



SHIRE OF HALLS CREEK
MINUTES
OF THE ORDINARY MEETING OF COUNCIL
HELD ON
14 September 2023

7 Thomas Street, Halls Creek PO Box 21, Halls Creek WA 6770

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Notes for Members of the Public

PUBLIC QUESTION TIME

The Shire welcomes your questions and will continue to set aside a period of 'Public Question Time' to enable a member of the public to put questions to the Council. Questions should only relate to the business of the Shire and should not be a statement or personal opinion. Upon receipt of a question from a member of the public, the Presiding Member may either answer the question or direct it to an officer to answer, or it will be taken on notice.

Any comments made by a member of the public become a matter of public record as they are minuted by Council. Members of the public are advised that they are deemed to be held personally responsible and legally liable for any comments made by them that might be construed as defamatory or otherwise considered offensive by any other party.

PRESENTING TO COUNCIL

Organisation and members of the public have the opportunity to present to Council at the Ordinary Council Meeting, however an application form must be completed, and the presentation must comply within the Shire Presentation guidelines. Application form and guidelines are available on the Shire website.

Notes for Elected Members

2023 COUNCIL MEETING DATES

The following Council Meeting dates and times have been resolved by Council.

Date	Venue	Starting Time
14 September 2023	Council Chamber, Halls Creek	4.30pm
19 October 2023	Council Chamber, Halls Creek	4.30pm
16 November 2023	Council Chamber, Halls Creek	4.30pm
14 December 2023	Council Chamber, Halls Creek	4.30pm

DECLARATIONS OF INTEREST

Section 5.65 and 5.70 of the Local Government Act 1995 requires an Elected Member or officer who has an interest in any matter to be discussed at a Committee/Council Meeting that will be attended by the Elected Member or officer must disclose the nature of the interest in a written notice given to the Chief Executive Officer before the meeting; or at the meeting before the matter is discussed.

An Elected Member who makes a disclosure under section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during, any discussion or decision-making procedure relating to the matter, unless allowed by the Committee/Council. If Committee/Council allow an Elected Member to speak, the extent of the interest must also be stated.

APPLICATION FOR LEAVE OF ABSENCE

In accordance with Section 2.25 of the *Local Government Act 1995*, an application for leave requires a Council resolution granting leave requested. Council may grant approval for Leave of Absence for an Elected Member for ordinary Council meetings for up to but not more than six consecutive meetings. The approval of the Minister is required for leave of absence greater than six ordinary Council meetings.

This approval must be by Council resolution and differs from the situation where an Elected Member records their apologies for the meeting. A failure to observe the requirements of the Act that relates to absence from meetings can lead to an Elected Member being disqualified should they be absent without leave for three consecutive meetings.

DISCLAIMER

The purpose of Council Meetings is to discuss, and where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (Section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person. The Shire of Halls Creek expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a member or Officer, or the content of any discussion occurring, during the course of the Council meeting.

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THURSDAY 14 SEPTEMBER 2023

Agenda Forum

To be held at the conclusion of the Concept Forum commencing at 3.00pm.
The Agenda Forum provides an opportunity for Elected Members to ask questions and seek additional information to that provided within the Council reports listed on the agenda.

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	Nil.	
	9.2 Health and Regulatory Services	
	Nil.	
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	Nil.	
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ATTACHMENTS

Attachment No	Description	Page No
	Minutes Ordinary Council Meeting 17 August 2023	Circulated under separate cover
9.4.1A	CEO Hours worked hours	14
9.4.1B	CEO Credit Card Transactions	15
9.4.2A	Summary – Accounts paid by authority – August 2023	21

ORDINARY MEETING OF COUNCIL

MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The meeting was opened at 4.30pm by President Malcolm Edwards.

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Halls Creek for any act, omission or statement or intimation occurring during this meeting.

It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decision, which will be provided within the minutes of this meeting.

2. RECORD OF ATTENDANCE/ LEAVE OF ABSENCE (PREVIOUSLY APPROVED)/ APOLOGIES/ LATE ARRIVALS

2.1 Attendance

President	Cr Malcolm Edwards
Deputy President	Cr Chris Loessl (online)
Councillors	Cr Virginia O'Neil(online)
	Cr Bonnie Edwards
	Cr Rosemary Stretch
	Cr Patricia McKay

Chief Executive Officer	Phillip Cassell
Executive Director	Jackie Parker (online)
Director Health & Regulatory Services	Musa Mono
Executive Assistant	Dianne Rowbottom

2.2 Leave of Absence (previously approved)

Nil.

2.3 Apologies

Cr Stretch and Cr Bedford.

2.4 Late Arrivals

Nil.

2.5 Declaration of Interests

Councillor/Staff Member	Item No.	Interest	Comments
Nil			

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTION TIME

There were no notifications of any Public Questions at the time of preparing this agenda.

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

6. PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Ordinary Council Meeting held 17 August 2023.

COUNCIL RESOLUTION: 2023/091

That Council confirms the minutes of the Ordinary Council Meeting held 17 August 2023 as a true and accurate record.

Moved: Cr Chris Loessl

Seconded: Cr Patricia McKay

CARRIED: 5/0

Note: The minutes of the Council meeting listed above is provided under separate cover via www.hallscreek.wa.gov.au

8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

There were no items for this section at the time of preparing the agenda.

9. OFFICERS REPORTS

9.1 OFFICE OF THE CHIEF EXECUTIVE OFFICER

Nil.

9.2. HEALTH AND REGULATORY SERVICES

Nil.

9.3 ASSETS AND INFRASTRUCTURE

Nil.

9.4 CORPORATE SERVICES

9.4.1. CEO Authorisation and Reporting to Council

ITEM NUMBER:	9.2.1
REPORTING OFFICER:	Jim Dillon Financial Consultant
SENIOR OFFICER	Phillip Cassell - Chief Executive Officer
MEETING DATE:	14 September 2023
DISCLOSURE OF INTEREST:	Nil

1.0 Matter for Consideration

1.1 In accordance with Council Policy HR5 Chief Executive Officer Leave Applications and Other Approvals, this report is now submitted for Council's consideration.

2.0 Background

2.1 Council Policy HR5 Chief Executive Officer Leave Applications and Other Approvals requires the preparation of a standing agenda report, outlining the CEO's timesheets, leave, credit card transactions and applications for reimbursement for the period from the previous reporting period until the date of this report.

2.2 Council Policy STF 36 Chief Executive Officer Authorisations and Reporting to Council was adopted on 20 September 2018 and has since been superseded by HR5 Chief Executive Officer Leave Applications and Other Approvals adopted 16 May 2019.

3.0 Comments

3.1 CEO's Timesheet

All Staff are now required to complete timesheets via the Definitiv app (Altus payroll system) as of 29/07/2022. A new CEO has commenced work on 22/03/2022. Appendix A is a screen shot from the new payroll app of the hours worked and any leave taken by the CEO for May 2023 (Appendix 9.2.1A).

3.2 CEO's Leave

This report also covers leave taken for the period starting 01/07/2023 and ending 31/07/2023 for the CEO. As of 29/06/2022, paper leave forms are not required to be completed as requests are now made within the new Definitiv app (Altus payroll system). There have been 0 days leave taken for this period.

The Council also receives information that the CEO will not be taking any leave in the month of October 2023.

3.3 CEO's Credit Card

This report covers August 2023 credit card statements. The CEO made a total of \$9,445.77 worth of purchases during these statement periods (Appendix 9.4.1B).

Statement Dates	Amount
27/07/2023 to 25/08/2023	\$9,445.77
Total Spend	\$9,445.77

3.4 Reimbursement Applications

This report covers the period 01/08/2023 to 31/08/2023. There were \$0 reimbursements claimed for this period.

4.0 Statutory Environment

4.1 ***Local Government Act 1995***

Section 2.7(2) Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

5.0 Strategic Implications

5.1 Objective:

4. Civic: Working together to strengthen leadership and effective governance.

5.2 Outcome:

Civic - 4.1 A local government that is respected and accountable.

5.3 Strategy:

Civic - 4.1.3 Council decisions are consistent, reliable and transparent.

6.0 Policy Implications

6.1 This report is to comply with Council Policy HR5 Chief Executive Officer Leave Applications and Other Approvals.

7.0 Financial Implications

7.1 All expenditure is within budget.

8.0 Sustainability Implications

8.1 Environmental

There are no significant identifiable environmental impacts arising from adoption of the officer's recommendation.

- 8.2 Economic
There are no significant identifiable economic impacts arising from adoption of the officer's recommendation.
- 8.3 Social
There are no significant identifiable social impacts arising from adoption of the officer's recommendation.
- 8.4 Risk
There are no significant identifiable risks arising from adoption of the officer's recommendation.

The presentation of monthly information relating to the CEO is as a result of a Crime and Corruption Commission report into the Shire of Halls Creek in 2018. The Commission highlighted the contractual relationship of the Council to the CEO, indicating that only the Council can approve matters affecting CEO Leave, Credit Card, Timesheet and hours worked or reimbursements claimed. As the employer for the CEO, only the Council can approve of these items.

Event Likelihood / Impact Matrix			
Likelihood (refer Potential Risk Likelihood Guide)	Impact - Reputational risk if the CEO claims matters beyond contract limits. Shire oversight of CEO required and monthly reporting in the Agenda process removes any risk associated with CEO Contract.		
	Minor	Medium	High
Low (unlikely)	(1)	2	3
Moderate (likely)	2	4	6
High (very likely)	3	6	9

Risk	With this process in place - little risk
Low Risk	
a risk / activity with a score of 2 or less	manage by routine procedures
Moderate Risk	
a risk / activity with a score between 3 or 4 more is moderate risk	N/A
High Risk	
a risk activity with a score of 6 or more is a high risk	N/A
Risk Control Measure	Monthly reporting as per Shire Policy HR5

9.0 Council Resolution

COUNCIL RESOLUTION: 2023/092

Mover: Cr Chris Loessl

Secunder: Cr Virginia O'Neil

That:

- 1. Council receives the information presented to this meeting of the time worked by the CEO from 01/08/2023 to 31/08/2023, and acknowledges that the time worked is in accordance with the CEO's Contract of Employment.**
- 2. Council receives the information presented to this meeting of 0 days of leave being taken during the pay periods mentioned in this report by the CEO.**
- 3. Council receives the information presented to this meeting of \$9,145.77 credit card transactions for the statement periods 27/07/2023 to 26/08/2023.**
- 4. Council receives the information presented to this meeting of no reimbursement claims made by the CEO.**

CARRIED: 5 / 0

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Day Week Month

August 2023

Today < >

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	1	2	3	4	5
1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	
6	7	8	9	10	11	12
1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	
13	14	15	16	17	18	19
1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	
20	21	22	23	24	25	26
1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	
27	28	29	30	31	1	2
1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	
3	4	5	6	7	8	9
1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	1004201010-SALARIES - ADM_7.6	

053

PHILLIP CASSELL
 SHIRE OF HALLS CREEK
 PO BOX 21
 HALLS CREEK WA 6770

SHIRE OF HALLS CREEK

Account number 5550 0510 6135 2346
 Statement period 27 Jul 2023 - 25 Aug 2023
 Credit limit \$10,000.00

ENQUIRIES 13 1576
 24 hours a day, 7 days a week

Your account balance

Opening balance	\$0.00
New transactions	\$9,445.77
Payments/refunds	\$10,000.00-
Closing balance	\$554.23-

Transactions

Date	Transaction details	Cardholder comments / Expense codes	GST* (\$)	Amount (\$)
27 Jul	FUTURELEARN.COM LONDON LND			37.99
28 Jul	HALLS CREEK HOME HALLS CREEK WA		2.90	31.90
31 Jul	HLLSCRK KIMBERLEY HT HALLS CREEK WA		37.71	414.85
02 Aug	PAYMENT RECEIVED, THANK YOU AUS			10,000.00-
03 Aug	VIRGIN AU7952189356950 BRISBANE AUS		390.55	4,296.00
03 Aug	VIRGIN AU7952189357707 BRISBANE AUS		130.18	1,432.00
03 Aug	VIRGIN AU7952189361238 BRISBANE AUS		29.00	319.00

Transactions continued over

IMPORTANT GST INFORMATION

Transaction shown with this symbol may indicate a mixed transaction. The GST has been calculated as if the transaction was wholly taxable at 1/11th of the price. You will need to obtain a tax invoice or adjustment note before claiming an input tax credit in relation to this transaction or adjustment.



*# 8096.36825.1.2.ZZ396 0913 SJ_CS.S111.D237.OV01.00.04

Transactions continued

Date	Transaction details	Cardholder comments / Expense codes	GST* (\$)	Amount (\$)
03 Aug	VIRGIN AU7954406556987 BRISBANE AUS		3.79	41.67
03 Aug	VIRGIN AU7954406557255 BRISBANE AUS		1.26	13.89
03 Aug	VIRGIN AU7954406559572 BRISBANE AUS		0.28	3.09
05 Aug	TAYLOR'S STORE HALLS CREEK AUS		193.09	2,124.00
10 Aug	KIMBERLEY HOTEL Halls Creek WA		8.48	93.30
23 Aug	NAKAMURAS PL BROOME AUS		2.82	30.99
23 Aug	SPOTTO WA DARLINGHURST AUS		1.91	21.00
23 Aug	CabFare Payments North MelbourVIC		5.78	63.53
23 Aug	KAILIS BROS FISH CAFE Leederville WA		33.64	370.00
23 Aug	WARMUN ROADHOUSE BERRIMAH NT		1.18	13.00
23 Aug	SWAN TAXIS PTY LTD VICTORIA PARKAUS		1.59	17.48
24 Aug	Live Payments*Live Pa Barangaroo AUS		1.24	13.62
24 Aug	LIV*Live Payments Barangaroo AUS		1.49	16.38
24 Aug	Koorak Kings Park Kings Park WA		5.04	55.42

Transactions continued over

8086.36625.1.2 Z396 0813 SL_CS_S111.D237.OV01.00.04



Online: Pay you credit card using NetBank, 24 hours a day, 7 days a week. Visit netbank.com.au



Mail: This slip with your **cheque** to:
PO Box 962
PARRAMATTA NSW 2124

PHILLIP CASSELL



Bill code: **1818**
Reference No.:
5550 0510 6135 2346
BPAY® © Registered to BPAY Pty Ltd
ABN 69 079 137 518

Date paid

Amount paid

\$

Transactions

Account 5550 0510 6135 2346
27 Jul 2023 - 25 Aug 2023
Page 3 of 3

Transactions continued

Date	Transaction details	Cardholder comments / Expense codes	GST* (\$)	Amount (\$)
24 Aug	Koorak Kings Park	Kings Park WA	1.09	11.98
24 Aug	SWAN TAXIS PTY LTD	VICTORIA PARKAUS	2.24	24.68

Please check your transactions listed on this statement and report any discrepancy to the Bank immediately.

* * * * *

I confirm the above expenditure.

Signature of cardholder

Expenditure authorised



9.4.2 Accounts Paid by Authority (Summary) – August 2023

ITEM NUMBER:	9.4.2
REPORTING OFFICER	Jim Dillon - Financial Consultant
SENIOR OFFICER	Phillip Cassell - Chief Executive Officer
MEETING DATE:	14 September 2023
DISCLOSURE OF INTEREST:	Nil

1.0 Matter for Consideration

1.1 Accounts paid by authority for August 2023 to be noted by Council.

2.0 Background

2.1 Nil

3.0 Comments

3.1 Creditor payments for the month of July 2023 comprised as follows:

<u>Bank Account</u>	<u>Type</u>	<u>Numbers</u>	<u>Amount</u>
Municipal	Cheque & EFT	as per schedule	\$1,123,025.32
Restricted	Cheque & EFT		\$5.42
Bank Fees	EFT		\$261.13
Payt Credit Cards	Eft		\$33,543.96
Superannuation	Eft		\$27,223.34
Telstra	Eft		-\$6,555.81
Loan Repayment WA Treasury	EFT		\$1,733,609.52
Trust	Cheque & EFT		\$0.00
Municipal	Payroll		\$269,586.85
TOTAL			\$3,180,699.73

3.2 The following schedules provide a bit more information than the high-level summary provided in the last few months but not as detailed as the reports that were discouraged by audit. This should provide enough information for review of the payments. A detailed copy of the payments will be kept in the Finance Office.

4.0 Statutory Environment:

4.1 Regulation 13 of the Local Government (Financial Management) Regulations 1996 provides that a list of all accounts paid be presented to Council.

4.2 This list must include all payments made since the list was last prepared and presented to Council.

4.3 The list of payments made by authority for 1 August 2023 to 31 August 2023 is hereby presented to Council.

5.0 Strategic Implications

5.1 Objective:

4. Civic: Working together to strengthen leadership and effective governance.

5.2 Outcome:

Civic - 4.1 A local government that is respected and accountable

5.3 Strategy:

Civic - 4.1.1 Provide strong, effective and functional governance and leadership in the Shire

6.0 Policy Implications:

6.1 All payments made in accordance with adopted Council policy and delegations.

7.0 Financial Implications

7.1 Out-flow of cash totalling \$3,180,699.73. All payments made have been within the provisions of the 2023-2024 Budget.

8.0 Sustainability Implications

8.1 Environmental
There are no significant identifiable environmental impacts arising from adoption of the officer’s recommendation.

8.2 Economic
There are no significant identifiable economic impacts arising from adoption of the officer’s recommendation.

8.3 Social
There are no significant identifiable social impacts arising from adoption of the officer’s recommendation.

8.4 Risk level is low.

Event Likelihood / Impact Matrix			
Likelihood (refer Potential Risk Likelihood Guide)	Impact (refer Potential Risk Impact Guide)		
	Minor	Medium	High
Low (unlikely)	1	2	3
Moderate (likely)	2	4	6
High (very likely)	3	6	9

Risk	
Low Risk	
a risk / activity with a score of 2 or less	N/A
Moderate Risk	
a risk / activity with a score between 3 or 4 more is moderate risk	N/A
High Risk	
a risk activity with a score of 6 or more is a high risk	N/A
Risk Control Measure	

9.0 Council Resolution

COUNCIL RESOLUTION: 2023/093

Mover: Cr Patricia McKay

Seconder: Cr Bonnie Edwards

That:

The total accounts paid by authority totalling \$3,180,699.73 summarised on the following schedules entitled 'Schedule of Sundry Creditor Accounts Paid by Authority (Summary) 01/08/2023 to 31/08/2023', 'Schedule of Restricted Creditor Accounts Paid by Authority (Summary) 01/08/2023 to 31/08/2023', 'Schedule of Trust Creditor Accounts Paid by Authority (Summary) 01/08/2023 to 31/08/2023' and 'Net Salaries and Wages Paid August 2023' (as appended 9.4.2A) be received.

CARRIED: 5/0

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT30239	09/08/2023	MALCOLM HACK EDWARDS	23/24 COUNCILLOR ALLOWANCE PE 08/08/2023	1		969.97
EFT30240	09/08/2023	BONNIE ROSITA EDWARDS	23/24 COUNCILLOR ALLOWANCE PE 08/08/2023.	1		553.06
EFT30241	09/08/2023	ANGELINE BEDFORD	23/24 COUNCILLOR ALLOWANCE PE 08/08/2023.	1		553.06
EFT30242	09/08/2023	ROSEMARY STRETCH	23/24 COUNCILLOR ALLOWANCE PE 08/08/2023	1		553.06
EFT30243	09/08/2023	VIRGINIA O'NEIL	23/24 COUNCILLOR ALLOWANCE PE 08/08/2023	1		553.06
EFT30244	09/08/2023	CHRISTOPHER LOESSL	23/24 COUNCILLOR ALLOWANCE PE 08/08/2023.	1		657.29
EFT30245	09/08/2023	PATRICIA ANNE MCKAY	23/24 COUNCILLOR ALLOWANCE PE 08/08/2023.	1		553.06
EFT30246	11/08/2023	OFFICE NATIONAL (KUNUNURRA) (COOLGEM HOLDINGS PTY LTD)	PO#2454 - 1 X BROTHER MFC L3770CDW PRINTER - PLUS TONERS.	1		1,944.55
EFT30247	11/08/2023	MULAN COMMUNITY STORE	PO#2380 - SCHOOL HOLIDAY - BREAKFAST CLUB SUPPLIES - MULAN COMMUNITY.	1		26.59
EFT30248	11/08/2023	WUNAN FOUNDATION INC - KUNUNURRA	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		300.00
EFT30249	11/08/2023	DEPT. OF COMMUNITIES (DM MOSQUITO RENTAL PAYMENTS)	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		764.80
EFT30250	11/08/2023	HALLS CREEK HOME & HALLS CREEK ELECTRICAL & REFRIGERATION	PO#2229 - OLABUD HOUSING REPLACEMENT FURNITURE.	1		8,797.00
EFT30251	11/08/2023	FOURIER TECHNOLOGIES PTY LTD	PO#2173 - EMCS LAPTOP AND CHAMBERS PC PLUS CONFIGURATION.	1		6,796.28
EFT30252	11/08/2023	VISION POWER PTY LTD	PO#2441 - INVESTIGATE ISSUE WITH HWU.	1		1,278.75
EFT30253	11/08/2023	MARGARET GLASS	EXPENSE CLAIM FOR MARGARET GLASS.	1		50.49
EFT30254	11/08/2023	MRB PLUMBING LTD	PO#2260-JOB # H022 & H023 SEPTIC WASTE EMPTY AND DISPOSAL - 1A&1B ROBERTA AVENUE	1		1,314.50

Date: 04/09/2023
Time: 1:14:59PM

Shire of Halls Creek.
List of Account 1st to 31st August 2023

USER: JULIE BORRETT
PAGE: 2

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT30255	11/08/2023	MOORE AUST. (WA) PTY LTD	PO#2069 - COMPILATION OF THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 30TH JUNE 2023.	1		2,530.00
EFT30256	11/08/2023	EASYWEB DIGITAL PTY LTD	PO#2452 - HALLS CREEK PUBLIC WIFI - PERIOD: 21/07/2023 TO 20/08/2023.	1		451.66
EFT30257	11/08/2023	RAMM SOFTWARE PTY LTD	PO#2479-RAMM TRANSPORT ASSET ANNUAL SUPPORT AND MAINTENANCE FEE FOR THE PERIOD 01 JUL 2023 TO 30 JUN 2024.	1		9,025.78
EFT30258	11/08/2023	HJORRITSMA & CO	PO#2444-QTSBASS 80MM SINK/BASIN SBA 1/4 TURN B/S NORMAL	1		158.00
EFT30259	11/08/2023	NEIL MANSELL TRANSPORT PTY LTD	PO#2288 - TRANSPORT OF GAS CHLORINE FROM IXOM WELSHPOOL TO HALLS CREEK AQUATIC AND REC CENTRE.	1		880.00
EFT30260	11/08/2023	READOS AUTO CARE PTY LTD	PO#2141-PLANT HC2754 - QUOTED REPAIRS FOR OD VEHICLE AND QUOTE #Q202304	1		13,203.47
EFT30261	11/08/2023	KUNUNURRA TOYOTA (HEATH MOTOR GROUP PTY LTD)	PO#2066- AIR FILTER, V BELTS, FUEL FILTERS, OIL FILTER P1592. AMOUNT INCORRECTLY PROCESSED	1		214.58
EFT30262	11/08/2023	LAWRENCE & HANSON (L&H GROUP)	PO#2450 - LAMP LED 13W E27 PAR38 1100LM 4000K N/DIMM.	1		425.04
EFT30263	11/08/2023	BP AUST. PTY LTD	ACC#0050691173 - BP PLUS FLEET CONTROL SUMMARY - PERIOD 01/07/2023 TO 31/07/2023.	1		3,087.35
EFT30264	11/08/2023	SEARLE HOLDINGS (WA) PTY LTD T/A AUTOPRO KUNUNURRA	PO#2499 - PAINT AS REQUESTED.	1		169.92
EFT30265	11/08/2023	BALLPOINT PTY LTD (CASSANDRA BALL)	PO#2502 - HR CONSULTANCY SUPPORT FOR OLABUD INCL DEVELOPMENT OF ROLE STRUCTURE, PD'S, CONTRACTS.	1		605.00
EFT30266	11/08/2023	ORD VALLEY TURF	PO#2246 - 55SQM TURF SUPPLY FOR 48B ROBERTA AVE.	1		1,080.00
EFT30267	11/08/2023	JACQUELINE PARKER	EXPENSE CLAIM FOR JACKIE PARKER.	1		360.04
EFT30268	11/08/2023	AUSTRALIA WIDE HAULAGE PTY LTD	PO#2425 - FREIGHTING OF 50 BINS FOR TOWN CENTRE UPGRADE.	1		2,156.57

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EFT30269	11/08/2023	HAMERSLEY BUILDING & CARPENTRY PTY LTD	PO#1962 - REPAIRS FOR MALICIOUS DAMAGE ON 3/9 JOHN FLYNN STREET. PROJECT COMPLETED.	1		23,350.80
EFT30270	11/08/2023	MANHEIM PTY LTD	PURCHASE OF HEAVY ROAD TRUCK (MACK SUPERLINER) VIA PUBLIC AUCTION 14/07/2023	1		101,990.13
EFT30271	11/08/2023	CROWN POINT PASTORAL	PO#2081-INV 20230320 EMERGENCY GRADER HIRE WORK TANAMAI	1		7,087.30
EFT30272	11/08/2023	KIMBERLEY HOTEL	PO#2448 - DELUXE ROOM AND MEALS FOR JIM DILLION. 24/07/2023 TO 31/07/2023.	1		2,304.50
EFT30273	11/08/2023	AUSTRALIA POST (SHIRE POSTAL ACCOUNT)	ACC#8838734 - TOTAL SUPPLY THIS PERIOD ENDING 31/07/2023.	1		50.57
EFT30274	11/08/2023	WA HINO SALES & SERVICE	PO#2369 - AIR FILTER KIT 700 SERIES.	1		1,526.91
EFT30275	11/08/2023	SHIRE OF HALLS CREEK (PAYROLL)	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		686.00
EFT30276	11/08/2023	KURURRUNGKU STORE (BILLILUNA)	PO#1884 - FOOD PURCHASE FOR WOMENS GROUP SESSION IN BILLILUNA.	1		246.48
EFT30277	11/08/2023	LGRCEU (WA SHIRE COUNCILS UNION)	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		44.00
EFT30278	11/08/2023	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		405.96
EFT30279	11/08/2023	YURA YUNGI MEDICAL SERVICE ABORIGINAL CORPORATION	PO#2473 - PRE-EMPLOYMENT MEDICAL DRUG AND ALCOHOL SCREEN - GRAEME FARLEY.	1		230.00
EFT30280	11/08/2023	IT VISION	PO#2451-RENEW SYNERGYSOFT & UNIVERSE ANNUAL LICENSE FEES FROM 1/7/2023 - 30/06/2024, ANNUAL SUBSCRIPTION FEE	1		67,615.35
EFT30281	11/08/2023	EAST KIMBERLEY FOOTBALL LEAGUE	PO#2507 - SPONSORSHIP OF FOOTBALL FEES YARDGEE DOCKERS.	1		3,000.00
EFT30282	11/08/2023	METALAND (KUNUNURRA)	PO#2449 - MESH AND COMB CHAIR CLIPS FOR FOOTPATH IN FRONT OF KIMBERLEY HOTEL.	1		501.01
EFT30283	11/08/2023	TOTALLY WORKWEAR (BROOME)	PO#1971-UNIFORM SUPPLIES	1		15,910.30
EFT30284	11/08/2023	REGIONAL POWER CORPORATION (HORIZON POWER)	ACC#146160 - SUPPLY PERIOD 28/06/2023 TO 26/07/2023. 191 GREAT NORTHERN HIGHWAY, HALLS CREEK.	1		13,186.13

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EFT30285	16/08/2023	MIDWEST FINANCIAL	PO#2558-AUGUST VISIT 103.5 HOURS AT \$150 PER HOUR PLUS ACCOMMODATION AND DISBURSEMENTS	1		18,537.86
EFT30286	16/08/2023	WA TREASURY CORPORATION	PO#2527- REFERENCE 23-25-26-GOVERNMENT GUARANTEE FEE	1		6,917.84
EFT30287	25/08/2023	MALCOLM HACK EDWARDS	23/24 COUNCILLOR ALLOWANCE PE 23/08/2023	1		969.97
EFT30288	25/08/2023	BONNIE ROSITA EDWARDS	23/24 COUNCILLOR ALLOWANCE PE 23/08/2023.	1		553.06
EFT30289	25/08/2023	ANGELINE BEDFORD	23/24 COUNCILLOR ALLOWANCE PE 23/08/2023	1		553.06
EFT30290	25/08/2023	ROSEMARY STRETCH	23/24 COUNCILLOR ALLOWANCE PE 23/08/2023	1		553.06
EFT30291	25/08/2023	VIRGINIA O'NEIL	23/24 COUNCILLOR ALLOWANCE PE 23/08/2023	1		553.06
EFT30292	25/08/2023	CHRISTOPHER LOESSL	23/24 COUNCILLOR ALLOWANCE PE 23/08/2023	1		657.29
EFT30293	25/08/2023	PATRICIA ANNE MCKAY	23/24 COUNCILLOR ALLOWANCE PE 23/08/2023	1		553.06
EFT30294	25/08/2023	MULAN COMMUNITY STORE	PO#2506 - SAUSAGE SIZZLE AND SALAD FOR BALGO AND MULAN BASKETBALL COMP.	1		313.28
EFT30295	25/08/2023	DEAN WILSON TRANSPORT	PO#2516 - FREIGHT FROM WELSHPOOL TO HALLS CREEK.	1		150.54
EFT30296	25/08/2023	KUNUNURRA HOME & GARDEN	PO#2323-SEE QUOTE # 5363 - MTA INFRASTRUCTURE UPGRADES - GRANT FUNDED ACTIVITIES	1		22,841.00
EFT30297	25/08/2023	WUNAN FOUNDATION INC - KUNUNURRA	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		300.00
EFT30298	25/08/2023	ARAC REFRIGERATION & AIR CONDITIONING PTY LTD	PO#2570 - SUPPLY AND INSTALL 3.5KW SPLIT SYSTEM IN MARGARET GLASS OFFICE.	1		2,648.76
EFT30299	25/08/2023	BUSHCAMP SURPLUS STORES (BUSHCAMP ENTERPRISES PTY LTD)	PO#2176 - 2 X RECHARGEABLE MAGLITE 1080 LUMENS FOR YENO TEAM.	1		1,187.91
EFT30300	25/08/2023	VISION POWER PTY LTD	PO#2453-REPLACE FLURO TUBE BATHROOM	1		262.90
EFT30301	25/08/2023	MARGARET GLASS	EXPENSE CLAIM FOR MARGARET GLASS.	1		984.04
EFT30302	25/08/2023	MRB PLUMBING LTD	PO#2454-2 PUMP, PIPEWORK AND VALVES	1		6,674.72

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT30303	25/08/2023	MOORE AUST. (WA) PTY LTD	PO#2586 - PREPARATION AND LODGEMENT OF THE 2023 FRINGE BENEFITS TAX RETURN FOR THE SHIRE.	1		2,860.00
EFT30304	25/08/2023	GREENFIELD TECHNICAL SERVICES (ROADSTONE WEST PTY LTD)	PO#2057 - AGRN1044 SHC FLOOD DAMAGE MANAGEMENT - PERIOD 04/06/2023 TO 17/06/2023.	1		187,898.94
EFT30305	25/08/2023	READOS AUTO CARE PTY LTD	PO#2480-TOYOTA LANDCRUISER PRADO HC2855 WINDSCREEN REPLACEMENT	1		1,294.03
EFT30306	25/08/2023	SEARLE HOLDINGS (WA) PTY LTD T/A AUTOPRO KUNUNURRA	PO#2573 - GENERAL WORKSHOP SUPPLIES.	1		309.68
EFT30307	25/08/2023	ALLGEAR MOTORCYCLES & SMALL ENGINES	PO#2545 - SERVICE KIT FOR QUAD BIKE.	1		312.90
EFT30308	25/08/2023	THEM EARTHMOVING PTY LTD	PO#2466 - EMERGENCY WORKS AGRN 1044 - CYCLE 03. CARRANYA, TANAMI & BALGO RD. PERIOD: 04/06/2023 - 17/06/2023	1		212,205.54
EFT30309	25/08/2023	KIMBERLEY WELDING & FABRICATION	PO#2525-WELD BROKEN MUD GUARD BRACKET ON SEMI	1		528.00
EFT30310	25/08/2023	AUSTRALIAN TURF MANAGEMENT	PO#2568 - RFT 2023-06-IS TOWN OVAL UPGRADE. PROGRESS CLAIM 3 FOR SPORTS FIELD UPGRADE.	1		231,000.00
EFT30311	25/08/2023	KUNUNURRA LOCK & KEY (BRD CONSTRUCTIONS, MAINTENANCE AND GLAZING PTY LTD)	PO#2461-RECURTING AND REKEYING OF MULTIPLE HOUSE KEYS AND LOCK SUPPLY	1		5,960.66
EFT30312	25/08/2023	HUNTER FAMILY TRUST T/A PRO-PLUMB	PO#2584 - SEWER REPAIRS AT RODEO GROUNDS AND BUBBLER WORKS AT THE CEMETERY.	1		12,487.85
EFT30313	25/08/2023	KIMBERLEY TRUCK PARTS	PO#2475-A SERVICE:	1		1,653.78
EFT30314	25/08/2023	HALLS CREEK SUPERMARKET PTY LTD T/A IGA HALLS CREEK	PO#2490 - SPQ CLEANING/ LAUNDRY SUPPLIES.	1		2,610.16
EFT30315	25/08/2023	NAJA BUSINESS CONSULTING SERVICES	PO#2566-FINAL BUSINESS CASE SHIRE OF HALLS CREEK HOUSING	1		5,862.04
EFT30316	25/08/2023	NAVMAN WIRELESS AUSTRALIA T/A TELETRAC NAVMAN	MONTHLY TN3640 + SAT COMMS SERVICE FEE	1		5,015.01
EFT30317	25/08/2023	KIMBERLEY HOTEL	PO#2547 - ACCOMMODATION AND MEALS FOR SHYERI MARIMN - 3 NIGHTS 14/08/2023 TO 17/08/2023.	1		3,119.00

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EFT30318	25/08/2023	WA LOCAL GOVERNMENT ASSOCIATION (WALGA SUBSCRIPTIONS & COURSES ONLY)	PO#2501 - ANNUAL WALGA MEMBERSHIP AND ASSOCIATED SUBSCRIPTIONS FOR YEAR 2023-2024.	1		27,052.80
EFT30319	25/08/2023	SHIRE OF HALLS CREEK (MUNI)	ACC#90441 - REFUSE COLLECTION CHARGES - JULY 2023.	1		464.00
EFT30320	25/08/2023	SHIRE OF HALLS CREEK (PAYROLL)	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		278.00
EFT30321	25/08/2023	LGRCEU (WA SHIRE COUNCILS UNION)	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		44.00
EFT30322	25/08/2023	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		412.81
EFT30323	25/08/2023	HOTEL KUNUNURRA	PO#2322 - 1 X NIGHT ACCOMMODATION FOR TANAY BULICH - 24/06/2023.	1		556.00
EFT30324	25/08/2023	IT VISION	PO#2521 - IT VISION MONTHLY SUPPORT - JULY 2023.	1		2,618.00
EFT30325	25/08/2023	METALAND (KUNUNURRA)	PO#2437-F52 MESH SHEET (600X240)	1		1,275.12
EFT30326	25/08/2023	TOTALLY WORKWEAR (BROOME)	PO#2470 - 2X SHIRTS ,EMBROIDEREY WITH SHIRE LOGO AND POSTAGE.	1		113.80
EFT30327	25/08/2023	IXOM OPERATIONS PTY LTD	PO#2551-SERVICE FEE - HIRING OF CHLORINE 70KG TANK	1		390.79
DD20228.1	04/08/2023	TELSTRA	ACC#4304953000 - TELSTRA FIXED SERVICES - JULY 2023.	1		5,498.74
DD20245.1	11/08/2023	TELSTRA	ACC#3166365043 - TELSTRA MOBILE SERVICES - JULY 2023.	1		1,145.45
DD20279.2	08/08/2023	BEAM SUPERANNUATION CLEARING HOUSE (PRECISION ADMINISTRATION SERVICES PTY LTD)	SUPER PAYMENTS PAYRUN PPE 8/8/2023	1		22,751.37
DD20302.1	31/08/2023	BEAM SUPERANNUATION CLEARING HOUSE (PRECISION ADMINISTRATION SERVICES PTY LTD)	SUPER PAYMENTS PE 22/8/2023	1		22,890.00
DD20312.1	28/08/2023	TELSTRA	ACC#3166365043 - TELSTRA MOBILE SERVICES - AUGUST 2023.	1		1,057.07

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REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	MUNICIPAL BANK ACCOUNT	1,123,025.32
TOTAL		1,123,025.32

Appendix 9.3.2C
SCHEDULE OF CREDIT CARD TRANSACTIONS AUTHORISED AND PROCESSED (DETAILED)
01/08/2023 TO 31/08/2023

CARD HOLDER	DATE	MERCHANT	PURPOSE	AMOUNT
Cassell, P	27/07/2023	Futurelearn	Course Fee	37.99
Cassell, P	28/07/2023	Halls Creek Home	Depot Supplies	31.90
Cassell, P	31/07/2023	Hllscrk Kimberley HT	Travel Expenses	414.85
Cassell, P	3/08/2023	Virgin	Travel Expenses	4,296.00
Cassell, P	3/08/2023	Virgin	Travel Expenses	1,432.00
Cassell, P	3/08/2023	Virgin	Travel Expenses	319.00
Cassell, P	3/08/2023	Virgin	Travel Expenses	41.67
Cassell, P	3/08/2023	Virgin	Travel Expenses	13.89
Cassell, P	3/08/2023	Virgin	Travel Expenses	3.09
Cassell, P	5/08/2023	Taylor's Store	Upgrade Rangers Firearm	2,124.00
Cassell, P	10/08/2023	Kimberley Hotel	Managers Meeting	93.30
Cassell, P	23/08/2023	Nakamuras PL	Travel Expenses	30.99
Cassell, P	23/08/2023	Spotto WA	Travel Expenses	21.00
Cassell, P	23/08/2023	CabFare Payment	Travel Expenses	63.53
Cassell, P	23/08/2023	Kalis Bros Fish Café	Travel Expenses	370.00
Cassell, P	23/08/2023	Warnum Roadhouse	Travel Expenses	13.00
Cassell, P	23/08/2023	Swan Taxis Pty Ltd	Travel Expenses	17.48
Cassell, P	24/08/2023	Live Payments	Travel Expenses	13.62
Cassell, P	24/08/2023	LIV*Live Payments	Travel Expenses	16.38
Cassell, P	24/08/2023	Koorak Kings Park	Travel Expenses	55.42
Cassell, P	24/08/2023	Koorak Kings Park	Travel Expenses	11.98
Cassell, P	24/08/2023	Swan Taxis Pty Ltd	Travel Expenses	24.68
Cassell, P Total				9,445.77

TOTAL OF CREDIT CARD TRANSACTIONS AUTHORISED AND PROCESSED AUGUST 2023 \$9,445.77

