

Purchase Cards Transactions Report

All payments made between 30-August-2025 and 29-September-2025

Card Holder	Date	Description	Amount
Manager Airport			\$153.37
	01-Sep-2025	Mgr Airport - Aug 2025, A Virkar - AAA Conf / Uber 290825	31.55
	29-Aug-2025	Mgr Airport - Aug 2025, A Virkar - AAA Conf / The Partisan-East Perth	26.47
	29-Aug-2025	Mgr Airport - Aug 2025, A Virkar - AAA Conf / Uber 280825	11.54
	29-Aug-2025	Mgr Airport - Aug 2025, A Virkar - AAA Conf / Uber Eats 280825	53.73
	29-Aug-2025	Mgr Airport - Aug 2025, A Virkar - AAA Conf / Uber Eats 290825	30.08
Manager Community Programs			\$2,808.12
	16-Sep-2025	SoundTrack your Brand Subscription	2,224.80
	15-Sep-2025	Halloween Event 2025 - Pumpkin balloons and balloon pump	69.90
	11-Sep-2025	Halloween Event 2025 - Elastic race bands for one legged races	62.37
	11-Sep-2025	Halloween Event 2025 - Inflatable Limbo	160.44
	08-Sep-2025	Fuel as per Managers ContractP2110 Odometer 93431	84.10
	08-Sep-2025	REFUNDED as cannot deliver - CAA 2025 Voting Box	-139.95
	05-Sep-2025	Heavy Duty Bright Solar LED Rope Lights	206.51
	04-Sep-2025	REFUNDED as cannot deliver - CAA 2025 Voting Box	139.95
Manager Community Facilities			\$723.82
	26-Sep-2025	Nimble - Staff roster app	13.53
	25-Sep-2025	Nimble - Staff roster app	13.78
	19-Sep-2025	Big W - Microphone case	48.39
	18-Sep-2025	Nimble - Staff roster app	30.35
	16-Sep-2025	Nimble - Staff roster app	404.55
	15-Sep-2025	Mindbody - Monthly Subscription	163.90
	10-Sep-2025	Coles - Staff farewell catering	49.32
Manager Engagement & Partnerships			\$259.51
	12-Sep-2025	Community Development Conference - staff dinner expense	39.00
	11-Sep-2025	Community Development Conference - staff breakfast expense	6.50
	10-Sep-2025	Community Development Conference - breakfast expense	6.50
	10-Sep-2025	Community Development Conference - dinner expense for Luke Finlay and Bev Menezes	56.00
	09-Sep-2025	Community Development Conference - taxi from airport.	40.01
	05-Sep-2025	Youth Advisory Group meeting - catering from Subway	111.50
CFO			\$2,284.45
	25-Sep-2025	Financial Services Staff Action planning coffees Sept 25	51.48
	12-Sep-2025	C Rourke Qantas Flight Karratha to Perth Sept 25	546.85
	12-Sep-2025	R Pleasance Qantas Flight Karratha to Perth Sept 25	546.85
	11-Sep-2025	Flight C Rourke Karratha to Perth Sept 25	425.32
	11-Sep-2025	R Pleasance Flight Perth to Karratha Sept 25	713.95
Executive Assistant Community			\$5,602.50
	11-Sep-2025	Myer Melbourne- Farewell Gift Voucher Leisure Duty Manager	75.00
	08-Sep-2025	WALGA Conference - Councillors Scott/Swaffer/Simpson 22-24 Sept 2025	5,527.50
Director Community Engagement			\$197.25
	19-Sep-2025	Delaware North - Meals - Airport Acting CEO - Pilbara to Parliament Showcase	36.90
	18-Sep-2025	Uber - Transport to Airport, Acting CEO - Pilbara to Parliament Showcase	35.57
	17-Sep-2025	Dome Westralia Plaza - Meals Acting CEO - Pilbara to Parliament Showcase	37.45
	17-Sep-2025	Live Payments Taxi from Airport, Acting CEO - Pilbara to Parliament Showcase	61.95
	17-Sep-2025	Uber - Transport17.09.25Acting CEO - Pilbara to Parliament Showcase	12.69

Executive Assistant Corporate Services		\$2,943.19
10-Sep-2025	Red Dot - Transit housing supplies	72.95
08-Sep-2025	Flight Centre - Director flights	2,472.30
01-Sep-2025	RockEnd Technology - Monthly Property Management Subscription	397.94
		\$1,521.55
Manager People & Culture		
19-Sep-2025	External Meeting - S McKechnie & Guest - Pilbara Bakehouse	12.00
11-Sep-2025	RUOK Day - Waste Services Workshop - Catering	63.50
11-Sep-2025	RUOK Day - Workshop Catering	72.00
11-Sep-2025	RUOK Day - Workshop Catering - Indoor Teams	960.00
10-Sep-2025	RUOK Day - Depot Workshop Catering - Outdoor Employees	41.90
10-Sep-2025	RUOK Day - Depot Workshops - Catering - Outdoor Teams	264.00
02-Sep-2025	Employment advertising - Visa requirements	108.15
Director Development Services		\$10.00
05-Sep-2025	ASIC - Company Extract as part of procurement due diligence	10.00
		\$6,483.94
Executive Assistant - Projects & Infrastructure		
26-Sep-2025	Qantas - Karratha to Gold Coast Flight - Mgr Airport - AAA National Conference	2,247.89
25-Sep-2025	Coles- Fleet staff survey	147.14
25-Sep-2025	Qantas - Karratha to Gold Coast flight - Director Corporate & Commercial	1,187.25
25-Sep-2025	Accommodation Brokers - Airport Mgr 4 nights - AAA National Conference	1,017.91
23-Sep-2025	Illion Express - RFT0000046 Wickham Rec Precinct Multi Purpose Courts Shade	396.00
23-Sep-2025	Subway - Sanitation team staff survey	200.00
19-Sep-2025	Woolworths - EA to the CEO farewell gift - 15 years service	1,015.90
19-Sep-2025	Woolworths - EA to the CEO farewell gift - 15 years service	105.95
18-Sep-2025	Coles - Annex kitchen supplies	77.90
11-Sep-2025	Reddy Express - Exchange gas bottles for Depot BBQ - R U Ok Day	70.00
05-Sep-2025	The Reject Shop - 30Ltr Bin for Annex Kitchen	18.00
Exec Assistant - Development Services		\$8,518.68
26-Sep-2025	Accommodation - Planning Consultant - October Site visit	860.95
25-Sep-2025	One Way Flight - Karratha to Perth - Planning Consultant - October Site visit	546.85
25-Sep-2025	One Way Flight - Perth to Karratha - Site Visit - Planning Consultant	661.29
15-Sep-2025	Perth to Karratha return Flights - GIS Specialist Site Visit	1,059.85
10-Sep-2025	Perth UDIA Awards - Event Ticket - Housing Financial Analyst	391.68
10-Sep-2025	Perth UDIA Event Tickets - Mayor, Director DS, Manager City Growth	1,175.04
09-Sep-2025	Karratha to Perth Return Flights - UDIA Awards - Housing Financial Analyst	1,313.42
04-Sep-2025	UDIA Awards - Return Flights - Manager City Growth	1,251.23
03-Sep-2025	UDIA Awards - Return Flights - Director DS	1,203.46
02-Sep-2025	Councillor Workshop Catering 1/09/2025	54.91
Manager Marketing & Communications		\$3,115.32
22-Sep-2025	Campaign Manager monthly subscription fee	183.70
15-Sep-2025	Squarespace - Annual fees for domain ownership of reaf.com.au	309.00
15-Sep-2025	Transport PER airport manager schedule visitNO INVOICE	56.59
11-Sep-2025	Facebook ad fees: REAP/Events; LGE nominations, Pre Cyclone Cleanup	313.69
11-Sep-2025	Good Grocer - lunch Manager schedule visit	16.48
11-Sep-2025	Stadium 26 invoice - Dinner manager schedule visit	70.17
09-Sep-2025	Karratha International Hotel - meal service manager schedule visit	52.88
09-Sep-2025	The Ranges KTA - Accom Manager schedule visit	876.53
08-Sep-2025	UBER travel to airport for PER>KTA flight	31.19
04-Sep-2025	Google Cloud monthly subscription fee	7.90

03-Sep-2025	Qantas flight KTA>PER manager schedule visit	729.33
03-Sep-2025	Virgin flight PER>KTA manager schedule visit	467.86

Manager Information		\$3,419.45
Technology		
25-Sep-2025	Lightspeed/Kounta - REAP POS - Business Software	779.00
15-Sep-2025	ACQUIA - Website hosting - IT Network	1,655.53
15-Sep-2025	SafetyCulture - iAuditor - Business Software	871.20
02-Sep-2025	Bitwarden - IT Software	113.72
P&C - Training & Development Officer		\$2,619.59
16-Sep-2025	Subway Karratha - Mental Health First Aid	233.50
16-Sep-2025	Subway Karratha - Mental Health First Aid	233.50
15-Sep-2025	MCI Group-Satigny - Australasian Road Safety Conference 2025	1,715.01
12-Sep-2025	Seminars Aus - Understanding Employer Super 2025-2615/10/2025 R Shaw	437.58
CEO		\$1,023.02
16-Sep-2025	Open AI - ChatGPT Subscription	839.16
03-Sep-2025	Horizon Power - Electricity, as per Empl Contract	183.86
TOTAL TRANSACTIONS		\$41,683.76