

Purchase Cards Transactions Report

All payments made between 29-January-2026 and 28-February 2026

Card Holder	Date	Description	Amount
Manager Community Programs			\$1,097.25
	02-Feb-2026	P2110 Fuel - As per managers contract - Od104487 - No Receipt issued	64.04
	03-Feb-2026	P2110 Fuel - As per managers contract - odometer 104750	101.32
	02-Feb-2026	P2110 Fuel - As per managers contract - odometer 104205	138.19
	11-Feb-2026	Annual subscription to Twinkl Ultimate for library team	833.68
	18-Feb-2026	Refund - Fraud CMS	-39.98
Manager Community Facilities			\$417.45
	02-Feb-2026	XIMBLE - Paycor Subscription	64.98
	16-Feb-2026	MINDBODY - WRP Subscription	171.60
	30-Jan-2026	XIMBLE - Paycor Rostering	180.87
Manager Engagement & Partnerships			\$123.83
	02-Feb-2026	Diesel fuel for P1139 as BP not available.	57.75
	02-Feb-2026	Diesel fuel for P1139 as BP not available.	66.08
Manager IT Services			\$3,833.60
	19-Feb-2026	Webcentral - Website Domain Renewal - KTVc	25.00
	09-Feb-2026	Woolworths - Team Morning Tea	54.27
	10-Feb-2026	Movavi - Video Converter Software - Libraries Team	89.85
	02-Feb-2026	Bitwarden - IT Software	106.44
	16-Feb-2026	OpenAI - Chat GPT Credits	146.29
	25-Feb-2026	Kounta/Lightspeed - POS Software - REAP	696.50
	16-Feb-2026	SafetyCulture - iAuditor Software	871.20
	13-Feb-2026	Acquia - Website Hosting - IT Network	1,844.05
Director Corporate Services			\$125.00
	29-Jan-2026	Pilbara Bakehouse - Catering	25.00
	29-Jan-2026	Pilbara Bakehouse - Catering	50.00
	29-Jan-2026	Pilbara Bakehouse - Catering	50.00
Chief Financial Officer			\$2,530.00
	17-Feb-2026	Moore's FS budget training and rates report Feb 26	2,530.00
Executive Assistant Community			\$1,349.09
	19-Feb-2026	Dunnart - Community Experience, Farewell Gift	75.75
	19-Feb-2026	Powercon - Test and Tag Supplies	115.50
	13-Feb-2026	DMIRS - Dangerous Goods SafetyAnnual Licence15.03.2026 - 14.03.2027	276.00
	13-Feb-2026	DVD Land - Community Facilities School Holiday Program DVD's x 19	437.00
	26-Feb-2026	Bunbury Hotel - Accommodation - CEO, UDIA WA 2026 Conference Feb 2025	444.84
Executive Officer - to the CEO & Mayor			\$2,846.25
	12-Feb-2026	ELT light lunch for ELT Strategic Meeting after ELT Meeting post TC Mitchell.	74.50
	11-Feb-2026	IBIS Perth-Swaffer-Accomm-Pilbara Zone Meet-17&18FEB2026	672.00
	11-Feb-2026	ibis Perth-Accomm-Scott-PilbaraZoneConf&ChineseNY-17Feb2026	988.00
	23-Feb-2026	Qantas - EA CEO Flights - Councillor Workshop 18/03 - 21/03	1,111.75

Executive Assistant Corporate Services		\$7,182.80
10-Feb-2026	Kmart - Annual Electors Meeting Supplies	11.25
09-Feb-2026	Rockend Technology - Property Management Subscription - Prepaid Charges	20.00
02-Feb-2026	Rockend technology- Property Management Subscription - Prepaid Charges	20.00
09-Feb-2026	Coles - Annual Electors Meeting Supplies	24.44
24-Feb-2026	Coles - Workshop Supplies - Corporate Services	24.50
27-Feb-2026	Home Hardware - Property Team - Key Cutting	37.50
12-Feb-2026	Blumax - Stationary for Customer Service	59.50
23-Feb-2026	Kmart - Employee Award Frames	70.40
13-Feb-2026	Coles - Corporate Team Morning Tea Catering - February	85.70
04-Feb-2026	Kmart - ERP Workshop Supplies - February	93.50
23-Feb-2026	Subway Karratha- People & Culture Training Catering	166.00
02-Feb-2026	Rockend Technology - Monthly Property Management Subscription - Housing	402.89
12-Feb-2026	Karratha International Hotel - Corporate Recruitment - Accommodation	717.30
27-Feb-2026	Qantas - Finance Team - Staff Site Visit Flights	951.96
27-Feb-2026	Qantas - Finance Team - Staff Site Visit Flights	951.96
13-Feb-2026	Nicks Place - Catering 2 Mile Cemetery Community Meeting	961.61
16-Feb-2026	Mentimeter - Annual Subscription - Online Survey & Question Service	1,082.14
27-Feb-2026	Virgin - Finance Team - Staff Site Visit Flights	1,502.15
Executive Assistant - Projects & Infrastructure		\$5,630.36
09-Feb-2026	Kmart - Stationery	3.00
02-Feb-2026	Qantas - Director P&I Flight Change Fee for Councillor Strategic Workshop	17.21
27-Feb-2026	Woolworths - Annex coffee	26.00
05-Feb-2026	Woolworths - City Projects staff survey results	57.24
13-Feb-2026	Woolworths - Annex kitchen supplies	72.60
02-Feb-2026	Qantas - Director P&I Flight change charges for Councillor Strategic Workshop	110.00
11-Feb-2026	Subway - TC Mitchell thank you cleanup	132.50
13-Feb-2026	Coles - TC Mitchell thank you cleanup	258.50
05-Feb-2026	Illion Express - Comprehensive financial report for RFT0000042	396.00
05-Feb-2026	Illion Express - Comprehensive financial report for RFT0000050	396.00
18-Feb-2026	Depart Water & Environmental Regulation -Late Fee on Annual Invoice - Airport	434.50
13-Feb-2026	BWS - TC Mitchell thank you cleanup	478.00
24-Feb-2026	North West Brewing - Fleet Systems Administrator Farewell - 15 years services	489.95
11-Feb-2026	North West Brewing Co - TC Mitchell thank you cleanup	526.81
30-Jan-2026	David Golf - Golf Course Consumables	1,086.80
18-Feb-2026	Dept Water & Environmental Regulation -Annual Fee - Karratha Airport	1,145.25
Executive Assistant - Development Services		\$1,697.54
29-Jan-2026	Catering for 2 Mile Cemetery Community Meeting - Disposable Cups	5.00
29-Jan-2026	Catering for 2 Mile Cemetery Community Meeting - Water and Food	25.84
02-Feb-2026	Catering for 2 Mile Cemetery Community Meeting - disposable plates/serviettes/cups	35.95
26-Feb-2026	Councillor Strategic Meeting - One Way Flight - Kta to Perth - Director DS	573.25
25-Feb-2026	Site Visit - Return Flights - Geraldton/Kta - Senior Planning & Lands Specialist	1,057.50
Manager Marketing & Communications		\$748.54
02-Feb-2026	Google - Cloud Subscription	3.87
23-Feb-2026	Campaign Monitor - Subscription	183.70
11-Feb-2026	Facebook - Advertising	560.97
Governance - Council Secretariat		\$1,254.80
24-Feb-2026	KMART - Stationery	21.00
20-Feb-2026	KMART - Stationery	64.70
23-Feb-2026	BWS Liquor - Chambers Fridge Restock	96.00
26-Feb-2026	Subway Karratha - Catering	132.50
23-Feb-2026	Coles - Catering	167.72
24-Feb-2026	Agoda.com - Accommodation	751.22
28-Feb-2026	Westpac ProRata Annual Card Fee	21.66

Manager People & Culture		\$9,986.41
16-Feb-2026	Express Post Charge - Laptop to Employee who works remotely	32.30
05-Feb-2026	Mgs People & Culture - Lunch Meeting	128.66
11-Feb-2026	Manager People & Culture - Lunch Meeting	131.70
29-Jan-2026	Modern Custodian - Acknowledge this! - Modern Cus	157.69
20-Feb-2026	Gift Cards - Reward & Recognition and Employee Service Awards3 x \$50	167.85
03-Feb-2026	WorkInitiatives Advertising - Systems Support Officer	249.00
06-Feb-2026	Property Tree: Financial Software	249.26
09-Feb-2026	Trainee - Certification in Accounting / Training Manuals	251.00
12-Feb-2026	Power BI Training - Employee	330.00
20-Feb-2026	Gift Cards - Reward & Recognition and Employee Service Awards7 x \$50.00	391.65
20-Feb-2026	Gift Cards - Reward & Recognition and Employee Service Awards1 x \$500	507.95
17-Feb-2026	Rewards & Recognition and Service AwardsPhoto frames for Certificates	721.00
05-Feb-2026	Australian LG Job Directory Advert - Communications Support Officer Position	770.00
20-Feb-2026	Gift Cards - Reward & Recognition and Employee Service Awards3 x \$250	773.85
20-Feb-2026	Gift Cards - Reward & Recognition and Employee Service Awards2 x \$500	1,015.90
20-Feb-2026	Gift Cards - Reward & Recognition and Employee Service Awards2 x \$500	1,015.90
20-Feb-2026	Gift Cards - Reward & Recognition and Employee Service Awards2 x \$500	1,015.90
20-Feb-2026	Gift Cards - Rewards & Recognition and Service Awards4 x \$500	1,031.80
16-Feb-2026	WALGA Tax FBT Workshop - 24 March - Employee Attendance	1,045.00
CEO		\$5,956.01
09-Feb-2026	Budget Rent a Car - Credit	-178.12
27-Feb-2026	WA News - Subscription CREDIT	-78.86
23-Feb-2026	Uber - Fare	8.94
20-Feb-2026	Uber - Fare	17.94
20-Feb-2026	Uber - Fare	19.27
20-Feb-2026	Uber - Fare	19.58
25-Feb-2026	APPLE.COM/BILL-SYDNEY	19.99
23-Feb-2026	Uber - Fare	25.92
23-Feb-2026	Uber - Fare	28.74
19-Feb-2026	Uber - Fare	31.29
19-Feb-2026	Uber - Fare	46.66
23-Feb-2026	Uber - Fare	47.83
20-Feb-2026	Uber - Fare	54.57
19-Feb-2026	Hilton Perth-Perth	81.86
24-Feb-2026	Pilbara Bakehouse -	87.90
19-Feb-2026	HYLIN-WEST LEEDERVI	90.30
12-Feb-2026	WA News - Subscription	96.00
16-Feb-2026	Water Corporation - as per employment contract	129.28
09-Feb-2026	Budget Rent a Car Rental	150.90
29-Jan-2026	BEAUTIFUL.AI-SAN FRANCISCO	214.98
13-Feb-2026	OFFICEWORKS 0602-SUBIACO	218.00
09-Feb-2026	Budget Rent a Car Rental	260.62
29-Jan-2026	RACV Hobart Hotel OPI-Hobart	885.60
18-Feb-2026	Horizon - Electricity, as per employment contract	906.19
05-Feb-2026	GUESTRS*BROKENHILL-DALLAS	1,229.16
16-Feb-2026	OPENAI - ChatGPT Subscription	1,541.47
TOTAL TRANSACTIONS		\$44,778.93