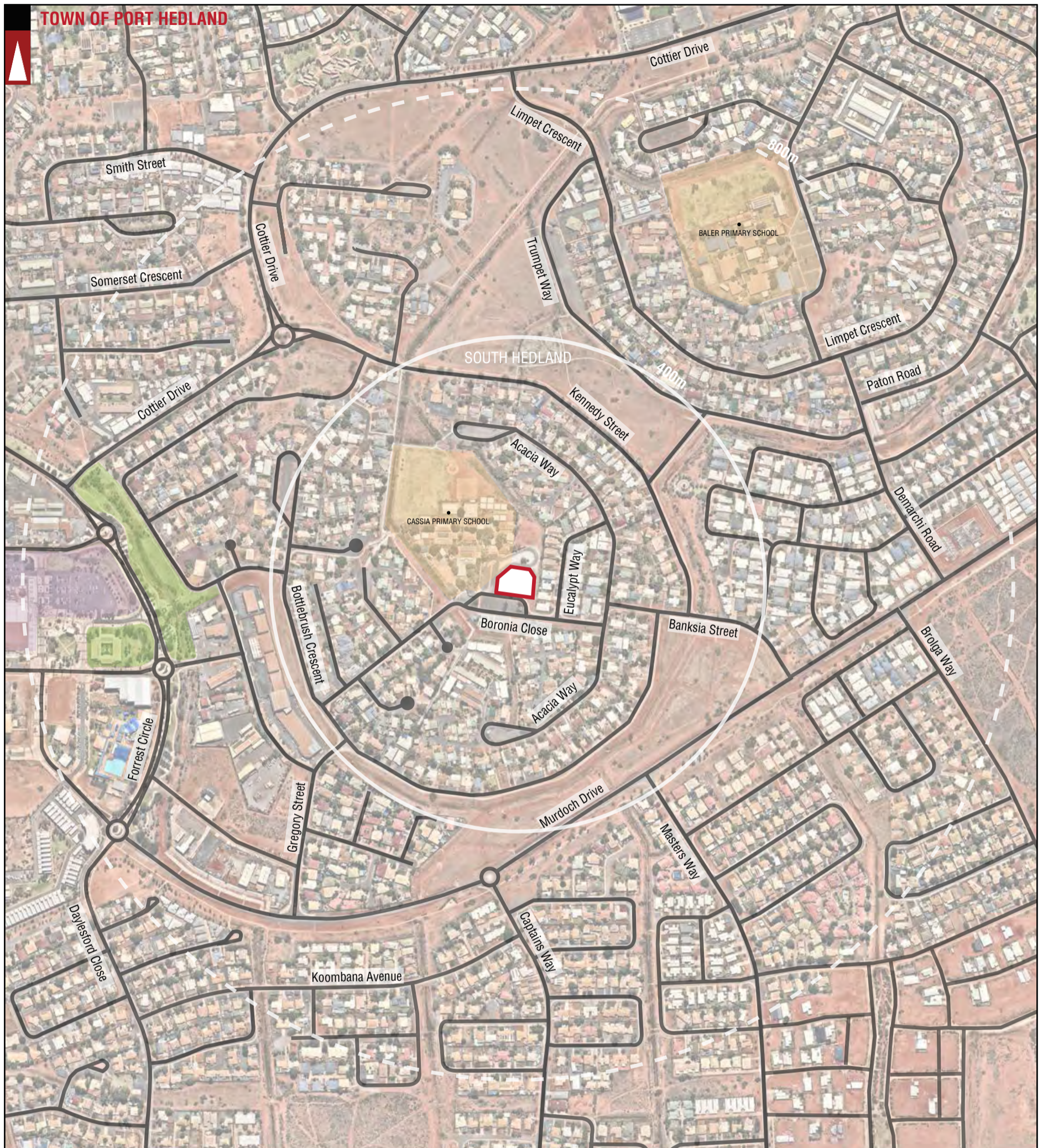
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Appendix 2

Transport Planning and Traffic Plans

Transport Impact Statement | KC01577.000 25 Boronia Close, South Headland



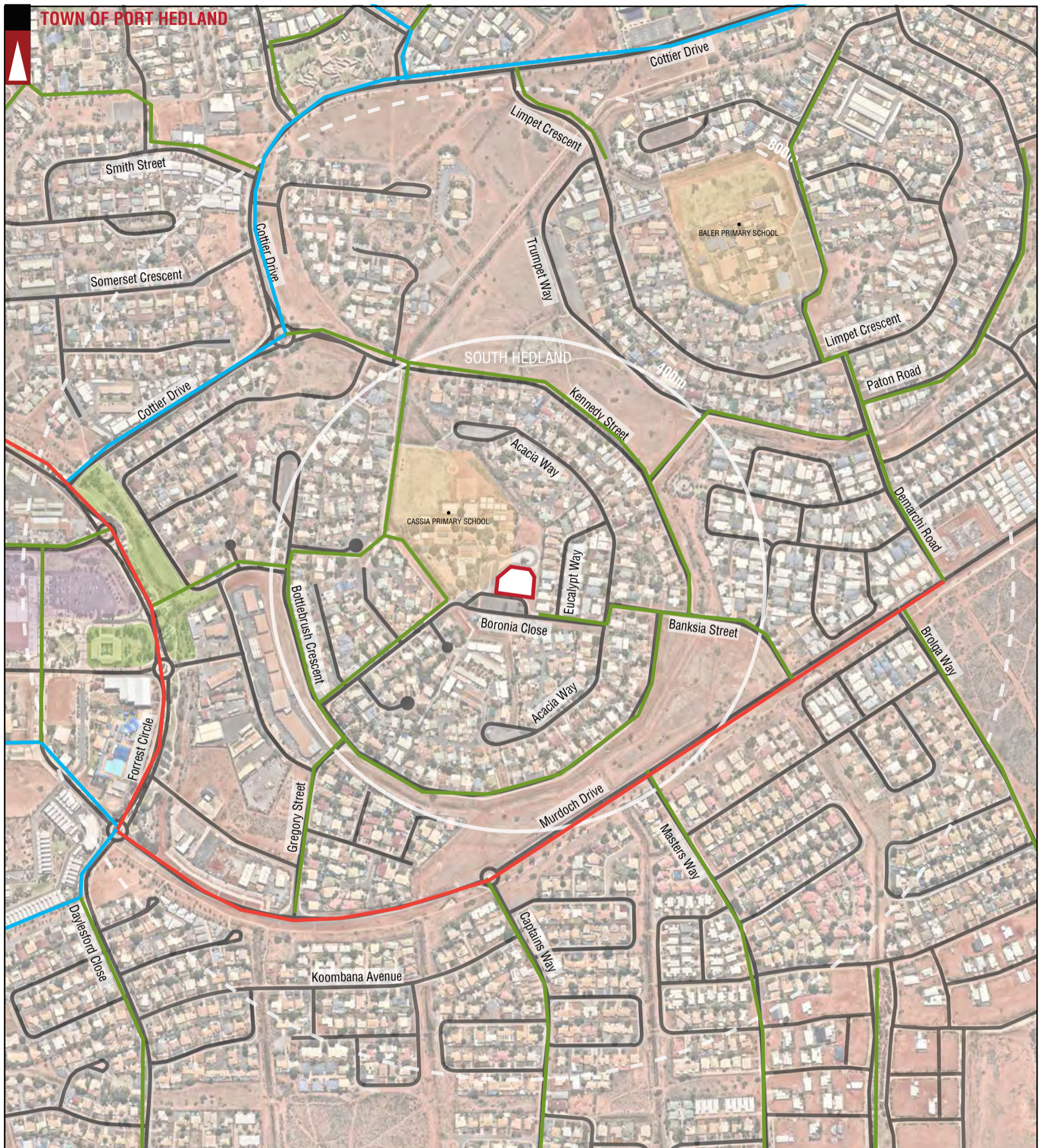
	PARKS AND RECREATION		LOCATION BOUNDARY
	PUBLIC PURPOSE		DISTANCE FROM LOCATION
	SHOPPING AREA	TOWN OF PORT HEDLAND	LOCAL GOVERNMENT NAME
	ROAD		
Hay Street	STREET NAME	SOUTH HEDLAND	SUBURB NAME

LEGEND

			PROJECT: 25 BORONIA CLOSE, SOUTH HEDLAND	DRAWN BY: Civil & Traffic Engineering Consultants KCTT (Trading as KC Traffic and Transport Pty Ltd)
			TITLE: LOCALITY PLAN - 800M RADIUS	
A	24-04-2023	ISSUED FOR REVIEW	DRAWING NUMBER: KC01577.000_S01	N.M.
No	DATE	AMENDMENT		

PH: 08 9441 2700
WEB: www.kctt.com.au





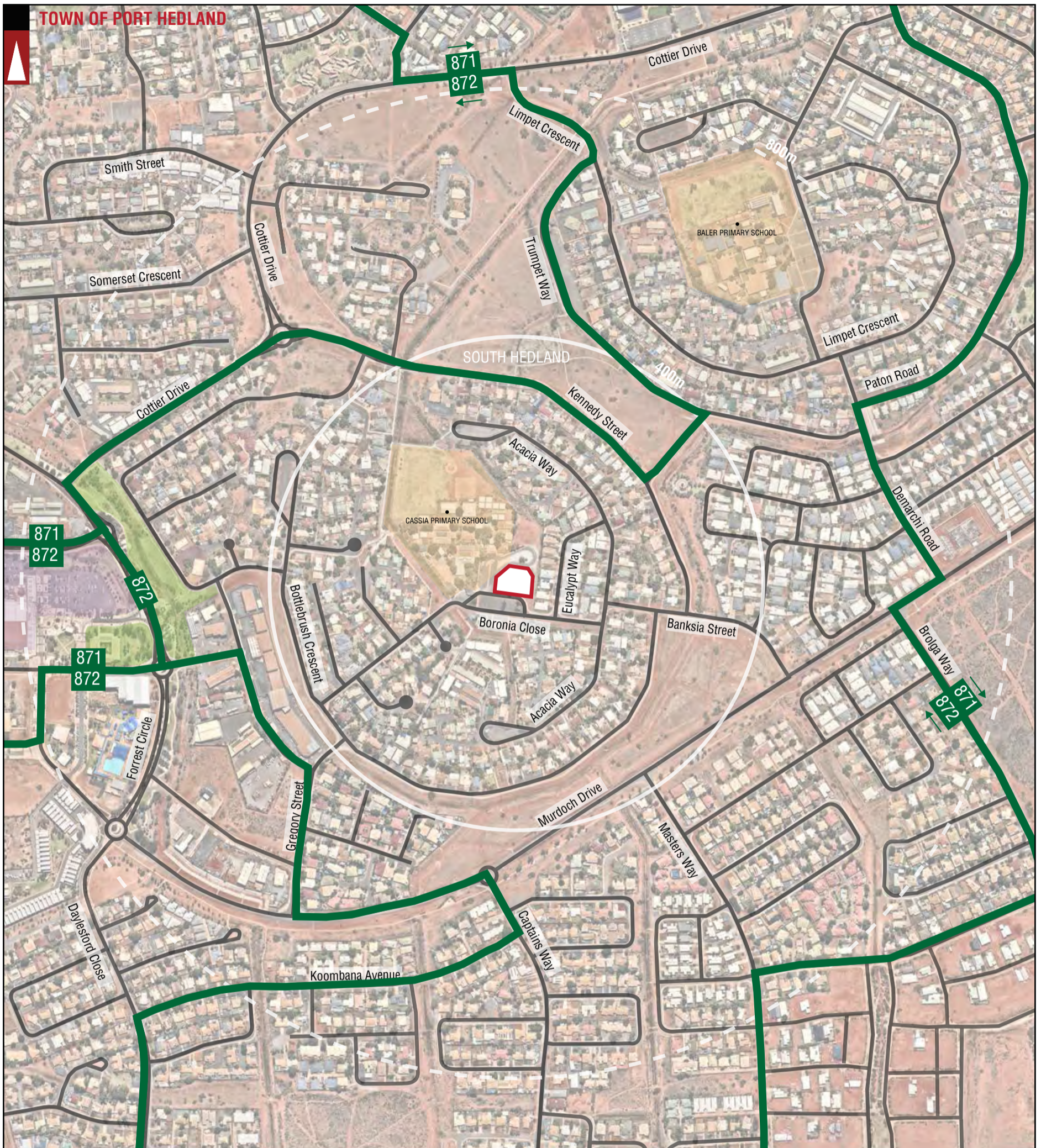
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	PUBLIC PURPOSE		DISTANCE FROM LOCATION		SECONDARY ROUTE EXISTING
	SHOPPING AREA	TOWN OF PORT HEDLAND	LOCAL GOVERNMENT NAME		LOCAL ROUTE EXISTING
	ROAD				
Hay Street	STREET NAME	SOUTH HEDLAND	SUBURB NAME		

LEGEND

			PROJECT: 25 BORONIA CLOSE, SOUTH HEDLAND	DRAWN BY: Civil & Traffic Engineering Consultants KCTT (Trading as KC Traffic and Transport Pty Ltd) PO Box 1456 Scarborough WA 6922
			TITLE: LONG-TERM CYCLE NETWORK DOT - 800M RADIUS	N.M.
A	24-04-2023	ISSUED FOR REVIEW	DRAWING NUMBER: KC01577.000_S02	
No	DATE	AMENDMENT		

**PH: 08 9441 2700
WEB: www.kctt.com.au**





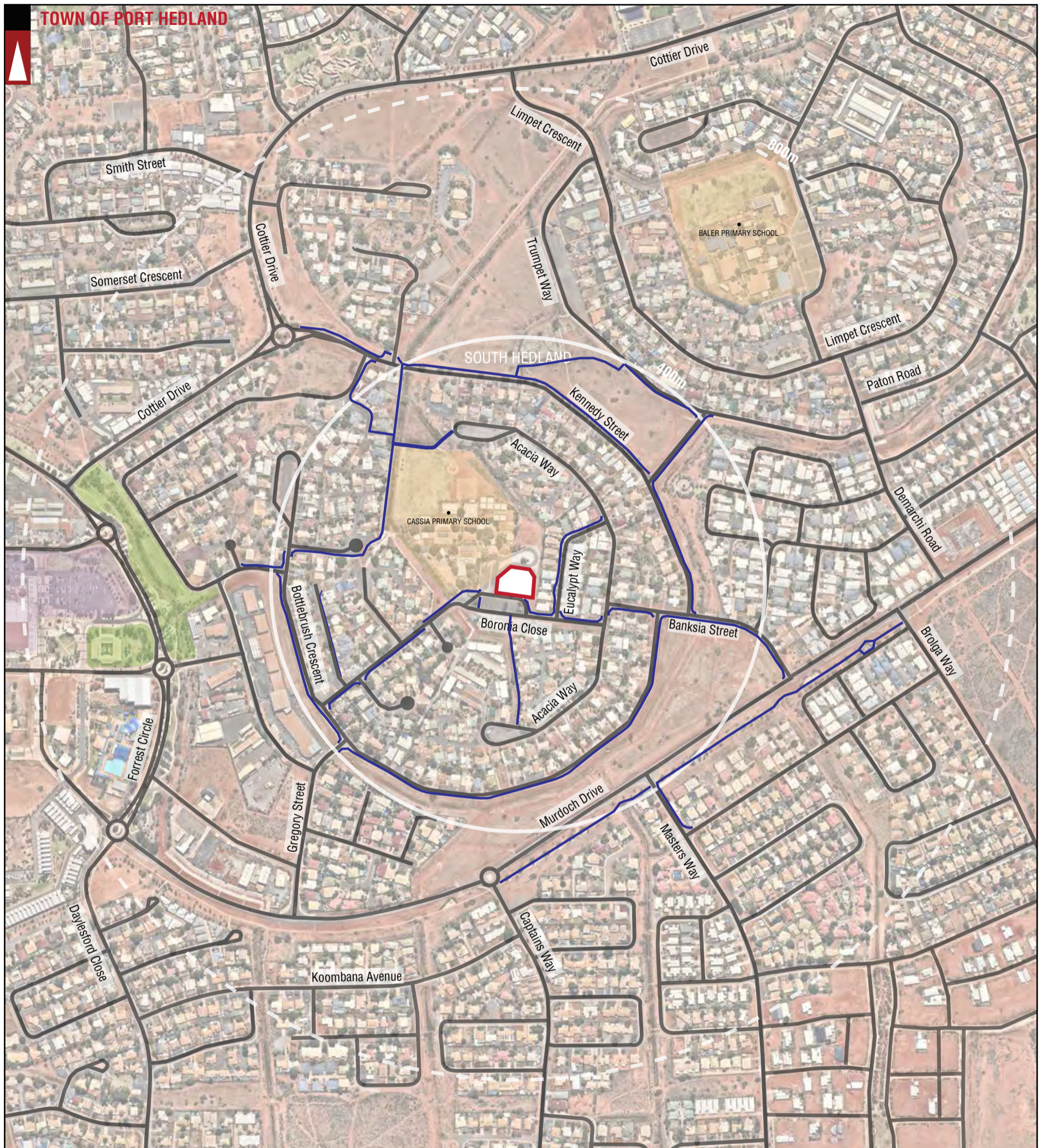
	PARKS AND RECREATION		LOCATION BOUNDARY		BUS ROUTES
	SHOPPING AREA		DISTANCE FROM LOCATION		BUS ROUTE NUMBER
	ROAD	TOWN OF PORT HEDLAND	LOCAL GOVERNMENT NAME		
Hay Street	STREET NAME	SOUTH HEDLAND	SUBURB NAME		








NOTE - FOR MORE INFORMATION REGARDING THE DESCRIPTION OF BUS ROUTES AND THEIR INDICATIVE PEAK AND OFF-PEAK FREQUENCIES REFER TO THE REPORT.

LEGEND

			PROJECT: 25 BORONIA CLOSE, SOUTH HEDLAND	DRAWN BY: Civil & Traffic Engineering Consultants KCTT (Trading as KC Traffic and Transport Pty Ltd) PO Box 1456 Scarborough WA 6922
			TITLE: PUBLIC TRANSPORT PLAN - 800M RADIUS	N.M.
A	24-04-2023	ISSUED FOR REVIEW	DRAWING NUMBER: KC01577.000_S03	
No	DATE	AMENDMENT		

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	PARKS AND RECREATION		LOCATION BOUNDARY		PEDESTRIAN PATH
	PUBLIC PURPOSE		DISTANCE FROM LOCATION		
	SHOPPING AREA	TOWN OF PORT HEDLAND	LOCAL GOVERNMENT NAME		
	ROAD	Hay Street	STREET NAME	SOUTH HEDLAND	SUBURB NAME

LEGEND

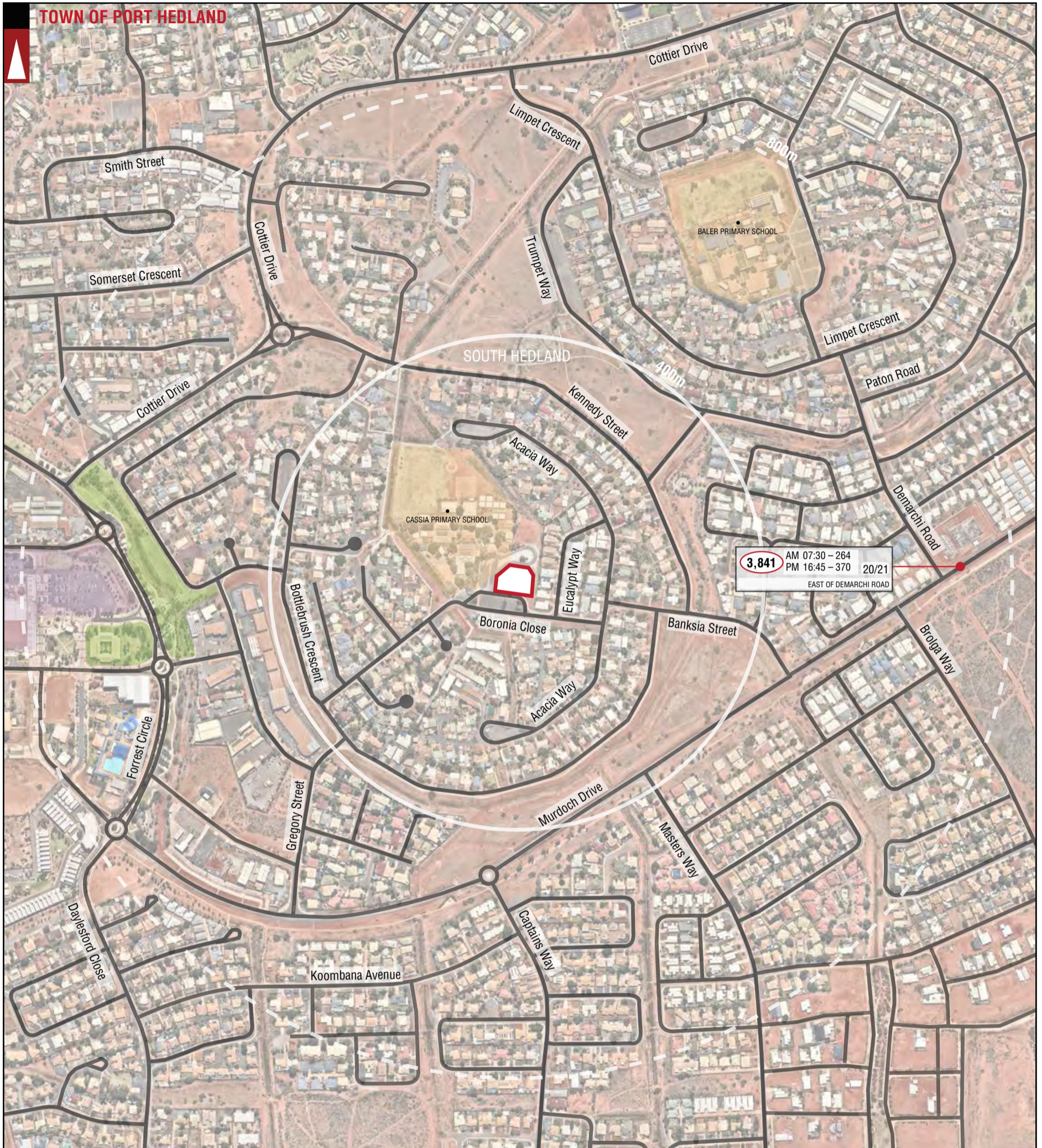
			PROJECT: 25 BORONIA CLOSE, SOUTH HEDLAND	DRAWN BY: Civil & Traffic Engineering Consultants KCTT (Trading as KC Traffic and Transport Pty Ltd) PO Box 1456 Scarborough WA 6922
			TITLE: PEDESTRIAN PATHS PLAN - 400M RADIUS	N.M.
A	24-04-2023	ISSUED FOR REVIEW	DRAWING NUMBER: KC01577.000_S04	
No	DATE	AMENDMENT		

LEGEND

Civil & Traffic Engineering Consultants
KCTT (Trading as KC Traffic and Transport Pty Ltd)
PO Box 1456 Scarborough WA 6922

PH: 08 9441 2700
WEB: www.kctt.com.au





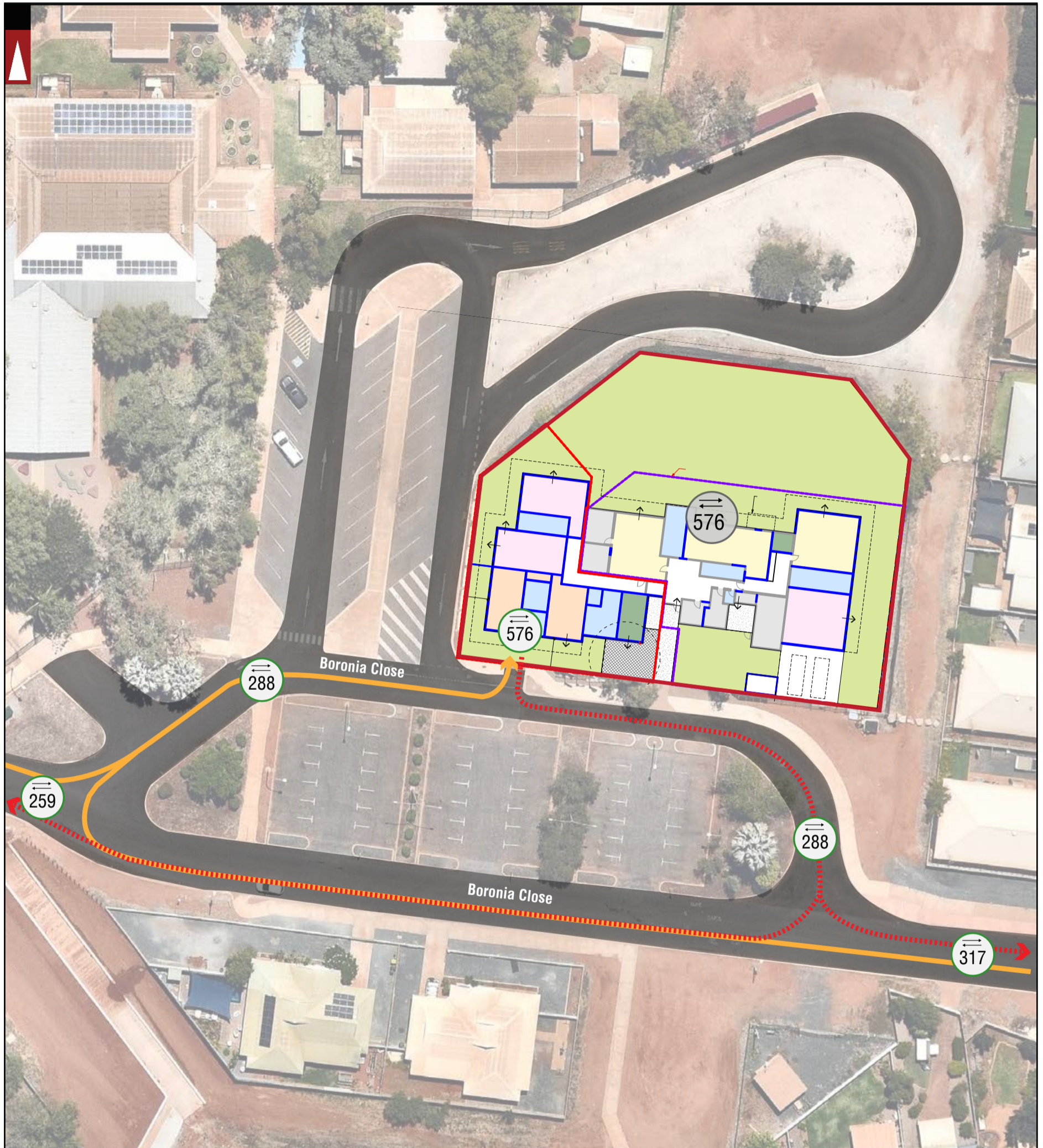
	PARKS AND RECREATION		LOCATION BOUNDARY		NUMBER OF VEHICLES PER DAY
	PUBLIC PURPOSE		DISTANCE FROM LOCATION	AM 1145 - 381 PM 1630 - 480	NUMBER OF VEHICLES PER AM PEAK HOUR NUMBER OF VEHICLES PER PM PEAK HOUR
	SHOPPING AREA	TOWN OF PORT HEDLAND	LOCAL GOVERNMENT NAME	2014	YEAR
	ROAD	EAST OF HARLOW ROAD	LOCATION		
Hay Street	STREET NAME	SOUTH HEDLAND	SUBURB NAME		

LEGEND

			PROJECT: 25 BORONIA CLOSE, SOUTH HEDLAND	DRAWN BY: Civil & Traffic Engineering Consultants KCTT (Trading as KC Traffic and Transport Pty Ltd) PO Box 1456 Scarborough WA 6922
			TITLE: EXISTING TRAFFIC COUNTS - 800M RADIUS	N.M.
A	24-04-2023	ISSUED FOR REVIEW	DRAWING NUMBER: KC01577.000_S05	
No	DATE	AMENDMENT		

PH: 08 9441 2700
WEB: www.kctt.com.au



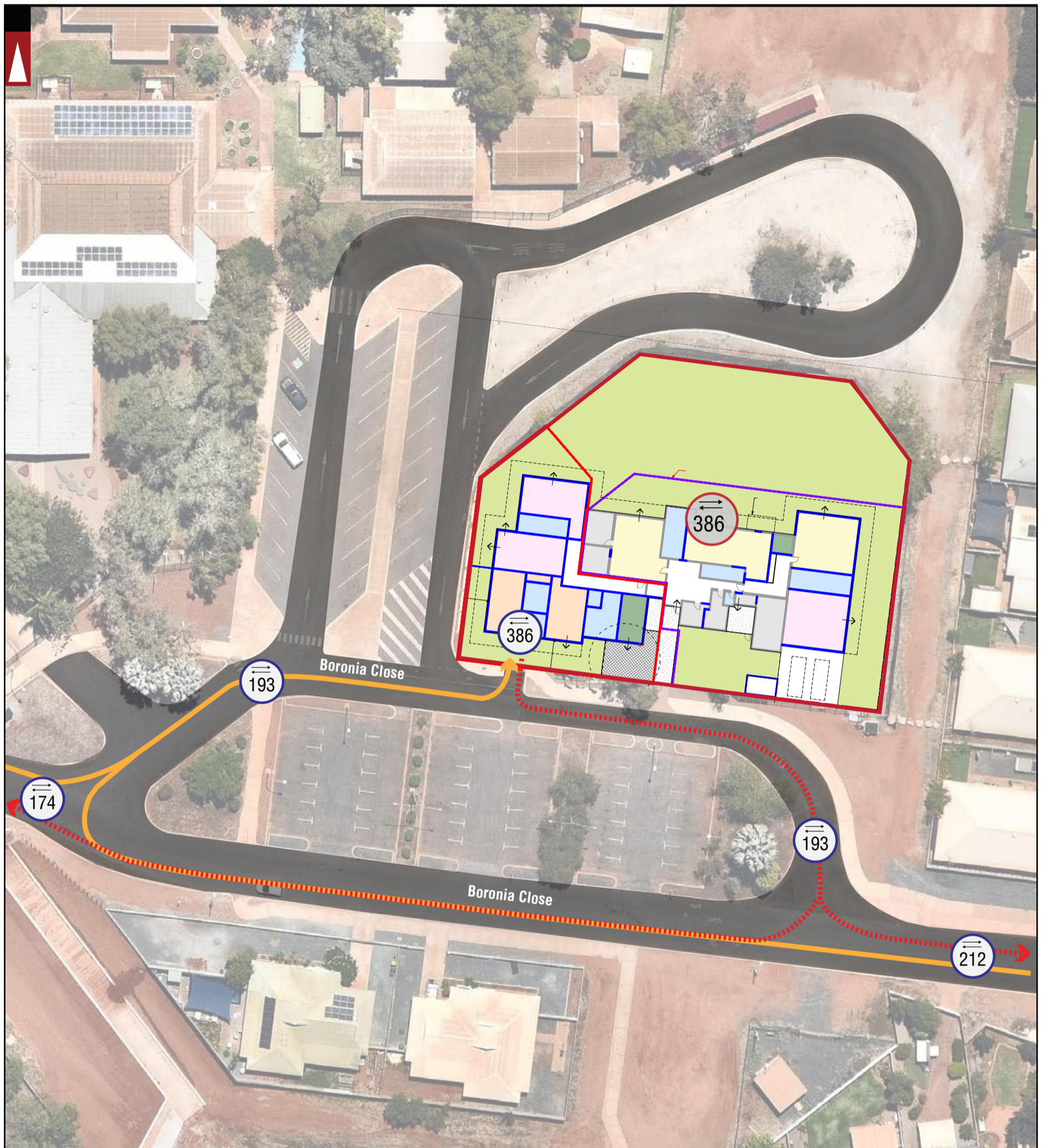








<p> LOCATION BOUNDARY</p> <p> ROAD (VARIED WITH ROAD WIDTH)</p> <p>Lewis Road ROAD NAME</p>	<p> Total Expected Traffic Generation from the proposed development - Existing + Additional</p> <p> Total Expected Traffic Generation from Subject Site on the specific section of road - IN and OUT direction</p>	<p> Traffic Flow IN Direction</p> <p> Traffic Flow OUT Direction</p>
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LEGEND


			PROJECT: 25 BORONIA CLOSE, SOUTH HEDLAND	DRAWN BY: Civil & Traffic Engineering Consultants KCTT (Trading as KC Traffic and Transport Pty Ltd)
			TITLE: TRAFFIC FLOW DIAGRAM - TOTAL TRAFFIC	N.M.
A	27-04-2023	ISSUED FOR REVIEW	DRAWING NUMBER: KC01577.000_S06	
No	DATE	AMENDMENT		

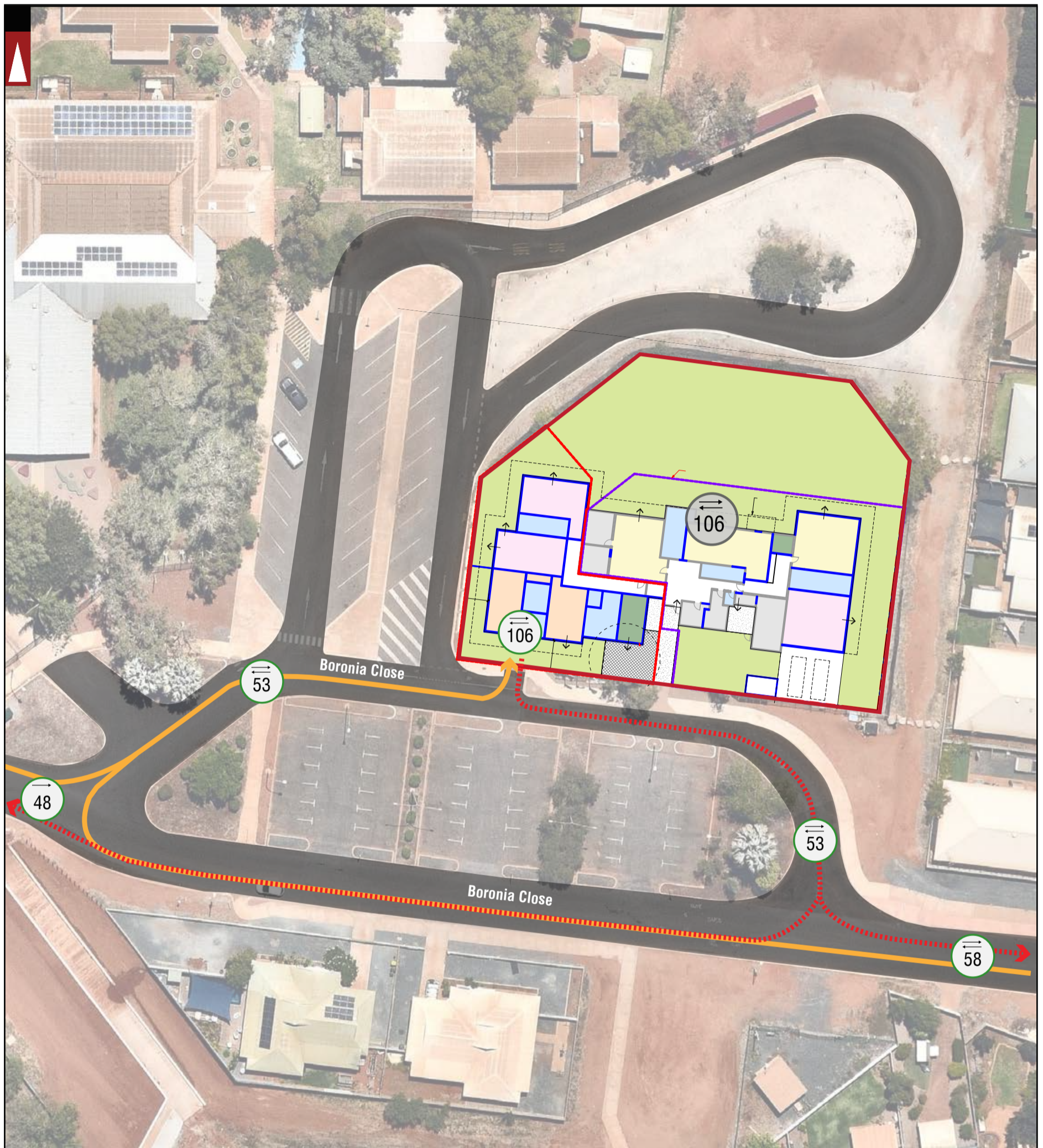
PH: 08 9441 2700
WEB: www.kctt.com.au









	LOCATION BOUNDARY		Additional Traffic Generation from the proposed development		Traffic Flow IN Direction
	ROAD (VARIED WITH ROAD WIDTH)		Additional Traffic Generation from Subject Site on the specific section of road - IN and OUT direction		Traffic Flow OUT Direction
Lewis Road	ROAD NAME				

LEGEND

			PROJECT: 25 BORONIA CLOSE, SOUTH HEDLAND	DRAWN BY: Civil & Traffic Engineering Consultants KCTT (Trading as KC Traffic and Transport Pty Ltd) PO Box 1456 Scarborough WA 6922
			TITLE: TRAFFIC FLOW DIAGRAM - ADDITIONAL TRAFFIC ONLY	N.M.
A	27-04-2023	ISSUED FOR REVIEW	DRAWING NUMBER: KC01577.000_ S06a	PH: 08 9441 2700 WEB: www.kctt.com.au
No	DATE	AMENDMENT		



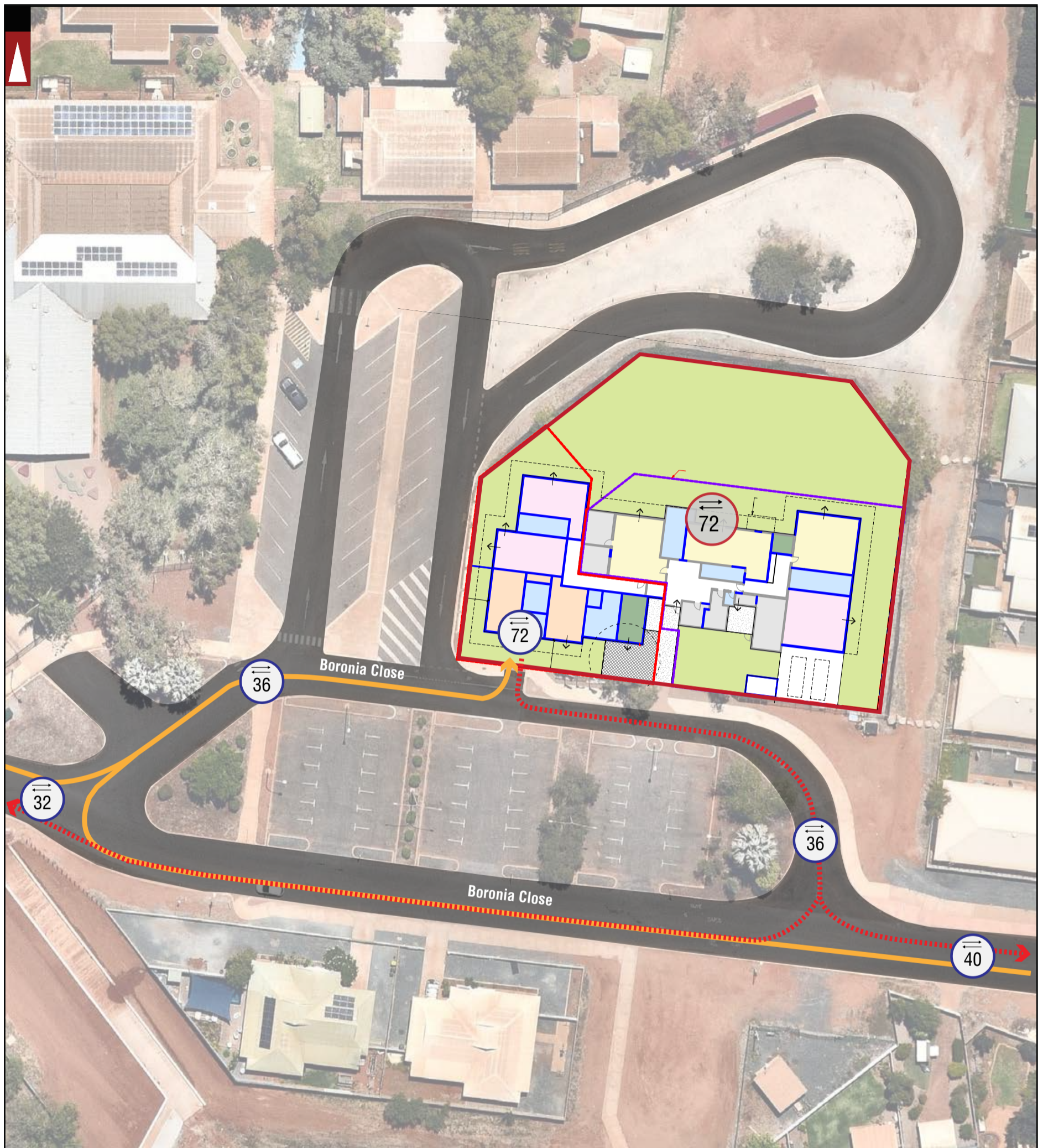
	LOCATION BOUNDARY		AM Total Expected Traffic Generation from the proposed development - Existing + Additional		Traffic Flow IN Direction
	ROAD (VARIED WITH ROAD WIDTH)		AM Total Expected Traffic Generation from Subject Site on the specific section of road - IN and OUT direction		Traffic Flow OUT Direction
Lewis Road	ROAD NAME				







LEGEND

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			TITLE: TRAFFIC FLOW DIAGRAM - AM TOTAL TRAFFIC	N.M.
A	27-04-2023	ISSUED FOR REVIEW	DRAWING NUMBER: KC01577.000_ S07	
No	DATE	AMENDMENT		

PH: 08 9441 2700
WEB: www.kctt.com.au



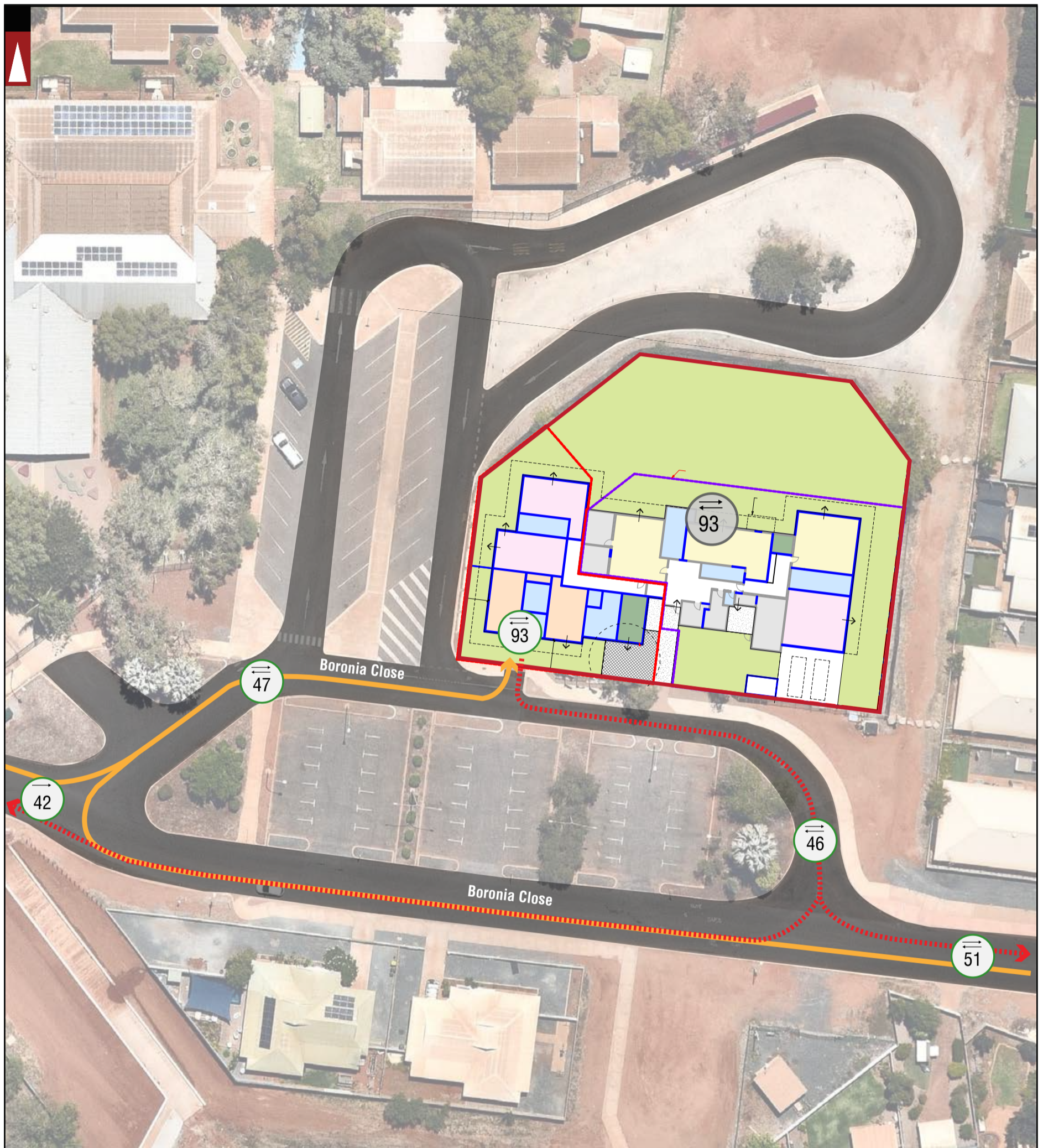








	LOCATION BOUNDARY		AM Additional Traffic Generation from the proposed development		Traffic Flow IN Direction
	ROAD (VARIED WITH ROAD WIDTH)		AM Additional Traffic Generation from Subject Site on the specific section of road - IN and OUT direction		Traffic Flow OUT Direction
Lewis Road	ROAD NAME				

LEGEND

			PROJECT: 25 BORONIA CLOSE, SOUTH HEDLAND	DRAWN BY: Civil & Traffic Engineering Consultants KCTT (Trading as KC Traffic and Transport Pty Ltd) PO Box 1456 Scarborough WA 6922
			TITLE: TRAFFIC FLOW DIAGRAM - AM ADDITIONAL TRAFFIC ONLY	N.M.
A	27-04-2023	ISSUED FOR REVIEW	DRAWING NUMBER: KC01577.000_ S07a	PH: 08 9441 2700 WEB: www.kctt.com.au
No	DATE	AMENDMENT		



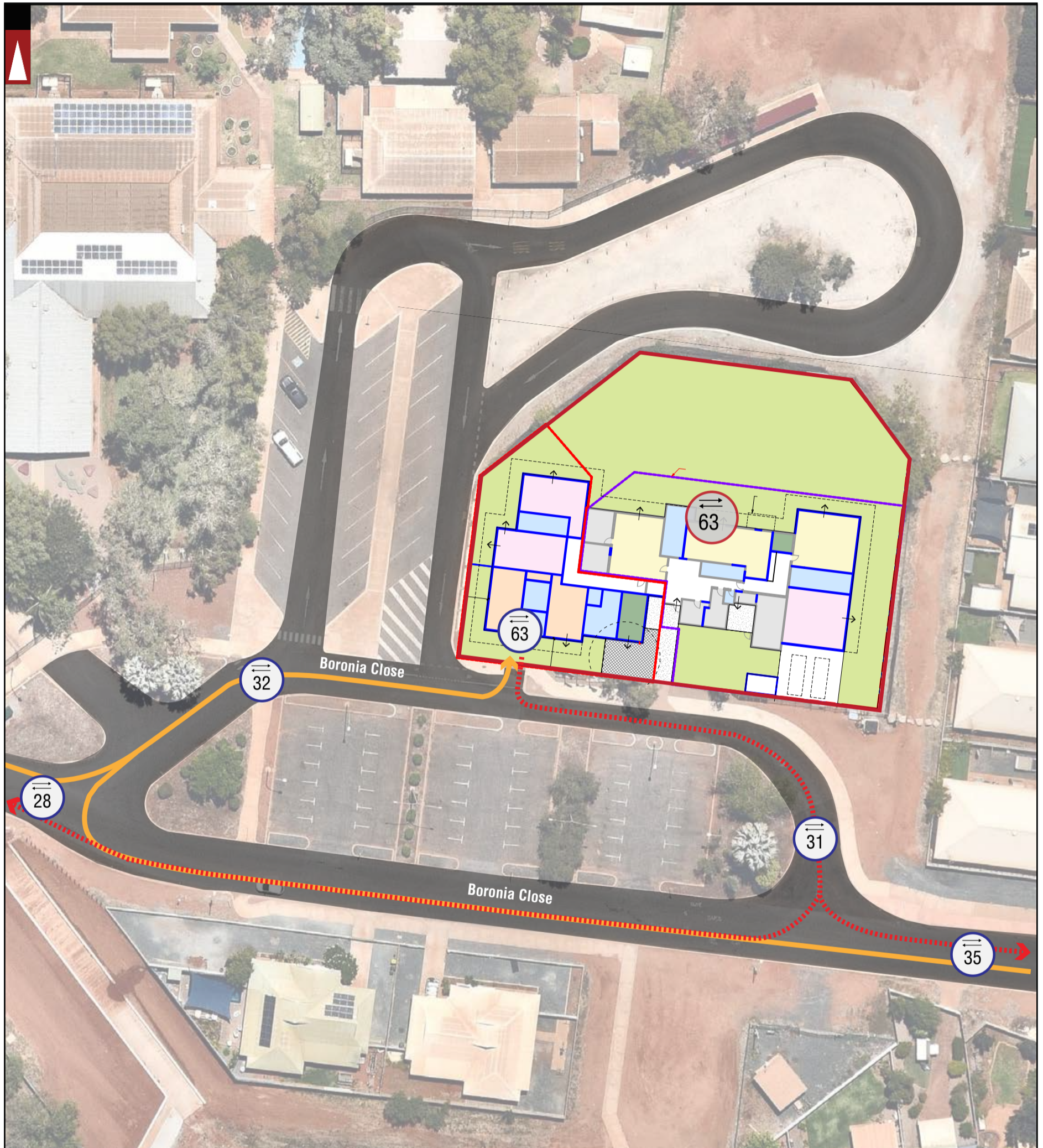








	LOCATION BOUNDARY		PM Total Expected Traffic Generation from the proposed development - Existing + Additional		Traffic Flow IN Direction
	ROAD (VARIED WITH ROAD WIDTH)		PM Total Expected Traffic Generation from Subject Site on the specific section of road - IN and OUT direction		Traffic Flow OUT Direction
Lewis Road	ROAD NAME				

LEGEND

			PROJECT: 25 BORONIA CLOSE, SOUTH HEDLAND	DRAWN BY: Civil & Traffic Engineering Consultants KCTT (Trading as KC Traffic and Transport Pty Ltd) PO Box 1456 Scarborough WA 6922
			TITLE: TRAFFIC FLOW DIAGRAM - PM TOTAL TRAFFIC	N.M.
A	27-04-2023	ISSUED FOR REVIEW	DRAWING NUMBER: KC01577.000_ S08	PH: 08 9441 2700 WEB: www.kctt.com.au
No	DATE	AMENDMENT		

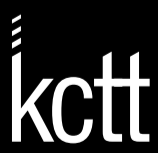




	LOCATION BOUNDARY		PM Additional Traffic Generation from the proposed development		Traffic Flow IN Direction
	ROAD (VARIED WITH ROAD WIDTH)		PM Additional Traffic Generation from Subject Site on the specific section of road - IN and OUT direction		Traffic Flow OUT Direction
Lewis Road	ROAD NAME				

LEGEND

			PROJECT: 25 BORONIA CLOSE, SOUTH HEDLAND	DRAWN BY: Civil & Traffic Engineering Consultants KCTT (Trading as KC Traffic and Transport Pty Ltd) PO Box 1456 Scarborough WA 6922
			TITLE: TRAFFIC FLOW DIAGRAM - PM ADDITIONAL TRAFFIC ONLY	N.M.
A	27-04-2023	ISSUED FOR REVIEW	DRAWING NUMBER: KC01577.000_ S08a	PH: 08 9441 2700 WEB: www.kctt.com.au
No	DATE	AMENDMENT		





Geographic Names Committee

Your Ref: 2011/222
Our Ref: 237-2010
Enquiries: Lynne Smith
Telephone: 9273 7053

Chief Executive Officer
Town of Port Hedland
PO Box 41
PORT HEDLAND WA 6721

Attention: Caris Vuckovic

Dear Sir

Re: Subdivision - Wedgefield

Thank you for your letters of 24th June and 11th August 2011. I am pleased to advise that approval was given for the above on the 19th August 2011, please refer to the enclosures.

If you have any queries on this or any other naming matter, please don't hesitate to contact us on 9273 7053 or by e-mail at geographicnames@landgate.wa.gov.au

Yours sincerely

Lynne Smith
for
Secretary
GEOGRAPHIC NAMES COMMITTEE

25th August 2011

Cc: Tom Carroll, RPS Group

Western Australian Land Information Authority ABN 86 574 793 858
1 Midland Square, Midland, Western Australia 6056
Postal Address: PO Box 2222, Midland, Western Australia 6936
Telephone (08) 9273 7373 TTY (08) 9273 7571 www.landgate.wa.gov.au

237-2010

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**CHAIRMAN
GEOGRAPHIC NAMES COMMITTEE**

The Town of Port Hedland, in its letter at page 102, has submitted the road names for a new subdivision in Wedgefield. There letter at page 163 endorses additional changes.

The subdivision is an extension of the industrial area so the names continue the theme of industrial related names. Duplication is not a problem with any of the names. Quarry had been used on another road in the same locality but as this small road has never been constructed, it will be un-named and the name reapplied to this subdivision.

Great Northern Highway has been realigned so the constructed road needs approving and the dedicated superseded portions of the highway are to be renamed.

Accordingly, your approval is requested for the following:

1. Un-name road – Wedgefield

Un-name **QUARRY ROAD** as depicted on the plan at page 164, by Ministerial Order, and reapply it to the proposed road as depicted on the plan at page 166.

2. New road names – Wedgefield

Apply the following names to the proposed roads as depicted on the plan at page 166:

ALLOY WAY ✓	MOLTEN WAY
COMMODITY ROAD ✓	PHOSPHORUS STREET
FURNACE ROAD ✓	SILICON ROAD
HERMATITE DRIVE ✓	STEEL LOOP
METALLIC LOOP	TAILINGS ELBOW

3. Extension of existing road names – Wedgefield

Extend the following names to the roads as depicted on the plan at page 166:


FINUCANE ROAD
MOORAMBINE STREET
GREAT NORTHERN HIGHWAY (page 165)

168

4. Extension of existing road names – Wedgefield

Extend **PINGA STREET** and **WALLWORK ROAD** to the dedicated portions of **GREAT NORTHERN HIGHWAY** as depicted on the plan at page 165, by Ministerial Order.

Prompt No GN045011

for 
Secretary
GEOGRAPHIC NAMES COMMITTEE
LS. Job No 540. 17/18/11.

DUPLICATE

L715805 XE
24 Aug 2011 10:08:34 Midland

APPROVED
By Order of
The Minister for Lands



19 AUG 2011

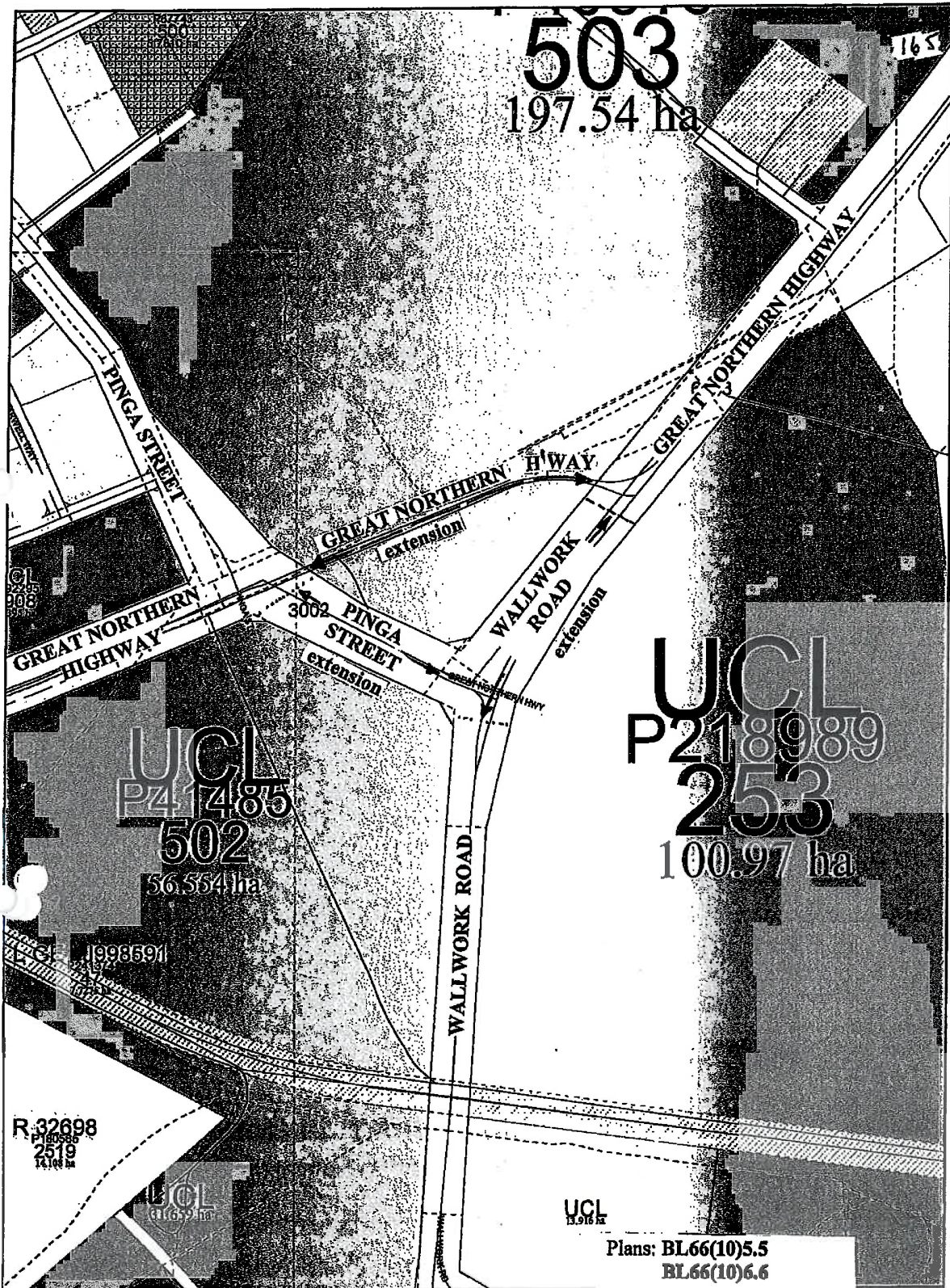
166



Plans: BL66(2)25.26
BL66(2)25.27

Locality: WEDGFIELD
Town of Port Hedland

LandCorp : CLIENT
1:10,000@A3 : SCALE
8 May 2011 : DATE
3414_7-6-005a.dgn : PLAN No
: REVISION
T.O. : PLANNER
R.F. : DRAWN
N.T. : CHECKEC

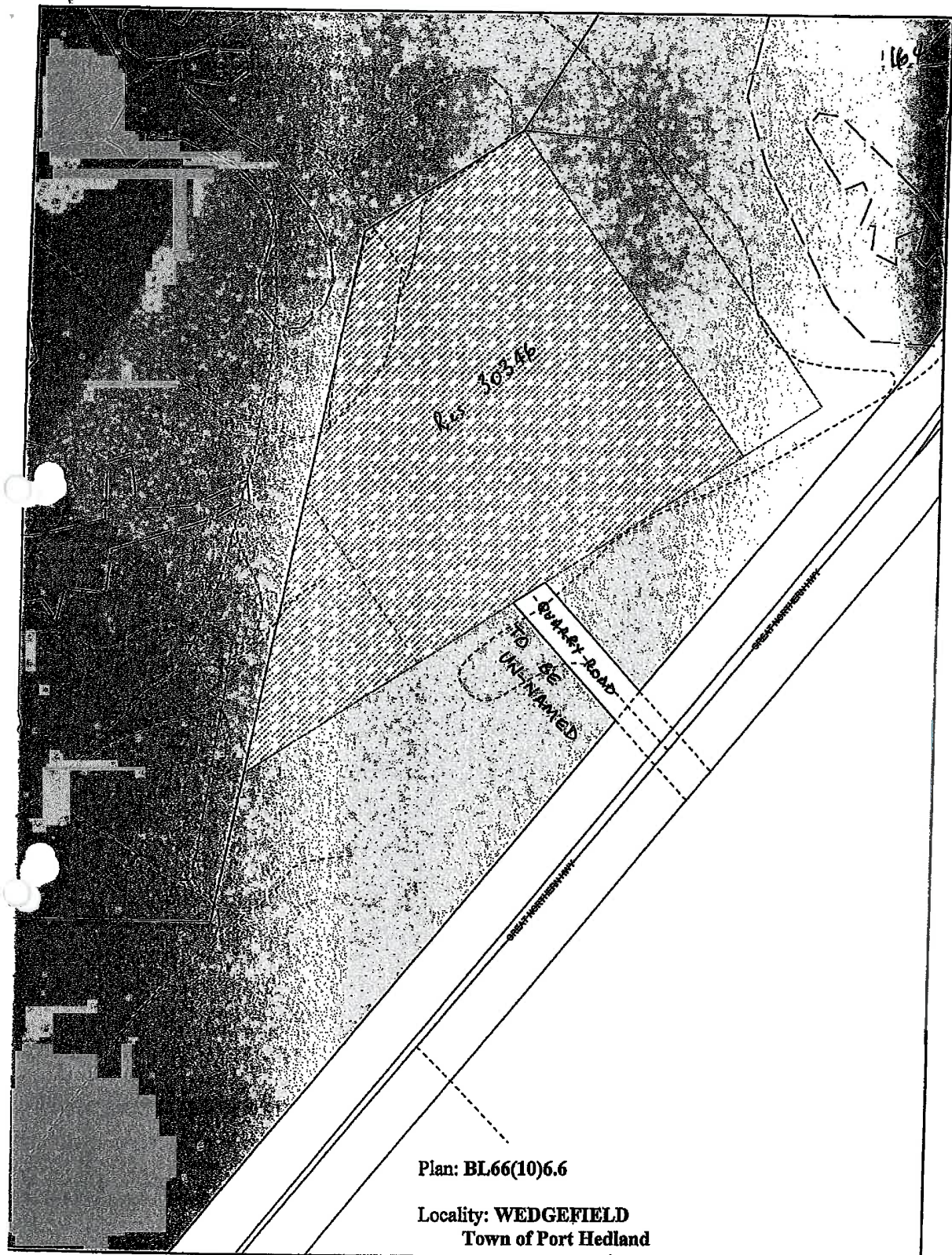


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 Lat/Long : 118°35'39.004", -20°23'32.557" / 118°36'36.121", -20°22'16.662" H 263mm by W 198mm

Plans: **BL66(10)5.5**
BL66(10)6.6

Locality: **WEDGEFIELD** Locality 2011
Town of Port Hedland

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Scale : 1:4957 (Geographical)

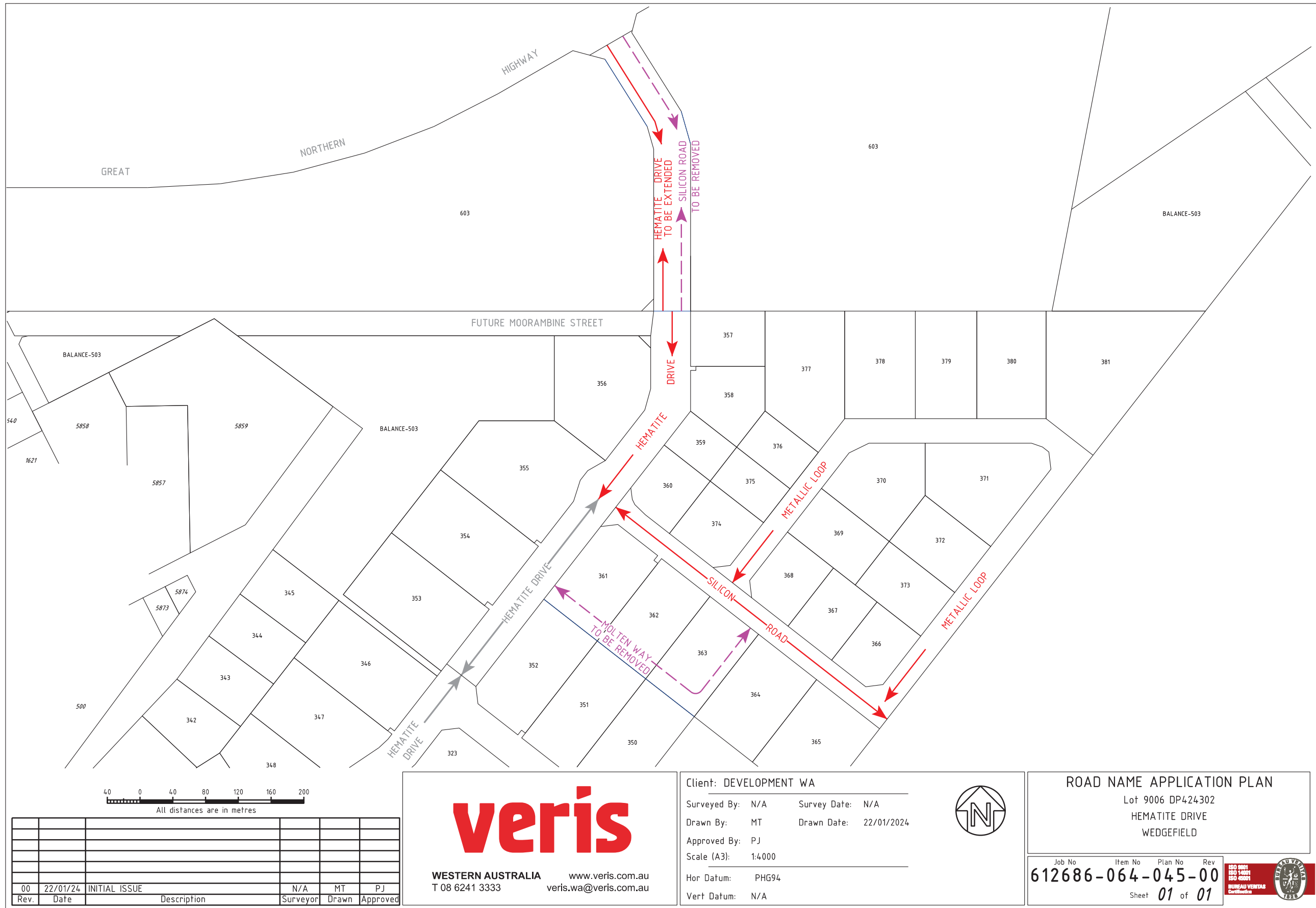
MGA : SW=668101.8E,7746839.3N Zone 50 / NE=669095.7E,7748211.1N Zone 50

Lat/Long : 118°36'38.297", -20°22'09.129" / 118°37'12.105", -20°21'24.207" H 263mm by W 198mm

Printed : 14:58 Wed 20/Jul/2011

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Rev.	Date	Description	Surveyor	Drawn	Approved
00	22/01/24	INITIAL ISSUE	N/A	MT	PJ

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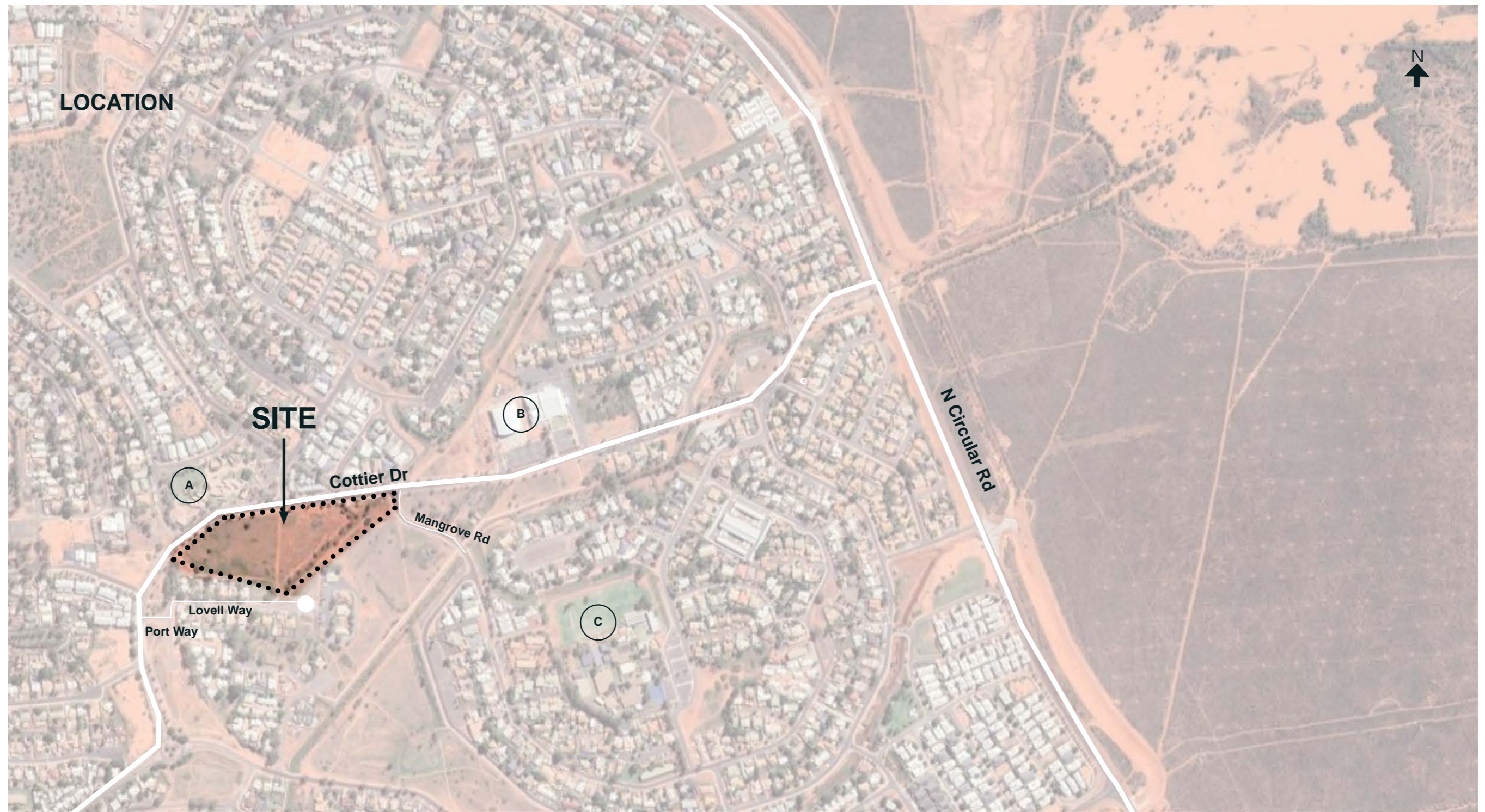
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 Surveyed By: N/A Survey Date: N/A
 Drawn By: MT Drawn Date: 22/01/2024
 Approved By: PJ
 Scale (A3): 1:4000
 Hor Datum: PHG94
 Vert Datum: N/A

ROAD NAME APPLICATION PLAN
 Lot 9006 DP424302
 HEMATITE DRIVE
 WEDGEFIELD

Job No: 612686-064-045-00
 Item No: 01
 Plan No: 01
 Rev: 01
 Sheet 01 of 01

ISO 9001
 ISO 14001
 ISO 45001
 BUSINESS CERTIFICATION

This drawing is and shall remain the property of Veris. Veris makes no representations or warranties of any kind, express or implied, as to the content included. Unauthorised use of the content in any way is prohibited and this drawing shall not be modified unless any reference to Veris is removed.
 Path: V:\PROJECTS\06\12\12686\survey\Stage 4 Oct 2023\Road Names 2024\Plans\612686-064-045-00.dgn



- A** Marquee Park ' Splash and Play '
- B** JD Hardie Youth and Community Hub
- C** Baler Primary School

01.

PLANNING CONTROLS



02.

1 R-Code	2 Dwelling type	3 Minimum site area per dwelling (m ²)	4 Minimum lot area/rear battleaxe (m ²)	5 Minimum frontage (m)	6 Open space		7 Minimum setbacks (m)		
					min total (% of site)	min outdoor living (m ²)	primary street	secondary street	other/rear
R40	Single house or grouped dwelling	Min 180 Av 220	380	-	45	20	4	1	*
R50	Single house or grouped dwelling	Min 160 Av 180	380	-	40	16	2	1	*
R60	Single house or grouped dwelling	Min 120 Av 150	380	-	40	16	2	1	*
R80	Single house or grouped dwelling	Min 100 Av 120	380	-	30	16	1	1	*



BUSINESS PLAN FOR MAJOR LAND TRANSACTION

LOT 5996, COTTIER DRIVE, SOUTH HEDLAND

PROPOSAL TO ACQUIRE, DEVELOP, AND DISPOSE VIA LEASE AND/OR MANAGEMENT AGREEMENT

DRAFT

March 2024

Submissions close 22 May 2024

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INTRODUCTION

The following Business Plan has been prepared to satisfy the requirements of Section 3.59 of the *Local Government Act 1995* and associated legislation such as Regulation 8A and Regulation 30 of the *Local Government (Functions and General) Regulations 1996* (the Regulations) which apply when a local government authority intends to undertake a Major Land Transaction or Major Trading Undertaking.

The Town of Port Hedland (Town) proposes to acquire Lot 5996, Cottier Drive, South Hedland and undertake a Major Land Transaction to develop the site. The site, once developed, will be managed either by the Town directly or via a third-party through a management services agreement, or disposed via lease to a third-party to manage under agreed terms.

This business plan is designed to allow members of the community the opportunity to consider this proposal and provide comment, prior to Council making any decision. Submissions received during the public consultation period will be presented to Council for consideration prior to any decision.

BACKGROUND

SERVICE WORKER HOUSING

Service worker housing refers to housing that is specifically intended for individuals who work in service industries, such as hotel and restaurant employees, those in retail and related industries, and other low to moderate-income service workers. The housing is typically affordable relevant to the private market and located near the workplaces of those it services – with relevant jobs requiring a physical presence and not able to be undertaken remotely. The purpose of service worker housing is to provide these individuals with stable and accessible housing, which can help them maintain employment and improve their overall well-being whilst also ensuring essential and community services are appropriately staffed.

With average housing costs reaching levels almost double the nation average as of July 2023, residents and businesses in the Town of Port Hedland are struggling to afford basic accommodation for themselves and staff. This issue is further exacerbated for industries external to mining and transport, where wages and accommodation budgets are limited. This trend poses a wealth of challenges for the community as service industries continue to be pushed out of the region, corroding the liveability and economic resilience of the municipality.

Increases in housing costs are making it challenging to deliver accommodation for service workers who are critical to the overall functioning of a community and economy. This issue is prevalent not only in Port Hedland but in several mining and tourist-base towns across Australia.

To address these issues, the Town of Port Hedland has commenced plans to deliver Service Worker Accommodation at a site on Cottier Drive, South Hedland.

LOCATION

Located in the geographical centre of South Hedland, Lot 5996 Cottier Drive, South Hedland is strategically located to accommodate residential housing development. The development provides future residents walking-distance access to the South Hedland commercial centre.

PROPERTY INFORMATION

Lot 5996 Cottier Drive, South Hedland is a vacant parcel of land located in the geographical centre of South Hedland, approximately 900 metres north east of the South Hedland Central Business District. No improvements have been made to the site.

The legal status and general land description of the subject lots and association details are as follows:

Table 1 – Property Information

Description of the land	Address	Tenure	Zoning	Lot area
Lot 5996 on Deposited Plan 219941 Crown Land Certificate of Title Volume 2575 Folio 853	Cottier Drive, South Hedland	Crown Allotment	Urban Development	2.65ha

The land parcel is depicted per Figure 1 and Figure 2.

SERVICES AND ROADS

The site has no connected services. All available town services including electricity, sewerage, garbage collection, mail delivery, internet, telephone, and water are available for connection nearby.

ZONING

Under the Town of Port Hedland Local Planning Scheme No.7, the subject allotment is zoned **Urban Development**.

The objectives of Urban Development zoning are as follows:

- To provide an intention of future land use and a basis for more detailed structure planning in accordance with the provisions of the Scheme.
- To provide a range of residential densities to encourage a variety of residential accommodation.
- To provide for the progressive and planning development of future urban areas for residential purposes and for commercial and other uses normally associated with residential development.

The proposed development can be accommodated in the Urban Development zone.

NATIVE TITLE

The Kariyarra Native Title Determination determined that Native Title does not exist over the subject lots. The Town, as the site developer, will be responsible for undertaking the appropriate Aboriginal heritage studies over the site as required by the *Aboriginal Heritage Act 1972* (as amended) and any other relevant legislation.

CONTAMINATION

According to mapping provided by the Department of Water and Environmental Regulation, the subject site is not listed as a known contaminated site under the *Contaminated Sites Act 2004*.

INTERACTION WITH NEIGHBOURING DEVELOPMENTS

The site has a 325-metre frontage to Cottier Drive. South-east of the subject site is vacant crown land. South-west of the site are single residential dwellings. The estate is intended to be accessible from both Cottier Drive and Lovell Place. Master planning for the site and detail design is a responsibility of the successful proponent of the design and construct tender.

Figure 1 – Lot 5996 in context to the South Hedland Urban Area



Figure 2 – Lot 5996 in context to Cottier Drive



DESCRIPTION OF THE PROPOSED TRANSACTION

The Town proposes to:

1. acquire Lot 5996, Cottier Drive, South Hedland
2. develop dwellings for service workers
3. manage or dispose the asset by either:
 - i) the Town contracts a third-party to manage the facility (outsourced management)
 - ii) the Town disposes of the asset to a third-party to manage and operate the facility under agreed terms.

This Major Land Transaction Business Plan relates to the development, and management or disposal phase of the project.

The costs related to the acquisition of the lot are not anticipated to surpass the threshold which would constitute a major land transaction or major trading undertaking.

APPROACH TO ACQUIRING TENURE

The Town has written to the Minister for Planning; Lands; Housing; Homelessness to acquire the Crown allotment from the Western Australia Government, acting through DevelopmentWA.

The Western Australia Government has consented in-principle to selling the land to the Town. Settlement is expected to occur before December 2024.

A contract of sale to purchase the land is currently being negotiated. The Town has agreed in-principle to various conditions imposed by the State in exchange for a reduction in market freehold value for the land.

APPROACH TO DEVELOPMENT

In September 2023, the Town undertook an expression of interest process to determine capacity and interest of commercial developers.

The Town released a restricted Request for Proposal in March 2024 for the design, construct and/or option to operate the facility.

The Request for Proposal will close in April 2024.

The scope of works broadly comprise of, but are not limited to, the following:

- Geotechnical Investigations;
- Design of the Key Worker Housing development for approval;
- Consultation with the third-party reviewer during the design and construction process;
- Preparation of all safety and quality control documentation;
- Seek all approvals not limited to development application, building permit, and, subdivision approvals from utility providers;
- Staged construction of the development as approved by the Principal;
- Facilitate inspections by the Council and their representatives at specified hold points;
- Testing and Commissioning;
- As built data and drawings as requested by the Principal; and
- Assistance in establishing maintenance agreements and service provider agreements for ongoing operational requirement.

It is the Town's intention to develop the site as a superlot development with connections to be built to a specification that enables strata subdivision at a future date (e.g. 20-years post development).

APPROACH TO ONGOING MANAGEMENT

Broadly, there are two approaches to ongoing operation of the facility.

1. The Town contracts a third-party to manage the facility (outsourced management)
2. The Town disposes of the asset (via lease) to a third-party to manage and operate the facility under agreed terms.

The Request for Proposal provides the opportunity for shortlisted proponents to propose an operational model, which will be considered by the Town as part of the proposal evaluation process.

TOWN CONTRACTS A THIRD-PARTY TO MANAGE THE FACILITY (OUTSOURCE)

The Town may decide to enter into a management agreement with a property management provider (real estate agent) to manage the day to day operations of the facility. The contract would be overseen by the Town's property management business unit. The property management company would be required to manage the leasing of individual dwellings, tenant management, property maintenance, collection of rental payments and other property management functions in order to meet the needs of the tenants.

The Town would operate a public tender process to engage a suitably qualified property management provider.

The advantage of this arrangement is that the Town would maintain control of the facility. The disadvantage is that it would require an increase in staffing to manage the contract with the property management provider.

TOWN DISPOSES OF THE ASSET VIA LEASE TO A THIRD-PARTY TO MANAGE AND OPERATE THE FACILITY UNDER AGREED TERMS

The Town may decide to lease the facility in its entirety to a third-party to manage and operate the facility under agreed terms. The third-party would be required to manage the licensing of individual dwellings, tenant management, property maintenance, collection of rental payments and other property management functions in order to meet the needs of the facilities tenants.

The Town would operate a public procurement process to lease the facility to a suitably qualified provider.

The advantage of this arrangement is that this arrangement would likely not require increase staff resourcing as the lessee would be required all aspects of the operation and management. The disadvantage is that the Town would lose a degree of control over the facility.

OPERATIONAL MODEL TO BE DETERMINED

The chosen operational model will be determined at a later date. The option for the Town to dispose of the property via lease has been included in this business plan for the purposes of satisfying s3.59 of the *Local Government Act 1995*.

ASSET LIFECYCLE MANAGEMENT

The Town has investigated two options of asset divestment, should the Town wish to do so at any time in the future. The two options investigated were:

1. Disposal (via sale) of the asset in its entirety
2. Strata subdivision and disposal (via sale) of individual dwellings

It is the Town's intention to develop the site such that it can be strata subdivided at a future date. Strata subdivision will allow the Town to dispose of individual dwellings via sale once the development reaches end of useful life, providing greater asset liquidity for the Town.

A separate Major Land Transaction Business Plan will be required if/when the Town chooses to dispose of the asset via sale.

LOCAL GOVERNMENT ACT COMPLIANCE

Before undertaking a Major Trading Undertaking, the Town of Port Hedland under Section 3.59 of the *Local Government Act 1995* is to prepare a business plan.

The business plan is required to include an overall assessment of the major land transaction and is to include details of:

- a) its expected effect on the provision of facilities and services by the local government; and
- b) its expected effect on other persons providing facilities and services in the district; and
- c) its expected financial effect on the local government; and
- d) its expected effect on matters referred to in the local government's current plan prepared under section 5.56; and
- e) the ability of the local government to manage the undertaking or the performance of the transaction; and
- f) any other matter prescribed for the purposes of this subsection.

This business plan complies with these requirements.

EXPECTED EFFECT ON THE PROVISION OF FACILITIES AND SERVICES PROVIDED BY THE LOCAL GOVERNMENT

STRATEGIC PLANNING AND INVESTMENT

The Town and State Government have invested significantly in strategic planning for the district/region to realise community, economic, built form and environmental outcomes. The proposal is congruent with related strategic planning objectives for land use and development.

The Town's Local Planning Strategy, Local Planning Scheme, and Place Plan for the South Hedland Town Centre and peripheral zones reinforces or identifies:

- South Hedland as the primary activity centre for the Town of Port Hedland;
- Requirements for a modern and high design standard of built infrastructure;
- Improved visual amenity and gateways to the Town Centre;
- Hamilton Road as a peripheral connector zone for investment to grow the liveliness of the Town Centre;
- A shortfall in commercial space in South Hedland and reliance on retail space to fill this void;
- A concerted effort required to support diversification of the local economy; and
- Renewed focus on development of residential land within 400 metre proximate distance of the CBD.

The planning framework, sport and recreation facility masterplans, Economic Development and Tourism Strategy, childcare strategies (Hedland Collective and the Town of Port Hedland) and an Arts and Culture Strategy, collectively support population and economic growth, with a focus on:

- Upgrades/new development to expand quality, capacity and capability of sporting and recreation facilities (including for regional level competitions) and new purpose built,

aggregated arts and culture facilities to support population growth and an arts and culture economy;

- Leveraging business and leisure visitor experience and spend; and
- Cross sectoral planning and investment in childcare infrastructure and workforce development to meet a critical shortfall in placements, and to increase workforce participation.

This proposal is aligned with the Town's and the broader community's priorities related to addressing the shortfall of childcare workers and other services critical to the functionality of a vibrant, liveable town.

The State Government and Town have invested heavily (\$24.5 million) in South Hedland in the development of a new main street, landscape treatments (including on Hamilton Road), creation of a recognisable Town Centre, installation of artworks and major city centre subdivision works. In addition to this, a \$2.2 million funding partnership at the Commons on Hamilton Road, will improve streetscape medians, shade, usability and attractiveness of the South Hedland entrance on Hamilton Road.

The development has significant potential within the parameters of Urban Development zoning to further realise strategic planning objectives and leverage investment for economic development, jobs growth and improved liveability in South Hedland.

PLANNING PROCESSES

The development will be required to seek planning approval under the Town's Local Planning Framework.

The Town, as the Responsible Authority, will process the application as per the planning scheme. Under *Local Planning Policy LPP/14 Design Review Panel*, developers of grouped and multiple dwelling development with twelve or more dwellings are required to present those designs for review to the Town's independent Design Review. The Design Review Panel comprises a panel of experts across urban design, landscape architecture, architecture, civil engineering and/or hydrology and sustainability and provides expert design and technical advice to Town Officers to assist in the formulation of recommendations on an application for development approval. The objective is to improve design quality of proposals and built form outcomes for the Town of Port Hedland.

The Town will publicly advertise the application for a period not less than 14 days as well as progressing referrals to relevant internal and external departments and agencies.

MUNICIPAL SERVICES

The Town of Port Hedland plans for the growth of suburbs across its jurisdiction. The proposed subdivision is not expected to significantly impact waste services, environmental health or other municipal services provided by the Town. The successful tenderer will be required to prepare a range of technical reports to minimise impact on the Town's roads, infrastructure services and residents.

EXPECTED EFFECT ON OTHER PERSONS PROVIDING FACILITIES AND SERVICES IN PORT HEDLAND

There is a nominal deficit of 1,030 in residential labour across industries external to the major local industries of mining and transport (excluding agriculture, forestry, and fishing).

It is estimated the delivery of the Cottier Drive development will enable the arrival of 100 additional service workers, thereby reducing this deficit by 10%. This will contribute to the development of an economy that is better insulated from the business cycles of mining and transport.

IMPACT ON EXISTING FACILITIES

The Town of Port Hedland has one existing service worker housing complex – Osprey Village. Osprey Village was completed by the Western Australia Government in 2014 and consists of 293 dwellings for key workers.

Key workers are defined by the Department of Communities as a person ‘employed in an occupation that services the community, not solely the resources sector’.

As at the time of publishing rental prices at Osprey were \$380 per week or 25% of income to ensure the housing remains affordable.

It is understood the waitlist at Osprey Village is approximately 60+ people with an estimated wait time of at least 6-8 months.

This development is not expected to impact Osprey Village as it is operating at full occupancy and has a substantial waitlist.

IMPACT ON RENTAL PRICES

The increase in supply of dwellings is expected to lead to a 2.5% reduction in rental prices in the municipality.

MODERATION OF BUSINESS COSTS

The delivery of the Cottier Drive project has the potential to reduce service worker labour cost growth over the next 5 years. This is expected to provide local business with circa \$16.6 million worth of labour cost saving over the assessment period. The moderation of business costs is expected to reduce the cost of goods and services, thus assist with the cost of living across Port Hedland.

ENHANCED TALENT ATTRACTION AND RETENTION

Rents in Port Hedland are approximately \$270 higher than the Northern WA average and almost double the national average of \$575. Closing the gap in housing costs between the Town of Port Hedland and national average will provide local businesses with more confidence to invest and expand with a greater availability of local labour.

INCREASED INVESTOR CERTAINTY

The delivery of the project has the potential to boost business confidence to an appropriate level necessary to enable the expansion of key sectors including Childcare, Health and Community Services, and not-for-profit sector.

SERVICES

Electricity, internet, telephone, and water are in close proximity to the subject site and can be connected to the site through the development process.

EXPECTED FINANCIAL EFFECT ON THE LOCAL GOVERNMENT**FINANCIAL ANALYSIS**

The development has been included in the Town’s Long-Term Financial Planning. Should the development cost differ from what has been included in the Town’s Long-Term Financial Plan, the Town of Port Hedland Council will be required to update the Long-Term Financial Plan to reflect this difference.

Financially modelling has been undertaken on the scenarios detailed in Table 2.

Table 2 – Financial analysis

Scenario	Town equity	External equity	Yield	Strategy
1 - Base	75%	25%	76 houses	Hold and sell after 25 years
2 - Addition	62.5%	37.5%	79 houses	Hold and sell after 25 years
3 - Subdivision	50%	50%	76 houses	Hold and sell after 10 years

All three scenarios, from a pure financial analysis, provided financial returns well below rates considered to be commercially feasible – with internal rate of returns ranging from 1.27%, 1.31% and -0.99% for the three scenarios respectively.

The development is not intended to be a profitable undertaking. The development is intended to address market failure within the Town of Port Hedland in relation to housing affordability, thus the returns of the project should include the social and broader economic benefits generated for the Port Hedland community, in addition to the financial returns for the Town.

NOTE – The internal rate of return will change depending on the final cost of the development, which will be known following the award of the tender, however, is not expected to significantly differ from figures above.

FINANCIAL IMPACT ON MANAGEMENT MODEL

The Town’s decision on how to manage the facility on an ongoing basis may have differing impacts on the level of revenue generated by the development on a year-by-year basis, which may impact the rate of return on the development.

The Town’s existing maintenance contracts would also need to be reviewed in line with the asset management of the properties.

These costs will be determined as part of the management model evaluation and will be considered by Council at a later date.

BENEFIT-COST ANALYSIS

The benefit-cost analysis of the development is detailed in Table 3.

Table 3 – Benefit-cost analysis

	Financial Ratio	Benefit-Cost	Total benefits (excluding retained wages)	Total benefits
Benefit-Cost Ratio	0.579		1.594	2.977

The financial cost-benefit analysis compares the financial benefits to the financial costs. A benefit cost ratio of 1 indicates a net present value of investment inflows will equal investment outflows.

NOTE – The benefit-cost ratio will change depending on the final cost of the development and chosen management model, which will be known following the award of the tender, however, is not expected to significantly differ from figures above.

RATES INCOME

No rates income is expected to be generated by this land transaction as it will remain a Town of Port Hedland owned facility.

EXPECTED EFFECT ON THE MATTERS REFERRED TO IN THE LOCAL GOVERNMENT’S CURRENT PLAN PREPARED UNDER SECTION 5.56

Section 5.56 of the *Local Government Act 1995* requires a local government to plan for the future of its district.

STRATEGIC COMMUNITY PLAN 2022 - 2032

The Strategic Community Plan 2022 – 2032 outlines the future direction of the Town of Port Hedland. It focuses on building generational prosperity, economic and environmental sustainability and community through partnership, civic leadership and collective action over a ten-year period. It reflects trends occurring within our community, the local context, outlines our community aspirations and the activities required to achieve our goals by 2032.

The Plan covers four themes:

- **Our Community** – We honour our people and our cultural heritage – ensuring wellbeing, diversity, creativity and strong civic engagement and dialogue.
- **Our Economy** – We build prosperity for all – enabling sustained and diversified economic and employment growth.
- **Our Built and Natural Environment** – We treasure and protect our natural environment and provide sustainable and resilient infrastructure and built form.
- **Our Leadership** – United in our actions to connect, listen, support and advocate, thereby leveraging the potential of our people, places and resources.

The proposal is in alignment with the Town’s Strategic Community Plan 2022 – 2032, particularly:

- Outcome 1.2 – An inclusive and involved community
- Outcome 2.3 – An enabling, attractive business environment
- Outcome 2.5 – Improved infrastructure development

ECONOMIC DEVELOPMENT AND TOURISM STRATEGY 2021

The Economic Development and Tourism Strategy 2021 provides the framework for the Town to lead an integrated and collaborative approach to economic development and diversification.

The Town of Port Hedland has a number of key roles including:

- Leadership
- Facilitation
- Statutory approvals
- Advocacy
- Project development and execution
- Partnerships.

This proposal is in alignment with the objectives outlined in the Economic Development and Tourism Strategy 2021, particularly:

- Task 2.1.2 – Promote opportunity for housing investment.

ABILITY OF THE LOCAL GOVERNMENT TO MANAGE THE UNDERTAKING OR THE PERFORMANCE OF THE TRANSACTION

The development is subject to the Town of Port Hedland Council:

- endorsing this Major Land Transaction Business Plan
- allocating the appropriate funds to the Town’s operational budget

- awarding the design and construct tender.

The Town has requisite experience in strategic and statutory planning, managing finances, projects, place planning, a housing portfolio, precinct development and connectivity, that extends beyond the proposal's size and complexity.

The Town's Infrastructure Projects, Commercial Leasing, Town Planning, and Business and Economic Development units have managed land acquisition and development projects for staff housing; structure plans, major residential, and commercial development, in addition to having undertaken high value site masterplans and assessed complex and significant development applications.

The Town manages 61 residential houses for Town of Port Hedland staff and 10 houses for general practitioners. In addition, the Town manages a number of long-term lease agreements over sites including the Port Hedland International Airport and Cooke Point Caravan Park.

ANY OTHER MATTER

The Town is not aware of any other matters that are relevant to the proposed transaction.

DRAFT

PUBLIC CONSULTATION

The Business Plan is open for public submissions for a period of at least six (6) weeks under Section 3.59 of the *Local Government Act 1995*.

A copy of the Business Plan can be accessed through the Town of Port Hedland website at www.porthedland.wa.gov.au with hard copies available at the Town of Port Hedland Administration Office and Town operated libraries.

Submissions must be in writing and addressed to:

Chief Executive Officer
Town of Port Hedland
PO Box 41
PORT HEDLAND WA 6721

Alternatively, submissions may be emailed to council@porthedland.wa.gov.au

Submissions may be made to the Town before **Wednesday 22 May 2024**.

DRAFT



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INTRODUCTION

The ongoing challenge to attract and retain general practitioners (GPs) is experienced nation-wide, and the Pilbara region in the North-West of Western Australia (WA) faces additional barriers to being a location of choice for health professionals to work.

In June 2023, a long-standing general practice service provider in South Hedland withdrew services, citing difficulty sourcing doctors and staff since the onset of the COVID-19 pandemic as a contributor to their closure.

With the loss of this service, the primary care needs of the Hedland community will be largely unmet, with additional pressure placed on remaining services provided by Wirraka Maya Health Service Aboriginal Corporation, Hedland Health Campus and the sole private general practice, Port Hedland Medical Centre.

It is imperative for a community that has gone from three GPs to one in the last 12 months, to firstly identify the key factors contributing to the workforce challenges, but most importantly understand the enablers for general practice service providers to establish and deliver quality health care to the Hedland community.

In order to assist potential new medical service providers and support existing service providers, BHP, Fortescue Metals Group Limited (FMG), the Town of Port Hedland and Rural Health West commissioned a project to identify the barriers and enablers to setting up and/or operating a sustainable private general practice in Hedland. As key organisations in the resources sector, the Local Government Area (LGA) representing the Port and South Hedland communities and the precinct of Wedgefield, and the rural health workforce agency for Western Australia, the project partners have come together with the aim of ensuring access to health services remains available to the Hedland community.

The research project aims to identify modifiable barriers to attracting GPs to Hedland and to provide recommendations for potential service providers, the community, and stakeholders to facilitate and support general practice service provision for Hedland into the future.

Following stakeholder consultation with clinical and administrative health professionals, funders, state and local government, and key community members from Hedland and the Pilbara, this report outlines key factors for establishing or operating a sustainable general practice in the community and presents recommendations, both short-term and long-term, to address the barriers and improve access to services within the community.

This report will assist in informing a collaborative and coordinated approach to general practice service.

Using the term - Hedland

The term Hedland is used throughout this document when referring to Port Hedland and/or South Hedland.

HEDLAND GENERAL PRACTICE SERVICES

Located in the Pilbara region approximately 1,800km north of Perth and covering 18,467 square kilometres, Hedland is home to around 16,000 people from diverse cultural backgrounds, with most of the urban population living in the twin settlements of Port Hedland and South Hedland. Separated by less than 20 kilometres, over 70 per cent of the Hedland community resides in South Hedland (ABS 2021 Census).

Hedland is home to unique desert landscapes, a tropical savannah climate, internationally renowned nature reserves and a stunning coastal waterfront, which continues to attract both residents and tourists.

According to the *WA Country Health Service – Pilbara Health Profile 2022* the Town of Port Hedland's estimated resident population (2020) is 15,471, with 23 per cent identifying as Aboriginal or Torres Strait Islander (2016 census data applied to 2020 populations). Data from 2020 indicates the Pilbara region has a much younger average age than other WACHS regions, with only four per cent of its population aged 65 years and over, and almost half (49%) of the region's population aged 25 to 49, compared with 33 per cent for the WACHS average.

In the period 2015-2019, the East Pilbara district (Town of Port Hedland and Shire of East Pilbara) had significantly higher Potentially Preventable Hospitalisations (PPH) compared with the West Pilbara and other WACHS regions. PPH refers to an admission to hospital which could have been prevented through the provision of appropriate preventative health interventions and early disease management.

The largest employer sector in the region is mining, generating approximately 4,140 full-time equivalent (FTE) jobs (*Town of Port Hedland Annual Report 2021-2022*). This is followed by transport, postal, warehousing and construction sectors. Health and social care services are the largest employment group in the services sector.

Prior to 2023, the Hedland community was able to access primary health care services from three general practices – Port Hedland Family Practice, Port Hedland Medical Centre and Sonic Health Plus. As of July 2023, only Port Hedland Medical Centre remains.

Wirraka Maya Health Service Aboriginal Corporation, located in South Hedland is an Aboriginal Community Controlled Health Service (ACCHS) with over 7,000 Aboriginal people registered and receiving primary care, wellbeing and prevention services and programs. Whilst Wirraka Maya is funded to provide services to the Aboriginal community, they also have a client base of non-Aboriginal clients.

The Hedland Health Campus is a purpose-built facility that provides a range of inpatient and outpatient facilities including primary health services and is the regional hospital for the Pilbara region.

Shortage of general practice services in a community can have significant and wide-ranging impacts on both individual health outcomes and the overall wellbeing of the community.

METHODOLOGY

A desktop review and stakeholder consultations comprised the methodology for this review.

Stakeholder interviews were conducted to gather knowledge, experiences and recommendations to questions including but not limited to:

- factors which attract medical professionals to Hedland and/or rural practice.
- unique challenges and rewards experienced while delivering health care in rural areas.
- support systems or incentives available to support general practice in rural areas.
- biggest challenges, professional barriers, and future factors which impact on rural general practice.
- factors to improve or change to better support rural practice; and
- existing and potential supports from the community and local stakeholders to encourage long-term sustainable services in Hedland.

Thirty interviews were completed with stakeholders from a range of sectors and roles with experience in Hedland, the Pilbara and/or across WA. Participants included currently practising Hedland and Pilbara health professionals, practice owners, funding administrators, local government representatives throughout the Pilbara, State government, mining and resources sector, and medical colleges. The full list of participants is included at Appendix 1.

Feedback received from stakeholder interviews was consolidated with barriers and enablers categorised into three broad areas: workforce, infrastructure and environmental factors.

Recommendations were developed for short-term, medium-term and long-term actions and supports required by organisations, community and stakeholders to ensure long-term sustainable general practice services in Hedland.

FINDINGS

Barriers and enablers were broken down into three main areas: workforce, infrastructure, and environmental factors.

1. Workforce factors impact the ability to attract and retain the general practice professionals needed to sustain primary health services. These factors include skills and suitability of the health professional to the role/community, workforce numbers including locum GPs within the profession, ability to attract and retain support staff including receptionists, practice managers and allied health professionals, and opportunities for career development and progress within the medical field.
2. Infrastructure is essential for creating an environment that attracts and retains qualified health professionals to a location. These factors include the facility which health professionals will be practising from, the proximity, accessibility and quality of education (including childcare) available for the entire family, availability and affordability of housing, and the systems and structures that make up their profession.

These infrastructure factors can also apply to other professions or industries, and some are not health care specific. Approaches implemented to mitigate these barriers will improve attraction and retention for the general workforce.

3. Tailoring recruitment strategies to highlight the positive environmental aspects helps attract individuals to rural areas. These factors relate to the people, natural surrounds, and opportunities available which support living and working in these locations.

Whilst the challenges to attracting and retaining rural health workforce, availability of housing, and access to childcare are well documented, where possible this report provides current data related to general practice specific to Hedland and the Pilbara region.

Throughout the consultation, there was a shared willingness by all stakeholders to work together to find long-term sustainable solutions to general practice.

Overall, the discussions focussed on positive elements which would see successful future services. Remuneration for GPs can be adequate when balanced with professional and personal supports, but limited childcare and housing were significant detractors. Operating overheads, in particular cost of clinical premises and the ability to competitively remunerate practice support staff were significant barriers requiring a multi-organisation approach to overcome for sustainable general practice service provision.

Table 1 below summarises the key barriers identified in each of the three areas. Table 2 overleaf provides a summary of the enablers which are currently supporting general practice, and the opportunity areas which, when implemented, act as enablers to operating and maintaining general practice services within Hedland.

TABLE 1: Key barrier findings through stakeholder consultation.

WORKFORCE	INFRASTRUCTURE	ENVIRONMENTAL
GP suitability to Hedland community	Limitations with general practice business model	Community expectation
Number of GPs in the rural workforce and availability of GP locum support	High-cost facilities and lack of ability for physical expansion	

WORKFORCE	INFRASTRUCTURE	ENVIRONMENTAL
Attraction and retention of appropriately skilled practice and support staff	Access and availability of affordable housing	
Limited professional development or career progression opportunities	Accessibility and quality of childcare and education for the family	
	Employment opportunities for partners and other spousal supports	

TABLE 2: Key enablers and opportunity findings through stakeholder consultation.

WORKFORCE	ENVIRONMENTAL
Diverse and complex practice	Unique lifestyle with proximity to natural surrounds
Rural immersion expansion into the Pilbara	Sense of community and local relationships
Professional networking and career support	
Training opportunities	
Income opportunities and financial incentives	

BARRIERS

GP suitability (workforce)

One of the main barriers identified in sustainable general practice in rural settings is the ability to attract and retain GPs who are suited to the unique demands of rural general practice.

Each rural town is distinctive in its own way dependent on the composition of the location. Factors include the volume and type of locally available health services, solo general practice locations versus multi-practice towns, demographics of the individual community, patient population profile, volume of work, and personal expectations versus realities of living and working in a rural community. These and other factors must be considered when recruiting individual GPs for vacancies in rural communities.

GPs need significant experience, both medically and socially, to work in a rural setting. Attracting the right health professional for the location increases the likelihood that they will engage with all aspects of rural general practice and remain as longstanding health professionals embedded in the community.

During stakeholder consultation, it was identified that one of the biggest workforce challenges was finding an individual that met all the needs for the Hedland community. Where there is disparity between the recruited GP and the community requirements, the GP may leave the location prematurely, resulting in a gap in health service provision for the community.

“GP needs to be able to talk to a brickie, a miner and someone with a mental health concern, as well as the whole family (diverse case load) so they need to have these professional and social skills or be ready to learn. The community needs to feel they can trust their GP.” (Pilbara allied health professional and practice owner)

Ability to maintain GP workforce (workforce)

Following the need for attracting GPs appropriate to the location, the need to retain and grow the GP workforce was identified as a barrier to general practice sustainability and longevity.

The number of GPs working at a practice directly impacts the practice's viability and ability to generate revenue. In a practice where a GP takes a percentage of billings (for example, 70% of MBS billings), the remaining revenue covers overheads and operational costs including but not limited to, support staff costs, medical supplies, facility expenses, information systems (patient record, billing system, communication etc), insurances, professional fees, and promotion and marketing. The number of GPs working at a practice and population size are important factors influencing the viability of a general practice.

Compounding the need for GP volume to generate income, the number of GP vacancies can also become a barrier to attracting and retaining workforce, as GPs acknowledge the high workload can lead to burnout. It was identified that the previous general practice in Hedland required five to six FTE GPs to meet community requirements but only had one GP, with the inability to source additional GPs cited as contributing to closure.

Where population numbers are sufficient, the greater volume of GPs, the greater likelihood of sustainable general practice. Wait times to see a doctor will decrease and health is better managed in the community, reducing emergency department presentations for category 4 and 5 presentations that could be managed in the primary care sector.

Similar to challenges faced for permanent GP recruitment, shortage of locum GPs to provide workforce support for periods of leave for permanent GPs or to backfill vacant GP positions, is a barrier to sustainable general practice service provision. Locum GPs provide a short-term boost in supply, but challenges with access to housing and competitive remuneration are also common. Furthermore, current public sector locum GP remuneration rates far outstrip the private sector's capacity to remunerate at the same level.

Wider issues involving future medical workforce were discussed by stakeholders, which require longer-term multi-agency solutions. The limited exposure to general practice during medical training, combined with the need for medical students to choose their medical specialty early in their careers and the perception of general practice as less interesting and poorly remunerated when compared with other medical specialties, were identified as requiring system-wide overhauls and attitude shifts, in an effort to increase the number of medical students specialising in general practice or as rural generalists.

Only 13.8% of future doctors are choosing general practice as their career. (RACGP, 2022)

Another limiting factor to rural general practice and the supply of rural GPs was the shortage of appropriate medical supervision for GP registrars. This was discussed as one of the biggest recruitment challenges for the Hedland community, and impacted GP career progression and professional development opportunities, making Hedland less of a priority area for individuals than locations with adequate capacity for medical training and supervision.

Practice and support staff (workforce)

Whilst GPs are the primary service provided by general practices, practice managers, receptionists, and various other health care roles are vital for the efficient and effective operation of the medical practice.

Similar to the challenges facing the attraction and retention of GPs, there is difficulty in recruiting appropriately skilled management, technical, and administrative staff locally. The majority of these roles are recruited from outside the region, therefore also requiring incentivisation to live and work in Hedland. Access to childcare, affordable housing, and competitive salary all impact the ability to support the staff required in general practice.

One of the difficulties experienced in Hedland, is the ability to offer a wage competitive to resource sector wages. Administrative role salary rates were cited as averaging \$25 to \$35 per hour based on experience and qualifications, whereas entry level roles in the mining sector offer between \$50 to \$60 per hour, combined with other incentives including paid on the job training and housing. State government run health services (WA Country Health Service) can also offer greater employment benefits, making public sector roles more attractive than their private sector counterparts.

“Turnover of staff is challenging. Medical administration roles and technical roles, people are leaving jobs for mining/resources roles where they can access on the job training and better pay/incentives.” (Pilbara GP)

Not only is the practice manager essential to the everyday operations of the general practice, their knowledge and experience is essential for compliance, accreditation, financial management, and orientation and training of staff. The stability of practice staff also plays an important role in supporting the permanent and locum GP workforce and ensuring MBS billings are correct and sufficient to generate income for the practice.

The long-term sustainability of general practice heavily relies on the quality, experience, skills, and engagement of its practice staff.

General practice business model (infrastructure)

Interviewees regularly identified the business model of general practice as a barrier experienced not only in Hedland but Australia wide, contributing to the pressures for sustainable access to general practice services.

RACGP's General Practice: Health of the Nation 2022 report provides insight into the state of Australian general practice. The report provides evidence that general practice is in crisis, and unless there is immediate policy intervention, the health of the nation will suffer. The sixth edition of the report's topic of interest is the sustainability of general practice.

General practice is facing a system-induced sustainability crisis. (RACGP, 2022)

Highlighted in the report is the growing administrative responsibilities for GPs to remain compliant and ensure patients access the support they need, taking time away from delivering clinical care. This work remains unfunded, making it unsustainable to provide care within the current Medicare funding landscape. Other concerning themes relating to general practice sustainability include unsustainable workload, burnout, and inadequate remuneration.

Whilst introducing or increasing fees to accommodate growing costs supports the sustainability of the practice, it removes access to care for the most vulnerable patients when practices are forced to pass costs on to clients. It is important to acknowledge that only time directly spent with a patient generates a Medicare rebate.

Feedback received identified practice management as equally important as quality medical workforce in sustainable general practice. Individuals with good business acumen are vital to the practice's success.

Limited access and options for childcare and education (infrastructure)

Access to childcare was consistently identified as a barrier to attracting and retaining the workforce required for sustainable general practice in Hedland. Also impacting the broader Pilbara workforce, several strategies have been implemented in recent years, but with the growing population in Hedland and the rising cost of living, access to childcare for families with young children is a growing constraint.

Timely access to childcare is essential for GPs with young families. Months or even years waiting for a spot negatively impacts both attraction and retention, with GPs looking to other rural towns for better family supports. A GP who previously worked in Hedland stated that their now 2+ year old was put on a wait list for childcare before they were born and is still on a waitlist. In comparison, this GP was able to secure a childcare placement in Bunbury within five days.

Feedback received identified several options for primary school in both Port and South Hedland but only one option for high school, which limits options if the school isn't suited for the child. GPs will then consider boarding options for their child in Perth which splits up the family, or results in the family moving to Perth when children finish primary school.

A new report from The Parent Hood, 'Choiceless' sheds light on the limited access to early childhood education and care in regional, rural, and remote Australia and the profound consequences of this issue: children miss out on essential benefits, workforce shortages persist, and towns suffer economically.

Opportunities for supporting the entire family structure were seen as both barriers and enablers to attraction and retention. Whilst local employment opportunities are available for partners, gaining meaningful employment was hampered when access to childcare was unavailable.

Spousal satisfaction was identified as a large driver in length of stay for GPs. The Hedland community is home to many sporting clubs and there are many activities for children and the family to participate in. These were seen as enablers to attraction and embedding the family within the community.

Suitability for clinical premises (infrastructure)

One of the main factors negatively affecting general practice services in Hedland was described as the excessively high cost of renting appropriate medical facilities in an ideal location. Compounding availability of clinical premises, cost of materials for renovations and fit outs, availability and cost of trades, and lack of new infrastructure were all identified as further barriers in Hedland.

The building which housed the outgoing general practice in South Hedland is privately owned and currently remains empty and untenanted. Local primary care providers have identified their inability to afford the current rental price for these premises, making it unattainable without financial support from industry and/or local government.

Anecdotally, there are very few premises to rent or buy in Hedland that would be sufficient for establishing a general practice. Current infrastructure also hinders health service provider expansion of services available and growth of the workforce.

“There is a physical barrier to growing a practice to a level that would make it commercially viable in Hedland.” (Pilbara health professional and practice owner)

Local housing affordability and accessibility (infrastructure)

Access to affordable housing was identified by all stakeholders as a key barrier to health service provision in Hedland. Securing affordable housing is critical to attracting and retaining workers in sectors such as education, tourism, childcare, retail, and hospitality, especially where incomes are significantly lower compared with the mining sector. The high cost and low supply of local housing impacts the current provision and growth of health care services in Hedland.

Rental prices continue to rise in the Pilbara mining communities, with rentals priced between \$850 to \$2,000 per week in Port Hedland and \$800 to \$1,000 per week in South Hedland, according to November 2023 data from the Real Estate Institute of Western Australia (REIWA). Median weekly rental prices in the Hedland area were \$335 per week in 2018 (The Guardian, 2023).

Average rent has increased 20% pa in Port Hedland and 36% pa in South Hedland since 2020. (Town of Port Hedland)

Access to quality and affordable housing is an issue for all general practice staff, not just the GP. Practice managers and practice staff recruited from outside Hedland also face the issue of requiring safe and affordable housing without it becoming a disincentive to moving to the Pilbara.

Feedback during consultations identified that ‘the house has to be nice and well maintained, GPs want a place to unwind after work, and a place their family feels safe and at home.’

Access for all general practice staff to subsidised quality housing will play a major role in the sustainability of general practice service provision in Hedland.

Access to affordable housing has impacts on all industries, and the Town of Port Hedland's South Hedland Service Worker Housing project aims to provide housing for workers in sectors such as education, health, tourism, retail and childcare. Currently ten houses for GP use in Hedland are rented for below market value and were built through partnership between Town of Port Hedland, BHP and Royalties for Regions.

Community expectation (environment)

The relationship between GPs and their community plays a vital role in the sustainability of general practice. Not only does the GP need to be suitably aligned with the community values and the health landscape they form part of, but the community expectation and perception of health services and general practice is equally as important.

Community expectations can relate to the availability, cost, and length of time of appointments, as well as access to services to meet specific needs eg female GPs for women's health services, and male GPs for men's health services.

Feedback identified Pilbara clinics are very community driven, and the community will support services they feel they can trust are there for their wellbeing and health. Where expectations and realities don't align, this can become a barrier for sustainable service provision.

ENABLERS

Diverse and complex practice (workforce)

The most frequently discussed enabler for sustainable general practice in rural communities was the opportunity available to practise diverse and complex medicine, with tailored training prospects to support community gaps in rural medicine. For the right GP, a love of rural and remote medicine and the diversity in the everyday is a major attraction.

The broad scope of practice for GPs, nurses and allied health professionals is ever changing based on community need to address the diverse range of medical conditions and provide primary care, emergency care, and preventive services. This responsive community-centred approach to care also strengthens the importance of building relationships within the community and understanding the needs and challenges local to the town. The variety and ability to practise a wide range of disciplines will attract the right GP who may have been experiencing lack of variety working in metropolitan practices.

“It matters if you turn up to work every day.” (State-wide health service provider)

Partnership and collaborative sharing of the health workforce between the private, public and ACCHS sector is seen as beneficial for the entire community and a factor in keeping GPs engaged and satisfied with their work, playing a positive impact on their length of stay in rural towns. The current arrangement between Hedland Health Campus and Port Hedland Medical Centre allows appropriately qualified GPs to use their extended skills in emergency medicine whilst also working in the community setting.

Long waitlists for specialist services also provide an opportunity for GPs to upskill and train in areas of need. Whilst training and career development opportunities have been discussed as barriers, when training is available and supported for both trainer and trainee, it becomes a positive attractive factor for general practice in rural communities.

Lifestyle, sense of community and relationships (environment)

Identified by over 50 per cent of interviewees as an enabler of successful health service attraction and retention was the lifestyle, sense of community and the long-lasting relationships that can be built in the Hedland community. Stakeholders who currently reside in Hedland repeatedly stated that the strong sense of community is one of the reasons they enjoy living and working in Hedland and looking for the *‘next place that offers the same opportunities’* was not on their radar.

For the right person, Hedland is where you can find the *‘idyllic Aussie balanced lifestyle where the weekend is a break from the everyday grind, something that can be lacking in larger city areas.’* You can see beautiful beaches and deep rocky gorges, experience whale migrations, go offshore fishing and coral diving, watch turtle hatchings, drive through riverbeds and so much more.

Not only is the natural environment unique, the people of Hedland and the long-lasting friendships, life experiences and memories, and the sense of a connected community are all part of Hedland’s attraction. As an important attractor for incoming health professionals, it is essential that GPs have the time to develop friendships, join local clubs and explore their surrounds. It can be extremely isolating having all these qualities within reach but no opportunity to be involved due to work constraints.

“People just crack on (in the face of adversity) and step outside of their normal work to get things done for the better of the community.” (State-wide fundholder)

Networking and career support (workforce)

When discussing the reasons why individuals remain in Hedland or the Pilbara long after their planned initial length of stay, two themes became evident. One was the support and networking opportunities in their professional life, and the other was their sense of community and belonging in their personal life.

Development of a supportive working environment is crucial to the wellbeing of rural health professionals, as working in isolating settings presents challenges which impact sustainable and stable service provision. Opportunities to network provide GPs with access to a broader pool of information, best practices, referral pathways and resources. Connecting with peers and mentors who live and work in similar conditions can offer valuable insights, particularly for newly relocated GPs and their families. Being able to connect through shared experiences and challenges can provide invaluable support.

Within the Hedland community, the local ACCHS has been operating for 30 years and is a wealth of knowledge and stability in the current service landscape. Similarly, Port Hedland Medical Centre has been under stable management since 2010. Opportunities for health professionals from the public sector, ACCHS sector and private sector to network and provide career support mechanisms is vital for any new incumbent into the primary health care space in Hedland.

It was identified that in the larger setting of Hedland Health Campus, there are greater opportunities for GPs and health professionals to socialise and network, with structures in place for ongoing support and mentoring, which are limited in general practice.

The Pilbara Health Professionals Network (Pilbara HPN) is a collegiate network for health professionals who provide care to communities in the Pilbara region. Their aim is to provide rural and remote health professionals with better support and greater opportunities to network, upskill, share information, and collaborate in a local supportive community environment. There are currently over 600 members of the Pilbara HPN, with 16 per cent of members based in Hedland.

Rural immersion (workforce)

Anecdotally, Hedland can be seen as vastly different from places where students study medicine and train as health professionals, making exposure to communities like Hedland especially important during their formative training years. One of the biggest factors which stakeholders identified as supporting rural general practice was students' opportunity for rural immersion while undertaking their degree.

The aim of rural immersion is to showcase the advantages and benefits of rural health careers and to help students develop professional links with potential future employers and communities. These experiences also provide insight into the distances and challenges facing rural patients, should they be required to care for them in their future careers.

Rural Health West currently works with stakeholders to provide rural immersion experiences in the Wheatbelt and Kimberley regions for medical and health students and has previously provided immersion programs in the Pilbara region for junior doctors.

The current worldwide shortage of medical practitioners across metropolitan and country locations makes it increasingly difficult to attract and retain medical workforce to rural areas. However, Hedland and the broader Pilbara region offer unique lifestyle and professional opportunities to attract GPs who are interested in practising diverse, complex and varied rural medicine whilst being embedded in a strong and resilient community. These opportunities need to be developed and supported at the local level, drawing on local experiences, knowledge and capabilities to engage and attract the next generation of rural health professionals.

Alternative models of health service delivery have not been explored in this paper but may include:

- Telehealth services which enable the use of technology to provide healthcare remotely. These services allow patients to consult with healthcare professionals, receive medical guidance, diagnosis, treatment, and monitoring using digital communication tools.
- Nurse practitioner led services involve advanced nurse practitioners who have acquired specialised education and training enabling them to conduct physical exams, interpret medical histories, create treatment plans, order diagnostic testing, manage chronic conditions, provide patient education, and offer preventive and specialty care.
- Reorienting health services through expanded scope of practice of health professionals other than GPs. For example, prescribing rights provided to pharmacists or other health specialties.

Each alternative model of health service delivery would require thorough analysis of suitability to location and health needs, availability of health professionals to deliver the services, cost of service where not covered by Medicare, and impact on existing health services.

RECOMMENDATIONS

Following identification of barriers and enablers to general practice services in Hedland, participants discussed recommendations on how best to support current and future service provision at a community and stakeholder level.

Local, regional and State-wide agencies share the goal for increasing rural health workforce and the opportunity for information sharing, particularly strategies and success stories was lacking, presenting an opportunity to collaborate between organisations for a united approach into the future.

RECOMMENDATION 1

Enhanced and localised future workforce attraction strategies

In partnership with industry, stakeholders and Rural Health West, establish and deliver a Pilbara Immersion Program for junior doctors, to encourage junior doctors to undertake rural medical careers in the Pilbara region. The immersion program could comprise a series of activities to showcase rural medical careers and provide opportunities for junior doctors to engage with rural medical professionals. The experience may include attendance at the Rural Health West Rural and Remote Retrieval Conference in Karijini National Park where participants develop skills in the management of medical emergencies in a remote environment. Estimated costs for an immersion program for six junior doctors are approximately \$50,000.

Exposure to rural health care through immersion programs plays a crucial role in shaping the future health workforce, fostering deeper understanding of healthcare disparities, and potentially addressing the healthcare needs for underserved rural communities through future employment.

Attract GP Registrars to train in Hedland through discussions with the Royal Australian College of General Practitioners (RACGP) and Australian College of Rural and Remote Medicine (ACRRM), in order to promote and identify training opportunities in the Pilbara. This could include exploration of remote supervision models. The availability of supervision plays an integral part of GP registrar training until the individual attains the necessary competencies and qualifications to practice as independent GPs.

RECOMMENDATION 2

GP suitability and tailored employment opportunities

Assessing and updating current GP recruitment strategies to ensure requirements are clearly articulated, well supported and competitively advertised is essential for successful and engaged rural health recruitment.

A number of short-term actions undertaken by Rural Health West and Town of Port Hedland will work towards ensuring GP suitability to the community. These include identifying the skills, characteristics, experience, expectations, and attributes that are closely aligned with the values of the Hedland community to refine the recruitment process and provide a framework for interested general practices to the town.

Develop flexible and tailored employment packages suited to the individual GP that provide competitive remuneration and reasonable access to housing, vehicle, and/or return air fares. These inclusions will offset some of the barriers to living and working in Hedland.

During the GP recruitment process, identify access to GP housing and suitability to the family to assist in attracting the potential GP and their family to Hedland.

Consider development of employment packages for the broader general practice workforce. Work with local providers to ensure practice staff are seen as key workers and provided with incentives such as access to childcare and affordable housing to increase stability of the health workforce within the community.

Explore opportunities for shared resources between hospital, ACCHS and general practice to provide opportunities for greater support within the workforce. This may include opportunities for GPs to have hospital admitting rights and ability to see their patients when in hospital. This supports patient care while in the hospital and when they are back in the community. Flexibility opens opportunities between private practice and the public health care system, supporting both the hospital and community, making Hedland a professionally attractive location.

RECOMMENDATION 3

Family support

Develop a strategy for GPs to access childcare in a timely manner to support GPs to relocate with their families to Hedland. This may include working with local industry on childcare allocations and how they are prioritised, the inclusion of health care workers in essential worker categories and therefore having access to childcare will have positive impacts for general practice services.

In partnership with the Town of Port Hedland and local businesses, instigate a plan to welcome and support new medical workforce and families to Hedland. This could include provision of community welcomes with information on amenities, sporting and social clubs, schooling, local tourist information, orientation to emergency and health services, and/or a welcome parcel with samples of local produce.

RECOMMENDATION 4

Availability of housing and clinical premises

Several stakeholders identified two premises currently untenanted and appropriate for clinical use: the previous Sonic clinic and the unused WACHS Pilbara Population Health building. These could be made available for general practice at reduced rental rates.

The South Hedland TAFE redevelopment project could also be considered for incorporation of health services into the plans for the civic and community hub. Pannawonica Medical Centre combines community health services, including general practice, allied health, and childcare all in one. This model could be adopted for a new general practice for the Hedland community, providing access to much needed services.

Industry and project partners could develop a collaborative approach to reducing practice overheads, particularly the high facility rental cost for general practice to operate. Funding could be made available by the resources sector or other industry partners to support this, subject to implementation of KPIs and guaranteed deliverables by the practice to ensure service delivery continuity.

A long-term recommendation to address issues regarding facility cost and availability, is building a purpose-built general practice facility with training capacity, making Hedland an attractive place to train, teach and practise.

Town of Port Hedland to undertake review of the current GP housing subsidy provided, and the lease terms and conditions in consultation with general practice and other Pilbara LGAs to align strategies across the region. Included in this review will be the provision of vacant GP housing to other health professionals if appropriate.

Expand subsidised housing to practice staff, administrative staff, and allied health professionals. City of Karratha's Medical Services Housing Scheme has recently been expanded to include allied health professionals receiving rental contribution. It is recommended to discuss this program with City of Karratha to identify the community benefits resulting from this initiative. Locally, several organisations provide their own tiered subsidy programs reflective of income for their workforce.

RECOMMENDATION 5

Strengthen general practice viability and community health

Work alongside industry partners to brainstorm concepts and develop ways of supporting general practice to generate revenue and/or reduce operating costs. Stakeholders welcomed the idea of including non-health organisations to gain new perspectives and ideas for financial efficiency in general practice. For example, explore opportunities for clerical support be provided remotely, relieving the pressure on general practice or consider the possibility of employers covering Medicare gap payments for employees where possible.

For new and existing general practice service providers in Hedland, provide localised training and support in relation to operating small business and increasing revenue, through MBS and private billing services.

Host community events which are tailored to community needs, for example providing access to wound care management, preventative health and health promotion in the community to embed skills within the community. Explore funding capacity for the Pilbara Health Professionals Network to deliver these community events where health professionals can attend to deliver education and get to know the community.

Explore mentoring and support events for GPs and other health professionals, to be delivered through the Pilbara Health Professionals Network. Where possible, identify opportunities for mentors and mentees to be compensated for their time, as taking time away from practising is loss of business opportunity.

When creating events for health professionals, consider GP friendly hours ensure there is allocated networking time GPs and health professionals to connect.

RECOMMENDATION 6

Promoting the Hedland lifestyle and community

Develop a broad advertising campaign to attract medical workforce into the community. Local medical services, with the support of Rural Health West and Town of Port Hedland, should develop a broad advertising campaign to attract medical workforce to the Pilbara, with the aim being to promote the positive medical community, the availability of a range of medical careers, medical training options, and the benefits and incentives available for doctors willing to work in the Pilbara.

Marketing for recruitment of rural health professionals needs to be sufficiently tailored to reflect the diversity of the candidates with respect to age, gender, career stage, professional discipline, cultural and linguistic background. It is recommended to work with current Pilbara health professionals to update marketing strategies unique to the region.

Showcase how a day in the life of a rural GP differs from their metropolitan counterparts. Rural Health West and Town of Port Hedland could identify local health professionals and community members to be included in video testimonials to be used for marketing and social media. As the most discussed enabler, it is recommended to ensure testimonials from current health professionals are included in attracting the workforce to Hedland. Personal experiences and anecdotes are large drivers in GPs learning about the community they will be practising in.

Work with Rural Clinical School of WA (RCSWA) to promote their programs and strategies for attracting medical students to Hedland, including the Preceptor program.

Utilise and promote already developed resources highlighting Hedland and the Pilbara. Wonder the Warlu Way showcases the unique landscape and opportunities to explore the region. Building a bank of resources will allow quick and easy dissemination of information to interested health professionals.

The local council in Kimba, South Australia have faced similar GP attraction challenges and explored new ways to recruit through developing a short television advertisement which highlighted and showcased the community, as well the existing council supports for the incumbent (newly purpose-built medical practice and housing for the doctor). A similar advertisement for Hedland could be developed and distributed through regular channels, but also through new pathways including social media.

Promote and raise awareness of local training or employment opportunities for high school students and young adults to undertake roles within local Hedland businesses. Working alongside education including Hedland High School and TAFE to encourage local employment and future workforce opportunities.

SUMMARY OF RECOMMENDATIONS

The recommendations are consolidated into the following table which outlines the lead organisation and partners to involve and engage to progress each recommendation. The project partners also identified organisations and stakeholders' whose involvement is paramount in achieving sustained and long-lasting outcomes across all recommendations. Inclusion of State Government departments including the Department of Health, Department of Communities and Department of Education, as well as various key industry partners within Hedland and the Pilbara will advance the reach and accountability across the community.

TABLE 3: Summary of recommendations and identification of lead agency and organisations to be involved.

RECOMMENDATION	LEAD AGENCY	PARTNERS TO ENGAGE
1. Enhanced and localised future workforce attraction strategies 1.1 Pilbara Immersion Program for junior doctors 1.2 Pilbara GP Registrar training opportunities	Rural Health West RACGP and ACRRM	BHP, Fortescue, ToPH WAPHA, Pilbara general practices
2. GP suitability and tailored employment opportunities 2.1 GP recruitment strategy update 2.2 Flexible and tailored employment package 2.3 Opportunities for shared resources between hospital, ACCHS and general practice	Rural Health West in partnership with general practices, ACCHS	ToPH, local childcare centres WACHS, local general practices
3. Family support 3.1 Provision of information on local childcare facilities 3.2 Investigate priority childcare allocations for GPs and their families with local childcare providers 3.3 Welcome to Port Hedland information, activities and events	ToPH	BHP, Fortescue, local businesses
4. Availability of housing and clinical premises 4.1 Collaborative approach to reducing practice overheads, particularly high facility rental cost 4.2 Investigation of purpose-built general practice facility 4.3 Review of current GP housing subsidy 4.4 Expansion of Service Worker housing scheme	ToPH	BHP, Fortescue, local industry partners, Dept of Communities
5. Strengthen general practice viability and community health 5.1 General practice revenue opportunities 5.2 General practice localised training and small business support 5.3 Community health events 5.4 GP mentoring opportunities	Pilbara collective industry and Rural Health West	Pilbara Health Professionals Network, WAPHA
6. Promoting the Hedland lifestyle and community 6.1 Advertising campaign 6.2 Advertising and promoting medical workplaces	ToPH	Local industry partners, TAFE

Appendix 1: Consultation participants

Name	Organisation
Patrik Mellberg	BHP
Bev Menezes	City of Karratha
Emma Landers	City of Karratha
John Brereton	Fortescue Metals Group Ltd
Kianna Barker	Hedland Well Women's Centre
Dr Lincoln Luk	Marlu Health
Chris Pickett	Pilbara Aboriginal Health Alliance
Dr Kudzai Chirashanye	Pilbara health professional
David Rigby	Pilbara Therapy Service
Dr Joel Silbert	Port Hedland Medical Centre
Kieran Hennelly	Royal Flying Doctor Service (Western Operations)
Dr Sally Edmond	Royal Flying Doctor Service (Western Operations)
Dr Rob Whitehead	Rural Clinical School
Beth McEwan	Rural Health West
Alisha Small	Rural Health West
Kirsten Campbell	The Royal Australian College of General Practitioners
Tara Delany	The Royal Australian College of General Practitioners
Colleen Bradford	The Royal Australian College of General Practitioners
Rhiannon Jones	The Royal Australian College of General Practitioners
Josephine Bianchi	Town of Port Hedland
Anna Savill	Town of Port Hedland
Rohan Rasiah	WA Centre for Rural Health
Dr Nic Van Zyl	WA Country Health Service - Pilbara
Dr Annie Lang	WA Country Health Service - Pilbara
Dr Ganesan Sakarapani	WA Country Health Service - Pilbara
Dr Christopher Peyton	WA Country Health Service - Pilbara
Sharon Sewell	WA Primary Health Alliance
Jodie Green	WA Primary Health Alliance
June Councillor	Wirraka Maya Health Service Aboriginal Corp
Stephen Magwenzi	Wirraka Maya Health Service Aboriginal Corp

Appendix 2: References

WA Country Health – Pilbara Health Profile 2022 (November 2022)

<https://www.wacountry.health.wa.gov.au/About-us/Publications/Health-profiles-and-service-plans>

Town of Port Hedland Annual Report 2021-2022

<https://www.porthedland.wa.gov.au/documents/4035/annual-report-202122>

Royal College of Australian General Practitioners – General Practice Health of the Nation 2022

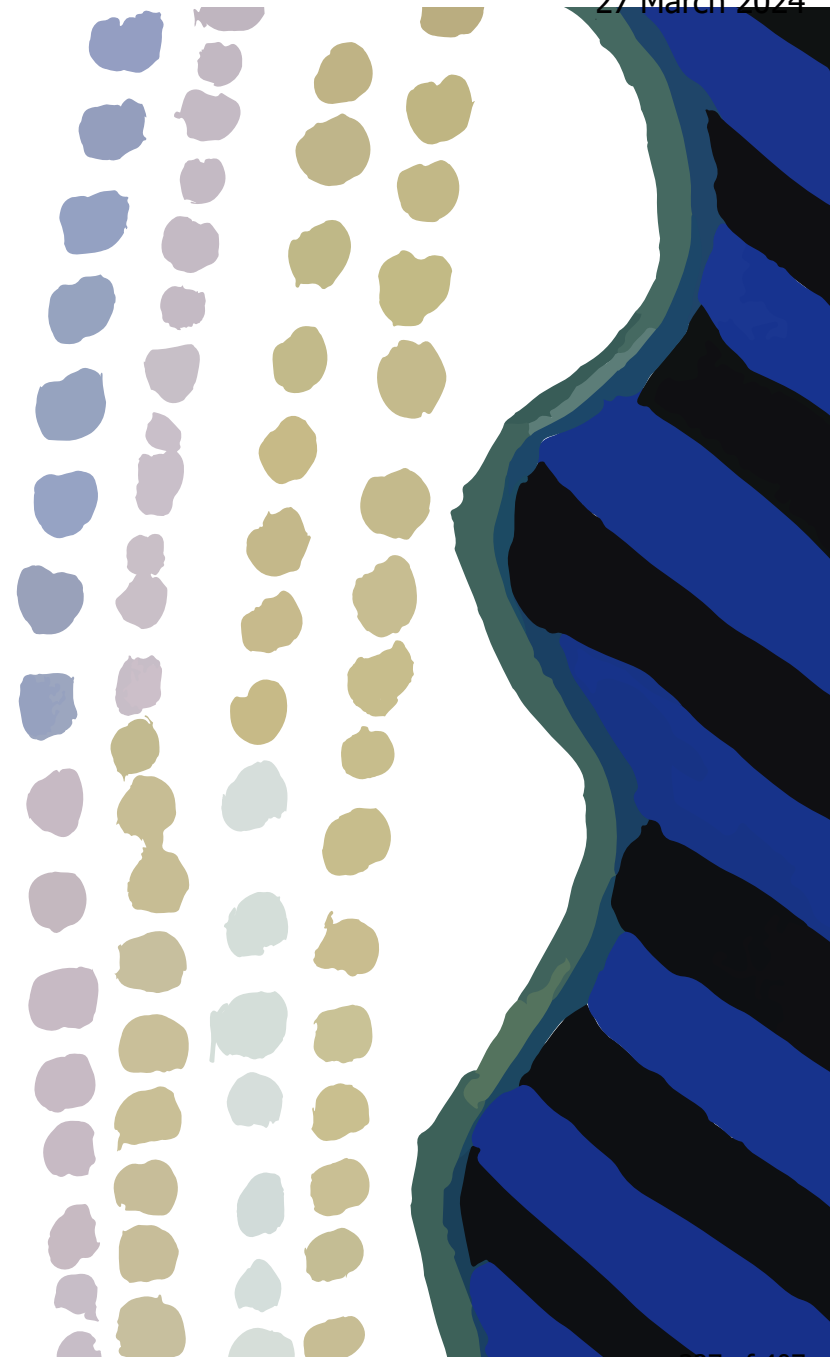
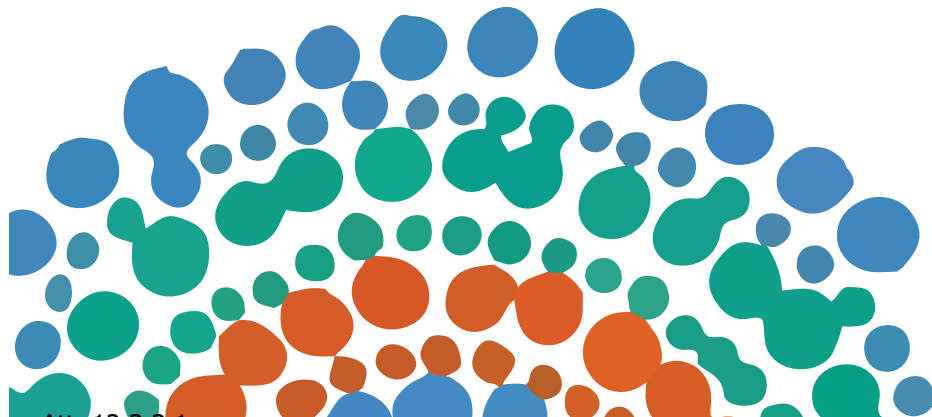
<https://www.racgp.org.au/getmedia/80c8bdc9-8886-4055-8a8d-ea793b088e5a/Health-of-the-Nation.pdf.aspx>



Ngalikuru Kuma-Marri Plan

We are all working together in partnership

*Hedland Aboriginal and Torres Strait Islander
Partnership Plan
2023-2027*

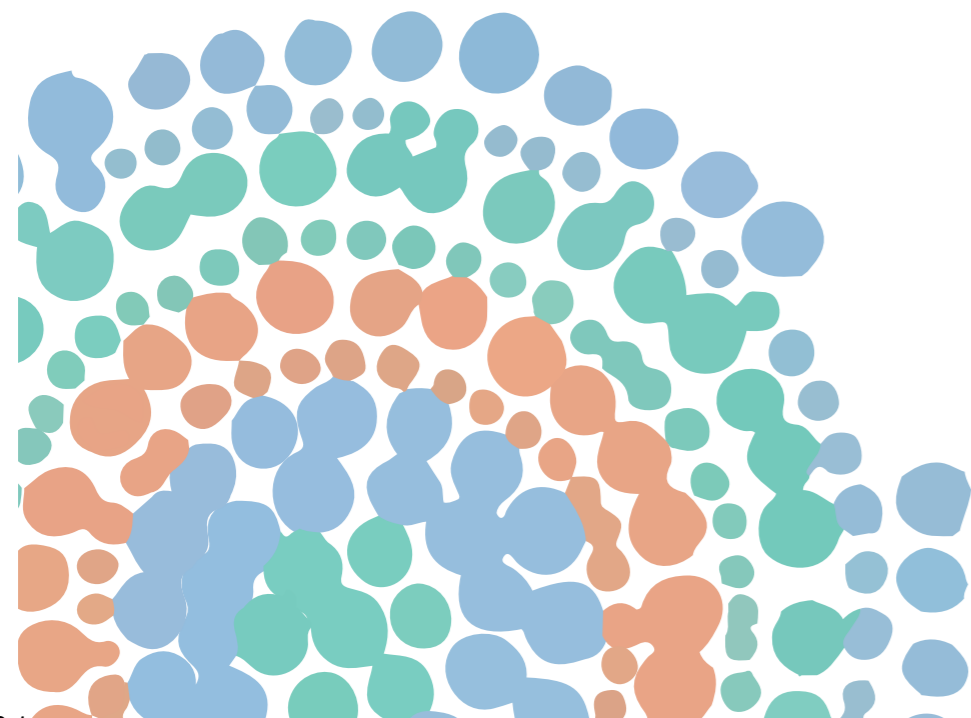




Ngalikuru Kuma-Marri Plan

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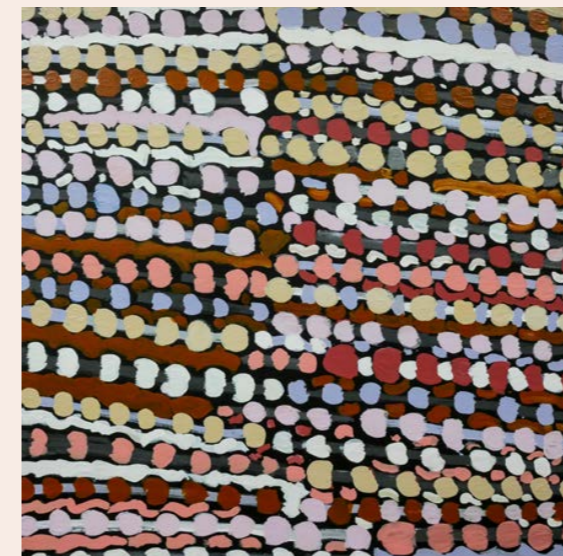
Hedland Aboriginal and Torres Strait Islander Partnership Plan 2023-2027



Att. 12.3.3.1

OUR ARTISTS

The artwork used throughout this document has been sourced from artists from the three language groups on which we operate being Kariyarra, Ngarla & Nyamal.



Beryl Ponce – Kariyarra

Collecting Buffalo Grass.

My mum used to collect Buffalo grass at Strelley and put it into the bags to sell it and also seeds as well.



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Fruit called Wamurla.

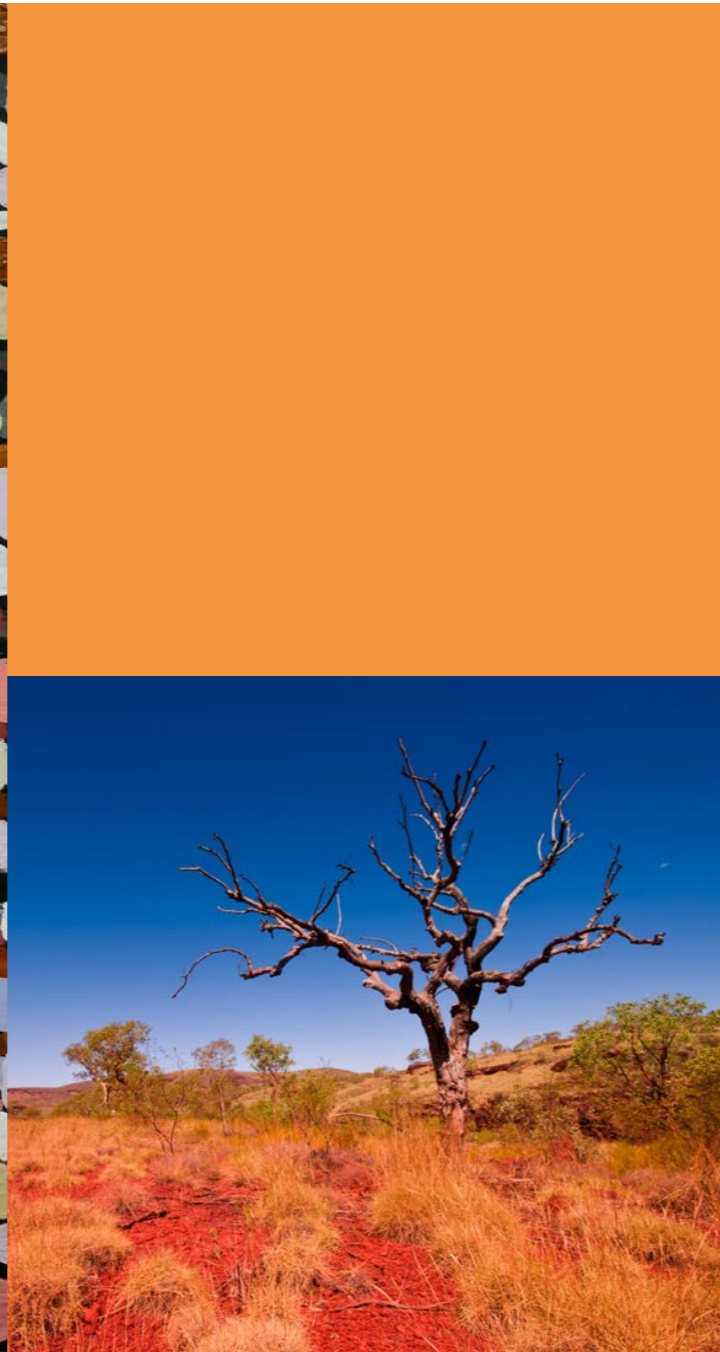
Everyone gets excited to eat it. Can be found all over the Pilbara. It's exciting, but has spikes so be careful. To eat it you have to peel skin off, then clean seeds out with water and then eat as much as you can.



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In Callawa Station, north east of Marble Bar.

Old man who gone on a train, long time ago from Port Hedland. No car, train journey me Maggie, old man and baby. I was 10 years old.



REFLECTION OF THE PAST

Port Hedland is geographically located in the Pilbara region of Western Australia on Kariyarra country. The traditional Kariyarra name for Port Hedland is *'Marapikurrinya'*, which reflects the hand-like formation of the coastal tidal creeks (Mara meaning *'hand'* and Pikurri meaning *'to point straight'*, and Nya means *'place name'*).

The Town of Port Hedland (the Town) was initially gazetted as a town in 1896 however prior to European settlement, this land has an extensive history of human habitation, with evidence of Aboriginal occupation dating back over 65,000 years. In recent years, Port Hedland has undergone significant development and growth to support the town's expanding population and economy. Despite this growth, the Aboriginal community has maintained its strong connections to its languages, history and the surrounding region with many significant places of cultural importance such as natural environments, resources, ceremonial sites, song lines and ancient rock art being preserved and celebrated.

We understand that acknowledgement of history and truth telling is an important part of the journey moving forward together. This includes the acknowledgement of the impact on culture and customs because of dispossession and the injustices that have occurred within this region as part of Colonisation.

We also recognise the strength of this community including the efforts of many Aboriginal people and their demonstrated resilience, vision and leadership which have positively contributed to the development of our community. By focusing on working in partnership with our community, we aim to continue to be a town that will share the responsibilities for inspiring meaningful and sustainable ways of working through inclusion, leadership, innovation and culturally significant ideals unique to the region.



PURPOSE

The Hedland Aboriginal and Torres Strait Islander Partnership Plan sets the intention of the Town of Port Hedland to work together with our Aboriginal and Torres Strait Islander peoples and communities of Hedland in a meaningful, collaborative and co-operative manner. As a strategic framework document, it guides Council's operations, activities and engagement with Aboriginal and Torres Strait Islander peoples and provides the overarching plan for Reconciliation and action within the Hedland townships and its remote communities.

GOALS

There are six key things that we want to see happen when the Town of Port Hedland partners with Aboriginal and Torres Strait Islander communities.



GOAL 1

We want to **highlight the value and contribution** of Aboriginal and Torres Strait Islander people



GOAL 2

We want **more people to understand** local Aboriginal and Torres Strait Islander cultures



GOAL 3

We want to find out the best ways to get Aboriginal and Torres Strait Islander people in Hedland **involved in making decisions**



GOAL 4

We want to recognise the top priorities where the Town and Aboriginal and Torres Strait Islander people can **work together**



GOAL 5

We want to figure out the main ways that we can enhance Aboriginal and Torres Strait Islander people's **involvement in the community**



GOAL 6

We want to **strengthen the spirit of Reconciliation** within the Hedland community, and support the best ways to build relationships.



ACTION 1

Strengthening respect and relationships



ACTION 2

Making culture more visible



ACTION 3

Developing opportunities for enhanced lifestyle, health, employment and wellbeing



ACTION 4

Fostering local leadership and community capacity



ACTION 5

Building organisational capacity of the Town

ACTIONS

To help us achieve our goals, there are five themes that we have grouped actions under:





PRIORITY THEME 1

Strengthening Respect and Relationships

Progress in this area will:




Be seen through respectful demonstration of Traditional Ownership.

Welcome to Country protocols and **Acknowledge to Country** statements at events and Council communications.

Buildings will acknowledge and reflect Aboriginal Heritage and Traditional Ownership.

We'll work together to identify and interpret significant **cultural sites**.

Language signs at Town entrances and key cultural boundaries.

Encourage businesses and organisations to develop a **Reconciliation Action Plan**.

Kariyarra Elders will be invited to formally welcome Mayor and Elected Members into their new roles.



Result in more community engagement.

Share the Aboriginal and Torres Strait Islander Partnership plan to people who work for the Town, key partners and the broader community.


A Reference Group that will help make sure we are putting the plan into practise.

Bring Aboriginal and Torres Strait Islander communities into **decision making**.

Identify key Town projects that need guidance from Aboriginal and Torres Strait Islander communities

Make sure **Town information** is relevant and accessible for Aboriginal and Torres Strait Islander peoples.






PRIORITY THEME 2

Making Culture More Visible

Progress in this area will include:




Better acknowledgement and promotion of local Aboriginal and Torres Strait Islander culture, heritage, and contributions.

Gather, share and acknowledge local stories, achievements, art, culture and heritage within the Town and its facilities.

Signage and naming at key locations.

A **Wayfinding** plan that includes Aboriginal and Torres Strait Islander artwork and culture.

Collection of local Aboriginal and Torres Strait Islander artworks and commercial opportunities at Town facilities and within the wider community.

Support better knowledge of heritage, including library collections and publications.

Include local Aboriginal art in Town communication channels.

Support young people to capture and document the stories of their Elders.



Support for a calendar of events that celebrate Aboriginal and Torres Strait Islander people and their cultures and achievements.

National Reconciliation Week activities.

Celebration of **NAIDOC Week**.

Support local events that celebrate local culture and Aboriginal and Torres Strait Island artists.



Identification, connection, and development of local cultural assets.

Develop and maintain a record of Aboriginal and Torres Strait Islander assets.

Support the teaching and preservation of local languages and stories.

Protect significant local Aboriginal heritage sites.



More local cultural tourism products and experiences.

Support the development of Indigenous cultural tourism products/experiences.

Supporting local Aboriginal and Torres Strait Islander groups to hold **culture-based events**.



More opportunities for local Aboriginal People to connect with their Country.

Supporting local Aboriginal and Torres Strait Islander organisations to provide opportunities for community members to **connect with Country**.





PRIORITY THEME 3 Developing Opportunities for Enhanced Lifestyle, Health, Employment and Wellbeing

Progress in this area will include:

3



Safer environments and stronger families.

Support community ideas to help reduce family domestic violence.

Support community ideas that build **stronger families**.

Support the establishment a **'safe house'** or other ways to increase safe accommodation options for young people.

Support initiatives to develop **more housing** options.

Support Aboriginal and Torres Strait Islander people to achieve **better health** outcomes through advocacy.

Encourage and support **non-alcohol** events and settings

Develop a shared community **calendar of activities** for young people all year round.

Support community programming initiatives that promote **healthy lifestyles**.

Explore options to implement a **Justice Reinvestment Strategy** in the Town.



More Aboriginal and Torres Strait Islander businesses.

Support Aboriginal and Torres Strait Islander peoples to **start businesses**

Support ways to get more Aboriginal and Torres Strait Islander **businesses involved** in work being contracted through the Town of Port Hedland.



New and different employment opportunities.

Increase **community awareness** of jobs and opportunities with the town.

Encourage **traditional practices** incorporated in caring for Country.



Enhanced opportunities to 'age well locally and on Country'.

Support practice-based on-Country **employment options**, especially related to health and ageing in-place initiatives.





PRIORITY THEME 4 Fostering Local Leadership and Community Capacity

Progress in this area will include:

4



Better personal development opportunities.

Encourage communities to develop ways to bring everyone together to increase **connection and belonging**.

Create ways for young Aboriginal and Torres Strait Islander people to further develop their **connection to their passions**.

Support Aboriginal and Torres Strait Islander young people to **connect more to Country**.



Enhanced leadership development opportunities.

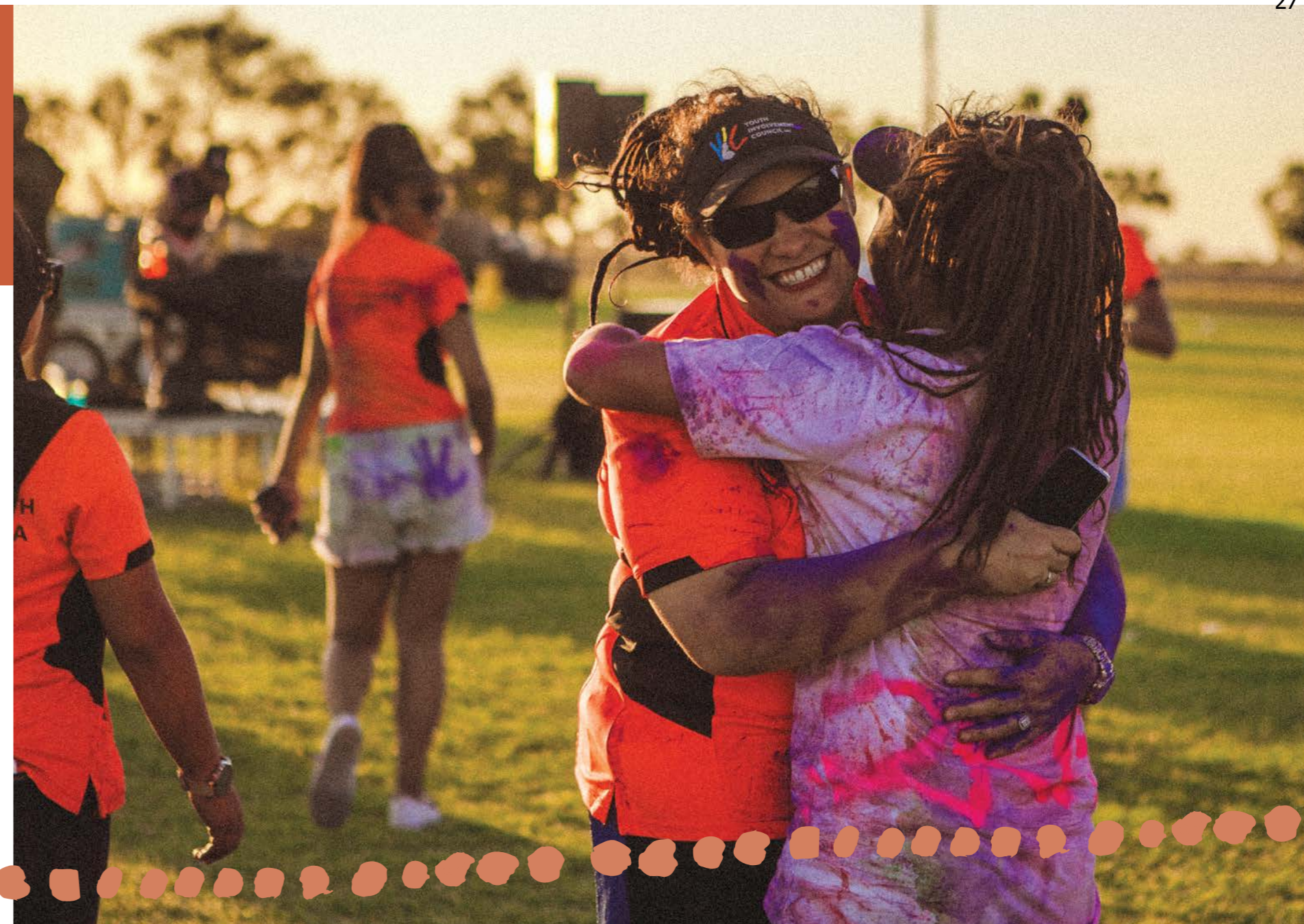
Support Aboriginal and Torres Strait Islander communities to **support emerging leaders**.

Increase awareness of leadership opportunities for Aboriginal and Torres Strait Islander people.



Better recognition of Aboriginal and Torres Strait Islander community members.

Working together to find and grow opportunities for local Aboriginal and Torres Strait Islander people to be recognised for their **roles and contributions** through awards and the media.





PRIORITY THEME 5 Building Organisational Capacity of the Town

Progress in this area will include:

5



Better recruitment and retention of Aboriginal and Torres Strait Islander peoples at the Town.

Increase Aboriginal and Torres Strait Islander employment at the Town.

Look at ways to **better recruit** local Aboriginal and Torres Strait Islander people at the Town.

Increase full-time **apprenticeships and traineeships** at the Town for Aboriginal and Torres Strait Islander young people.

Ensuring internal HR policies and practices are culturally appropriate and responsive.



Enhanced external relationships.

The Town becoming a **registered member** of Reconciliation Australia & Reconciliation WA.

Organising one major Town National Reconciliation event each year.

Encouraging all employees to become involved with annual NAIDOC Week activities.



Enhanced cultural awareness training for all employees and elected members.

Working with local Traditional Owners to **develop** cultural awareness guidelines and a Toolkit for all Town elected members and employees.

Engaging all Town employees in regular cultural awareness learning experiences.





Town of Port Hedland

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Port Hedland WA 6721

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web: www.porthedland.wa.gov.au



Town of
Port Hedland

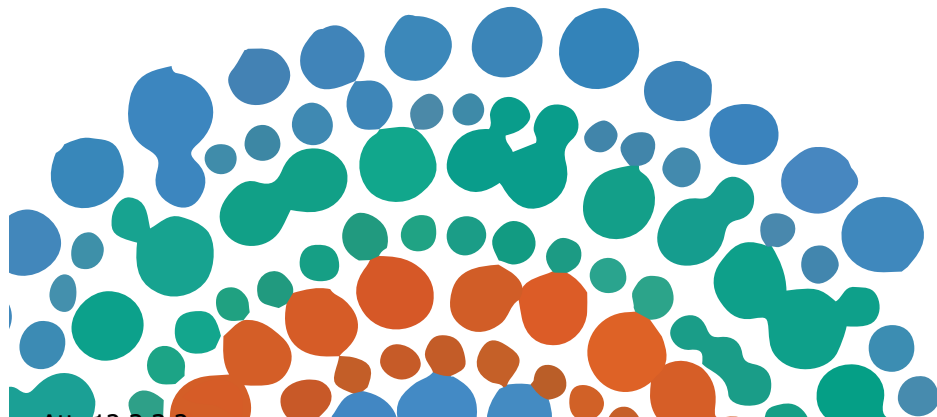


Ngalikuru Kuma-Marri Plan

We are all working together in partnership

*Hedland Aboriginal and Torres Strait Islander
Partnership Plan
2024-2028*

DRAFT VERSION





The Town of Port Hedland would like to acknowledge the Kariyarra, Ngarla, and Nyamal people as the Traditional Custodians of the Town of Port Hedland lands. We recognise their strength and resilience and pay our respects to their Elders past and present. We extend that respect to all Aboriginal & Torres Strait Islander people of the local Hedland community and recognise their rich cultures and continuing connection to land and waters.

Our Artists

The artwork used throughout this document has been sourced from artists from the three language groups on which we operate being Kariyarra, Ngarla & Nyamal.



Beryl Ponce – Kariyarra

Collecting Buffalo Grass.

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Old man who gone on a train, long time ago from Port Hedland. No car, train journey me Maggie, old man and baby. I was 10 years old.

Preamble from the Town of Port Hedland

We, the Town of Port Hedland Council, acknowledge the Kariyarra, Ngarla and Nyamal people as the Traditional Owners of the land on which we operate. As such, we also recognise the cultural significance of the land and waterways and value the connection and responsibility that our Kariyarra, Ngarla and Nyamal people have to this country.

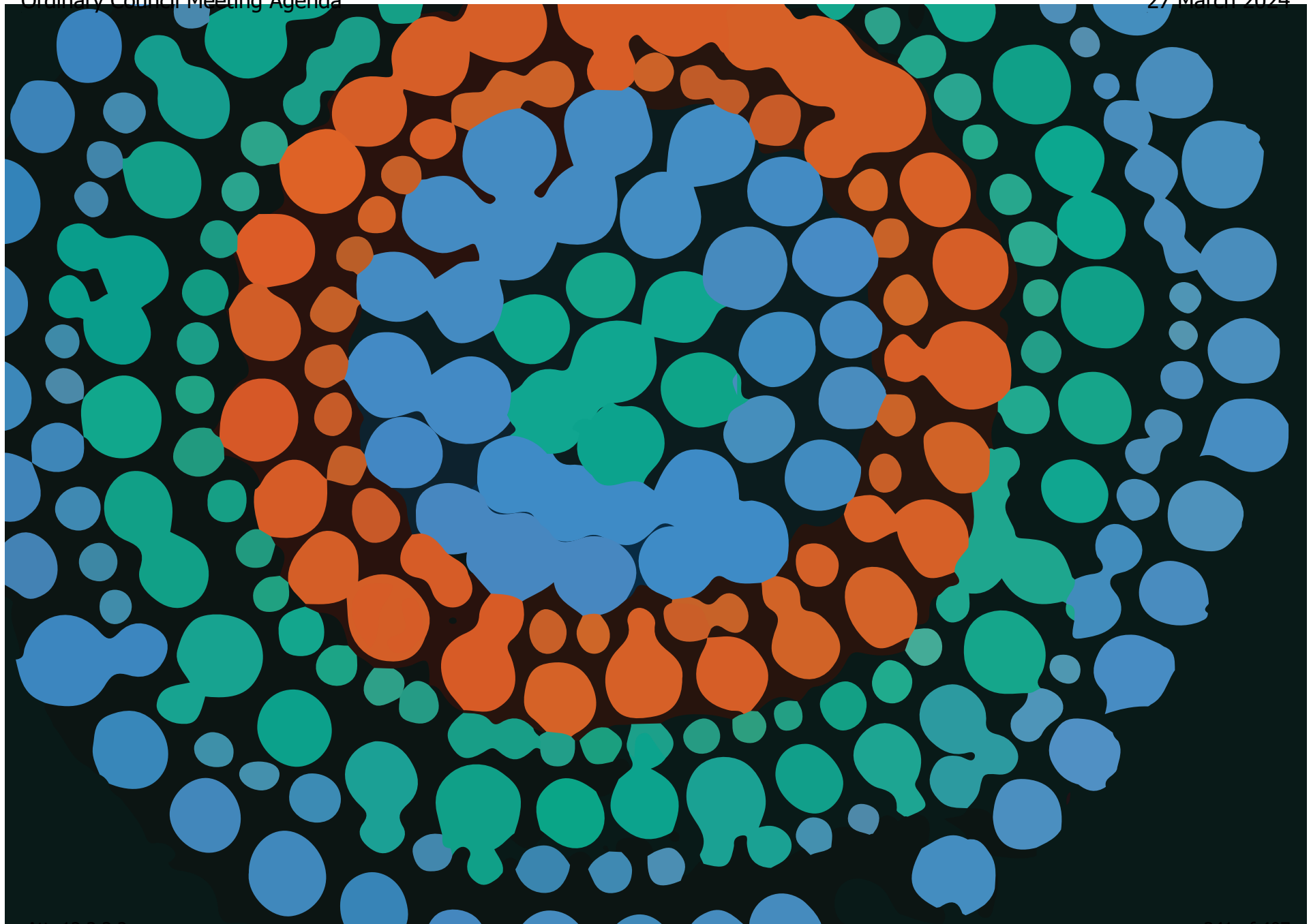
This extends to the recognition of the rights of all Aboriginal and Torres Strait Islander people residing within the Town of Port Hedland to self-determination, meaningful engagement with Local Government, shared governance, and decision-making.

We commit, through this Partnership Plan, to strengthen the bonds of partnership between the Council and the Aboriginal and Torres Strait Islander people residing within Hedland townships including Strelley Station, Yandeyarra Station and neighbouring communities.

We commit, through this Partnership Plan, to Reconciliation, Closing the Gap and working together for a positive and inclusive future. We commit to a shared undertaking to respectfully engage with the Hedland community to realise the aspirations and outcomes articulated in this Partnership Action Plan as our collective vision for both Indigenous and non-Indigenous peoples.

Peter Carter
Mayor





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A.

**REFLECTION
OF THE PAST**

Ngalikuru Kuma-Marri Plan



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The Town of Port Hedland (the Town) was initially gazetted as a town in 1896 however prior to European settlement, this land has an extensive history of human habitation, with evidence of Aboriginal occupation dating back over 65,000 years. In recent years, Port Hedland has undergone significant development and growth to support the town's expanding population and economy. Despite this growth, the Aboriginal community has maintained its strong connections to its languages, history and the surrounding region with many significant places of cultural importance such as natural environments, resources, ceremonial sites, song lines and ancient rock art being preserved and celebrated.

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Please note that the following historic timeline is not indicative of all historical events that occurred within the Town of Port Hedland and the Pilbara. Additionally, please note that the timeline provided may not reflect the views of all Aboriginal and Torres Strait Islanders.

The history has been gathered from Aboriginal and Torres Strait Islanders Cultural Language Groups in the Pilbara and from Government Records.

The Town of Port Hedland acknowledges that the timeline would be a basis upon which further history projects and truth telling journeys may arise.

REFLECTION OF THE PAST Timeline

Sovereignty – 65,000 years of Aboriginal people
Kariyarra, Ngarla and Nyamal

1788-1930

Australian frontier violence

1829

June 1: James Stirling arrives with first party on the *Parmelia*, marking Foundation Day (WA)

1838-1904

Rottneest Island prison – Aboriginal men, women and children imprisoned

1863

Peter Hedland, Master of 16-ton cutter *Mystery* sails into the natural harbour

1869

Aborigines Protection Act – Aboriginal people placed under care of the Protector

1880

Boodarie Homestead built

1885

Federal Council of Australasia Act is passed. (The Australian Commonwealth Constitution of 1900 eventually replaces this Act).

1903

Dalgety & Co. operate a warehouse to service the pastoral industry. Boodarie lease divided into four smaller stations, thus Boodarie, Pippingarra, Indee and Wallareenya Station

1905

Western Australia (WA) Aborigines Act. In Port Hedland, Segregation to 2-Mile Ridge and outer areas with restriction permits and sunset curfews

1906

First one-room school opens in Port Hedland

1914-1918

First World War: conflict in Europe involves Australia

1919

Lock Hospital – used as a hospital and nursing home and the site as a burial ground

1934

Lawrence (Pop) Clarke, also known as 'the Senator', establishes the Euralian Society

1935

Aerial Medical Service base and the first pedal radio transmissions established for Royal Flying Doctor Service (RFDS)

1967

Moorgunyah Aboriginal Hostel – Government hostel for youth to attend High School in Port Hedland

1968

May 8: Port Hedland Railway built by 700 Torres Strait Islander men breaking a world record of track laying 7km in one day

1971

Census – first National Census to include Aboriginal people as citizens and people

1972

Aboriginal 'citizens' first national vote

1973

April 13: South Hedland gazetted as a township

1974

Pippingarra Station sold to Federal Govt, and South Hedland town planning abandoned the Radburn design and South Hedland Water tower completed

1976

Pundulmurra Aboriginal College established, campus Minurmarghali Mia in Roebourne

1990

March 5: the Aboriginal and Torres Strait Islander Commission (ATSIC) is established and the Reconciliation Australia Council established

1991

Royal Commission Into Aboriginal Deaths in Custody - 339 recommendations

1992

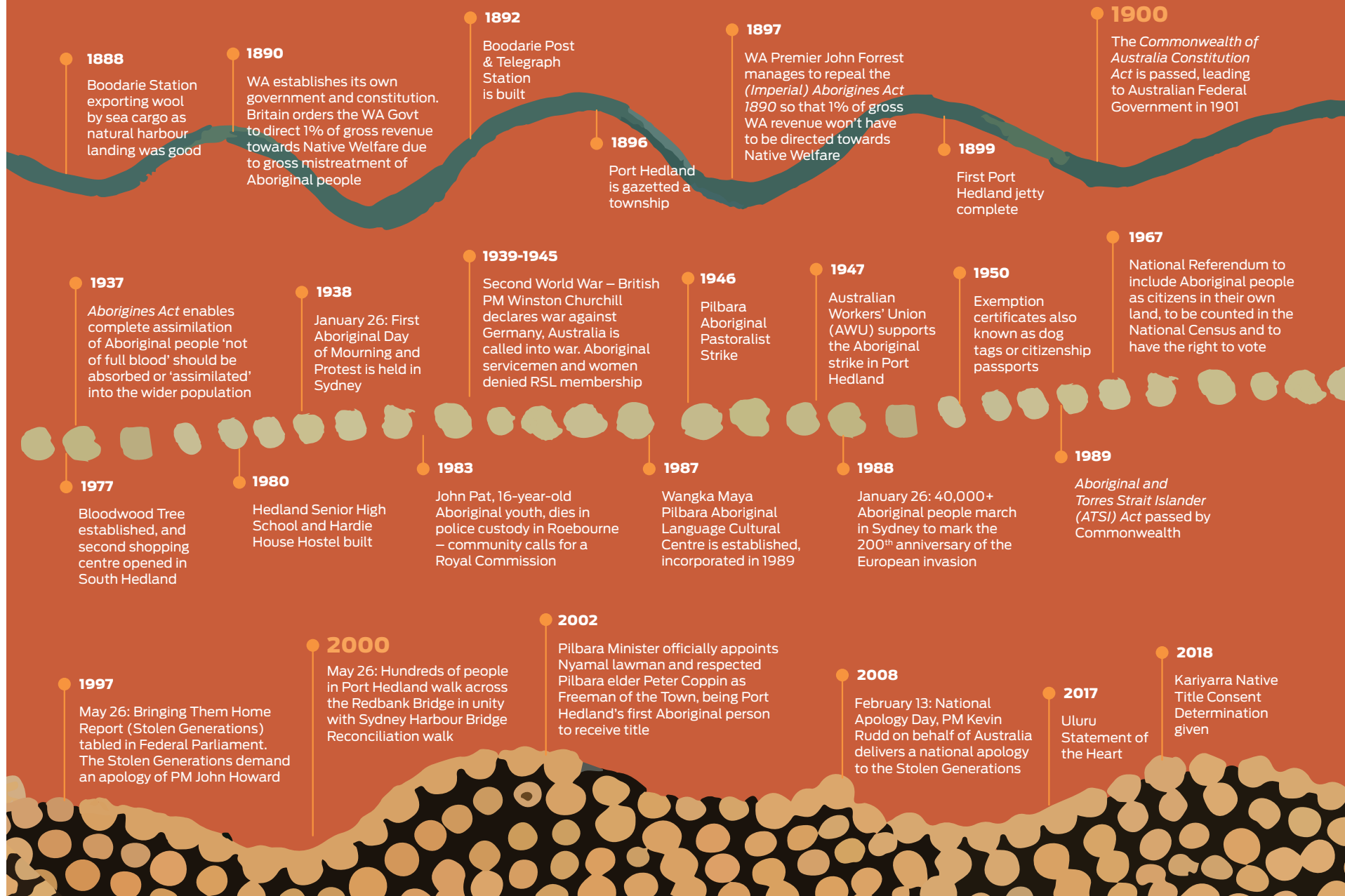
June 3: Mabo Native Title rights first in Australia are recognised

1996

Aboriginal military service men and women recognised and invited to march in the ANZAC Parade for the first time at the Civic Centre

1997

Aboriginal Medical Services established, then becomes Wirraka Maya AMS

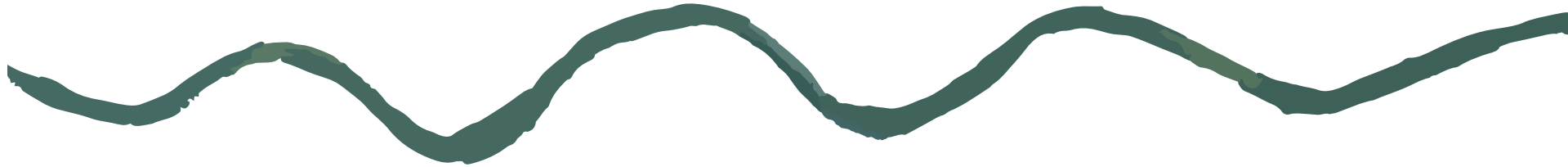




B.
**OVERVIEW AND
FORMULATION
OF THE
PARTNERSHIP
PLAN**

10

Ngalikuru Kuma-Marri Plan



Purpose

The Hedland Aboriginal and Torres Strait Islander Partnership Plan sets the intention of the Town of Port Hedland to work together with our Aboriginal and Torres Strait Islander peoples and communities of Hedland in a meaningful, collaborative and co-operative manner. As a strategic framework document, it guides Council's operations, activities and engagement with Aboriginal and Torres Strait Islander peoples and provides the over-arching plan for Reconciliation and action within the Hedland townships and its remote communities.

This plan is guided by relevant Global, Federal, and State policies and commitments including but not limited to:

- > United Nations Declaration on the Rights of Indigenous Peoples
- > Indigenous Advancement Strategy
- > Closing the Gap in Partnership 2020, *National Agreement on Closing the Gap* and associated Implementation Plan
- > National Constitutional Convention 2017, *Uluru Statement from the Heart*
- > WA Aboriginal Empowerment Initiative 2021-2029

This document also aligns with the principles of Reconciliation Australia with a focus of *strengthening relationships between Aboriginal and Torres Strait Islander peoples and non-Indigenous peoples, for the benefit of all Australians by working together to make amends for past injustices and together work positively and respectfully for a shared positive future.*

This Aboriginal and Torres Strait Islander Partnership Plan performs many of the same functions as a Reconciliation Action Plan yet seeks to go further. While identifying a wide range of workplace actions, it also fulfils the role of a strategic framework which establishes shared priorities and responsibilities. It establishes a common vision – a vision which local Aboriginal and Torres Strait Islander communities and organisations have had an active role in both shaping and bringing to fruition.



Goals

As a strategic planning document, the Hedland Aboriginal and Torres Strait Islander Partnership Plan will:

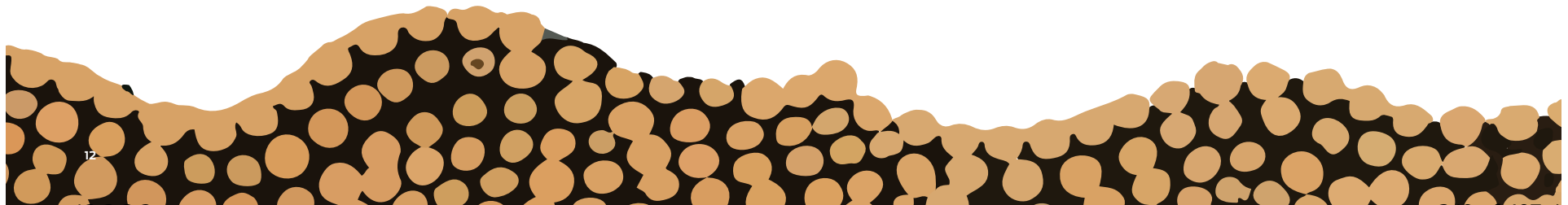
- > Highlight the assets and contributions that Aboriginal and Torres Strait Islander peoples have and continue to provide to the Hedland community
- > Build greater awareness of local Aboriginal and Torres Strait Islander cultures
- > Determine best mechanisms and processes to ensure meaningful engagement by Aboriginal and Torres Strait Islander peoples in Hedland community decision-making and development
- > Recognise priority areas of mutual interest for Aboriginal and Torres Strait Islander peoples and the Town
- > Identify specific strategies and actions to enhance Aboriginal and Torres Strait Islander people's participation in Hedland community and economic life
- > Strengthen the spirit and processes of Reconciliation and relationship building within the Hedland community.

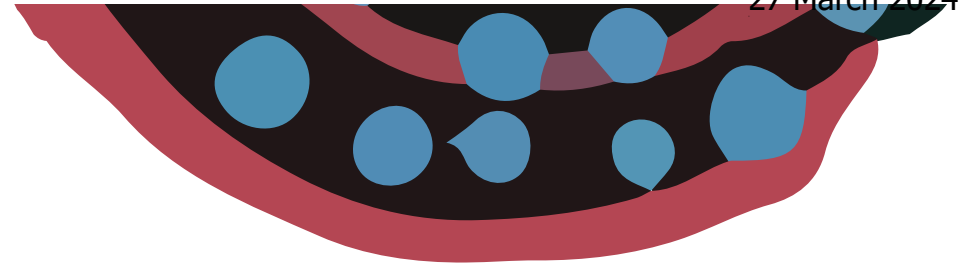
Guiding Principles

Guiding principles are the fundamental, moral, and ethical beliefs and values that community members share and consider important. They help foster trust, respect, collaboration, and unity.

The following four community Guiding Principles built upon mutual understanding of Reconciliation provide the context for the Partnership Plan, namely:

- > **Cultural Respect** – understanding and appreciating all cultures, rights and experiences, resulting in stronger two-way relationships built on trust, respect, tolerance and an understanding of the past
- > **Inclusiveness and Diversity** – promoting a future for all our community members, actively strengthening the social fabric of the community, valuing diversity, and responding to special needs and disadvantage
- > **Equality and Equity** – enabling all community members to participate equally in community and economic opportunities and the unique rights of Aboriginal and Torres Strait Islander peoples are recognised and respected
- > **Partnership and Collaboration** – committing to strong community and stakeholder engagement, relationships, cooperation, alliances, and networking.





Community Engagement Process

Any strategic planning process involves developing a shared vision of the future and collectively determining the best way for that future to happen. The Town of Port Hedland launched an extensive community engagement process from July 2021 to February 2022 to gain feedback and insights, to update the design and development of our town's future direction. It simultaneously sought input for the formulation of four documents namely:

- > **Aboriginal and Torres Strait Islander Partnership Plan 2024-2028**
- > **Community Development Plan 2022-2027**
- > **Youth Development Plan 2022-2025**
- > **Strategic Community Plan 2022-2032**

The community engagement and consultation process involved a wide range of activities (formal and informal) in which community members and stakeholders exchanged ideas, opinions, information, knowledge, and wisdom. Participants sought common ground and considered options through meaningful, interactive conversations. It involved the following elements:

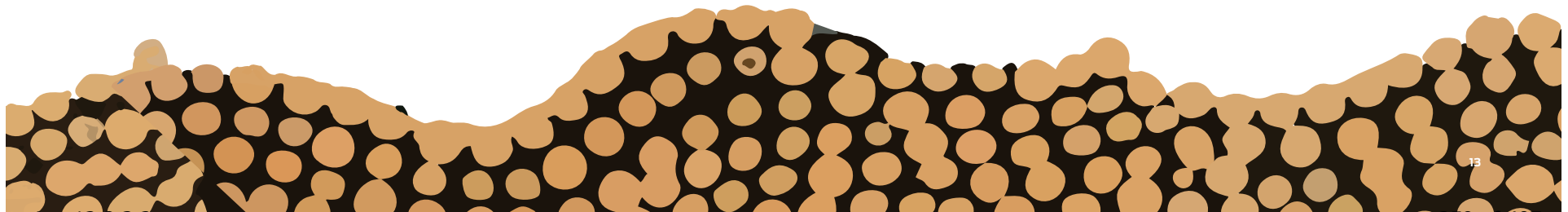
- > Under the banner '*Hedland Huddle*', a range of community conversation sessions were hosted to facilitate engagement with community members, businesses, and organisations. The *Huddle* provided many opportunities

for a diverse range of local community citizens and groups to contribute, share and discuss ideas, aspirations and opinions about '*how we together as a community can build a stronger and more caring, connected and inclusive Hedland*'.

- > A variety of '*My Big Idea*' cards were used to stimulate ideas and opinions on how community members could contribute to make it happen
- > An online and print '*2021 Community Perception Survey*' was developed to ascertain opinions held by residents, rate payers and community members.
- > Targeted conversations and workshops were hosted with key organisations and individuals relevant to specific strategy.

The overall community engagement activities during the period July 2021 – February 2023 engaged 1,325 community members through 197 structured one-on-one and group conversations which generated 6,470 ideas and opinions.

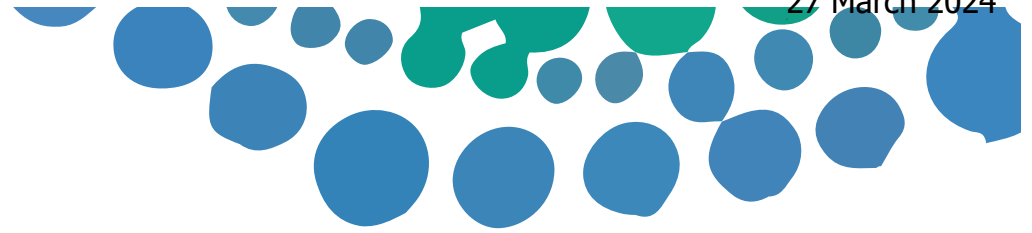
Specifically, regarding the opinions and ideas of members of Hedland's Aboriginal and Torres Strait Islander communities and organisations, a total of 397 individuals were engaged through 64 structured conversations and workshops. This generated 2,024 ideas and opinions.





C.
**ABORIGINAL AND
TORRES STRAIT
ISLANDER
PRESENCE
IN HEDLAND**

Ngalikuru Kuma-Marri Plan



Port Hedland Community Aboriginal Demographics Snapshot 2021 National Census

The latest resident population estimate for the Town of Port Hedland is **15,984** of which **2,918** persons identify as Aboriginal and/or Torres Strait Islander. The main residential centres are:



Figures summarised above are drawn primarily from the 2021 Census of the Australian Bureau of Statistics (ABS).

Port Hedland

Aboriginal and Torres Strait Islander population:

344 persons (7.9% of suburb population)

South Hedland

Aboriginal and Torres Strait Islander population:

2,521 persons (22.3% of suburb population)

Remote communities of

Strelley Station,

60 km east of Port Hedland

Aboriginal and Torres Strait Islander population:

41 persons and 11 families

and Yandeyarra Station,

142 km southeast of Port Hedland

Aboriginal and Torres Strait Islander population:

53 persons and 13 families

The Town of Port Hedland’s Aboriginal and Torres Strait Islander population has the following overall key characteristics:

- ▶ **Percentage of population identifying as Aboriginal and/or Torres Strait Islander** 18.6% (Pilbara figure – 14%, WA State figure – 3.3%).
- ▶ **Gender**
Male: 49.3% and Female: 50.7%
- ▶ **Median age**
25 years (WA State average population: 38 years)
- ▶ **Most common age cohort**
5-14 years - 21.2% of population
- ▶ **Indigenous status**
Aboriginal – 2,618 persons,
Torres Strait Islander – 128 persons
Both Aboriginal and Torres Strait Islander – 162 persons
- ▶ **Number and percentage of key population groupings**
 - Children 0-14 years – 935 persons (32.1%)
 - Youth 15-24 years – 483 persons (16.6%)
 - Adult 25-44 years – 945 persons (32.4%)
 - Adult 45-64 years – 550 persons (18.8%)
 - Senior Adult 65+ years – 146 persons (5.0%).
- ▶ **Number of families:** 843
- ▶ **Number of households:** 1,043
- ▶ **Number of Aboriginal and Torres Strait Islander people attending educational institutions**
 - 65 persons in pre-primary,
 - 415 persons in primary school,
 - 266 persons in secondary school,
 - 52 persons in vocational education, and
 - 19 in university or other higher education.

Ngalikuru Kuma-Marri Plan

▶ **High school student attendance rates**

63% for Aboriginal and Torres Strait Islander students compared to 77% for non-Aboriginal students

▶ **Labour force participation**

84.4% for non-Aboriginal people and 50.4% for Aboriginal and Torres Strait Islander people. Labour force participation for Aboriginal and Torres Strait Islander women is only 43.7%

▶ **Australian Indigenous Language – Top responses for Aboriginal and Torres Strait Islander people 15+ years**

- Nyangumarta – 84 persons (2.9%)
- Yumplatok (Torres Strait Creole) – 36 persons (1.2%)
- Australian Indigenous languages – 29 persons (1.0%)
- Martu Wangka – 29 persons (1.0%)
- Nyungar – 18 persons (0.6%).
- Australian Indigenous languages used at home – 328 persons (11.2%)
- English only used at home – 2,279 persons (78.2%).

▶ **Long term health conditions**

- Asthma – 259 persons (8.9%)
- Diabetes – 194 persons (6.7%)
- Mental health condition – 127 persons (4.4%)
- Arthritis – 105 persons (3.6%)
- Heart disease – 96 persons (3.3%)
- Kidney disease – 48 persons (1.6%)
- Stroke – 37 persons (1.3%)
- Cancer – 28 persons (1.0%)
- Lung condition – 26 persons (0.9%)
- Dementia – 7 (0.2%).

▶ **Housing tenure**

- Owned outright – 68 persons (6.4%)
– WA Aboriginal and Torres Strait Islander percentage - 10.8%
- Owned with mortgage – 125 persons (11.8%)
– WA Aboriginal and Torres Strait Islander percentage - 27.8%
- Rented – 792 persons (74.9%)
– WA Aboriginal and Torres Strait Islander percentage - 56.2%



D.
**COMMUNITY
PRIORITY
THEMES
AND
ACTIONS**



Through our consultation process there were **five** clear themes that were communicated by the community.

- **THEME 1** Strengthening Respect and Relationships

- THEME 2** Making Culture More Visible

- THEME 3** Developing Opportunities for Enhanced Lifestyle, Health, Employment and Wellbeing

- THEME 4** Fostering Local Leadership and Community Capacity

- THEME 5** Building Organisational Capacity of Town of Port Hedland

The Town has identified five roles that it plays, namely:

- **1 Advocate** The Town acts as the leadership voice for the Hedland community, promoting community aspirations and needs to appropriate government agencies and industry/business stakeholders.

- 2 Facilitator** The Town ‘opens doors’ to enable community priorities to happen.

- 3 Provider** The Town delivers a range of services and facilities to meet community interests and needs.

- 4 Funder** The Town funds strategic initiatives, including local groups to further the aspirations of the community.

- 5 Partner** The Town forms strategic alliances and collaborative partnerships to further Hedland community aspirations, needs and priorities.

Timeframe key: **O** Ongoing **ST** Short Term **MT** Medium Term



Theme 1: Strengthening Respect and Relationships

This plan recognises the importance for the Town to align actions that acknowledge the traditional ownership of lands and waters (sea), the presence of Aboriginal and Torres Strait Islander peoples have historically embedded and continually enhance contributions made to the Hedland community.

This plan recognises the rights of the Traditional Owners to be a central stakeholder in decision-making about these lands.

This plan also identifies opportunities for Council and Aboriginal and Torres Strait Islander communities and organisations to work collaboratively together to create more meaningful and respectful communication and engagement mechanisms.

Outcomes	Our Strategic Responses	Performance Measures	Time-frame	Roles of the Town of Port Hedland
1.1 Continued respectful demonstration of Traditional Ownership.	1.1.1 Continued use of 'Welcome' and 'Acknowledgement' statements at all Council formal events and on all Council publications and correspondence.	Use of appropriate protocols for all key events, forums and meetings with significant events involving a 'Welcome to Country' by a Traditional Owner. Use of acknowledgement statements on all publications and correspondences.	O	Provider
	1.1.2 Ensure all Town buildings and infrastructure acknowledge and reflect local Aboriginal Heritage and traditional ownership.	Systematic installation of acknowledgement statements on all Town buildings and key infrastructure. Continued flying of Aboriginal and Torres Strait Islander flags on council properties. Increased number of Town facilities incorporate local Aboriginal and Torres Strait Islander names and language.	O O	Provider
	1.1.3 Work with local Elders, Prescribed Body Corporates and knowledge holders to identify and interpret significant cultural sites.	Increased acknowledgement of Hedland cultural sites.	O	Partner
	1.1.4 Work with local Elders to erect appropriate language signs at Town entrances and key cultural boundaries.	Increased signage to acknowledge the traditional ownership of the land boundaries on which the Town operates.	S T	Partner



Outcomes	Our Strategic Responses	Performance Measures	Time-frame	Roles of the Town of Port Hedland
	1.1.5 Promote the value of formulating a Reconciliation Action Plan (RAP) to local businesses and organisations to formulate.	Increased number of Hedland businesses and organisations formulating a RAP.	S T	Facilitator
	1.1.6 Invitation to Kariyarra Elders to formally welcome Mayor and Elected Members into their new roles.	Improved relationships between the Town and our Traditional Owners.	S T	Facilitator
1.2 Improved community engagement.	1.2.1 Design and implement an approach to communicate and promote the Aboriginal and Torres Strait Islander Partnership Plan to Town employees, external stakeholders and broader community.	Development and implementation of an approach to promote Partnership Plan.	S T	Provider
	1.2.2 Create a Town Aboriginal and Torres Strait Islander Reference Group.	Establishment of a Town Aboriginal and Torres Strait Islander Reference Group.	S T	Facilitator
	1.2.3 Develop and implement frameworks for meaningful consultation and engagement with Aboriginal and Torres Strait Islander communities and organisations.	Improve methodologies and tools for engaging community.	O	Facilitator
	1.2.4 Identify key Town projects and capital works requiring Aboriginal and Torres Strait Islander engagement and consultation.	Improved engagement undertaken with local registered knowledge holders, Prescribed Body Corporate, Aboriginal and Torres Strait Islander community members to identify significant cultural impacts and considerations.	O	Provider, Facilitator, Partner
	1.2.5 Ensure Town information services are relevant and accessible to Aboriginal and Torres Strait Islander community members.	Improved dissemination of information to Aboriginal and Torres Strait Islander community members.	O	Provider

Theme 2: Making Culture More Visible

This plan recognises the richness and diversity of Aboriginal and Torres Strait Islander culture and heritage connected to this community, yet this culture and heritage is currently limited in terms of its visibility and awareness.

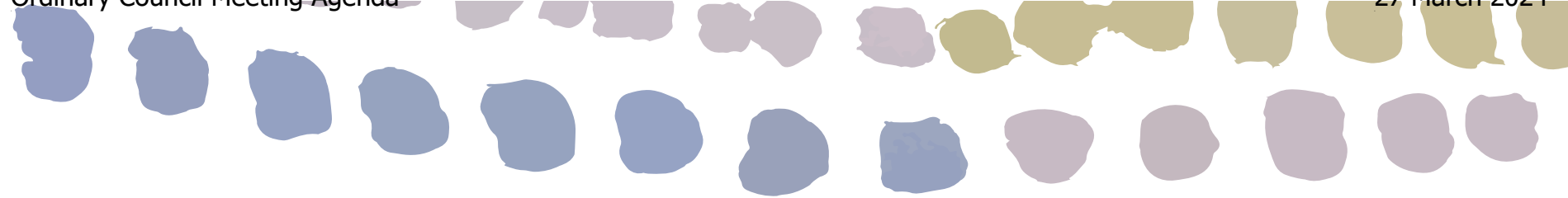
Many opportunities exist to change this reality and enhance its recognition and immense potential contribution to Hedland’s social and economic future.

Outcomes	Our Strategic Responses	Progress Measures	Time-frame	Roles of the Town of Port Hedland
2.1 Improved acknowledgement and promotion of local Aboriginal and Torres Strait Islander culture, heritage, and contributions.	2.1.1 Liaise with local Aboriginal and Torres Strait Islander Elders and Leaders for ways to gather, share and acknowledge local stories, achievements, art, culture and heritage within the Town and its facilities.	Increased visibility and acknowledgement of local Aboriginal and Torres Strait Islander People’s culture and achievements in terms of art and signage installations. Increased engagement with local Aboriginal and Torres Strait Islander Elders and Leaders to capture local stories, history and achievements.	O	Facilitator
	2.1.2 Implement a systematic interpretation, signage and naming strategy at key locations and facilities of cultural significance.	Increase in culturally reflective naming and signage at key locations and facilities.	M T	Provider
	2.1.3 Develop and implement a ‘ <i>Cultural Wayfinding and Public Art Implementation Plan</i> ’ ensuring Aboriginal and Torres Strait Islander artwork and cultural heritage iconography are included.	Cultural Wayfinding and Public Art Implementation Plan developed and implemented.	O	Provider
	2.1.4 Continually grow the collection of local Aboriginal and Torres Strait Islander artworks and commercial opportunities at Town facilities and within the wider community.	Growth in display of local Aboriginal and Torres Strait Islanders artwork. Investigate partnerships with local galleries to grow the commercial opportunities for local Aboriginal and Torres Strait Islander artists.	O	Provider, Facilitator, Partner
	2.1.5 Invest in heritage initiatives, including library collections and publications to build greater community awareness of local Aboriginal and Torres Strait Islander history and contributions.	Increase in access to Aboriginal and Torres Strait Islander collections and publications. Targeted projects focused around developing awareness around local Aboriginal and Torres Strait Islander history and contributions.	O	Provider, Facilitator, Partner

Outcomes	Our Strategic Responses	Progress Measures	Time-frame	Roles of the Town of Port Hedland
	<p>2.1.6 Identify opportunities to incorporate local Aboriginal art in Town branding and communication mediums.</p> <p>2.1.7 Train and support young people as part of an intergenerational project to capture and document the stories of their Elders.</p>	<p>Opportunities are identified and implemented to incorporate local Aboriginal art on Town communication mediums.</p> <p>Intergenerational project to be developed and implemented to capture and document stories of the Elders.</p>	<p>M T</p> <p>S T</p>	<p>Provider, Facilitator, Partner</p> <p>Provider, Facilitator, Partner</p>
<p>2.2 Support for a calendar of events that celebrate Aboriginal and Torres Strait Islander people and their cultures and achievements.</p>	<p>2.2.1 Coordinate National Reconciliation Week activities.</p>	<p>Successful and diverse calendar of events that celebrate and promote local Aboriginal and Torres Strait Islander culture and heritage.</p>	<p>O</p>	<p>Provider, Facilitator, Partner</p>
	<p>2.2.2 Assist the development of a full range of events for NAIDOC Week, and active employee participation.</p>	<p>Enhanced awareness and appreciation of local Aboriginal and Torres Strait Islander cultures by the broader Hedland community.</p>	<p>O</p>	<p>Provider, Facilitator, Partner</p>
	<p>2.2.3 Identify resources, support and experiences that enable Aboriginal and Torres Strait Islander people to be able to share their culture and heritage.</p>	<p>Facilitation of workshops, grant opportunities and support to enable Aboriginal and Torres Strait Islander people to share their culture and heritage.</p>	<p>S T</p>	<p>Provider, Facilitator, Partner, Funder</p>
	<p>2.2.4 Grow and promote existing and new local events that champion local culture and Aboriginal and Torres Strait Islander artists.</p>	<p>Increase of local culturally led events and opportunities for Aboriginal and Torres Strait Islander artists.</p>	<p>O</p>	<p>Provider, Facilitator, Partner</p>

Theme 2: Making Culture More Visible (continued)

Outcomes	Our Strategic Responses	Progress Measures	Time-frame	Roles of the Town of Port Hedland
2.3 Identification, connection, and development of local cultural assets.	2.3.1 Develop and maintain a community asset map of Aboriginal and Torres Strait Islander assets.	Maintenance of an asset map of Aboriginal and Torres Strait Islander peoples and relevant organisations.	O	Provider
	2.3.2 Create opportunities for the teaching and preservation of local languages and stories.	Support the increase of young people learning and using local Aboriginal and Torres Strait Islander languages through partnership with local language specialists.	O	Facilitator, Partner
	2.3.3 Identify, interpret, record, manage and protect significant local Aboriginal heritage sites.	Support the identification and advocate for the protection of additional and newly identified Aboriginal heritage sites.	O	Advocate, Facilitator
2.4 Growth in local cultural tourism product and experiences.	2.4.1 Assist in the identification and development of new commissionable Indigenous cultural tourism products/experiences based on local Aboriginal and Torres Strait Islander heritage and culture.	Enhanced local cultural tourism product and experiences.	M T	Advocate, Facilitator
	2.4.2 Support local Aboriginal and Torres Strait Islander groups to develop capacity to plan and hold culture-based events.	Increase in community-led culture-based events and programs.	O	Facilitator, Partner
2.5 Enhancement of opportunities for local Aboriginal People to connect with their Country.	2.5.1 Support local Aboriginal and Torres Strait Islander organisations to provide opportunities for community members to connect with Country.	Increasing number of young people connecting with their Country. Increasing number of Aboriginal people able to age on Country.	O	Facilitator, Partner



Theme 3: Developing Opportunities for Enhanced Lifestyle, Health, Employment and Wellbeing

This Plan identifies key focus areas to enhance social and economic improvement for Hedland Aboriginal and Torres Strait Islander peoples.

This Plan acknowledges that there are mutual responsibilities for the Town

and the communities, organisations and business sector of Hedland to work together to encourage, promote and organise positive change for local Aboriginal and Torres Strait Islander peoples.

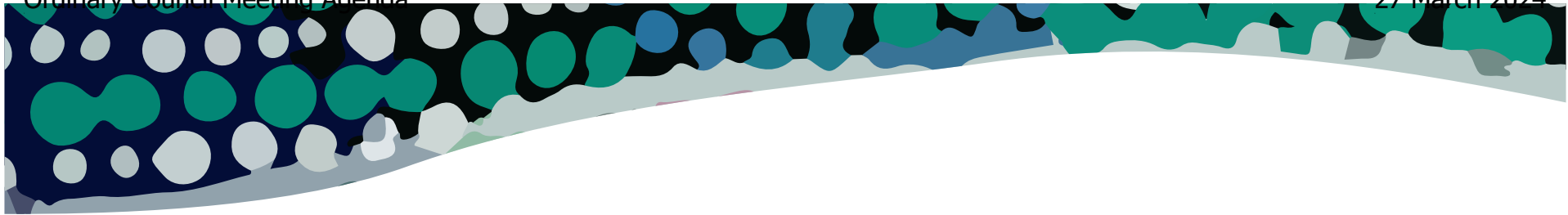
Outcomes	Our Strategic Responses	Progress Measures	Time-frame	Roles of the Town of Port Hedland
3.1 Creation of safer environments and stronger families.	3.1.1 Support community initiatives and actions focused on a decrease in family domestic violence.	Continue to support community initiatives and actions focused on family domestic violence. Including the operation and outcomes of the Hedland Family Violence Action Group.	O	Facilitator, Partner
	3.1.2 Support community initiatives and actions that enhance stronger family governance and positive parenting.	Increase in supporting community initiatives and actions that align with stronger families and positive parenting. Investigate Indigenous Fathering Project initiative.	O	Facilitator, Partner
	3.1.3 Support locally driven action and advocacy to establish 'safe house' or other identified solutions to increase safe accommodation options for young people.	Increase in access to safe and appropriate accommodation options for young people.	M T	Facilitator, Partner
	3.1.4 Support initiatives to develop more, affordable, and appropriate housing options.	Increase in initiatives to develop more, affordable, and appropriate housing options.	M T	Facilitator, Partner

Theme 3: Developing Opportunities for Enhanced Lifestyle, Health, Employment and Wellbeing (continued)

Outcomes	Our Strategic Responses	Progress Measures	Time-frame	Roles of the Town of Port Hedland
	<p>3.1.5 Advocate for a culturally responsive health framework to support Aboriginal and Torres Strait Islander people to achieve better health outcomes.</p>	<p>Advocate for an improved focus on holistic, proactive, and place-based care to support Aboriginal and Torres Strait Islander people to make healthy decisions and effectively navigate the health system.</p> <p>Advocacy to increase access to dialysis support.</p> <p>Advocacy to increase mental health support services.</p>	O	Advocate
	<p>3.1.6 Encourage and support non-alcohol events and settings.</p>	<p>Increase in alcohol-free events for families and community.</p>	S T	Facilitator
	<p>3.1.7 Implement a shared community calendar of activities for youth engagement activities all year round.</p>	<p>Implementation of a shared all year-round community calendar of youth activities.</p>	S T	Provider
	<p>3.1.8 Encourage healthy lifestyle behaviours, social and emotional well-being, and connection through community programming initiatives.</p>	<p>Implementation of recreational and social programming for community.</p>	O	Provider, Facilitator, Partner
	<p>3.1.9 Explore options to implement a Justice Reinvestment Strategy in the Town.</p>	<p>Creation of a Justice Reinvestment Strategy.</p>	M T	Facilitator, Partner



Outcomes	Our Strategic Responses	Progress Measures	Time-frame	Roles of the Town of Port Hedland
3.2 Implementation of actions to strengthen Aboriginal and Torres Strait Islander business sector.	3.2.1 Support the development of capacity building initiatives that assist the creation and expansion of Aboriginal and Torres Strait Islander businesses.	Support small business development with a focus on the expansion of Aboriginal and Torres Strait Islander businesses.	O	Facilitator, Partner, Funder
	3.2.2 Prioritise, encourage, promote and support Aboriginal and Torres Strait Islander business procurement and tendering, through the development of internal procurement processes and increased community awareness	Enhanced profitability of Aboriginal and Torres Strait Islander businesses. Increased local procurement and tendering opportunities for local Aboriginal and Torres Strait Islander businesses. Investigate partnerships to grow the commercial opportunities for local Aboriginal and Torres Strait Islander artists.	M T	Facilitator, Partner, Funder
3.3 Development of new and diverse employment opportunities.	3.3.1 Provide information to the local Aboriginal and Torres Strait Islander communities and organisations on potential career options within the Town	Increased awareness and engagement of Aboriginal and Torres Strait Islander employees at the Town.	O	Provider
	3.3.2 Investigate opportunities for the increase of traditional practices to be incorporated in caring for Country	Support the investigation into the opportunities for traditional caring for Country practices to be incorporated in the way we work.	O	Facilitator
3.4 Enhanced opportunities to 'age well locally and on Country'.	3.4.1 Advocate for the development of a culturally relevant 'Ageing in Place and on Country' Strategy.	Support the development of a strategy for relevant services to maximise independence, culturally secure aged care.	M T	Advocate
	3.4.2 Explore the creation of practice-based on-Country employment options especially related to health and ageing in-place initiatives.	Support community in the creation of new employment opportunities related to health and ageing in-place.	O	Facilitator

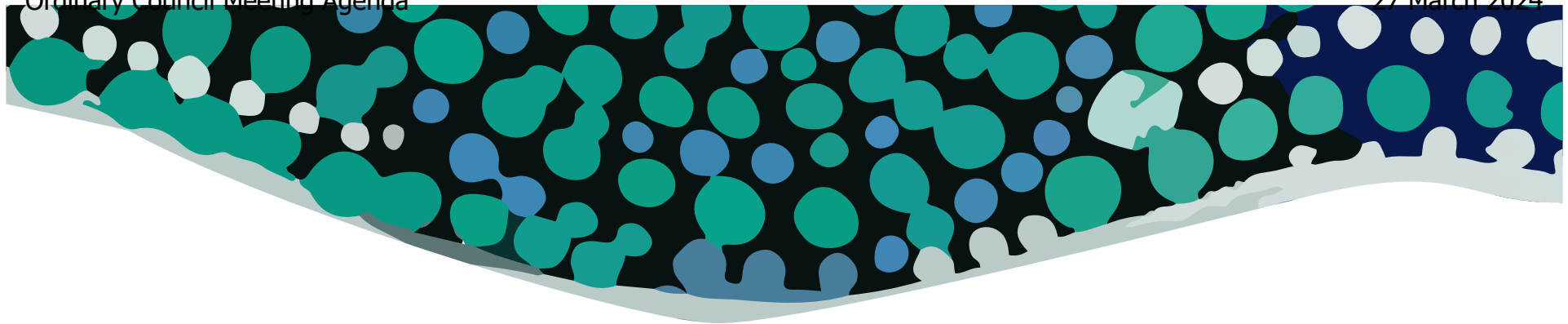


Theme 4: Fostering Local Leadership and Community Capacity

This Plan recognises the importance to identify, promote and connect opportunities for the personal and leadership development of local Aboriginal and Torres Strait Islander peoples.

Outcomes	Our Strategic Responses	Progress Measures	Time-frame	Roles of the Town of Port Hedland
4.1 Enhanced personal development opportunities.	4.1.1 Support and encourage community solutions to develop leadership initiatives and empowerment strategies that build self-esteem and community cohesion.	Increased number of community leadership development initiatives.	O	Facilitator, Partner
	4.1.2 Create opportunities for young Aboriginal and Torres Strait Islander people to experience 'over the horizon' experiences connected to their passions and personal development.	Increased number of young Aboriginal and Torres Strait Islander people able to experience unique personal development opportunities.	S T	Facilitator, Partner, Funder
	4.1.3 Support opportunities for Aboriginal and Torres Strait Islander young people to connect more to Country.	Increased opportunities for young Aboriginal and Torres Strait Islander people to experience Country and culture.	S T	Facilitator, Partner





Outcomes	Our Strategic Responses	Progress Measures	Time-frame	Roles of the Town of Port Hedland
4.2 Enhanced leadership development opportunities.	4.2.1 Continue to support Aboriginal and Torres Strait Islander communities and their regular forums to enhance and support leadership development.	Continue to attend forums through invitation and provide support where requested.	O	Facilitator
	4.2.2 The Town continues to identify local, regional, state, national and international leadership development opportunities, and nominate and support local Aboriginal and Torres Strait Islander people's participation.	Enhanced active civic leadership and engagement by Aboriginal and Torres Strait Islander leaders. Increased number of local Aboriginal and Torres Strait Islander people participating in local, regional, state, national and international leadership development experiences.	O	Facilitator
4.3 Enhanced recognition of Aboriginal and Torres Strait Islander community members.	4.3.1 The Town and Aboriginal and Torres Strait Islander organisations monitor and activate opportunities for local Aboriginal and Torres Strait Islander people to be recognised for their roles and contributions through awards and the media.	Local Aboriginal and Torres Strait Islander community members being recognised for their contributions and achievements.	O	Facilitator



Theme 5: Building Organisational Capacity of the Town

This Partnership Plan seeks to strengthen connections and relationships between the Town and the Aboriginal and Torres Strait Islander residents and communities of Hedland. As part of that process, it is vital that the Town commit to a series of actions that builds organisational capacity, especially in terms of its leadership and workforce capacity. Below a set of outcomes are

identified to achieve this. In particular, there is a strong commitment to both support for Aboriginal and Torres Strait Islander employees of council through culturally appropriate human resource processes, and the provision of cultural awareness training for all elected members and council staff.

Outcomes	Our Strategic Responses	Progress Measures	Time-frame	Roles of the Town of Port Hedland
5.1 Improved recruitment and retention of Aboriginal and Torres Strait Islander peoples employed by the Town	5.1.1 Investigate challenges to Aboriginal and Torres Strait Islander employment at the Town.	Identification of barriers and potential solutions to increased employment options at the Town by Aboriginal and Torres Strait Islander peoples.	M T	Facilitator, Partner
	5.1.2 Review Town job recruitment and advertising processes to enhance employment of local Aboriginal and Torres Strait Islander peoples.	Increased participation by Aboriginal and Torres Strait Islander young people in traineeships and apprenticeships at the Town.	M T	Provider
	5.1.3 Create ongoing opportunities for full-time apprenticeships and school-based traineeships (SBT) at the Town for Aboriginal and Torres Strait Islander young people.	Increase in apprenticeship and SBTs for Aboriginal and Torres Strait Islander young people.	M T	Provider
	5.1.4 Support regular networking forums and experiences for Aboriginal and Torres Strait Islander employees at the Town.	Support the ongoing networking opportunities and community career forums for Aboriginal and Torres Strait Islander employees at the Town.	O	Provider
	5.1.5 Ensure internal HR policies and practices are culturally appropriate and responsive.	Development of a Town Cultural Leave Policy. Review of current HR policies and practices.	S T	Provider



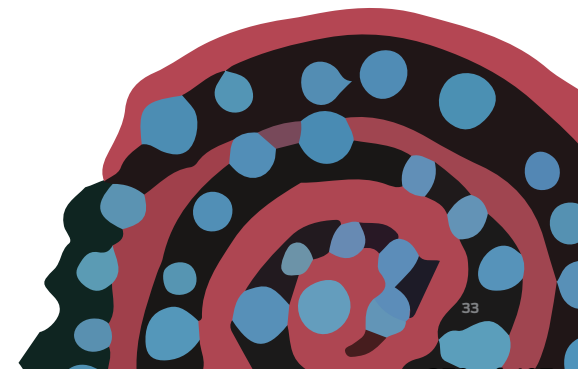
Outcomes	Our Strategic Responses	Progress Measures	Time-frame	Roles of the Town of Port Hedland
5.2 Enhanced external relationships.	5.2.1 The Town becomes registered member of Reconciliation Australia & Reconciliation WA.	Reconciliation Australia & Reconciliation WA membership.	S T	Provider
	5.2.2 Organise one major Town National Reconciliation event each year.	Increased participation in National Reconciliation Week.	S T	Provider
	5.2.3 Promote and encourage all employees to become involved with annual NAIDOC Week activities.	Increased Town employee participation in NAIDOC Week.	S T	Provider
5.3 Enhanced cultural awareness training for all employees and elected members.	5.3.1 With input from local Traditional Owners, develop cultural awareness guidelines and a Toolkit for all Town elected members and employees, and placed on Intranet.	Develop a framework and toolkit to assist employees to engage in a culturally appropriate and responsive manner with community. Ensure awareness by all employees and elected members of the purpose and processes of cultural protocols.	M T	Provider, Partner
	5.3.2 Engage all Town employees in regular cultural awareness learning experiences.	Continue to deliver cultural awareness learning experience. Incorporate cultural awareness learning in all new Town employee and elected member induction programs.	O	Provider

APPENDICES

Appendix 1: Hedland Aboriginal and Torres Strait Islander Organisations, Corporations and Networks

- **Aboriginal Family Law Services (AFLS)** – provision of legal and community education services for all Aboriginal people, including children, who have experienced family violence and/or sexual assault.
- **Aboriginal Legal Service of WA** – a not for profit organisation which provides legal representation and support services for Aboriginal and Torres Strait Islander peoples through an office in South Hedland.
- **Ashburton Aboriginal Corporation Inc.** – key job provider in Hedland with the mission 'to establish and maintain an environment that benefits Aboriginal people through the creation of culturally appropriate employment, enterprise opportunities and the provision of education and training services throughout the Pilbara.'
- **Bloodwood Tree Association Inc.** – an Aboriginal controlled, not-for-profit registered charitable organisation that, for over 40 years, has been providing services for the homeless, unemployed, those affected by alcohol and other drugs and supporting vulnerable people in need within the Hedland community. Services include alcohol and drug counselling and AOD group therapies, driver training, Wapa Maya sobering up shelter, night patrol, homeless support including breakfast, soup kitchen, emergency relief, mental health services, employment and training support, information, advocacy and housing support.
- **Clontarf Foundation** – program builds supportive relationships, a welcoming environment and uses a diverse range of activities, to improve the self-esteem and confidence of young Aboriginal men and enhance their employment prospects. Academy activities are planned within the focus areas of education, leadership, employment, well-being, life skills and sport.
- **Gumala Aboriginal Corporation (GAC)** – one of Australia's largest Aboriginal corporations, serving the Banjima, Yinhawangka and Nyiyaparli people of the Pilbara region in Western Australia. Gumala's unique and transformational approach to poverty alleviation in a socially complex environment is enabling economic, social and community developmental solutions for Traditional Owners.
- **Hedland Aboriginal Strong Leaders (HASL)** – a community forum of key local Aboriginal leaders under the auspices of Julyardi Aboriginal Corporation.
- **Hedland Aboriginal Support Network (HASN)** – a forum of key personnel employed by organisations providing services to the local Aboriginal community.
- **IBN Corporation Pty Ltd** – a charitable business operated for the advancement and prosperity of the Yinhawangka, Banyjima and Nyiyaparli people. They provide services and programs to raise the personal, social and economic well-being of 1,500 members and their families and deliver initiatives in the areas of health, education, housing, culture, enterprise development and employment.
- **Julyardi Aboriginal Corporation** – a not for profit organisation that delivers wraparound services to the Hedland Aboriginal Community. It operates with the guidance of Hedland Aboriginal Strong Leaders.
- **Kariyarra Aboriginal Corporation (KAC)** – the Prescribed Body Corporate which holds native title in trust for the Kariyarra native title holders whose determination area covers approximately 17,354 square kilometres of Kariyarra traditional country and encompasses the Town of Port Hedland, the Aboriginal community of Yandeyarra, Yule and Turner Rivers, several pastoral leases and mining operations. KAC provides Native Title statutory services, economic and development projects and manages the land and sea resources on Kariyarra lands.
- **Karlka Nyiyaparli Aboriginal Corporation (KNAC)** – the Native Title representative group for the Nyiyaparli People with more than 300 current members. Based in South Hedland, KNAC works to protect Nyiyaparli culture, heritage and Native title Land. **Karlka Developments** is the business arm of KNAC that aims to generate reliable and diversified income for future generations of Nyiyaparli people.
- **National Indigenous Australian Agency (NIAA)** – responsibility for implementing the Australian Government's policies and programs for improving the lives of Aboriginal and Torres Strait Islander people.
- **Ngarlawangga Aboriginal Corporation (NAC)** – the registered native title body corporate nominated as trustee of the Ngarlawangga People.
- **Nyamal People's Trust (Nyamal Aboriginal Corporation)** – support for the Nyamal Community in priority areas including heritage, health and wellbeing, community support and development, lore and culture, education and employment and sport.
- **Pilbara Aboriginal Voice (Kukurra Muri) (PAV)** – represents a union of language groups working together to advocate to government for improved outcomes for Pilbara Aboriginal people. They operate the following sub-committees – Health, Education, Justice and Community Safety, Child Protection, Employment, Culture and Environment, and Regional Development and Housing.

- **Pilbara Indigenous Women’s Aboriginal Corporation (PIWAC)** – advocate and support for women in providing information, training, activities, and forums.
- **Pilbara Meta Maya Regional Aboriginal Corporation (PMMRAC)** – based in Port Hedland, PMMRAC delivers value added services around property management, environmental health, municipal services and the provision and maintenance of essential services i.e. power, water and wastewater to 29 Aboriginal communities in the Pilbara and Mid-West regions. PMMRAC also owns and operates a number of commercial organisations that are wholly owned related entities – **Meta Maya Services Pty Ltd**, **Meta Maya Environmental Pty Ltd** and **Meta Maya Construction Pty Ltd**.
- **Polly Farmer Foundation** – provision of a range of programs for both primary and secondary level students. Primary School students have access to three Learning Clubs at Cassia, Baler and South Hedland primary schools, and to the Hedland STEM Centre at South Hedland Primary School, while secondary students have the opportunity to join the ‘Follow The Dream Program’ at Hedland Senior High School.
- **Port Hedland Aboriginal Fellowship** – located in South Hedland, it seeks to ‘see the people of God fulfil their God-given gifts and to become a safe place in which all are welcome.’
- **Regional Innovative Aboriginal Community Development** – an Aboriginal community-led organisation that aims to create, delivers and support opportunities for the Aboriginal people and community that promotes the development of individuals, increased harmony and sustainability for the community of Hedland.
- **Shooting Stars** – an education program for Aboriginal girls and women. Its mission is to empower Aboriginal girls and women to make informed choices about their education and employment journey, helping them strive for the stars. Based in HSHS, Shooting Stars combines advocacy and support, engagement activities, rewards, and health and wellbeing sessions to strengthen participants’ confidence, cultural identity, and positive attitudes.
- **Spinifex Hill Studio** – located on Kariyarra Country, it is home to the Spinifex Hill Artists collective. The Studio complex focuses on painting and provides beginner, mid-career and established Aboriginal artists with access to materials, creative and professional training, and arts education to bolster their knowledge and empower their practice.
- **Strelley Community School** – established in 1976, the School is the oldest continually operational Independent Aboriginal Community School in Australia. It is governed by the School Committee which in turn is ultimately responsible to the Community through the Nomads Charitable and Educational Foundation.
- **Yandeyarra Remote Community School** – located in the heart of Mugarinya Community, on Yandeyarra Station. A well-equipped and serviced school, it caters for students from Kindergarten to Year 12.
- **Wangka Maya Pilbara Aboriginal Language Centre (WMPALC)** – a language and resource centre that utilises the knowledge and wisdom of older people to preserve, record and foster Aboriginal languages.
- **Wanparta Aboriginal Corporation** – the registered Prescribed Body Corporate that holds native title rights and interests on trust for the Ngarla People. The Ngarla People engage in lore, culture and custom in their continued care and protection of country, education and employment of future generations.
- **Wirraka Maya Health Service Aboriginal Corporation (WMHSAC)** – ‘an Aboriginal Community Controlled Health Service designed to ensure their clients’ journey through the health system meets their medical, health, social and cultural needs.’ Over 7,000 Aboriginal people registered with WMHSAC and are regularly receiving primary care, wellbeing and prevention services and programs.
- **Yamatji Marlpa Aboriginal Corporation (YMAC)** – the native title representative body for native title claims in the Pilbara, Mid-West, Murchison / Gascoyne regions of Western Australia. It works with Yamatji and Marlpa Aboriginal people to pursue recognition and acceptance of Yamatji and Marlpa culture in Country; and a strong future for Yamatji and Marlpa people and Country.
- **Yorgum Healing Services** – provide community-based healing services to Aboriginal people operating within an Aboriginal family worldview. Partner with other organisations to develop culturally secure, trauma-informed services that address the underlying drivers of social challenges for Aboriginal people.



APPENDICES

Appendix 2: Relevant Documents and Policies

ABS 2022, *2021 Census of Population and Housing*.

Aboriginal Health Council of Western Australia, 2018, *Western Australia Aboriginal Youth Health Strategy 2018-2023*.

Australian Government 2017, *National Strategic Framework for Aboriginal and Torres Strait Islander Peoples' Mental Health and Social and Emotional Wellbeing*

Bloodwood Tree Association Inc, *Bloodwood Tree Banter Newsletter*

Closing the Gap in Partnership 2020, *National Agreement on Closing the Gap*

Council for Aboriginal Reconciliation 2016, *The State of Reconciliation in Australia Report - Reconciliation Australia 2016*

Mental Health Commission 2020, *Western Australian Aboriginal Suicide Prevention Strategy*

Morrison, 2020, *Closing the Gap PM Statement*.

Morrison, 2021, *Closing the Gap PM Statement*.

National Constitutional Convention 2017, *Uluru Statement from the Heart*.

Town of Port Hedland 2014, *Community Engagement Strategy*

Town of Port Hedland 2016, *Reconciliation Action Plan 2016-2019*

Town of Port Hedland 2017, *Disability, Access and Inclusion Plan 2023-2026*

Town of Port Hedland 2019, *Art and Culture Strategy 2019-2022*

Town of Port Hedland 2020, *Community Safety Plan*

Town of Port Hedland 2020, *Public Art Strategy*

Town of Port Hedland 2021, *Community Perception Survey*

Town of Port Hedland 2021, *Library Strategy 2021-2025*

Town of Port Hedland 2022, *Economic Development and Tourism Strategy 2022*

Town of Port Hedland 2022, *Community Development Plan 2022-2027*

Town of Port Hedland 2022, *Strategic Workforce Plan 2020-2022*

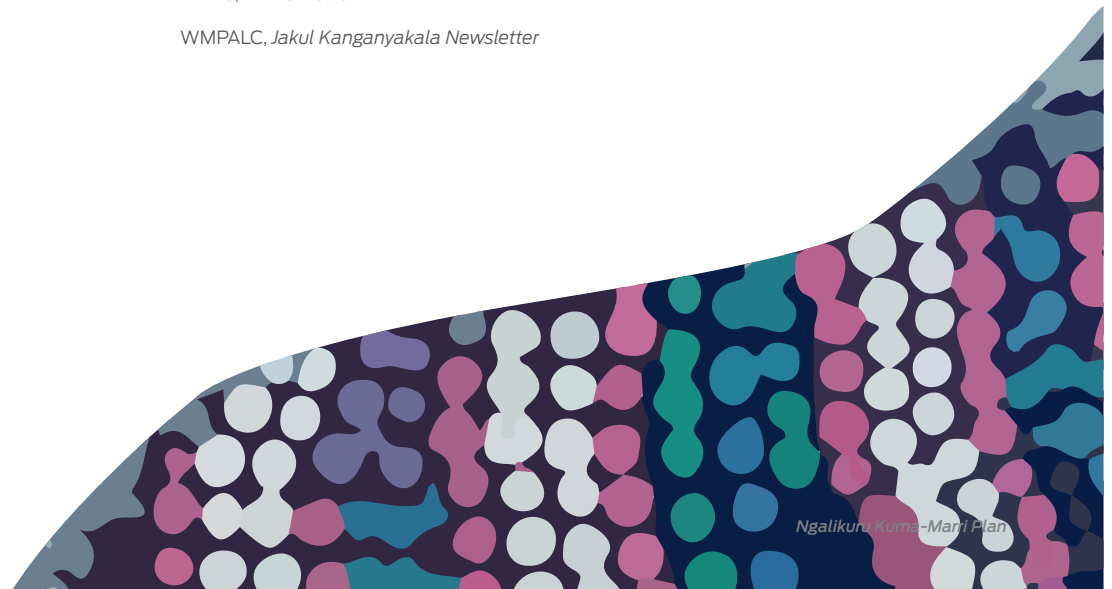
Town of Port Hedland 2022, *Youth Development Plan 2022-2025*

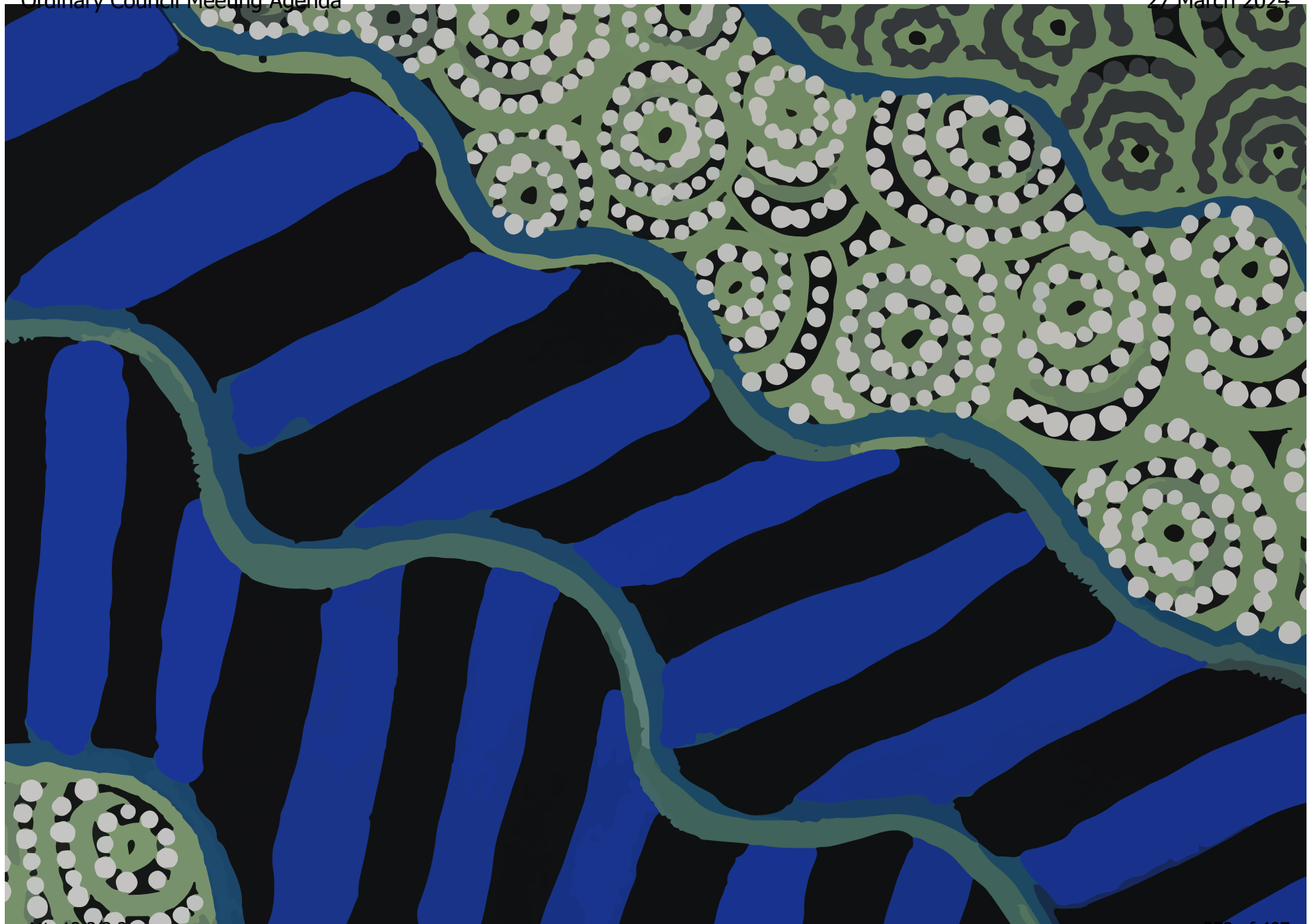
Town of Port Hedland 2022, *Strategic Community Plan 2022-2032*

WACHS 2019, *Aboriginal Health Strategy 2019-2024*

YMAC, *YMAC News*.

WMPALC, *Jakul Kanganyakala Newsletter*







Town of Port Hedland

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web: www.porthedland.wa.gov.au



Town of
Port Hedland

PROVISIONAL PROGRAM

REGIONAL FORUM Tuesday 2 July: 9.00AM - 3.00PM

The Regional Forum is before the NGA and is an additional registration which can be completed on the registration form.

You will be able to view the program on the website when available.

National General Assembly Tuesday 2 July - Thursday 4 July

Event Time - (UTC+10:00) Canberra, Melbourne, S...	
Tuesday, July 2, 2024	Wednesday, July 3, 2024
1:30 PM - 3:00 PM	REGISTRATIONS OPEN DAY ONE
3:00 PM - 5:00 PM	NGA: Breakout Sessions (Optional) Four Sessions running concurrently to start the NGA Sessions topics: Energy Transition Disaster Resilience and Recovery National Housing and Community Infrastructure Roads and Transport
5:00 PM - 7:00 PM	Welcome Reception & Exhibition Opening The Welcome Reception and Exhibiton Opening will be held within the Exhibition Hall at the National Convention Centre.

ALGA reserves the right to change the program without notice.

REGIONAL FORUM

Tuesday 2 July: 9.00AM - 3.00PM

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National General Assembly

Tuesday 2 July - Thursday 4 July

Event Time - (UTC+10:00) Canberra, Melbourne, S... ▼

Tuesday, July 2, 2024

Wednesday, July 3, 2024

Thursday, July 4, 2024

Friday, July 5, 2024

8:00 AM - 9:00 AM	REGISTRATIONS OPEN DAY TWO			
9:00 AM - 9:40 AM	Opening Ceremony Welcome to Country. Includes address from His Excellency General the Honorable David Hurley AC DSC (Retd), Governor-General of the Commonwealth of Australia			
9:40 AM - 10:00 AM	Address by Minister for Infrastructure, Transport, Regional Development and Local Government The Hon Catherine King MP (invited)			
10:00 AM - 10:20 AM	Address by Leader of the Opposition The Hon Peter Dutton MP (invited)			
10:20 AM - 11:00 AM	President's Address Cr Linda Scott			
11:00 AM - 12:00 PM	MEAL BREAK ONE - Day One			
12:00 PM - 1:00 PM	Politics and Civic Engagement Anabelle Crabb, ABC Writer and Presenter			
1:00 PM - 2:00 PM	Local Government Report			
2:00 PM - 3:00 PM	MEAL BREAK TWO - Day One			
3:00 PM - 5:30 PM	Debate on Motions			
7:00 PM - 11:00 PM	General Assembly Dinner Location: EPIC Dress code: Cocktail			

PROVISIONAL PROGRAM

REGIONAL FORUM

Tuesday 2 July: 9.00AM - 3.00PM

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National General Assembly

Tuesday 2 July - Thursday 4 July

		Event Time - (UTC+10:00) Canberra, Melbourne, S...	
		Tuesday, July 2, 2024	Wednesday, July 3, 2024
		Thursday, July 4, 2024	Friday, July 5, 2024
9:00 AM - 10:00 AM	Intergenerational Equity and Fairness Simon Kuestemacher, Director and Co-Founder, Demographics Group		
10:00 AM - 11:00 AM	Addressing Intergenerational Trust Panel Kate Fielding, A New Approach; Tahlia Azaria, Young Majors; Ingrid Stonhill, Katherine Town Council and Rebecca McKenzie, Glen Eira City Council		
11:00 AM - 12:00 PM	MEAL BREAK ONE- Day Two		
12:00 PM - 1:00 PM	Social Capital in the Built Environment Stephen Yarwood, Urbanist and Former Lord Mayor of Adelaide		
1:00 PM - 2:00 PM	For the Love of Community Engagement Becky Hirst, Author		
2:00 PM - 3:00 PM	MEAL BREAK TWO - Day Two		
3:00 PM - 5:00 PM	Debate on Motions - Day Two		
6:30 PM - 10:00 PM	ACLG Dinner		

ALGA reserves the right to change the program without notice.

PROVISIONAL PROGRAM

REGIONAL FORUM

Tuesday 2 July: 9.00AM - 3.00PM

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You will be able to view the program on the website when available.

National General Assembly

Tuesday 2 July - Thursday 4 July

Event Time - (UTC+10:00) Canberra, Melbourne, S... ▼

Tuesday, July 2, 2024

Wednesday, July 3, 2024

Thursday, July 4, 2024

Friday, July 5, 2024

7:30 AM - 8:00 AM	REGISTRATION OPEN
8:00 AM - 3:00 PM	Australian Council of Local Government (ACLG) Forumn Venue: National Convention Centre, Canberra

ALGA reserves the right to change the program without notice.

2024 NGA

Building
Community
Trust

National Convention Centre
Canberra



AUSTRALIAN
LOCAL GOVERNMENT
ASSOCIATION



2 - 4
JULY
2024

DISCUSSION
PAPER



KEY DATES

29 March 2024 | Acceptance of Motions

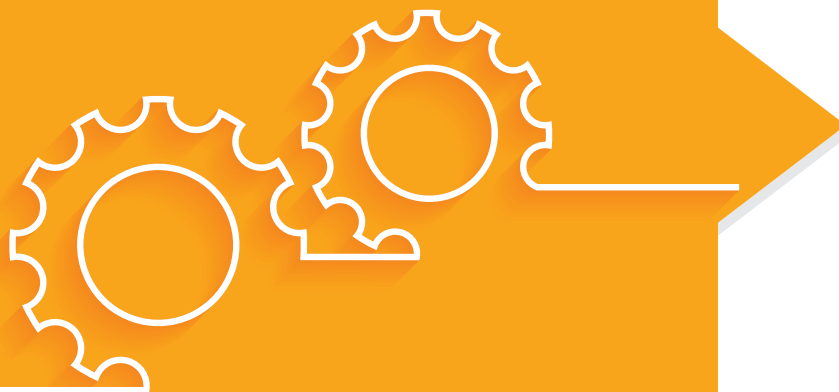
2 July 2024 | Regional Cooperation & Development Forum

3 - 4 July 2024 | National General Assembly

5 July 2024 | Australian Council of Local Government

TO SUBMIT YOUR MOTION

VISIT: [ALGA.COM.AU](https://alga.com.au)



The Australian Local Government Association (ALGA) is pleased to convene the 30th National General Assembly of Local Government (NGA), to be held in Canberra from 2-4 July 2024.

As convener of the NGA, the ALGA Board cordially invites all councils to send representatives to this important national event.

The NGA is the premier national gathering of local governments, and provides councils with the opportunity to come together, share ideas, debate motions, and most importantly unite and further build on the relationship between local government and the Australian Government.

This discussion paper contains essential information for Australian councils considering submitting motions for debate at the 2024 National General Assembly of Local Government (NGA).

It is recommended that all councils and delegates intending to attend the 2024 NGA familiarise themselves with the guidelines for motions contained in this paper on page 6.

BACKGROUND TO ALGA AND THE NGA

ALGA was established 1947. In structure, ALGA is a federation of member state and territory associations. Its mission is to achieve outcomes for local government through advocacy with impact, and maximise the economic, environmental and social wellbeing of councils and our communities.

Since 1994, the NGA has built the profile of local government on the national stage, showcased the value of councils, and most importantly demonstrated - particularly to the Australian Government - the strength and value of working with local government to help deliver on national priorities.

Debate on motions was introduced to the NGA as a vehicle for councils from across the nation to canvas ideas. Outcomes of debate on motions (NGA Resolutions) could be used by participating councils to inform their own policies and priorities, as well as their advocacy when dealing with federal politicians.

At the same time, they help ALGA and its member state and territory associations gain valuable insight into council priorities, emerging national issues, and the level of need and support for new policy and program initiatives.

Given the structure of ALGA, its Constitution, and level of resources, the NGA does not bind the ALGA Board. However, the Board carefully considers NGA resolutions as it determines ALGA's policies, priorities and strategies to advance local governments within the national agenda.

This is your NGA and ALGA is pleased to act as the convener. ALGA's policies and priorities will continue to be determined by the ALGA Board in the interests of all councils.

The ALGA Board thanks all councils for attending the NGA and those that will take the time to reflect on the purpose of debate on motions outlined in this paper, and to submit motions for debate at the 2024 NGA.

SUBMITTING MOTIONS

Australia is one of the world's great democracies. It is held in high regard across the world but should never be taken for granted.

The theme of the 2024 NGA is – Building Community Trust.

This theme aims to explore the critical importance of trust in governments, between governments, its institutions, and its citizens. This trust is a fundamental building block of our nation's democracy.

While relatively low key, over the past decade there has been increasing public debate by scholars and policy makers about the level of trust in government, its institutions and indeed the operation of our democracy more broadly.

Mark Evans et al (2019) published research in 'The Conversation' indicating that Australians' trust in politicians (our political representatives) and democracy has hit an all-time low. This report indicates 'fewer than 41% of Australian citizens are satisfied with the way democracy works in Australia, down from 86% in 2007.

Public satisfaction has fallen particularly sharply since 2013, when 72% of Australian citizens were satisfied. Generation X is least satisfied (31%) and Baby Boomers most satisfied (50%). Some political authors suggest that these trends in part explain the rise in popularity and the relative success of independents and micro or single-issue parties.

These statistics should be of concern to every level of government and those interested in the future of our communities and Australia's democratic system.

It is said that 'trust is hard-earned, easily lost, and difficult to re-establish – and a key to absolutely everything.' While media and public attention frequently focuses on levels of trust in the national and state governments, local governments have an equally important role in building, maintaining and indeed, often repairing government-community relationships.

At its most fundamental level, the 2024 NGA focusses on the role of local government and how all levels of government can help each other build, maintain and strengthen government-community relationships.

This discussion paper is a call for councils to submit motions for debate at the 2024 NGA to be held in Canberra from 2-4 July 2024.

Motions for this year's NGA should consider:

- how all levels of government in Australia can build trust in each other and earn greater trust from the community;
- practical opportunities for the Australian Government to leverage the trust that local communities have in their local council;
- focus on practical programs that can strengthen the system of local government nationally to provide the services and infrastructure required to support and strengthen our communities; and
- new program ideas that that would help the local government sector to deliver the Australian Government's objectives.

Motions should be concise, practical and implementable and meet the guidelines for motions set out in the paper.

You are encouraged to read all the sections of the paper but are not expected to respond to every issue or question. Your council's motion/s must address one or more of the issues identified in the discussion paper.

Motions must be lodged electronically using the online form available on the NGA website at: www.alga.com.au and received no later than 11:59pm AEST on Friday 29 March 2024.

All notices of motions will be reviewed by the ALGA Board's NGA Sub-committee prior to publishing the NGA Business Paper to ensure that they meet these guidelines. This sub-committee reserves the right to select, edit or amend notices of motions to facilitate the efficient and effective management of debate on motions at the NGA.

All NGA resolutions will be published on www.nationalgeneralassembly.com.au.

As the host of the NGA, ALGA will communicate resolutions to the relevant Australian Government Minister and publish Ministerial responses as they are received on this website.

Please note that if your council does submit a motion, there is an expectation that a council representative will be present at the NGA to move and speak to that motion if required.

We look forward to hearing from you and seeing you at the 2024 NGA.

CRITERIA FOR MOTIONS

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. Be relevant to the work of local government nationally.
2. Not be focused on a specific jurisdiction, location or region – unless the project or issue has national implications.
3. Be consistent with the themes of the NGA.
4. Complement or build on the policy objectives of ALGA and your state or territory local government association.
5. Be submitted by a council which is a financial member of their state or territory local government association.
6. Propose a clear action and outcome ie call on the Australian Government to act on something.
7. Not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members, or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.
8. Address issues that will directly improve the capacity of local government to deliver services and infrastructure for the benefit of all Australian communities.
9. Not seek to advance an outcome that would result in a benefit to one group of councils to the detriment of another.
10. Be supported by sufficient evidence to support the outcome being sought and demonstrate the relevance and significance of the matter to local government nationally.

Motions must commence with the following wording:

This National General Assembly calls on the Australian Government to ...

Please note that resolutions of the NGA do not automatically become ALGA's national policy positions.

OTHER THINGS TO CONSIDER

It is important to complete the background section of the submission form. Submitters of motions should not assume that NGA delegates will have background knowledge of the proposal. The background section helps all delegates, including those with no previous knowledge of the issue, in their consideration of the motion. Please note, motions should NOT be prescriptive in directing how the matter should be pursued.

Try to keep motions practical, focussed and capable of implementation to ensure that relevant Australian Government Ministers provide considered, thoughtful and timely responses.

Try to avoid motions that are complex, contain multi-dot points and require complex cross-portfolio implementation.

All motions submitted will be reviewed by the ALGA Board's NGA Sub-committee, in consultation with state and territory local government associations, to determine their eligibility for inclusion in the NGA Business Papers.

When reviewing motions, the Sub-committee considers the criteria, clarity of the motion and the importance and relevance of the issue to local government.

If there are any questions about the substance or intent of a motion, ALGA will raise these with the nominated contact officer. With the agreement of the submitting council, these motions may be edited before inclusion in the NGA Business Papers.

To ensure an efficient and effective debate, where there are numerous motions on a similar issue, the NGA Sub-committee will group these motions together under an overarching strategic motion. The strategic motions will have either been drafted by ALGA or will be based on a motion submitted by a council which best summarises the subject matter.

Debate will occur in accordance with the rules for debate published in the Business Papers and will focus on the strategic motions. Associated sub-motions will be debated by exception only or in accordance with the debating rules.

Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state or territory local government association and will not be included in the NGA Business Papers.

All motions require:

- a contact officer;
- a clear national objective;
- a summary of the key arguments in support of the motion; and
- endorsement of your council.

**Motions should be lodged electronically using the online form available at www.alga.asn.au.
Motions should be received no later than 11:59pm AEST on Friday 29 March 2024.**

SETTING THE SCENE

The theme for NGA24 'Building Community Trust' aims to focus on the role of local government in the Australian system of government and explore the critical importance of trust in governments, between governments, its institutions, and our citizens.

In a recent essay on Capitalism after the Crisis (2023) the Treasurer the Hon Dr Jim Chalmers MP wrote:

'Our mission is to redefine and reform our economy and institutions in ways that make our people and communities more resilient, and our society and democracy stronger as well.'

The need to strengthen our democracy was also emphasised the Prime Minister the Hon Anthony Albanese MP in a speech at Queensland's Woodford Folk Festival toward the end of 2022:

'I urge anyone who thinks our democracy is unassailable to have a look around the world. Even some of the oldest, most stable democracies have come under attack from a whole range of corrosive, insidious forces. No one is immune. Our democracy is precious, something we have carefully grown and nurtured from one generation to the next. One of our core responsibilities is to make it stronger, and the key to that strength is transparency and accountability.'

In early 2023 the Australian Government established a taskforce to advise government on 'what can be done – practically – to strengthen Australian democracy'.



The 2024 NGA provides you - the elected representatives of Australia's local councils and communities - with the opportunity to engage with the Federal Government and key Ministers.

Further, it is your opportunity to advocate for new or expanded programs and key policy initiatives that could strengthen local governments, its capacity to deliver services and infrastructure to local communities across the nation. This service delivery is critical to build, maintain and strengthen the trust of our citizens.

This year's call for motion focusses on twelve priority areas:

- Intergovernmental relations;
- Financial sustainability;
- Roads and infrastructure;
- Emergency management;
- Housing and homelessness;
- Jobs and skills;
- Community services;
- Closing the Gap and Aboriginal and Torres Strait Islander Reconciliation;
- Data, digital technology and cyber security;
- Climate change and renewable energy;
- Environment; and
- Circular economy.



1. INTERGOVERNMENTAL RELATIONS

'Australia's federal structure, built upon reciprocal financial, legislative and policy responsibilities, requires intelligent cooperation on issues of strategic national significance.'

National Cabinet is a forum for the Prime Minister, Premiers and Chief Ministers to meet and work collaboratively. National Cabinet was established on 13 March 2020 and is chaired by the Prime Minister. The National Cabinet is a key mechanism in Australia's current intergovernmental architecture.

A representative of local government, the President of ALGA, is invited to meet with National Cabinet once each year. The President of ALGA also attends one meeting per year of the Council on Federal Financial Relations comprising the Commonwealth Treasurer as Chair and all state and territory treasurers.

A substantial body of research, from Australia and internationally, has highlighted that governments that work together are generally more successful in achieving shared national objectives, including economic recovery from events like the COVID-19 pandemic as well as in service and infrastructure delivery.

This research reinforces the need for local government to be included in relevant ministerial forums that support national priorities – from housing affordability to reaching net-zero emissions. ALGA currently participates in National Cabinet (1/year), Council on Federal Financial Relations (1/year), Infrastructure Transport Ministers Meeting, National Emergency Managers Meeting, Local Government Ministers Forum, Joint Council on Closing the Gap, Planning Ministers Meeting, Meeting of Environment Ministers, Energy and Climate Change Ministers and the Road Safety Ministers Meeting, to represent local government views.

Local government input can provide a community voice, enabling our intergovernmental forums to make decisions with greater legitimacy and authority.

Given the importance of trust in governments, between governments and its citizens, how can intergovernmental arrangements be further improved in Australia?

Are there ways of maintaining and enhancing the community's trust in local government?

Are there new initiatives and programs that could be adopted to improve the level of cooperation and collaboration between the Australian Government and local government?

2. FINANCIAL SUSTAINABILITY

Trust in governments is highly correlated with their ability to fulfill the implicit social contract between government and its citizens by keeping promises.

Local government is the third sphere of government in Australia's system of government. Councils are comprised of locally elected representatives who understand local needs and engage locally on strategies to meet those needs.

Councils are responsible for providing a wide range of critical local area services including planning, libraries, waste management systems, transport and infrastructure (eg roads and footpaths, parks, sporting grounds and swimming pools) and social services.

These services are critical to the wellbeing, liveability and productivity of all local communities, and therefore the nation. Equally important is the sustaining of democratic processes at the local and regional level.

Local government's total annual expenditure in 2021 -22 was approximately \$43.6 billion. Non-financial assets including roads, community infrastructure such as buildings, facilities, airports, water, and sewerage (in some states) including land, are valued at \$539 billion [ABS Government Finance Statistics, Australia, 2021-22].

In 2021-22, the Australian Government provided \$2.6 billion in Financial Assistance Grants funding to councils. This included \$1.3b which was brought forward from the 2021-22 estimate and paid through state and territory governments in 2020-21.

Nationally, local government derives nearly 90% of its revenue from its own sources (including rates and services charges), compared to around 50% for state governments. Grants from other levels of government make up just over 10% of local government's total revenue, however these grants are particularly important in areas with a low-rate base, and/or high growth rates, and rapidly expanding service and infrastructure needs.

In 2021-22 Financial Assistance Grants to local governments was less than 0.6% of Commonwealth taxation revenue (CTR), a significant drop from 1996 when these grants were at 1% of CTR. In 2023-24 Financial Assistance Grants have fallen to 0.5% of Commonwealth taxation.

What improvements are needed to the intergovernmental financial transfer system, particularly the Commonwealth transfers to local government, to enhance the community's trust in local government and by extension all governments?

Noting that Commonwealth tied funding is provided with detailed requirements how can this system be improved to provide flexibility and maximize the benefit to local communities?

3. ROADS AND INFRASTRUCTURE

ALGA's 2021 National State of the Assets Report (NSoA) is currently being updated and expected to be launched in 2024. The most recent NSoA shows that while most local government assets such as roads, bridges, buildings, parks and recreation, stormwater, water and wastewater, and airports and aerodromes are generally in good to very good condition, around 10% are not fit for purpose, and around 20–25% are only fair and over time will need attention.

The last NSoA found that in 2019–20 non-financial infrastructure assets were valued at \$342 billion and were depreciating at \$7.7 billion per year. Replacement costs of these infrastructure assets were in the order of \$533 billion.

Local government assets make up a significant proportion of the physical structure of local communities and often provide critical access to and support for citizens to engage in state and national assets and opportunities.

For example, local roads provide important “first and last-mile access” for communities and industry to road networks, integral to economic development and community connection. Local sporting grounds can provide access for community groups to build community participation that has social, health and economic benefits.

Are there programs or initiatives that the Australian Government could adopt to improve the long-term sustainability of local government infrastructure?

Are there programs or initiatives that the Australian Government could provide to improve the sector's capacity to manage local government infrastructure and to integrate these plans into long-term financial plans?

Are there programs or initiatives that the Australian Government could develop to maintain, strengthen and enhance the reputation of Australia's infrastructure providers, including local government?

4. EMERGENCY MANAGEMENT

In 2022 alone, 46 disasters were declared across Australia, covering more than 300 different council areas. In recent years, almost every Australian council has been impacted in some way by fires, floods, or cyclones.

Last year's flooding caused a damage bill of approximately \$3.8 billion to local roads across Queensland, New South Wales, Victoria and South Australia. This was just a fraction of the total disaster costs incurred by governments across the country.

There have been numerous NGA motions in recent years regarding natural disasters and this has been a significant priority in ALGA's advocacy program.

In 2022 ALGA successfully advocated for a new \$200 million per year Disaster Ready Fund, with the first round of funding allocated in June 2023. This fund will support councils and communities to mitigate against the risk of future disasters and help address the significant imbalance between mitigation and recovery spending.

Councils are encouraged to draw on their practical experience of the improvements that could be made to managing emergencies.

Please note that many aspects of emergency management are state or territory responsibilities, and your motions should focus on how the Australian Government could assist.

What new programs, or improvements to existing programs, could the Australian Government develop to partner with local government to improve the current natural disaster management systems to further assist in recovery and build resilience?

5. HOUSING AND HOMELESSNESS

Almost every Australian council and community is facing challenges around a lack of affordable housing.

Alarming research by the UNSW City Futures Research Centre shows 640,000 Australian households – or one in 15 households – are under housing stress.

All levels of government, including councils, have a fundamental role to play in addressing this crisis, which is being compounded by high interest rates, rising construction costs and skills shortages.

At a national level, ALGA is a signatory to the National Housing Accord, and in 2023 successfully advocated for a new \$500 million Housing Support Program for state and local governments to deliver supporting infrastructure for new housing developments.

While the provision of affordable housing is not a local government responsibility, councils have a role to play in ensuring there is enough suitably located land available for housing and that a diversity of housing stock is supported. Councils also want to ensure that new housing developments are supported with the necessary services and infrastructure to create liveable and sustainable communities.

Many councils are also addressing thin markets and developing land and housing themselves, delivering local solutions to meet the needs of their communities.

Councils also want to ensure that they engaged with planning decisions that affect local communities. Taking planning powers away from councils does not always support the best local outcomes.

Councils also play an important role addressing some of the causes of homelessness, including social inclusion programs that can assist mental health and family violence issues, as well as providing support for people currently experiencing homelessness.

What new programs and policies could the Australian Government develop to partner with local government to support the provision of more affordable housing?

How can the Australian Government work with councils to address the causes and impacts of homelessness?

6. JOBS AND SKILLS

Local government is a major employer in Australia providing employment, career advancement and training opportunities for more than 190,800 Australians, across an estimated 400 occupations.

However, councils are facing significant jobs and skills shortages that are constraining their capacity to deliver services and build and maintain local infrastructure.

ALGA's 2022 National Local Government Workforce Skills and Capability Survey indicated that more than 90 percent of Australia's 537 councils were experiencing skills shortages.

The survey also showed that for approximately two-thirds of these councils, these shortages were impacting on project delivery.

In particular, councils are facing a shortage of planners, engineers, building surveyors, environmental officers and human resources professionals.

Skills shortages occur for a variety of reasons including an inability to compete against the private sector, worker accommodation, support services for families, ageing of the workforce and geographic isolation.

Are there programs or initiatives that the Australian Government could implement that would enhance local government's capacity to attract and retain appropriately skilled staff now and into the future?

Are there programs or changes to existing programs that would increase local government's ability to employ apprentices and trainees?

Are there other initiatives that the Australian Government could provide to improve the sector's ability to plan and develop skills fit for the future?

7. COMMUNITY SERVICES

Councils provide a wide range of services based on local characteristics, needs, priorities, and the resources of their community. Indeed, it is this level of responsiveness and accountability to the local community that is an essential feature of democratic local governments worldwide.

Some of these services are provided to address market failure, and many of them are provided by councils on behalf of other levels of government.

It is important to note that nationally local government is more than 83% self-sufficient ie funded at the local level either through rates, fees and charges, sale of goods and services, or interest. The Australian Bureau of Statistics data shows that total local government annual expenditure in 2021-22 was \$43.6 billion.

Only 17% comes from grants and subsidies from other levels of government. Unfortunately, many of these grants and subsidies are tied, or require matching funding which restricts the ability to address local priorities in the way the council and community might need.

Arguably there is no greater obligation upon government than to maintain the trust that citizens have in meeting their community services obligations and promises, particularly to society's most vulnerable.

Local government community services are broadly defined, and may include but are not limited to:

- environmental health including food safety;
- childcare, early childhood education, municipal health;
- aged care, senior citizens;
- services to people living with disability;
- programs to address disadvantage, to reduce poverty and homelessness;
- sporting and recreational programs;
- arts and cultural activities, programs and festivals;
- tourism and economic development activities; and
- library services.

Noting the funding arrangements for the provision of local government community services are there programs and initiatives that the Australian Government could implement to improve the delivery of these services?

Are there reforms or improvements in national community services program that would help local governments support the Australian Government to deliver on its national objectives?

8. CLOSING THE GAP AND ABORIGINAL AND TORRES STRAIT ISLANDER RECONCILIATION

In 2021, ALGA co-signed a landmark national agreement to close the gap between Indigenous and non-Indigenous Australians. At the heart of the National Agreement on Closing the Gap Partnership are four agreed priority reform targets and 19 socio-economic targets in areas including education, employment, health and wellbeing, justice, safety, housing, land and waters, and Aboriginal and Torres Strait Islander languages.

The Indigenous Voice Co-design Final Report to the Australian Government was released in December 2021. The Local & Regional Voice will contribute to achieving the Closing the Gap outcomes by providing avenues for Indigenous voices to be heard, including to provide feedback to government on Closing the Gap.

As the level of government closest to the people, councils have an essential role supporting and helping to steer the development of policies and programs in partnership with local Indigenous peoples that address closing the gap priorities at the local and regional level.

Local government plays a positive role in reconciliation and celebrating Indigenous culture and identity, and sustainably funded could work effectively to reduce Indigenous disadvantage in all its forms.

On 14 October 2023, Australians voted in a referendum about whether to change the Constitution to recognise the First Peoples of Australia by establishing a body called the Aboriginal and Torres Strait Islander Voice. The referendum did not pass.

Are there programs or initiatives that the Australian Government could adopt to assist local government to advance reconciliation and close the gap?

Are there practical programs or initiatives that local government and the Australian Government could introduce to maintain, build and strengthen the level of trust between Aboriginal and Torres Strait Islanders and governments?

9. DATA, DIGITAL TECHNOLOGY AND CYBER SECURITY

Provision of information technology to all Australians is vital to innovation, economic growth, and social equity. However, it is potentially even more important to regional Australia where the tyranny of distance increases the inequity of services available – including education, health, economic and social. Innovative technology is becoming more broadly available and could boost productivity and economic growth.

Councils around Australia continue to embrace new technologies to improve their service delivery standards and broaden consultation and engagement with their local communities. However, implementation can be hindered without access to basic technological infrastructure and the necessary IT skills and resources.

In recent times, cyber-attacks on major corporations and other businesses have resulted in significant data breaches. It is a timely reminder as digital information, services and products become an increasing feature of modern business operation including in local government.

Like all risks, local government must manage the risk of cyber-attacks and address cyber security. At a national level, there is limited understanding of local governments' vulnerability to cyber-attacks, preparedness and adequacy of risk management strategies or business continuity planning.

While this is primarily a responsibility of the sector itself, governments at all levels must work together to ensure that the public have confidence in government information management systems and its security.

Drawing upon your council's experience, and your knowledge of other councils within your state or territory, are there programs and initiatives that the Australian Government could implement to help local government develop its digital technology services and infrastructure?

Are there actions the Australian Government could take to improve cyber security within the local government sector?

10. CLIMATE CHANGE AND RENEWABLE ENERGY

Australia's changing climate presents a significant challenge to governments, individuals, communities, businesses, industry, and the environment.

The Australian Government has committed to address climate change and in June 2022 submitted its revised National Determined Contribution (NDC) to the United Nations Framework Convention on Climate Change. The revised NDC included reaffirming a target of net zero emissions by 2050 and committing to reduce greenhouse gas emissions by 43% from 2005 levels.

Local governments have played an important leadership role in addressing climate change, and councils have supported a wide range of community-based programs and initiatives to lower the carbon footprint of their own business operations and of their local communities.

As a sector, local government has been an advocate and active participant in the debate for lowering carbon emissions, is sourcing renewable energy, has responded creatively to reduce greenhouse gas emissions from landfills, and facilitated the construction of green buildings and water sensitive design of cities and towns.

Local government has been at the forefront in addressing the impacts of climate change and adaptation to climate change. In particular, councils have a practical understanding of the risk and impact of climate change on Australia's infrastructure and physical assets, natural ecosystems, local economies and their community.

Noting the Australian Government's approach to reducing emissions, are there partnerships, programs, and initiatives that local government and the Australian Government can form to achieve Australia's 2050 net zero emissions target?

Are there initiatives that could assist local governments to build trust in the community for implementation of key climate change and emissions reduction initiatives?

11. ENVIRONMENT

Australia's 537 local councils play an essential role in providing, regulating and managing Australia's environmental services and infrastructure.

Whether it's biodiversity, biosecurity, natural resource management (NRM), contaminated lands, waste management, water resources, sustainability or roadside environments, councils are responsible for educating households and businesses on environment policy, as well as driving environmental programs and initiatives in their local communities.

In recent years the National General Assembly has considered a range of environmental issues, and passed resolutions on biodiversity, biosecurity, conservation, climate change and water security.

How could the Australian Government partner with local government to strengthen Australia's environmental services and infrastructure?

What new programs could the Australian Government partner with local government in to progress local regional and national objectives?



12. CIRCULAR ECONOMY

Local government is responsible for the management of household and domestic waste and has a critical role to play in further developing the circular economy.

Australia's 537 councils manage approximately 26 percent of Australian waste, either directly or through contractual arrangements. Each year, local governments collect around 9.7 million tonnes of waste from kerbside bin services, sort it at material recovery facilities (MRFs), and dispatch what can be recycled to reprocessing facilities in Australia and overseas.

Where waste cannot be recovered it is landfilled, and local governments in most jurisdictions must pay a significant levy per tonne for landfilled waste, as well as incur the operational costs of maintaining and managing a landfill.

Collecting, treating, and disposing of Australian domestic waste costs local government an estimated \$3.5 billion annually. Local government also dedicates resources to administering community waste-education programs, collecting litter, addressing illegal rubbish dumping, and ensuring compliance with waste bylaws.

In November 2023, Australia's Environment Ministers agreed that the Federal Government would establish new regulations for packaging as well as mandate how packaging is designed, develop minimum recycled content requirements and prohibit harmful chemicals being used. These changes are expected to have a positive impact on the amount of waste sent to landfill, and the costs borne by councils and their communities.

How could the Australian Government further strengthen product stewardship arrangements to support local governments in their endeavours to increase recycling and reduce the volume of waste?

How could the Australian Government partner with local government to advance the circular economy?

CONCLUSION

Thank you for taking the time to read this discussion paper and your support for the 2024 National General Assembly of Local Government.

A FINAL REMINDER:

- » Motions should be lodged electronically at www.alga.com.au and received no later than 11.59pm on Friday 29 March 2024.
- » Motions must meet the criteria published in this paper.
- » Motions should commence with the following wording: 'This National General Assembly calls on the Australian Government to...'
- » Motions should not be prescriptive in directing how the matter should be pursued.
- » Motions should be practical, focussed and relatively simple.
- » It is important to complete the background section on the form.
- » Motions must not seek to advance an outcome that would result in a benefit to one group of councils to the detriment of another.
- » When your council submits a motion there is an expectation that a council representative will be present at the 2024 National General Assembly to move and speak to that motion if required.
- » Resolutions of the National General Assembly do not automatically become ALGA's national policy positions. The resolutions are used by the ALGA Board to inform policies, priorities and strategies to advance local governments within the national agenda.

We look forward to hearing from you and seeing you at the 2024 National General Assembly in Canberra.





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ASSOCIATION

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PRELIMINARY PROGRAM

Monday 29 April 2024

4.00pm – 5.00pm	Conference Registration Welcome Function for International and YIPWEA Delegates Location: Courtyard Room Foyer
6.00pm – 8.00pm	Official Opening Ceremony & Welcome Reception Location: Exhibition Hall Bays 21B + 22B

Tuesday 30 April 2024

7.30am – 8.15am	Conference Registration Breakfast at Exhibition Hall
8.15am – 10.00am	Location: Goldfields Theatre Conference Opening Address – Senator the Hon Carol Brown Platinum Sponsor Welcome Address – Komatsu CEO IPWEA Address – David Jenkins: IPWEA's Road Ahead Individual Award Presentation Keynote Address – Bernard Salt, Founder of the Demographics Group: Adaptation: Thriving in a New World

10.00am – 10.30am Morning Tea

Session 2	2A: Public Works in Action	2B: Sustainability	2C: Technology	2D: Asset Management
Location	Goldfields Theatre	Courtyard Room	Eureka Room 2	Eureka Room 3
10.30am – 11.00am	City of Phoenix Experience with Cool Pavement Coatings Ryan Stevens City of Phoenix (US)	Solutions For Our Changing Environment - Climate, Waste and Landscape Dr Jacqueline Balston Director IPWEA Sustainability (SA)	Lessons Learned Through the Development and Implementation of a Work Packaging and Schedule Optimisation Tool for Operational Teams Glen Cancian Downer (QLD)	Public Finance and Asset Management - A US Perspective Dr Kyle Wedberg GFOA (US)
11.00am – 11.30am	Heavy Vehicle Access Management Simon Buxton Department of State Growth (TAS)	Optimising Carbon Footprints Phillipa O'Shea Downer (NZ)	Improving Machine Learning and Artificial Intelligence Investment Tim Cross WSP (NZ)	City of Melton: Risk Reduction in the Stormwater Network Glen Holschier Melton City Council (VIC)

11.30am – 12.00am	<p>Changing the Game - A Collaborative Approach to Road Reseal and Renewal</p> <p>Jarred Collins City of Salisbury (SA)</p>	To Be Announced	<p>1. Finalist Excellence in Project Innovation: Roads Alliance Research Project: Using Artificial Intelligence for Road Maintenance Management</p> <p>2. Finalist Excellence in Project Innovation: Using Spatial Technologies to Reduce Costs and the Environmental Impact of Road Infrastructure</p>	<p>Looking 40 Years Back to See 40 Years Forward</p> <p>Penny Burns Talking Infrastructure Association (SA)</p>
12.00pm – 1.00pm	Lunch			
Session 3 (Plenary) 1.00pm – 1.30pm	Keynote Address – Nicci Rossouw, CEO Robotics Australia Group			
Session 4	4A: Public Works in Action	4B: Sustainability	4C: Technology	4D: Asset Management
Location	Goldfields Theatre	Courtyard Room	Eureka Room 2	Eureka Room 3
1.30pm – 2.00pm	<p>Investigate the Field Performance of Geogrid/Geocomposite Reinforced Granular Pavement</p> <p>Jinjiang Zhong Logan City Council (QLD)</p>	<p>From Adaptation to Resilience: Driving Innovation and Circular Economy Through a Program of Works</p> <p>Kate Rowan John Holland (NSW)</p>	<p>Integrating Data for Enhanced Municipal Operations</p> <p>Quentin Griffiths Lutra (NZ)</p>	<p>1. Finalist Excellence in Asset Management: Spatial Clash Detection Modelling</p> <p>2. Finalist Excellence in Asset Management: Tunnel Network Structural Condition Assessment</p>
2.00pm – 2.30pm	<p>Growing Pains – The Good, the Bad and the Ugly of Managing Roads in a Growth Area</p> <p>Aaron McGlade City of Greater Geelong (VIC)</p>	<p>Modernising Moogerah</p> <p>John Langton Redfrost (VIC)</p>	<p>Presentation Title TBA</p> <p>Speaker TBA Geotab (SA)</p>	<p>The Integration of Asset Management and Capital Works Planning at Meander Valley Council</p> <p>Robert Little Meander Valley Council (TAS)</p>
2.30pm – 3.00pm	<p>Revitalising Infrastructure: Ground Improvement Solutions Beneath Existing Structures Across ANZ</p> <p>Laurie Andrews Mainmark Ground Engineering (NSW)</p>	<p>"If You Can't Measure It You Can't Manage It" – Planning for Climate Change Adaptation Using a GIS/BIM-Based Multidimensional at Risk Screening Approach</p> <p>John Jiang Hastings District Council (NZ)</p>	<p>GIS Data. The More You Have, the More You Can Communicate</p> <p>Shane O'Rorke Civil Survey Solutions (VIC)</p>	<p>Enhancing the Value of Community Service Delivery via Asset Performance: A Case Study in Data-Driven Service Excellence</p> <p>Dwayne Pretli Programmed FM (NSW)</p>
3.00pm – 3.30pm	Afternoon Tea			
Session 5	5A: Public Works in Action	5B: Sustainability	5C: Technology	5D: Asset Management
Location	Goldfields Theatre	Courtyard Room	Eureka Room 2	Eureka Room 3
3.30pm – 4.00pm	<p>1. Finalist Best Public Works Project \$2.0m - \$5.0m: Thorndon Park Super Playground</p> <p>2. Finalist Best Public Works Project \$2.0m - \$5.0m: Wonder Reef - Gold Coast Dive Attraction</p>	<p>Towards Manufacturing a Zero Carbon and More Sustainable Asphalt</p> <p>Trevor Distin Colas Australia Group (NSW)</p>	<p>Case Study: Te Ringa Maimoa Transport Excellence Partnership Transport Insights</p> <p>Speaker TBA Company-X (NZ)</p>	<p>Effectively Managing Local Government Infrastructure Assets Using National Specifications</p> <p>Nandini Mehta NATSPEC (NSW)</p>
4.00pm – 4.30pm	<p>Why Adapting to a Pavement Recycling Asset Management Strategy to Reverse Economic Backlogs is Gaining Momentum</p> <p>Scott Young Stabilised Pavements of Australia (QLD)</p>	<p>The Next Step in Cool Roads</p> <p>Dameon Roy Company TBA</p>	<p>DTAi-ML for Infrastructure Asset Management</p> <p>Edward Cronin Digital Twinning Australia (SA)</p>	<p>Climate Resilient Asset Management Planning</p> <p>Simon Harris Bass Coast Shire Council (VIC)</p>

4.30pm – 5.00pm	Transforming Springfield Central – Concurrent Delivery of Multiple Public Works Projects Aaron Gilboy Stantec (NSW)	Save Water and Improve Soil Moisture: The Only Way Urban Trees Thrive Wei Zhang TreeDiaper (US)	How Can Cities and Councils Benefit from Owning and Renting Assets to the Mobile Network Operators? Keith Henry CU Phosco Australia (ACT)	From Underfunding to Alignment: Glenorchy's Transformative Journey in Asset Management Patrick Marshall Glenorchy City Council (TAS)
7.00pm – 10.00pm	COMPLETE URBAN Casual Dinner at Showtime Cargo Hall			
Wednesday 1 May 2024				
7.30am – 8.15am	Conference Registration Breakfast at Exhibition Hall			
Session 6 (Plenary) 8.15am – 10.00am	Location: Goldfield Theatre Sponsor Address (TBA) Thought Leader – Werner de Wolf , CEO Schröder: <i>From Smart Lights to Smart Cities</i> Keynote Address – David Karoly , Honorary Professor University of Melbourne Thought Leader – Tony Clear , National Business Development Manager - Smart Construction, Komatsu			
10.00am – 10.30am	Morning Tea			
Session 7	7A: Public Works in Action	7B: Sustainability	7C: SLSC Forum	7D: Asset Management
Location	Goldfields Theatre	Courtyard Room	Eureka Room 2	Eureka Room 3
10.30am – 11.00am	Intelligent Defect Management for Roads – A Necessity After Eleven Natural Disasters Trevor Dando Shoalhaven City Council (NSW)	Embracing Nature for a Sustainable Future by Sherry Siow Eliza MacLennan Complete Urban (NSW)	City of Sydney - A Pioneer of LEDs, Multi-Function Poles and Lifecycle Management Peter Shields & Johnson Philip City of Sydney (NSW)	Developing a Risk-based Digital Asset Planning Tool for Water/Wastewater Networks Paul Davis BetterAIM (WA)
11.00am – 11.30am	Implications of MHF Consequence Contours for Land Use Safety Planning Gaye Francis R2A Due Diligence Engineers (VIC)	Sustainability of Structures Through Advanced Coating Driving Towards Net Zero Carbon Justin Rigby Remedy Asset Protection (NSW)	Sustainability Through Streetlights: Tracking Community Carbon Reduction Dan Evans Itron (WA)	Sustainability in Asset Management – Delivering a Community Balance John Devine City of Salisbury (SA)
11.30am – 12.00pm	Best Practices in Development Engineering: Lessons from the United States and Canada Evan Nisbet Baw Baw Shire Council (VIC)	1. Finalist Excellence in Environment & Sustainability: Seagull Paddock Pedestrian Bridges 2. Excellence in Environment and Sustainability: Landfill Cell 4.4 Buttoderry Waste Management Facility	Safer Pedestrian Crossings Harrison Steen City of Canada Bay (NSW)	Change in Depreciation Methodology for Road and Stormwater Assets: Implementation an Alternative Short-Life Long-Life Method and Determination of New Useful Life of Assets Morgan Spruce Lake Macquarie City Council (NSW)
12.00pm – 1.00pm	Lunch			
Session 8	8A: Public Works in Action	8B: Sustainability	8C: SLSC Forum	8D: Asset Management
Location	Goldfields Theatre	Courtyard Room	Eureka Room 2	Eureka Room 3
1.00pm – 1.30pm	Don't Slide Away into the Future - Practical Proactive Road and Soil Infrastructure Resilience Sven Rand Pitt & Sherry (TAS)	PFAS Remediation with Active Geocomposite Geotextile Samir Sehnm Huesker (QLD)	Smart Controls Customer Panel Discussion Jiri Heider, Ausgrid Noel Peters, Dept Transport & Main Roads (QLD) David Hale, City of Joondalup Christchurch (Invited)	Cultivating Consistency & Efficiency: Interactive Visualisations to Enhance Organisational Strategic Asset Management Capability Rory Gibbons Brightly Software (VIC)

			TBC	
1.30pm – 2.00pm	Recognising the Sustainability and Resiliency Benefits of Pavement Recycling and Stabilisation Stuart Dack AustStab (VIC)	A Proposed Geothermal Heating Network for Morwell Graeme Beardsmore University of Melbourne (VIC)	Electricity Market Reforms Enabling Smart Street Lighting Controls Speaker TBC TBC	An end-to-end Asset Management System Story Simon Harris Bass Coast Shire Council (VIC)
2.00pm – 2.30pm	Putting the Wizard in WSUD – Geospatial Tools for Implementing Successful WSUD Strategies Daniel Nutsford Morphum Environmental (NZ)	Balancing the Maintenance Carbon Equation Peter Mortimer Downer (NZ)	Relighting Washington, D.C. with LEDs and Smart Controls Dinu Tepes CLS / Flashnet	Leveraging Asset Management and Mobility Tools to Support Workers in the Field Michael Constantinou Whitehorse City Council (VIC)
2.30pm – 3.00pm Afternoon Tea				
Session 9	9A: Public Works in Action	9B: Sustainability	9C: SLSC Forum	9D: Asset Management
Location	Goldfields Theatre	Courtyard Room	Eureka Room 2	Eureka Room 3
3.00pm – 3.30pm	Driving Change: A Roadmap for Sustainable and Resilient EV Charging infrastructure in Australia Jack Kotlyar Energy Australia (VIC)	Pavement Builds on the 3 R's – Recycling, Reuse for Resilience Damien Edwards Hiway Stabilizers (VIC)	SLSC Model Public Lighting Inventory & Audit Guidelines IPWEA (NATIONAL)	What Do We Do with Community Input? Integrating Community Engagement into Asset Plans David Braby CT Management Group (VIC)
3.30pm – 4.00pm	Council Depots – Yards and Sheds or Something More? David Spencer Complete Urban Solutions (QLD)	The Importance of Blue Green Infrastructure to Urban Regeneration Gary Mccullough City of Canning (WA)	Traffic Adaptive Lighting – Making Your Lights Work Smarter David Orchard Telensa (Signify)	A Safety Focused Approach for Asset Managers to Inform Decision-Making Around Infrastructure Upgrades Karen Cogo NTRO (VIC)
4.00pm – 4.30pm	1. Finalist Excellence in Road Safety: Upgrade of Safety Bay Road Between Kwinana Freeway and Mandurah Road 2. Excellence in Water Projects: Pine Gully Restoration	Integrating Design for Infrastructure Excellence: Lessons from WSUD Research Harsha Sapdhare Space Down Under (SA)	Zhaga-based Sensors Panel Discussion Yong Liang Eng, Signify Anthony Wright, Tridonic Liam Manning, Saphi Andrea Spottiswood, eSave	The Future is Digital: The Digitalisation of Asset Management Plans in Asset Intensive Organisations Renuka Ranaweera Brightly Software (VIC)
Thursday 2 May 2022				
7.30am – 8.15am	Conference Registration Breakfast at Exhibition Hall			
Session 10 (Plenary) 8.15am – 10.00am	<p>Gold Sponsor Address – Scott Williams, Director Complete Urban</p> <p>Keynote Address – Ross Copland, CEO NZ Infrastructure Commission</p> <p>Thought Leader – Linda Scott, President Australian Local Government Association</p> <p>Thought Leader – Jonathan Spear, CEO Infrastructure Victoria</p> <p>Thought Leader – Luke Belfield, Former Victorian Chief Engineer</p> <p>Thought Leader Panel: Linda Scott, Jonathan Spear, Luke Belfield</p>			
10.00am – 10.30am Morning Tea				
Session 11	11A: Public Works in Action	11B: Cool Stuff	11C: Technology	11D: Asset Management
Location	Goldfields Theatre	Courtyard Room	Eureka Room 2	Eureka Room 3

10.30am – 11.00am	Behaviour of Unsealed Stabilized Road Pavements using Non-Linear Strength Model Brian O'Donnell Eko Enviro Services (VIC)	The Challenges of Providing Key Public Infrastructure in the Pilbara Lee Furness Town of Port Hedland (WA)	1. Finalist Best Public Works Project over \$5.0m: The Round 2. Finalist Excellence in Road Safety: SH58 Safety Improvements Stage 1	Managing Knowledge as an Asset Adam Bevins Downer (NZ)
11.00am – 11.30am	Disabled Access, Steep Streets, and a Pragmatic Approach Mark O'Callaghan Complete Urban (NSW)	Keeping Vulnerable Road Users Safe During Construction Periods Rachel Carlisle Department of Transport and Planning Victoria (VIC)	Constructing the Future: BIM for Civil Engineers Matt Rumbelow Civil Survey Solutions (VIC)	Overview of the Global Forum in Maintenance and Asset Management (GFMM) Steve Verity IPWEA (NATIONAL)
11.30am – 12.00pm	Gravel Roads Renewal Framework Jithma Amarasuriya City of Greater Geelong (VIC)	Extending the Service Life of Cracked Roads Simon Ouk HUESKER (NSW)	Asset AI - Optimising Routine Maintenance Practices Joshua Devitt IPWEA (NSW)	To Be Announced
12.00pm – 1.00pm Lunch				
Session 12	12A: Public Works in Action	12B: Cool Stuff	12C: Technology	12D: Asset Management
Location	Goldfields Theatre	Courtyard Room	Eureka Room 2	Eureka Room 3
1.00pm – 1.30pm	Petrol into Parks: Revitalising Old Service Stations into Community-Based Pocket Parks Anthony Kyrkou Moonee Valley City Council (VIC)	TGSI – The Circular Economy & Means to Assist Paul Moller Alltac (VIC)	The Sixth Wave of Innovation Tech, Driving Advancements in Solar Street Lights, What to Look for in Selecting and the Future of the Industry David Wilson Green Frog Systems (SA)	Innovations in Field Data Capture for Effective Asset Life Cycle Management Peter Terrett 4D Global (VIC)
1.30pm – 2.00pm	Optimising Pavement Asset Lifetime Using Specialised PET and PVA Asphalt Reinforcement Geogrids Zehra Kaya HUESKER (QLD)	Regional Airports and the Benefit of Replacing Airside and Landside Lighting? Keith Henry CU Phosco Australia (ACT)	Capturing Knowledge and Training for a Better Future John Wilson Lutra (NZ)	Asset Data: Is It Really Helping? Justin Fischer Shepherd Services (QLD)
2.00pm – 2.30pm	Sticky Stones - Unsealed Road Material Performance Rodney Ellis Tonkin (SA)	Creating Enduring Social Impact: How Governments at All Levels Enable Tomorrow's Geospatial and Engineering Professionals by Embracing Neurodiversity Michael Krome Australian Spatial Analytics (QLD)	Revitalizing the Way We Understand our Infrastructure: The Transformative Power of Civiltech Solutions and Cylv.a Leigh Carnall Civiltech Solutions (NT)	Presentation Title TBA David Horseman Brightly (VIC)
2.30pm – 3.00pm Afternoon Tea				
Session 13 (Plenary) 3.00pm – 4.55pm	<p align="center">Excellence Awards Promo</p> <p align="center">Keynote Address – Catherine Althaus, Professor and Director of the Academy of Adaptive Leadership UNSW</p> <p align="center">Thought Leader – Gary Losier, President APWA</p> <p align="center">Thought Leader – Alison Leighton, CEO City of Melbourne</p> <p align="center">Thought Leader – Graeme Johnson, CEO Fulton Hogan</p> <p align="center">Thought Leader Panel: Scott Grayson CEO American Public Works Association (APWA), Gary Losier, Alison Leighton, Graeme Johnson</p> <p align="center">Conference closes</p>			

6.30pm – 11.00pm	Komatsu Excellence Awards Gala Dinner in the Melbourne Room at MCEC
Friday 3 May 2022	
9.00am – 3.00pm	Technical Tours (see website for further details)
