

Ordinary Council Meeting

24 May 2017

Minutes



Members of the public who attend Council meetings should not act immediately on anything they hear at the meetings, without first seeking clarification of Council's position. Persons are advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council.

Agendas and Minutes are available on the City's website www.kwinana.wa.gov.au

Vision Statement

Kwinana 2030

***Rich in spirit, alive with opportunities,
surrounded by nature – it's all here!***



Mission

**Strengthen community spirit, lead
exciting growth, respect the environment
- create great places to live.**

We will do this by –

- providing strong leadership in the community;
- promoting an innovative and integrated approach;
- being accountable and transparent in our actions;
- being efficient and effective with our resources;
- using industry leading methods and technology wherever possible;
- making informed decisions, after considering all available information; and
- providing the best possible customer service.

Values

We will demonstrate and be defined by our core values, which are:

- Lead from where you stand – Leadership is within us all.
- Act with compassion – Show that you care.
- Make it fun – Seize the opportunity to have fun.
- Stand Strong, stand true – Have the courage to do what is right.
- Trust and be trusted – Value the message, value the messenger.
- Why not yes? – Ideas can grow with a yes.

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Present:

HER WORSHIP MAYOR C ADAMS
DEPUTY MAYOR P FEASEY
CR R ALEXANDER
CR W COOPER
CR S LEE
CR S MILLS
CR B THOMPSON
CR D WOOD

MS J ABBISS	-	Chief Executive Officer
MS C MIHOVILOVICH	-	Director City Strategy
MS M BELL	-	Corporate Lawyer
MR P NEILSON	-	Manager Planning
MRS B POWELL	-	Director City Living
MR E LAWRENCE	-	Director Corporate and Engineering Services
MISS A MCKENZIE	-	Council Administration Officer
MR D MONTEIRO	-	Manager Environmental Health

Members of the Press	0
Members of the Public	5

1 Declaration of Opening:

Presiding Member declared the meeting open at 7:00pm and welcomed Councillors, City Officers and gallery in attendance and read the Welcome.

“IT GIVES ME GREAT PLEASURE TO WELCOME YOU ALL HERE AND BEFORE COMMENCING THE PROCEEDINGS, I WOULD LIKE TO ACKNOWLEDGE THAT WE COME TOGETHER TONIGHT ON THE TRADITIONAL LAND OF THE NOONGAR PEOPLE”

2 Prayer:

Councillor Dennis Wood read the Prayer

“OH LORD WE PRAY FOR GUIDANCE IN OUR MEETING. PLEASE GRANT US WISDOM AND TOLERANCE IN DEBATE THAT WE MAY WORK TO THE BEST INTERESTS OF OUR PEOPLE AND TO THY WILL. AMEN”

3 Apologies/Leave(s) of Absence (previously approved)

Apologies

Nil

Leave(s) of Absence (previously approved):

Nil

4 Public Question Time:

Nil

5 Applications for Leave of Absence:

COUNCIL DECISION

490

MOVED CR P FEASEY

SECONDED CR B THOMPSON

That Councillor Sandra Lee be granted a leave of absence from 12 June 2017 to 18 June 2017 inclusive.

That Councillor Sandra Lee be granted a leave of absence from 3 July 2017 to 10 July 2017 inclusive.

That Councillor Wendy Cooper be granted a leave of absence from 20 June 2017 to 25 June 2017 inclusive.

**CARRIED
8/0**

6 Declarations of Interest by Members and City Officers:

Councillor Sandra Lee declared an impartiality interest in item 12.2, Review of the City of Kwinana Community Events Programme, due to her known views and interest in the item.

Councillor Ruth Alexander declared an impartiality interest in item 12.2, Review of the City of Kwinana Community Events Programme, due to being the Chair of the Kwinana Festival Committee and having friendships with some of the Kwinana Festival Committee members.

7 Community Submissions:

7.1 Mr Lawrence Humphries on behalf of the Kwinana Festival Fair Day Working Group regarding item 12.2, Review of the City of Kwinana Community Events Programme (read by the Chief Executive Officer)

Councillors

Members of the Kwinana Festival Fair Day Working Group would like to express their disappointment to Council in regard to Item 12.2 Review of the City of Kwinana Community Events Programme.

We are extremely upset that the Kwinana Festival Fair Day Working Group were advised last Thursday night by the Mayor that the Kwinana Festival Fair Day for 2017 has been cancelled. The working group was informed that Council have been working on a new City Events Programme for some time and the Festival will not go ahead this year and will be replaced by a Big Event in 2018. We were also advised that a new Events Planning Working Group will be created.

7 COMMUNITY SUBMISSIONS CONTINUED

As members we believe that the current Festival Working Group should have been advised prior to last week of the direction Council was considering to take. Three of the Kwinana Festival Fair Day Working Group's scheduled meetings were cancelled at very late notice by a City of Kwinana Director. The first meeting for 2017 was scheduled in February and we have been in limbo since that time.

The Kwinana Festival started in 1955 as a Fair in Medina. A brief history is provided with this submission - [Attachment 1](#). Over the past 62 years the Kwinana Festival has become an annual event that is greatly received and looked forward to by many local groups, clubs, schools and residents. The event also attracts people from other areas.

There have been many changes to the format over the years and the recently dismissed Working Group would have welcomed change if Council had been more transparent and openly communicated with us.

To dismiss the Working Group in the manner taken was not in the community spirit of which the Festival has always prided itself on. The volunteers contribute a lot of hard work and valuable time with some of the members contributing service for 20 years. Not all of the Working Group were in attendance last Thursday to hear the news from the Mayor due to prior commitments and were only given one week's notice of the meeting.

It was a huge shock to be informed of the recommendation to be put forward to Council and to be advised of the demise of the current Working Group.

The Council report states:

Adopt the recommended criteria for City hosted community events, being:

- *People should have a good time*
- *The event should represent value for money*
- *The event aligns with other programmes or leverages other programmes*
- *The event has local importance and is relevant to the local community*
- *There is an appropriate budget that includes a marketing component of 20% - 25%*

The copied section of the Council report refers to the Community Services and Wellbeing survey as below (427 respondents):

DISCUSSION:

In November 2017 Council considered and adopted the recommendations of an Events Discussion Paper prepared by external consultant Ricky Arnold. The Events Discussion Paper contained considerable data on the City's events, obtained from a number of sources including feedback from the community. In summary and to recap:

From the City of Kwinana Community Services and Wellbeing Scorecard (427 respondents); conducted by Catalyse Pty Ltd in May 2016, the Discussion Paper made the following observations and comment:

7 COMMUNITY SUBMISSIONS CONTINUED

Community Services and Wellbeing Scorecard overall performance ratings:

- The City of Kwinana's overall performance index score is 67 out of 100, slightly below the WA average.
- The City's quality of life mean score out of 10 is 7.1, slightly below the industry score of 7.3, with residents being optimistic that their quality of life will improve to 7.8 over the next five years.
- The local library, community centres, sports and recreational facilities and waste services are rating highly (relative to other services provided by the City of Kwinana).
- Council's leadership, planning and building approvals, development of the City Centre and youth services are rating above par compared to other Councils.

The copied Media release on 22 May 2017 Proposed Events Revitalisation FAQ refers to the Community Services and Wellbeing survey as below (1000 respondents):

Was community feedback considered?

In 2016 the City undertook a Community Services and wellbeing survey. This survey was emailed to 4000 randomly selected residents, posted to 4000 randomly selected residents, and the opportunity to participate was given through the City's Facebook page and website. More than 1000 Kwinana community members gave their feedback.

The results showed the community's satisfaction with the festivals events and cultural activities offered in Kwinana was below the WA average. Attendance at community events was also lower than expected, with 14% of residents attending the Kwinana Festival (Kwinana's biggest event).

There appears to be conflicting information in regard to the number of respondents in the survey.

Kwinana Festival Fair Day Working Group Members

Ruth Alexander
Lawrence Humphries
Marlene Humphries
Chris Scambler
Claire Scambler
Doug Scambler
David Ucyurek
Susie Ucyurek
Bill Wilson

2 members work for City of Kwinana and do not wish for their names to be published.

KWINANA FESTIVAL HISTORY

Compiled by Christine Scambler for North Parmelia Primary School Students for their 1999 Web Page Competition and Updated in 2006

In May 1955 the Medina Primary School P&C committee started planning for the first Medina Fair to be held that November on Medina Oval. The Fair was held to raise funds for Medina Primary School raising a total of 2,000 pounds. The Medina Fair brought together the residents of the newly established suburb of Medina together in a carnival atmosphere to meet one and other. This was a time for newly formed clubs and organisations to get together to promote themselves. In those days the Fair was quite a significant event. According to the book "Third Time Lucky" it eclipsed the Canning Show. Over the years the Fair has grown with the town into a major fund raising and social venture for most of Kwinana's local organisations as well as attracting groups from other areas. Up until 1973 it was called the Medina Fair then in 1974 it became known as the Festival of Kwinana and today it is known as Kwinana Festival. In the early days of the Festival local schools played an active part in the annual Art and Craft Show. Students from Pre-Primary through to High school made a variety of items and their work was displayed in Medina Hall for a week and all the schools visited the "Show" to view the spectacular display of art work. Judges selected different categories of art and presented the winners with certificates. The Festival used to host the Kwinana Festival Eisteddfod, which was held in Medina Hall over a period of two weeks and is now is run by the Kwinana Community Arts Centre. In the 1980's a Festival Gala Ball was held the night before the Fair Day. In 1996 it was decided to have a change of venue to Calista oval where it was held until 2001 where after a public meeting the venue was changed to the lovely parkland setting of the Town Centre Park on Meares Avenue.

The Festival Fair Day is always held on the last Saturday in October. One of the main attractions of the Fair Day is the Street Parade. We have to obtain permission from the police Department to use the roads for the Parade to travel from the Hub Shopping Centre to the oval. This event has been a tradition since 1955. Over the years the Parade participants have taken part in a Theme. Prizes are presented to the winners from each category including the best dressed bike.

The Kwinana Festival is not just the Fair Day as a lot of people think. Over the years there was four sub-committees that coordinated the Dance Festival, Fair Day, the Concert Night and the Baby Show, who then reported back to the Festival Committee on a monthly basis. Each Sub-Committee had their own Coordinator who along with their committee members decided what they will do for that year, however now we work with just one main committee and the Art Centre manage the Dance Festival. The Kwinana Dance Festival originated in 1991 and is a huge event attracting over 1200 participants over 7 days. This is usually held early in October at the Kwinana Art Centre. The Fair Day attracts approximately 8 to 10,000 people. Any one can have a stall from local clubs to large commercial organisations. The Stalls vary from traditional "White Elephant" to companies selling cars. The Concert Night, is an event with professional and local amateurs performing some great acts and shows on an outdoor stage and over the year this has proved to be a great success particularly the grand finale of a firework display. The Baby Show introduced in 1991 was a great place for parents to show off their babies and take home trophies for the mantelpiece. Unfortunately due to lack of people to organise it we did not have a show this year. As this is an important part of the Festival the committee is looking at finding an organization or a local group to run it for next year. The Kwinana Festival Committee comprises of 8 local residents who all volunteer their time. The Committee works throughout the year thinking of ideas to make each Festival bigger and better. Kwinana Town Council's Youth Officer Coordinates Freak Fest which is an integral part of the Fair Day festivities. The Festival Committee applies for funding from various departments such a Healthways, Festivals Australia, Youth Services and the Town of Kwinana. These funds are used for specific events for the Festival. All monies acquired from stall application fees, and the Baby Show are used to pay for consumables, trophies, certificates, prizes and other associated costs. With out the funding the Festival would not take place. The Festival Committee are always looking at new ideas to make the Festival one to remember.

PRESIDENTS REPORT ON THE 1996 KWINANA FESTIVAL

In 1955 the Medina (Primary School) Parents and Citizens called on the new community of Medina, which would form the beginnings of what is now known as the Town of Medina, to come together to raise funds to purchase equipment for the new school. To do this they invited all clubs, groups and organisations within the community to come together as the (first) Medina Fair. This was declared a success and began a tradition that continued through 1974 when it became known as the Festival of Kwinana and today known as the Kwinana Festival at all times demonstrating a healthy Community Spirit.

In 1996 perhaps for the first time in many years this Festival, which has continued while so many others have disappeared, was taken to all of the community that is Kwinana.

The means by which this was done was not only by a simple change of venue for the Fair Day but also by a recognition that while Medina was the beginning, Kwinana has grown and if we are to ask the community to take part and support the Festival then all of the community must be allowed equal access.

This does not mean that Medina should be left out. On the contrary since 1991 with the advent and continual success of the Baby Show and especially the dance Festival there are many ideas and events yet to be created that well may allow all suburbs of Kwinana to share equally.

To do this however, will need a vibrant and willing committee able to look to the future while never forgetting Festivals and committees past and the foundations laid for continued success and an even stronger Community Spirit

Stuart Lewis

Kwinana Festival Committee 1996

KWINANA DANCE FESTIVAL 1996

The Kwinana Dance Festival has become, almost embarrassingly, a major success. From its humble beginnings it has become, to many of those who participate, a must be part of.

This is due in no small part to the hard work and dedication of a committee that was ? ????????

Over only one day. The fact that 1996 ran over 3 ½ days and discussions have been held with dancing teachers with the view to 1997 being held over two weekends in 1997 the work put in by all should be highly commended.

In 1996 for the first time, R. J. Trophies allowed the committee to order all trophies and medallions deemed necessary when doing the programme but returning all new trophies etc not used at no charge. This not only reduced ??????????it also reduced costs for 1996.

To cap off the success shown over the years, once again a completely unsolicited and ?????????????? member of the audience.

Total Perpetual Trophies held at 1 Jan 1997 125

Of these, nine have been supplied by the Kwinana Festival Committee and one hundred and sixteen have been donated.

More have been promised.

Well done to all concerned.

KWINANA FAIR DAY 1996

This year 1996 for the first time the Fair was located at Calista Oval and to add to the changes a Theme (Medieval) was adopted. This caused some concern and conjecture among some of the longer serving members of the committee who perhaps could not see any benefits from any change to what they saw as a successful format over many years.

In recent years the Town of Kwinana has grown in size of both area and population with many "New people experiencing Kwinana for the first time and as the Fair day is one of the best ways of advertising "Our Town" the old system of the rubber stamp with only necessary changes is no longer applicable. The Fair Day committee as the Dance Festival has from its conception must look at each year individually and appropriate decisions while always mindful of the past must be directed at what is best for the current year and the future of the Festival.

A special thanks should be directed to all those involved with the 1996 Fair Day including those who were not members of the committee but gave freely of their time in setting up the stage, supplying banners and signs and especially the Town of Kwinana for major assistance with supplying assistance and cooperation with electrical and health services on the day. Council also organised the generators and toilets as well as rubbish bins for the clean up.

Congratulations to the 1996 committee and may the 1997 committee be as successful.

KWINANA BABY SHOW 1996

While the Baby Show was not as successful as we would have like, it is nevertheless an important part of the overall Festival and as such needs to be looked at carefully with the possible adoption of an outside body as the organising Sub-committee.

This Sub-committee would work under the watchful eye of the Kwinana Festival Committee with all the normal support and facilities available but with the added bonus of being able to advertise to a wider area.

Once again a special thanks to the organisers, guest judges and all others who took part and contributed to an overall successful 1996 Kwinana Festival.

EXCERPTS FROM "THIRD TIME LUCKY"

In May, 1955, Medina Parents and Citizens' displayed bold planning by announcing that a Medina Fair to be held in November. 1955 would eclipse the long running Canning Show. The main purpose behind the fair, which would involve many Medina organisations, was to raise 2,000 pounds towards improvements and work at Medina Primary School, according to P&C secretary Mrs. N. Loep.

COPY OF LETTER FROM COUNCIL C.E.O.

10 JULY 1997

To Whom It May Concern:

This letter is in support of any application that the Festival of Kwinana Committee may make to funding bodies.

The Kwinana Festival is now in its 42nd year of operation commencing in 1955 as the Medina Fair. Its function originally was to bring all of the residents of the newly established suburb of Medina together in a carnival atmosphere to meet one another. It was a time when the newly formed clubs and organisations could get together for support, further their membership numbers and raise much needed funds.

The Fair Day grew rapidly over the years and in 1974 changed its name to the Festival of Kwinana expanding into a week long series of events culminating in the Festival Fair Day.

The Festival has been fully supported by Council both financially with an annual grant of \$3,000 and through the provision of a large marquee used to promote and foster public relations between the Council and the community.

The Town of Kwinana has a rapidly increasing population and the Festival of Kwinana Committee is extending itself to provide the community with a more professional Festival. The Festival will still maintain the original role of a fun atmosphere for the residents and provide opportunities for local organisations and clubs to showcase and fundraise.

As we approach the year 2000 there is a need to raise the profile of the Festival even further to provide for the ever increasing number of residents, their families and to attract visitors into Kwinana to enjoy the wonderful atmosphere that is generated by the Festival. This is provided through a Committee working with the residents of Kwinana to produce an exciting and fun filled series of events.

I commend the Festival of Kwinana Committee in their endeavours to promote the communities Festival.

Yours faithfully
R. K. SMILLIE
CHIEF EXECUTIVE OFFICER

City of Kwinana 2016 Festival Fair Day Feedback

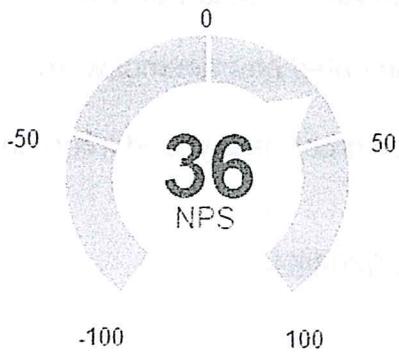
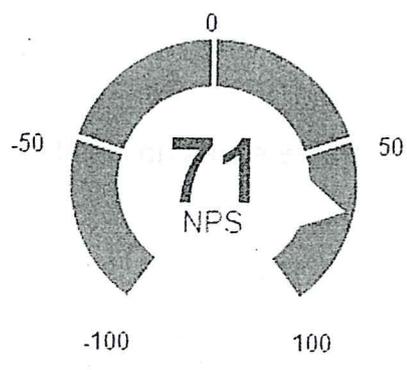
The Festival Fair Day was held on Saturday 12 November 12noon – 6pm at Calista Oval.

Surveys were completed by 92 people (43 in paper on the day and 49 online). Below is a snapshot of the results. To see the results in detail please log on to Survey Monkey (survey title: Festival Fair Day 12/11/16 City of Kwinana Events Feedback).

How likely is it that you would recommend Festival Fair Day to a friend or colleague?

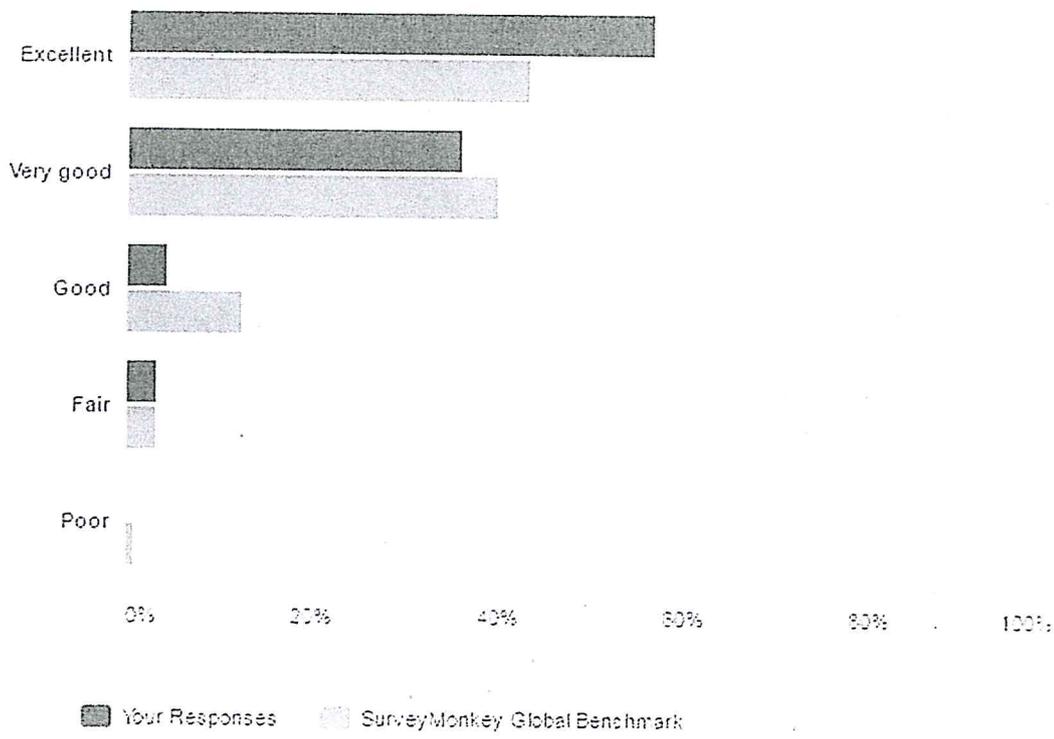
Your Net Promoter® Score

SurveyMonkey Global Benchmark



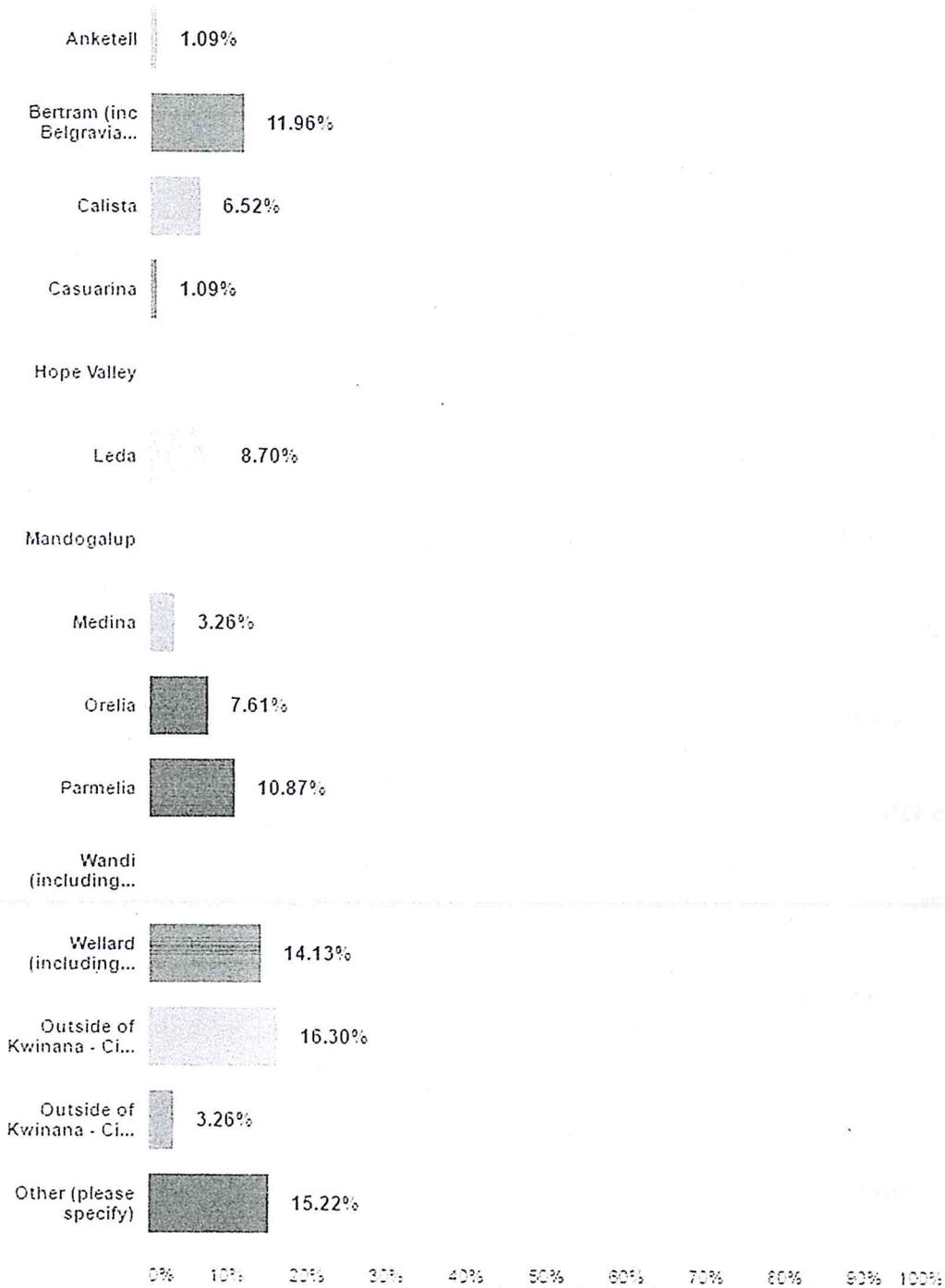
Overall, how would you rate Festival Fair Day?

Compared to SurveyMonkey Global Benchmark



What suburb do you live in?

Answers: 12 Skipped: 0



Outside of Kwinana – Rockingham

Outside of Kwinana - Cockburn

Other included:

Byford (3)

City of Rockingham (2)

Gosnells

Kwinana Town Centre

Halls Head

Hillman

Morley

Maddington

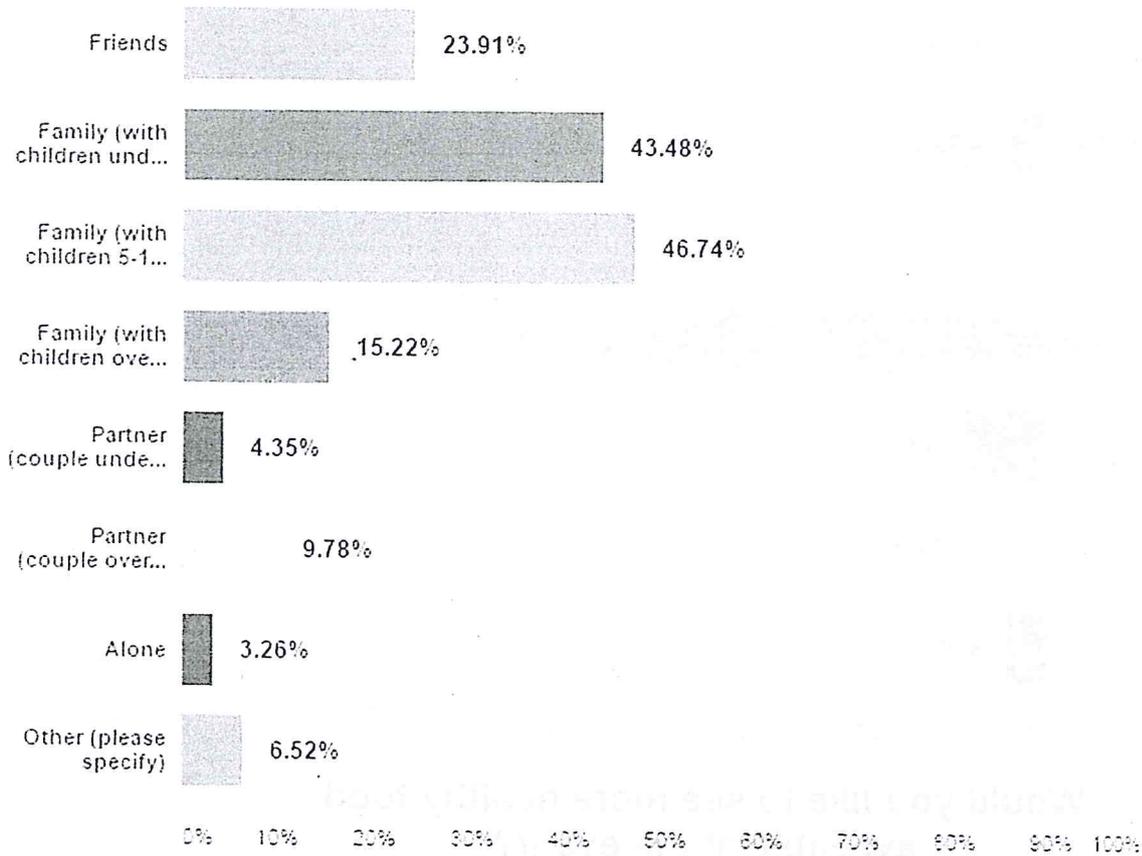
Palmyra

City of Melville

Yokine

Who did you attend the event with?

Answers: 51 Skipped: 0



Friends

Family (with children under 5 years old)

Family (with children 5-10 years old)

Family (with children over 10 years old)

Partner (couple under 35 years old)

Partner (couple over 35 years old)

Alone

Other

Other included:

Brother

As a volunteer for headspace

With friends and children ages 6months, 8yrs, 10yrs and 16yrs

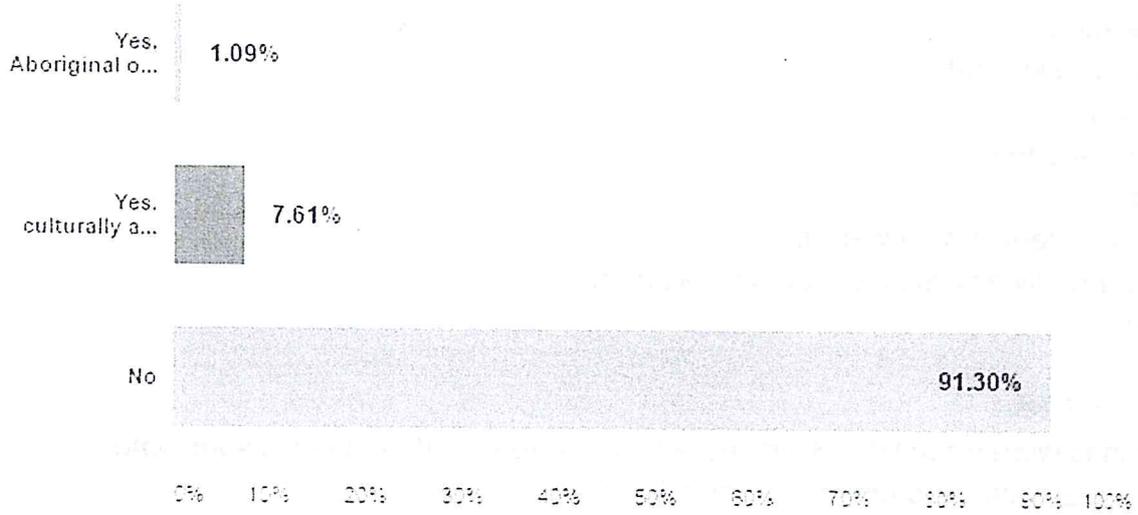
Frank Konecny Community Centre Staff and volunteers

Wife and 25YO son

In-laws (mother in law has stall)

Do you identify as Aboriginal/Torres Strait Islander or from a culturally and linguistically diverse background?

Answers: 52 Skipped: 0



All of it
All of it, very friendly

Stalls

The variety of stalls and free activities
A lot of stalls and info
Range of stalls/activities relating to the community. Information available.
Lots of stalls
Heaps of different stalls and kids stuff.
Lots of different activities and stalls.
Info on activities/groups/services available in the area

Animals

The dogs
The snakes
The snakes
Animals

Other

The amount of free children rides, the soccer Foosball and the laser tag and having this awesome Adventure Park there too!
Community atmosphere
Kids rides!
Getting out for the day.
Atmosphere. All stalls/rides/activities had very friendly people.
Something to do with the family
Friendly people and beautiful place
Lots of family friendly activities
Kids fun
Suitable for all ages games
Excellent time.
Thank you, it was an awesome and affordable day to take the whole family and be entertained all round. Very well organised.
All the family fun activities, the local information tents, the local arts and crafts tents, the free rides for the children.
Lots of families visited. I was one of the stallholders on the day. Adults and children looked like they were all having a good time.
Where we were located as a stall holder, connection with the public
Very well organised
Dinosaurs and advice centres
Stuff to do for the kids
That there was lots to see. The rides were a great hit!
Japanese drummers
Kids activities
Polonesian drums & dancers
Best one I have been too. Seemed more there and families at the Adventure Park added to the atmosphere. Plus a couple of places where demonstrations were happening.

The cars

Kwinana Festival Debrief Report 2016 for meeting

This year we had a total of 64 stalls comprising of 76 bays, plus the KIC children's rides area, City of Kwinana marquee and CSBP Healthy Lifestyle providing games and service providers, Bubble Blowing, Simply Swing, The Astonishing Johnny Domino & His 4 Stuntmen of the Apocalypse Show, Animal Farm, Pony Rides, Arcade Alley Games, Scoutland, Tyrannosaurus Park, Sheep Shearing, Vintage Cars, Heritage Engine Display, roaming Magician, New Horizon Pro Wrestling, Medieval Display, Fire Brigade, Constable Care and Captain Clean Up. During the day there was a steady flow of people estimated to be around 8,000. Rotary said it was their best year and lots of other stallholders said they had a great day and that they are looking forward to next year. There have been lots of very positive comments on Facebook, plus people on the day saying how great the Festival was this year and the free activities were better than previous years. We have also had a few negative comments from longtime stall holders and local group performers who were unable to attend due to changing the date from October to November and also for not having the concert or fireworks.

What worked Well

- The Committee, COK Staff and volunteers support on the day particularly with the stall allocations and sponsors banner erection.
- Layout of oval lots of positive feedback from stallholders and patrons
- Free rides
- Parking worked well in the Stall Holders Car park area thanks to Rotary
- All of the entertainment on and off stage throughout the day.
- Roving MC
- Roving Magician
- Movement of cars arriving and leaving oval

What could be improved

- Position of 1st Aid.
- Variety of food stalls
- Position of the stages,
- Getting more posters up around town.
- City Staff and stall holders leaving their stalls early
- Confirming power earlier
- Confirming sponsors earlier
- Going back to October ~ 19 regular stallholders + performers unable to attend
- More shade ~ due to change of date

Kwinana Festival 2016 Report for CSBP

This year we had a total of 64 stalls comprising of 76 bays, plus the following-

- City of Kwinana marquee,
- CSBP Healthy Lifestyle providing games and service providers,
- KIC children's rides area,
- Bubble Blowing,
- Simply Swing,
- The Astonishing Johnny Domino & His 4 Stuntmen of the Apocalypse Show,
- Animal Farm,
- Pony Rides,
- Arcade Alley Games,
- Scoutland,
- Tyrannosaurus Park,
- Sheep Shearing,
- Vintage Cars,
- Heritage Engine Display,
- Roaming Magician,
- New Horizon Pro Wrestling,
- Medieval Display,
- Fire Brigade,
- Constable Care
- Captain Clean Up.

During the day there was a steady flow of people estimated to be around 8,000. Rotary said it was their best year and lots of other stallholders said they had a great day and that they are looking forward to next year. The stage entertainment went really well with local groups showcasing their talent as well as some professional performers. There have been lots of very positive comments on Facebook, plus people on the day saying how great the Festival was this year and the free activities were better than previous years.

CSBP Healthy Lifestyles Stadium Report from the Healthy Lifestyles Team

We had 4 organisations participate in the Health Promotion section of the CSBP Healthy Lifestyles Stadium. These were:

- South Metro Population Health Unit
- Anglicare WA
- MercyCare
- Paint Kwinana ReAD (a partnership between a number of organisation in Kwinana)

All services provided us with great feedback regarding the day and having a unique opportunity to promote their services to community members who they would not necessarily engage with on a regular basis.

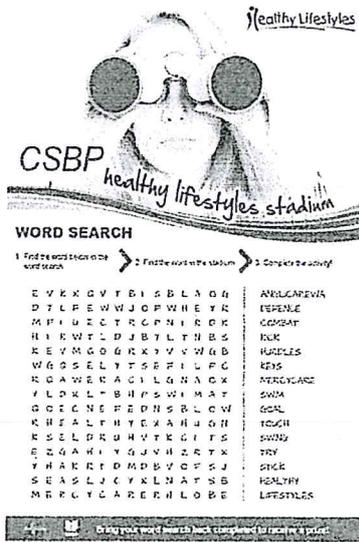
We had 8 local sporting clubs and State Sporting Associations representatives come down in the Sports sections of the CSBP Healthy Lifestyle Stadium.

These were:

- Kwinana District Diamonds Association (Tee Ball)
- Kwinana Wolves (NRL & Union Rugby)
- Kwinana Hockey
- Kwinana Junior Knights Football
- GKR Karate
- NRL WA
- Football Commission GLECA
- State Swim Kwinana

The clubs used this time to promote themselves and engage with the community – there was lots of conversations and have had feedback for a successful and enjoyable time by all.

The Healthy Lifestyles team facilitated a word search activity – each stall holder had a word represented on the word search and a word on their stall. The aim of the activity was to ask participants to find the word on the word search, find the word in the stadium and then complete the engagement activity that the organisation had pre-prepared.



The CSBP Healthy Lifestyles Stadium was a great success and went really well with lots of interest. The free merchandise was a great hit with everyone. In addition to what we purchased from CSBP we added sunscreen sachets in the bags.

LiveLighter Festival Fair Day 2016 - Report

Description

The 62nd edition of Festival Fair Day, Kwinana’s signature annual event, was held at Calista Oval on Saturday 12 November 2016 from 12pm to 6pm.

Since 1954, the Festival has been a free and much-loved event for Kwinana families. The 2016 event featured a broad range of food and merchandise stalls, live entertainment by local community groups and professional performers, and fun activities for the young and young at heart. Highlights included the famous Tyrannosaurus Park, Johnny the Astonishing Strong Man, show rides, bouncy castles, arcade games, Captain Clean Up, and Nesian Mana Polynesian Power Dancers.

Attendance

According to the City’s statistically-representative Community Wellbeing Scorecard of July 2016, 40% of Kwinana residents were aware of LiveLighter Festival Fair Day. Therefore, based on Kwinana’s estimated resident population of 34,413 (ABS 2013), it is estimated that 13,765 residents were aware of the event; and **based on City officers’ observations, it is estimated that the event attracted a total of 8,000 attendees, and that this constituted approximately a 10% increase relative to the previous year.**

A feedback survey was conducted during the event and online, and was completed by a total of 92 randomly-selected respondents (43 on paper and 49 online). The survey found that 1.1% of attendees were from Anketell, 12% from Bertram, 6.5% from Calista, 1.1% from Casuarina, 8.7% from Leda, 3.3% from Medina, 7.6% from Orelia, 10.9% from Parmelia, 14.1% from Wellard, and 48.9% from outside of Kwinana (mainly Cockburn and Rockingham). **This indicates that there was nearly a 50/50 split of local and non-local attendees.**

Further, the survey found that 2.2% of surveyed attendees were under the age of 18, 4.4% were 18-25, 26.1% were 25-35, 8.7% were 45-55, 6.5% were 55-65, and 4.4% were 65 or older. Of these, 23.9% attended with friends, 43.5% with family including children aged 0-5, 46.7% with family including children aged 5-10, 15.2% with children aged 10 or older, and 4.4% as a couple under the age of 35, and 9.8% as a couple aged 35 or older. **This indicates that the vast majority of attendees (90.2%) were families with children aged 0-10, and that couples under the age of 35 were the least represented segment.**

Evaluation

The aforementioned feedback survey found that 56.5% of attendees rated the event as "excellent" (compared to the industry average of 43.2%), 35.8% as "very good" (compared to 35.9%), 4.4% as "good" (compared to 12.6%), 3.3% as "fair" (compared to 3.24%), and 0% as "poor" (compared to 1.1%). This indicates that event ratings were significantly above the industry average, that the vast majority of respondents rated the event as "excellent" or "very good" (92.3%), and that no respondent rated the event as "poor".

In response to the open-ended question, "What do you like about LiveLighter Festival Fair Day?", most comments related to the **free rides and activities, variety, stalls, animals, and "everything"**.

In response to the question, "What did you dislike about LiveLighter Festival Fair Day", most comments related to **food stalls, lack of shade, and "nothing"**.

Following are selected quotes that are generally representative of the sample:

*our family organised with friends to go and our plans were to go to the adventure park at 10am play there until 12pm when the festival started walk around for awhile then have lunch across the road at maccas then back to the adventure park for a play and splash.....but when we ventured over after you guys started at 12pm we spent the whole 6hours at the festival lol you guys planned so many things that the whole time was walking around and looking at all the vendors from the slides to the bubble machine, trex park, the animals, pony rides, firetrucks, wrestling, medievil fights, the classic cars and then the little activities by keys and ngala and such **OMG guys well done, just unreal we are so lucky here in Kwinana. The best day thank you ????***

***Best one I have been too.** Seemed more there and families at the Adventure Park added to the atmosphere. Plus a couple of places where demonstrations were happening.*

*Loved the festival, **we travelled from Halls Head to attend it.** It was brilliant.*

*There was so much to see & do especially for the kids & the kids also enjoyed playing in the **adventure playground while the adults say & had a break & a bite to eat great location easy to find nicely laid out great variety of stalls***

*The Live Lighter Festival Fair was such an awesome day catering for all ages. Especially children, we took our 1 year old (almost 2) & 3 year old (almost 4). They loved all the free carnival rides & activities especially the bubbles & face painting. The cultural dancing entertainment were on when we were there & they were good interacting with the crowd. Was nice having the nice shaded seated area, especially being heavily pregnant & it being such a hot day. The kids loved the sandpit area right by it. **By far the best fair we have been to. I am really loving the Kwinana council or whoever is behind things like this fair, requatic open day, new aventure park. & revamp of the mall. Baldivis and other areas could really learn lots from you.***

*Thank you, it was an awesome and affordable day to take the whole family and be entertained all round. **Very well organised.***

Marketing

LiveLighter Festival Fair Day was marketed via the City's websites, Facebook, inclusion in the What's On Kwinana flyer to all households and lamppost wraps, local newspaper ads, and SMS. Based on previous experience, the City has found Facebook to be the most effective channel for marketing to young families. To that end, there were five boosted Facebook posts on the following dates: 26 Oct., reaching 10,049 people; 2 Nov., reaching 6,182 people; 3 Nov., reaching 10,262 people; 9 Nov., reaching 18,468 people; and 11 Nov., reaching 4,332 people (for a total of 49,293). Additionally, LiveLighter Festival Fair Day was listed on Facebook as an event.

Based on the aforementioned feedback survey, 64.1% of respondents heard about the event via Facebook; 4.4% from a flyer; 19.6% from friends or family; 4.4% from the local newspaper; 1.1% from www.whatsonkwinana.com.au; 13% from SMS; 3.3% from email; and 9.8% from the City's main website.

Please see the attached marketing materials for further information

Financials

Please see the attached LiveLighter Festival Fair Day 2016 Financial Statement.

Strategic Relevance

LiveLighter Festival Fair Day 2016 supported the achievement of the following objectives and strategies detailed in the City's Strategic Community Plan:

- Objective 1.2: Inspire and strengthen community spirit
- Strategy 1.2.1 Support and provide a range of cultural and community development activities and events that recognise Kwinana's cultural identity, encourage civic participation, strengthen capacity and celebrate the City's diversity.

Additionally, it contributed to addressing the following community priorities identified in the City's Community Wellbeing Scorecard 2016:

- Build local pride
- Strengthen sense of belonging
- Improve general health

Future Direction

Based on the aforementioned findings, the following issues will be considered as part of the development of LiveLighter Festival Fair Day 2017;

- Increased diversity of food stalls
- Increased shade
- Increased programming for people aged 18-35
- Programming to directly address Community Wellbeing Scorecard 2016 priorities (e.g. social inclusion) and the City's new Events Strategy; and corresponding evaluation.

8 Minutes to be Confirmed:

8.1 Ordinary Meeting of Council held on 10 May 2017:

COUNCIL DECISION

491

MOVED CR P FEASEY

SECONDED CR S LEE

That the Minutes of the Ordinary Meeting of Council held on 10 May 2017 be confirmed as a true and correct record of the meeting.

**CARRIED
8/0**

9 Referred Standing / Occasional / Management /Committee Meeting:

9.1 Executive Appraisal Committee Meeting of Council held on 15 May 2017:

COUNCIL DECISION

492

MOVED CR R ALEXANDER

SECONDED CR W COOPER

That the Minutes of the Executive Appraisal Committee Meeting held on 15 May 2017 be confirmed as a true and correct record of the meeting.

**CARRIED
8/0**

10 Petitions:

Nil

11 Notices of Motion:

Nil

12 Reports – Community

12.1 Evaluation of Community Engagement Programme

SUMMARY:

The Community Engagement Programme (CEP) was developed to provide vulnerable, at risk and homeless people with targeted interventions to support, assist and refer them into appropriate service provision. It has been trialled as a pilot programme since January 2015.

An evaluation project was commissioned in January 2017 to determine whether the intervention was effective and efficient, to demonstrate the outcomes of Council's investment and to determine whether what is being done is worth the cost, and represents best value for money.

The evaluation examined all relevant State and Federal Government policies relating to homelessness and included a comprehensive consultation process with both internal and external stakeholders.

The evaluation has shown that there is a need within the community for the CEP service. In one month alone from December 2016 to January 2017, 30 people accessed the programme, and 113 clients have been supported since the programme's inception in January, 2015.

The evaluation concludes that at a cost of \$172,000 per year the program represents value for money. For example, in terms of homelessness, the annual cost to the community for a single family of five is estimated to be around \$95,000.

The case studies presented in the final evaluation report show that effective intervention by the CEP program, in a timely manner, can greatly assist families and individuals into stable housing and out of crisis.

The evaluation was conducted by an independent company, Bluebottle Consulting. The final report detailing the findings, conclusions and recommendations is included in Confidential Attachment A.

OFFICER RECOMMENDATION:

It is recommended that Council:

1. Note the results of the evaluation of the Community Engagement Programme and adopt the evaluation report and its recommendations as detailed in Confidential Attachment A.
2. Consider an allocation of \$177,500 funding in the draft 2017/18 budget development process and Long Term Financial Plan to continue the Community Engagement Programme at the current level of 2 FTE plus operating expenses, for an additional three years from 2017/18 – 2019/2020.

12.1 EVALUATION OF COMMUNITY ENGAGEMENT PROGRAMME

DISCUSSION:

The purpose of this report is to provide Council with a brief overview of the findings of the Community Engagement Programme evaluation, as detailed in Confidential Attachment A.

The report provides an overview of Kwinana's demographic profile with a focus on socio economic indexes, unemployment, youth unemployment and homelessness data. The statistics presented show that there are areas of significant disadvantage within the seventeen suburbs of Kwinana which pose significant costs and challenges to the City.

The report presents the national and State homelessness policy frameworks which identify key risk factors contributing to homelessness, including;

- domestic violence
- a shortage of affordable housing
- unemployment
- mental illness
- family breakdown
- drug and alcohol abuse.

Further, homelessness data for Kwinana and surrounding regions presented in the report indicates a growing issue in relation to the broader community impacts of homelessness.

The CEP programme data collected during the course of the programme is analysed and presented. The overarching goal is to address social disadvantage in Kwinana and programme interventions have included:

- Assisting and supporting people to access permanent stable housing with the Housing Authority
- Linking people into financial counselling services or relationship counselling services
- Assisting people to access mental health care
- Supporting and facilitating medical care
- Advocating for people with government departments.

A range of quantitative and qualitative data is presented in the report revealing that the CEP has assisted 113 clients during January 2015 – January 2017. The most frequent presenting issues recorded by the programme are:

- accommodation
- employment
- financial support
- mental health counselling.

The findings from the analysis of the CEP data are consistent with the demographic profile of Kwinana and the State and Federal homelessness data.

The evaluation found that the outcomes of Council's investment in the CEP programme have been that vulnerable at risk people have been assisted in accessing services. The programme is having a positive impact on reducing antisocial behaviour in the City centre. It is also building rapport and strong working relationships with the service providers in the community to deliver positive outcomes for people in the community.

12.1 EVALUATION OF COMMUNITY ENGAGEMENT PROGRAMME

The evaluation found that the CEP programme is positively received and works collaboratively across internal directorates and with external service providers. Most external stakeholders consulted commended the City for taking the initiative and having such a proactive programme.

LEGAL/POLICY IMPLICATIONS:

There are no legal implications as a result of this report and its recommendations.

The work of the Community Engagement Team is directly related to the implementation of the City of Kwinana Policy on Homelessness.

FINANCIAL/BUDGET IMPLICATIONS:

This report recommends that the Community Engagement Programme continues for another 5 years with a budget allocation of \$177,500 for the 2017/18 financial year, and subsequent years, including adjoining the Long Term Financial Plan accordingly will need to be included in the annual budget development and approval process for this to occur.

The budget allocation will need to be adjusted each year to support the employment of 2FTE officers and programme operating costs.

ASSET MANAGEMENT IMPLICATIONS:

The CEP incurs human resource costs with up to three team members totalling 2 FTE. The staff members are currently housed at the Zone Youth Space and utilise other office and hot desk space across the City's facilities. The current asset utilisation will continue and is not expected to increase asset management costs.

ENVIRONMENTAL IMPLICATIONS:

There are no environmental implications that have been identified as a result of this report or its recommendations.

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following objectives and strategies detailed in the Strategic Community Plan and/or Corporate Business Plan.

12.1 EVALUATION OF COMMUNITY ENGAGEMENT PROGRAMME

Plan	Objective	Strategy
Corporate Business Plan	1.4 All sections of the community are supported by the provision of relevant community and human services	1.4.1 Develop and implement a range of strategies in order to ensure that well-being and support programmes are provided for the community
	1.1 Protect and enhance community identity	1.1.1 Through strong civic leadership and active citizenship, retain Kwinana's sense of place and improve perceptions of the area

COMMUNITY ENGAGEMENT:

The City's working group identified key internal and external stakeholders to be interviewed. Interviews were conducted with a total of 25 stakeholders – 14 internal and 11 external who represented a range service providers.

RISK IMPLICATIONS:

The risk implications in relation to this proposal are as follows:

Risk Event	Increase in street present vulnerable and disadvantaged people and possible increase in anti-social behaviour as a result.
Risk Theme	Inadequate safety and security practices
Risk Effect/Impact	People/Health Reputation Property
Risk Assessment Context	Operational
Consequence	Minor
Likelihood	Likely
Rating (before treatment)	Moderate
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Deploy engagement team to make contact with street present people and offer assistance.
Rating (after treatment)	Low

12.1 EVALUATION OF COMMUNITY ENGAGEMENT PROGRAMME

Risk Event	Negative impacts at a community wide level in relation to lack of resources to assist at risk, vulnerable community members.
Risk Theme	Inadequate safety and security practices Inadequate engagement practices
Risk Effect/Impact	Service Delivery
Risk Assessment Context	Operational
Consequence	Moderate
Likelihood	Possible
Rating (before treatment)	Moderate
Risk Treatment in place	Reduce (mitigate the risk)
Response to risk treatment required/in place	Skilled, trained officers working in detached outreach model linking at risk, vulnerable people into appropriate support services.
Rating (after treatment)	Low

COUNCIL DECISION

493

MOVED CR B THOMPSON**SECONDED CR P FEASEY**

It is recommended that Council:

1. Note the results of the evaluation of the Community Engagement Programme and adopt the evaluation report and its recommendations as detailed in Confidential Attachment A.
2. Consider an allocation of \$177,500 funding in the draft 2017/18 budget development process and Long Term Financial Plan to continue the Community Engagement Programme at the current level of 2 FTE plus operating expenses, for an additional three years from 2017/18 – 2019/2020.

CARRIED
8/0

Councillor Sandra Lee exited the Council Chambers at 7:19pm

12.2 Review of the City of Kwinana Community Events Programme

SUMMARY

In November 2016 Council considered and adopted the recommendations of an Events Discussion Paper. The Events Discussion Paper contained considerable data on the City's events, obtained from a number of sources including feedback from the community, and dealt with a range of matters including (1) the events programme; (2) event-related infrastructure; (3) inclusion, accessibility and movement; (4) economic benefits, administration and partnerships; and (5) communication and marketing.

This report outlines progress on the implementation of the recommendations of the Events Discussion Paper and makes recommendations in relation to:

- The scope of the City of Kwinana future events programme, event planning criteria and process, and number of events to be staged.
- The establishment of a City Kwinana Place Based Community Events Funding Programme to enable community groups to access funding to host local community events.

OFFICER RECOMMENDATION:

That Council:

1. Adopt the recommended programme of City hosted community events, being:
 - Australia Day (2018)
 - Re-visioned Children's Festival (2017)
 - Re-visioned Youth Festival (2017)
 - Re-visioned Big Event (2018)
 - Lolly Run (2017).
2. Adopt the recommended criteria for City hosted community events, being:
 - People should have a good time
 - The event should represent value for money
 - The event aligns with other programmes or leverages other programmes
 - The event has local importance and is relevant to the local community
 - There is an appropriate budget that includes a marketing component of 20% - 25%.
3. Adopt the Terms of Reference for the City Events Planning Working Group (Attachment 1) and advertise/invite members of the community to nominate for the Working Group.
4. Establish a City of Kwinana Place Based Community Events Funding Programme and adopt the Funding Programme Guidelines (Attachment 2).
5. Give consideration to allocating an additional \$90,000 to the City hosted Events Programme as part of the draft 2017/18 budget development process.

12.2 REVIEW OF THE CITY OF KWINANA COMMUNITY EVENTS PROGRAMME

6. Give consideration to allocating \$30,000 in order to establish the City of Kwinana Place Based Community Events Funding Programme as part of the draft 2017/18 budget development process.
7. Require that every event be subject to evaluation and review, with an Annual Review Report to be provided to Council for Council to consider whether the events have achieved their intended outcomes, need to be re-scoped or changed with a view to continuous improvement and continued relevance to the community.
8. Appoint Cr _____, Cr _____ and Cr _____ to the Events Planning Working Group.
9. Appoint a panel comprised of Cr _____, Cr _____, and two officers from the Community Development Department to assess requests for funding from the Place Based Community Events Fund against the stated criteria and notify applicants of the outcome of their application.

NOTE: - AN ABSOLUTE MAJORITY OF COUNCIL IS REQUIRED

DISCUSSION:

In November 2017 Council considered and adopted the recommendations of an Events Discussion Paper prepared by external consultant Ricky Arnold. The Events Discussion Paper contained considerable data on the City's events, obtained from a number of sources including feedback from the community. In summary and to recap:

From the City of Kwinana Community Services and Wellbeing Scorecard (427 respondents), conducted by Catalyse Pty Ltd in May 2016, the Discussion Paper made the following observations and comment:

Community Services and Wellbeing Scorecard overall performance ratings:

- The City of Kwinana's overall performance index score is 67 out of 100, slightly below the WA average.
- The City's quality of life mean score out of 10 is 7.1, slightly below the industry score of 7.3, with residents being optimistic that their quality of life will improve to 7.8 over the next five years.
- The local library, community centres, sports and recreational facilities and waste services are rating highly (relative to other services provided by the City of Kwinana).
- Council's leadership, planning and building approvals, development of the City Centre and youth services are rating above par compared to other Councils.

Engagement with local places:

Over the last twelve months, the following places have been visited by the sample.

12.2 REVIEW OF THE CITY OF KWINANA COMMUNITY EVENTS PROGRAMME

Darius Wells Library and Resource Centre	47%
Kwinana Library	41%
Kwinana Recquatic	39%
Koorliny Arts Centre	16%
Kwinana Loop Trail	15%
John Wellard Community Centre	13%
Sloan's cottage	9%
William Bertram Community Centre	9%
Smirk's cottage	4%
Zone Youth Space	3%
Kwinana Volunteer Resource Centre	2%
None of the Above	24%

Highest community priorities identified by the sample:

- Safety is the number one priority to address, the safety performance index dropping from 57 to 41 over the last two years, now sitting 20 points below the WA average. The community is most concerned with speeding, hooning and dangerous driving by cars, motorbikes and off-road trail bikes.
- Other priorities for service improvement include improving local parks, playgrounds and streetscapes, providing greater access to public transport, and economic development: better shops, restaurants and broadband internet services.

Performance ratings for "Multiculturalism and racial harmony":

- 43 % Good and above; 36%: Okay; 22%: Poor and below.
Performance Index score of 56, but with no previous or WA comparison.

Level of agreement for "I feel like I belong in my community":

- 51% Somewhat agree and over; 27% Neutral; 21% Somewhat disagree and below.
Index score is 51, WA average 70, with the 18-34 year olds and NESB participants ranked lower.

Level of agreement for "I prefer living in a community that attracts people from different cultures and ethnic backgrounds":

- 63% Somewhat agree and over; 26% Neutral; 12% Somewhat disagree and below.
Index scores 63 against a WA average of 71.

How the community sources information:

- Over the last twelve months, the respondents recalled seeing or reading the following communications.

12.2 REVIEW OF THE CITY OF KWINANA COMMUNITY EVENTS PROGRAMME

Local community newspaper	72%
City's printed newsletter	45%
City's website	39%
City's Facebook page	28%
SMS messages from City	18%
City's regular page in the local newspaper	18%
Live! Kwinana website	13%
City's Strategic Community Plan	6%
City's electronic newsletter	6%
None of these	7%

Performance ratings for Festivals, events and cultural activities:

- 63% Good or above; 35%: Okay; 12%: Poor and below.
Performance Index score of 64 (down from 67 in 2014), WA average: 66.

Engagement with local events:

- Over the past 12 months the respondents heard of and attended the following events.

Event	Aware	Attend
Australia day celebrations	60%	19%
Neighbour Day Events	42%	9%
Festival Fair Day	40%	14%
Freakfest Youth	39%	5%
PETScapade	37%	9%
Sunset Fiesta	34%	5%
School Fetes	31%	16%
NAIDOC Week	31%	4%
Chisham Square Movie Nights	31%	5%
Children's Party	27%	8%
Medina Festival	25%	6%
Heritage	23%	4%
Arts exhibitions	22%	6%
Community Centre Birthday	12%	2%

Performance Ratings: Volunteer Support and recognition:

- 47 Good and above; 40% Okay; 13% Poor and below.
Performance Index Score of 61 (no comparative data).

44% of households had volunteered in the last twelve months. (WA average: 59%)

The Community Services and Wellbeing Scorecard also asked the following questions about community health:

12.2 REVIEW OF THE CITY OF KWINANNA COMMUNITY EVENTS PROGRAMME

How would you rate your health in general?:

- 13% Excellent; 31% Very Good; 36% Good; 15% Fair and 5% Poor. Industry comparisons showed a City of Kwinana score of 45 against a WA score of 59.

How would you rate your level of physical activity?:

- 9% Very Active; 31% Active; 39% Moderately Active, 18 % not very active and 3% not active at all. Industry comparisons show Kwinana scoring 41 against a WA score of 51.

On a day where you drink alcohol how many standard drinks would you have?:

- 39% do not have any or were un-determined; 53% sat in the low-risk area of below 4 standard drinks, whilst 8% sat in the high-risk area of above 4 standard drinks. Industry comparisons show Kwinana at 8 against WA's score of 11.

How many times a week on average would you eat fast food meals – burgers, pizza, chicken or chips from fast food outlets?:

- 25% reported "never", 6% reported less than once a week, 58% reported once or twice per week, 8% three or four times a week and 3% over five times per week. On the Industry comparison, Kwinana recorded a score of 69 (more than once a week) against a WA score of 32.

What best describes your smoking status?:

- 7% daily, 3% occasionally, 28% used to but not now, 8% tried it a few times but not regularly and 55% have never smoked. Comparison: Kwinana score: 10, WA at 12.

The Events Discussion Paper notes that the City of Kwinana's current Healthy Lifestyles Plan 2015-2018 aims for disease prevention by supporting and enhancing the community's ability to adopt a healthy lifestyle. The Healthy Lifestyles Plan states that Kwinana has the highest rates of type II diabetes, cholesterol, mental and behavioural problems and the highest rate of women who smoke during pregnancy in Australia (referenced to the Curtin University Geospatial Report 2014).

The Discussion Paper notes that events under the City's control have a strong role to play in achieving the outcomes of the Healthy Lifestyles Plan. Events offer opportunities for education and community understanding, opportunities for food businesses to offer healthy options, potential for growth of volunteer community ownership of activities and programmes, empowering the community to consider the behavioural change necessary for a healthier lifestyle outcome.

12.2 REVIEW OF THE CITY OF KWINANNA COMMUNITY EVENTS PROGRAMME

The Discussion Paper further notes that the Community Services and Well Being Scorecard research indicates a strong need for further community development strategies to focus on community cohesion and inclusion. It states that the investment in great community facilities in recent years is valued and is being recognized as an effective mechanism to increase quality of life for all residents in the future, however, that there is a need to address community perceptions of community safety, the changing demographic of the community and related cultural needs, as well as the health options available to the community. The Paper further states that it is important to consider:

- the changing face of Kwinana's population,
- the new migrant populations,
- the changing age and wealth demographic of areas of Kwinana,
- Indigenous heritage, and
- the immediacy of entertainment in a contemporary society.

The Discussion Paper notes the importance of live events with regard to:

- bringing community together and creating a sense of shared experience,
- their ability to celebrate the identity and many cultures of a place,
- the ability of events to change perceptions of places, regenerate quiet and dark urban spaces, and abolish fear,
- their ability to communicate to the outside world the resilience and strength of the community, and
- they provide opportunities for education, and introduction.

It is with these aims in mind, that future events should be planned. Events should also be responsive to the changes they create. The Paper states that events can be short term, planned and implemented to achieve their intended outcomes, and then re-scoped to affect the next community goal.

The Events Discussion Paper also noted that the City was transitioning to a place management model of planning and delivering its services to the community and that at the time of writing the Discussion Paper, the City was nominally split into five key "places": Kwinana Industrial Area (KIA), Anketell, Kwinana Central, Bollard Bullrush and Mortimer. It noted that the "place management" approach nurtures vibrant, safe and attractive places through working closely with the community to understand the specific and individual needs and opportunities of that community, and that the community's needs are addressed through an integrated approach.

In terms of process the Discussion Paper noted that the City is implementing a "place team" structure, the aim being for each team to engage with their allotted community and form individual visions and action plans for each "place". These "place plans" will include community development activities and may result in localized events, centred around the new community centres, parks and public spaces within each "place".

With regard to this approach, the Discussion Paper commented that this may increase the workload of an already stretched team and budget for event organization and that it will be important to keep the City's "capacity building in the community" objective in mind when planning how these new activities may occur. It noted that feedback from community members reported a dwindling volunteer base, increasing public liability insurance costs and increasing red-tape around event approvals. In terms of the latter point, the Paper noted that City staff are working on simplifying the approval processes and that it may be useful to consider "Event Clinics" in each of the "places". These clinics could provide training and support on how to plan for a community event, how to work across food provision, including healthy options, and how to apply for the necessary approvals, risk plan and meet health requirements.

12.2 REVIEW OF THE CITY OF KWINANNA COMMUNITY EVENTS PROGRAMME

With respect to the City of Kwinana's events, the Discussion Paper noted the following observations:

Audiences:

- Most events target families and children. ABS demographics show a large contingent of single, unmarried residents, with few events targeting them, or the young adult age groups. These residents seek entertainment outside of Kwinana.
- Aligning the events with target demographics through analysis of each suburbs breakdown may assist to increase relevancy. This can be addressed through the development of the "place plans" referred to above.
- Largest reported audiences are at Festival Fair Day and Children's Party (5,000-6,000).

Timings of events:

- Events are condensed October through to March, a greater calendar spread would spread workload, audience attendance and potentially add additional funding opportunities.
- All events are held during the day and at weekends, with only Sunset Fiesta (and much of the Koornly Arts Centre performance programme) taking place in the evening. Perceptions of evening safety could be changed with more evening events.

Budgets:

Overall, the level of funding applied to events is low. The funding is also spread thinly across a number of events, components within the budgets such as marketing and artist fees are also very low. Infrastructure costs such as staging and lighting consume most of the funds assigned to each event.

For example, the total budget across Australia Day, Sunset Fiesta, Heritage, NAIDOC, PETScapade, Children's Party and Festival Fair Day is \$150,500. Of this:

- \$15,200 (10%) is spent on marketing;
- \$55,500 (37%) is spent on infrastructure;
- \$32,100 (21%) spent on entertainment and artists and
- approx. \$10,000 (6%) is spent on traffic management, security and first aid.

This is a large spend on hiring stages, sound, toilets, marquees, seating etc for every event. Aligning events with places and community facilities with infrastructure available will provide efficiencies.

The Events Discussion Paper also makes the following observations, derived from feedback received via the community consultation that was undertaken as part of its development:

- There are many engaging, educating and entertaining activities/programmes happening across all teams within the City of Kwinana. These are all planned to achieve specific team objectives, educating about environmental concerns, animal management, healthy lifestyles, youth development, parenting support etc.
- The Discussion Paper notes that an "event" needs to be defined by its size, civic or community purpose, inclusive audience attraction / shared experience for community cohesion, and potential for sponsorship and funding income. An "event" plan or calendar should therefore consider these defining traits.

12.2 REVIEW OF THE CITY OF KWINANNA COMMUNITY EVENTS PROGRAMME

- It is noted that event organization occurs across programme teams, which can lead to the creation of individual event based promotional strategies and materials, relationships with suppliers, and databases of interested community attendees. It is noted that a cross-functional event planning group exists, however, it is suggested that with the implementation of the new “place management approach”, it is timely to consider a cross-functional strategic “forward-planning” group for events. This could result in better integration of programming, budget development and sponsorship sourcing, as well as marketing and community engagement, especially for multicultural engagement strategies such as NAIDOC and Harmony Week celebrations, and better use of the community facilities and assets located in each community.
- It is suggested that the City could consider a “Percent for Art” type policy approach for developers, following the model that established the Ellenbrook Cultural Foundation/Trust. Developers in Ellenbrook donated 1% of all land sales to the Foundation, which has gone into a central fund for a community centre, gallery and cultural events programme.
- The Discussion Paper notes migrant and multicultural community approaches: There is a history of strong Philipino and Maori community celebrations in Kwinana, particularly through church based events. Small groups of African and Middle Eastern migrants meet for language and social support with Relationships Australia. Fremantle Multicultural Association run programmes at the Darius Wells for new migrants - conversational English, Inspire Me programme, and settlement services. Koorliny Arts Centre recently adopted a plan which includes multicultural audience development and programming strategies.
- The Paper also suggests using the empty spaces in shopping centres through sponsorship arrangements for “pop-up” cultural spaces and/or as incubators for new social enterprises.
- It is also suggested that the City needs to review its event approval processes - when events include food, the process for approval is very difficult. An on-line, guided process would be helpful and staff support appreciated. If the City is going to achieve a more progressive small bar culture and interesting food options including markets, the support of the City’s approval officers will be vital.
- Public liability insurance costs are also reported to be prohibitive for small residents associations and groups, a requirement if they are aspiring to hold community driven events. This coupled with dropping volunteer numbers is resulting in less community involvement and reduced capacity. This is particularly pertinent to Neighbour Day events - grants are too low, and event approvals too rigorous and difficult for small groups to achieve.
- The Paper suggests a strategy around building on the success of the Lyrik recognition programme, which would assist with generational change through creating event management youth teams mentored by the City’s event organization staff.
- The Paper reports that Festival Fair Day received a lot of support, but there was a clear message to re-invigorate/re-invent the event. Its core purposes of community support, community services awareness and fundraising are still important, however, community expectations are changing. The Paper notes that it is the largest investment by the City of Kwinana and could be strongly linked to the new community facilities that are in place. Respondents mentioned the desire to see local industries represented at the event again. The fireworks and the evening concert are missed.
- It is also suggested that the artist and performers budgets be increased as they are currently not sufficient to allow the engagement of large bands or quality acts, and

12.2 REVIEW OF THE CITY OF KWINANA COMMUNITY EVENTS PROGRAMME

- Community garden and environmental native planting elements of Our Heritage celebrations are highly valued.

The Discussion Paper makes a number of recommendations which were adopted by Council for implementation, as follows:

1. *“Re-establish the core purpose of “community cohesion” at the centre of all event planning, focusing on the current data from the Community Services and Wellbeing Scorecard, the Healthy Lifestyles Plan and the future outcomes of the Place Management community engagement and planning activities. Align events with analysis of demographic of each area.*
2. *Establish a calendar of key City Centre events (based on scale and level of community interaction) that encourage inclusion of the changing Kwinana population.*
3. *Ensure adequate time to develop marketing strategies (inclusive of market selection, segmentation and positioning) for events comprising the aforementioned calendar, informed by prior project-end evaluation data. In particular, ensure an overarching marketing approach is implemented to maximise synergies across all City events. Invest further in the marketing and development of the City’s Facebook, SMS and What’s On Kwinana channels; and consider developing a system of variable message signs in high-traffic locations.*
4. *Utilise all community facilities in the City Centre for large-scale events which bring more inclusion for all demographics of the changing Kwinana community, including age and marital status, ethnic background, and Aboriginality. Align events with existing infrastructure and reduce costs associated with hiring staging, sound etc.*
5. *Explore the redevelopment of Bakers Square as Perth Cultural Centre “Urban Orchard” type space that provides a link between Koorliny Arts Centre infrastructure (including amphitheatre) and the community facilities in the City Centre.*
6. *Re-vision Festival Fair Day as the City’s signature event, connecting the live stage and amphitheatre of Koorliny Arts Centre, with a potential market place/urban orchard of Bakers Square, and the adjacent community facilities at Recquatic, Darius Wells Library and Resource Centre and Zone Youth Space.*
7. *Broaden the reach of events specific to the wider demographics of Kwinana, in particular the 18-45, singles category through evening food markets, comedy and music performances.*
8. *Review the Terms of Reference for the cross-functional events team to establish a strategic, forward planning purpose, linked to “Place Management” implementation. This should include representation from the Koorliny Arts Centre as recommended in previous reviews.*
9. *For “Place” specific local events, establish community capacity building activities.*
10. *Explore generational change and new approach to volunteering through Lyrik program: young people’s event management mentoring group attached to Zone, supported by the City’s Strategic events Management team.*
11. *Review the Developer Contribution Scheme and consider including a “Percent for Art” policy approach for developers, allowing funds to be used for cultural and community activity and event outcomes.”*

12.2 REVIEW OF THE CITY OF KWINANNA COMMUNITY EVENTS PROGRAMME

In line with the observations and recommendations of the Events Discussion Paper, further analysis and consideration has been given to the programme of City events, and many workshops have been held internally and with elected members to discuss and refine the objectives of and criteria for future events, the balance between City led and community managed events, the various themes that have been reflected in events in recent years, the need for City wide as well as placed based events, and the desired elements of content of events. In addition the existing events calendar has been reviewed and all events evaluated against the agreed objectives and criteria, and recommendations of the Events Discussion Paper.

The following actions stemming from the suggestions in the Events Discussion Paper have been implemented:

- The internal cross functional events planning group has been separated into a strategic events planning group and an operational events planning group, with revised terms of reference for each group. The strategic group has identified all events, community focused activities and programmes currently undertaken by the City and has developed two new calendars to assist with integrated planning and marketing of all activities – events and programmes. These calendars form the basis of the current What's On website. (This website is in the process of being upgraded with a new dedicated events website due for implementation by June 2017).

The group has also developed an all encompassing event planning resource to assist in event planning, staging and post event evaluation.

- A highly visible variable message sign for the display of community information is also planned for erection in the City Centre by December 2017.
- Recommendations in respect to diversification of the events programme and use of existing infrastructure have been implemented, to list a few examples:
 - Christmas Market held at the Village at Wellard – December 2016
 - Friday night PEET Summer Music series held at the Village at Wellard – December 2016 through to April 2017
 - Twilight Music series in Chisham Square – December 2016 through to April 2017
 - Outdoor Movies in Chisham Square
 - Harmony Day event held at Bertram Community Centre rather than in Centennial Park, making use of existing infrastructure
 - Range of pop up events – water party at Calista Oval, pop up Skate Park events, Pedal Party
 - Parks Play held bi monthly in parks in the community.
- A review of the City's application and approval processes for the holding of community events by community groups has been undertaken and a new resource has been developed to assist and guide groups through the process. Community workshops on the new resource and process have been held and the new system was trialed via the recent Neighbour Day events. Feedback from groups involved will be collated and used to refine the process even further.
- A series of skills development workshops have been run for community groups, including an information session on public liability insurance.

12.2 REVIEW OF THE CITY OF KWINANNA COMMUNITY EVENTS PROGRAMME

- The following criteria for City events have been developed:
 - People should have a good time
 - The event should represent value for money
 - The event aligns with other programmes or leverages other programmes
 - The event has local importance and is relevant to the local community
 - There is an appropriate budget that includes a marketing component of 20% - 25%

- The events programme has been reviewed with the following outcomes: The City to host the following events, encouraging large scale participation from across all demographics present in the community.
 - Australia Day – to be reviewed for format, location and date (2018)
 - Re-visioned Children’s Festival – formerly Children’s Party, to be held on the weekend and target children up to primary school age (2017)
 - Re-visioned Youth Festival – formerly Freakfest, to coincide with the opening of the Youth Outdoor Space (2017)
 - Re-visioned Big Event - formerly Kwinana Festival and Fair Day (2018)
 - Lolly Run (2017) – to be reviewed post 2017.

Community groups and associations be invited to apply for funding under a dedicated grants programme to host an event in their local community, giving consideration to the relevance of the following themes to their community:

- An event during Heritage Week,
- A Neighbour Day event,
- An event to enjoy pet ownership and companionship such as Petscapade,
- An event during Harmony Week, or
- Any other event of local relevance.

- City hosted event planning process
Each City hosted events to be supported by an Event Planning Working Group comprising:
 - three elected members,
 - a minimum of two and maximum of 6 interested community members (residents or representatives from the community, commercial, industrial or government sectors),
 - artistic and/or specialist event support,
 - others with particular interest and/or skills relating to a particular themed event, and
 - relevant City of Kwinana staff.

Terms of Reference for the Working Group are attached (Attachment 1) and encompass provision of advice and assistance with the:

- Development of the objectives and theme for each event
- Determination of the location of each event
- Determination of target market
- Development of event content
- Identification of key stakeholders and significant community members who could assist in the development, planning and implementation of the event
- Post event evaluation and review
- Monitoring, evaluation and review of the events programme overall for continuing community relevance and continuous improvement.

12.2 REVIEW OF THE CITY OF KWINANNA COMMUNITY EVENTS PROGRAMME

- Place based event planning and event delivery mechanism
It is recommended that a City of Kwinana Place Based Community Events Funding Programme be established to facilitate the hosting of local community events by community groups. Suggested criteria (the funding programme guidelines at Attachment 2) for the funding programme would be events which:
 - Support and strengthen community organisations and networks through active community participation.
 - Encourage volunteering to help facilitate active, confident, resilient, cohesive and inclusive communities.
 - Celebrate and connect the community.
 - Assist in developing and strengthening community identity and community spirit.
- Budget and sponsorship
In order to support the re-visioned events programme, it is recommended that consideration be given to allocating an additional \$90,000 from the Municipal Fund to the City wide events programme in the 2017/18 budget. This would allow for increased allocations to the marketing and artists/entertainment line items, as recommended in the Events Discussion Paper.
 - Australia Day (2018)
 - Re-visioned Children's Festival (2017)
 - Re-visioned Youth Festival (2017)
 - Re-visioned Big Event (2018)
 - Lolly Run (2017).

It is also recommended that consideration be given to allocating \$30,000 in the 2017/18 budget for the establishment of the City of Kwinana Place Based Community Events Funding Programme. This would give a minimum of 6 community groups access to a maximum of \$5,000 funding for the hosting of local, place based community events.

This allocation would be in addition to the \$26,000 currently allocated to the Neighbour Day Programme.

LEGAL/POLICY IMPLICATIONS:

The Events Discussion Paper, previously adopted by Council in November, 2016 discusses and makes recommendations in relation to: (1) the events programme; (2) event-related infrastructure; (3) inclusion, accessibility and movement; (4) economic benefits, administration and partnerships; and (5) communication and marketing. The recommendations of the Paper and this report inform the City's work with respect to future event planning and policy development across community, cultural and economic domains.

FINANCIAL/BUDGET IMPLICATIONS:

This report recommends consideration be given, when formulating the 2017/18 budget, to allocating an additional \$90,000 to the City of Kwinana's City event programme, and the allocation of \$30,000 for the establishment of a City of Kwinana Place Based Community Events Funding Programme.

12.2 REVIEW OF THE CITY OF KWINANA COMMUNITY EVENTS PROGRAMME**ASSET MANAGEMENT IMPLICATIONS:**

Several of the recommendations contained in the Events Discussion Paper relate to the alignment of events with community facilities and places, and therefore have asset management implications.

ENVIRONMENTAL IMPLICATIONS:

There are no environmental implications associated with this report or recommendations.

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following objectives and strategies detailed in the Strategic Community Plan and/or Corporate Business Plan.

Plan	Objective	Strategy
Strategic Community Plan Rich in Spirit	1.2 Inspire and strengthen community spirit	1.2.1 Support and provide a range of cultural and community development activities and events that recognise Kwinana's cultural identity, encourage civic participation, strengthen capacity and celebrate the City's diversity
Corporate Business Plan	1.1 Protect and enhance community identity	1.1.2.3 Develop an annual calendar of events including the City of Kwinana and local community group events
	1.2 Inspire and strengthen community spirit	1.2.1.1 Deliver City of Kwinana events in line with State and National Weeks of significance
	1.2 Inspire and strengthen community spirit	1.2.1.4 Co-ordinate and promote the Live! Kwinana events series
	1.2 Inspire and strengthen community spirit	1.2.1.7 Introduce new and improve existing events (Movie nights, Food, Music, Seniors, Entertainment, Free Kids Sports, Out of hours activities)

COMMUNITY ENGAGEMENT:

Stakeholder interviews were undertaken as part of the development of the Events Discussion Paper, feedback is incorporated into the report.

12.2 REVIEW OF THE CITY OF KWINANA COMMUNITY EVENTS PROGRAMME

RISK IMPLICATIONS:

The risk implications in relation to this proposal are as follows:

Risk Event	This report makes recommendations to ensure community driven focus in future event planning. In doing so, it addresses the risk of failing to deliver events that meet community expectations.
Risk Theme	Ineffective management of facilities/venues/events
Risk Effect/Impact	Service Delivery Reputation
Risk Assessment Context	Operational
Consequence	Insignificant
Likelihood	Unlikely
Rating (before treatment)	Low
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Community based working group established to ensure community input into event planning process
Rating (after treatment)	Low

COUNCIL DECISION

494

MOVED CR P FEASEY**SECONDED CR W COOPER**

That Council suspend standing orders.

**CARRIED
7/0**

COUNCIL DECISION

495

MOVED CR P FEASEY**SECONDED CR R ALEXANDER**

That Council reinstate standing orders.

**CARRIED
7/0**

12.2 REVIEW OF THE CITY OF KWINANA COMMUNITY EVENTS PROGRAMME

COUNCIL DECISION

496

MOVED CR B THOMPSON

SECONDED CR P FEASEY

That Council:

1. **Adopt the recommended programme of City hosted community events, being:**
 - **Australia Day (2018)**
 - **Re-visioned Children's Festival (2017)**
 - **Re-visioned Youth Festival (2017)**
 - **Re-visioned Big Event (2018)**
 - **Lolly Run (2017).**
2. **Adopt the recommended criteria for City hosted community events, being:**
 - **People should have a good time**
 - **The event should represent value for money**
 - **The event aligns with other programmes or leverages other programmes**
 - **The event has local importance and is relevant to the local community**
 - **There is an appropriate budget that includes a marketing component of 25%.**
3. **Adopt the Terms of Reference for the City Events Planning Working Group (Attachment 1) and advertise/invite members of the community to nominate for the Working Group.**
4. **Establish a City of Kwinana Place Based Community Events Funding Programme and adopt the Funding Programme Guidelines (Attachment 2).**
5. **Give consideration to allocating an additional \$100,000 to the City hosted Events Programme as part of the draft 2017/18 budget development process.**
6. **Give consideration to allocating \$50,000 in order to establish the City of Kwinana Place Based Community Events Funding Programme as part of the draft 2017/18 budget development process.**
7. **Require that every event be subject to evaluation and review, with an Annual Review Report to be provided to Council for Council to consider whether the events have achieved their intended outcomes, need to be re-scoped or changed with a view to continuous improvement and continued relevance to the community.**
8. **Appoint Deputy Mayor Peter Feasey, Councillor Ruth Alexander and Councillor Sheila Mills to the Events Planning Working Group.**

12.2 REVIEW OF THE CITY OF KWINANA COMMUNITY EVENTS PROGRAMME

9. **Appoint a panel comprised of Deputy Mayor Peter Feasey, Councillor Wendy Cooper, Councillor Dennis Wood, and two officers from the Community Development Department to assess requests for funding from the Place Based Community Events Fund against the stated criteria and notify applicants of the outcome of their application.**

**CARRIED
5/2**

FOR

Mayor Carol Adams
Deputy Mayor Peter Feasey
Councillor Wendy Cooper
Councillor Sheila Mills
Councillor Bob Thompson

AGAINST

Councillor Ruth Alexander
Councillor Dennis Wood

NOTE – That the Officer Recommendation has been amended in the resolution to state ‘CARRIED’ as ‘CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL’ was incorrectly stated originally as no recommendations require an absolute majority.

NOTE – That the Officer Recommendation has been amended at items 2, 5 and 6 to increase the original budget allocation considerations.

NOTE – That the Officer Recommendation has been amended at point 9 to include a third Elected Member.

Councillor Sandra Lee returned to the Council Chambers at 7:41pm

City of Kwinana Events Planning Working Group

Terms of Reference

Introduction

The Events Planning Working Group has been established to provide advice and assistance with the planning and implementation of major events delivered by the City of Kwinana.

The establishment of the Events Planning Working Group provides an important forum for identifying opportunities and ensuring the events programme is delivered in an inclusive and accessible way.

The Working Group has a City wide focus. It should focus on issues and opportunities that are relevant across the entire municipality.

The Events Planning Working Group has no delegated decision making power from Council.

The Terms of Reference for the Working Group are:

Purpose

1. Role of Working Group

1.1. Have input into the planning, delivery and evaluation of the annual programme of events with respect to:

- Development of the objectives and theme for each event
- Determination of the location of each event
- Determination of target market and audience for each event
- Development of event content
- Post event evaluation and review
- Monitoring, evaluation and review of the events programme overall for continuing community relevance and continuous improvement, for consideration by Council.

- 1.2. Identify key stakeholders and significant community members who could participate in the development, planning and implementation of the City's events programme.
- 1.3. Identify opportunities to enhance community cultural development through the involvement of the local community groups, for example, schools, multicultural groups, service providers and resident groups.
- 1.4. Ensure that all aspects of the City's events programme are of the highest standard, including entertainment and risk management.
- 1.5. Work collectively with:
 - 1.5.1. City of Kwinana staff
 - 1.5.2. Specialist artistic or events staff engaged for a particular event
 - 1.5.3. Community agencies and groups
 - 1.5.4. Other special interest individuals and groups.

Role of City of Kwinana

- 2.1. Provide leadership.
- 2.2. Ensure the effective governance and management of the City events programme through the provision of:
 - 2.2.1. Staffing.
 - 2.2.2. Financial management.
 - 2.2.3. Sponsorship.
 - 2.2.4. Artistic direction.
 - 2.2.5. Quality management systems.
 - 2.2.6. Monitoring of benefits and improvements.
 - 2.2.7. Marketing and general communications.
 - 2.2.8. Risk management.
 - 2.2.9. Contract management services.
 - 2.2.10. Coordination of volunteers.

Members and membership

The group will be comprised of:

- 3 elected members from the City of Kwinana
- Minimum of 2 and a maximum of 6 interested community members (residents or representatives from the community, commercial, industrial or government sectors),
- artistic and/or specialist event support,
- others with particular interest and/or skills relating to a particular themed event, and
- relevant City of Kwinana staff.

Criteria for membership:

- Experience in events related service provision, policy or programme development,
- Unique skills and/or abilities relevant to event visioning and planning,
- Strong community networks and linkages,
- Ability to represent a broad range of views that reflect the diversity of the community,
- Strong understanding of the local community and its social, environmental, cultural and economic influences,
- Good knowledge and understanding of the local issues that are relevant to Kwinana's events,
- Willingness to contribute positively to meetings in a fair and unbiased manner,
- An ability to look beyond personal interests for the benefit of the whole community,
- An ability and willingness to encourage participation from and provide feedback to the community about Kwinana's events,
- A willingness to celebrate the success and achievements of events in the City of Kwinana.

The City of Kwinana will aim to encourage participation by community members reflecting the diversity of the Kwinana community including ethnicity, age, gender and geographical spread.

New members must abide by the Terms of Reference and the City of Kwinana Code of Conduct. The Chair is responsible to inform new members about the stated documents.

Applications for membership to the group will be sought by the City of Kwinana in September every alternate year, for appointment to the group coinciding with the timing of the Local Government elections in October of that year. Tenure will be for a 2 year period.

Upon vacancies arising, the City of Kwinana may invite expressions of interest for new members.

Review and possible cancellation of membership will be considered by the City in circumstances of regular, unexplained non-attendance or concerns of the Working Group.

Chair

The Events Planning Working Group will elect a Chairperson for a two (2) year term. The Chairperson may be a Councillor but may not be an employee of the City of Kwinana.

The role of Chairperson includes:

- Fulfilling the role of chair at Events Planning Working Group meetings.
- Representing the Events Planning Working Group and raising awareness about the role of the Working Group in the community.
- Liaison with City of Kwinana officers in relation to the business of the Events Planning Working Group, and other matters that may arise.

Meetings

The City of Kwinana will provide a secretariat to manage the arrangements for meetings. The secretariat role may be filled by the Council officer appointed to the Working Group.

Communication between members occurs either through meetings or via email, and must always include relevant City staff.

Agendas

Any items for the agenda should be presented to the secretariat at least two (2) weeks prior to a scheduled meeting.

The agenda and draft minutes from the previous meeting will be distributed to members at least one (1) week prior to a scheduled meeting. These will be sent electronically via email. Hard copies can be provided on request.

Any additional items for discussion raised at the meeting will be discussed under "Other Business" at the discretion of the Chairperson.

Minutes

Minutes of the meeting will be taken by the secretariat

The draft minutes of each meeting will be circulated no later than two (2) weeks after each meeting by the secretariat.

Frequency and Duration

At a minimum, meetings will be held quarterly and will not fall during school holidays where possible. If business dictates, additional meetings may be called, in which case members must be given adequate notice of any additional meeting/s.

Meetings will be held at an agreed location and light catering will be provided by the City of Kwinana.

Meetings will be scheduled for 1.5 hour duration.

Cancellation of meetings

Members will be given adequate notice if a meeting is cancelled or postponed.

Quorum and voting

The quorum shall be at least 1 Councillor of the City of Kwinana and at least two other members not employed by the City. At least 5 members must be in attendance at any meeting for actions to be endorsed.

The Events Planning Working Group shall, where possible make decisions by consensus, with a simple majority vote by members being an adequate alternative should the need arise. Each member is entitled to one vote, except that the Chairperson may exercise a casting vote if the vote is tied.

Reporting

Minutes of each meeting of the Events Planning Working Group will be provided to each Councillor of the City of Kwinana.

Adoption and amendment of Terms of Reference

The Terms of Reference shall be reviewed by the Events Planning Working Group at the last meeting of each calendar year. The Terms of Reference shall only be altered

by the City of Kwinana after consultation with and/or on the recommendation of the Events Planning Working Group.



POLICY

PLACE BASED COMMUNITY EVENTS FUND



PLACE BASED COMMUNITY EVENTS FUND

To provide an equitable guideline for the allocating of funds to support local community groups in the Kwinana community achieve their aspirations of creating welcoming, inclusive, resilient and connected communities.

Adopted:	
Last reviewed:	
Legal Authority	Local Government Act 1995 Sections 2.7, 6.7(2), 6.8 & 6.11(1)

Policy

To establish criteria for the allocation of funding to community based organisations and groups in order for them to host local community events.

Council is to allocate each year in the financial budget, funding for local community events to satisfy the objectives of this Policy and to ensure that these funds are distributed in an equitable manner to assist the City and the community as a whole to achieve the goals and aspirations as detailed in the Strategic Community Plan.

In all instances, where support is provided under the provisions of this Policy appropriate acknowledgment of the City's contribution is to be undertaken by the recipient.

The purpose, objectives, eligibility criteria and method of assessment of applications for funding are detailed below:

Purpose

- To assist community groups to enhance community life and strengthen community connections through the provision of a financial grant for the hosting of local, place based community events.

Objectives

- To support and strengthen community organisations and networks through active community participation.
- To encourage volunteering to help facilitate active, confident, resilient, cohesive and inclusive communities.
- To celebrate and connect the community.
- To assist in developing and strengthening community identity and community spirit.

Funding of projects is to a maximum of \$5,000 per event, with the total funding pool, as allocated in the budget, distributed on a rolling basis throughout the year, until the fund is depleted.

Eligibility Criteria

- One application per community group will be accepted per annum.
- Community groups and organisations must be Kwinana based incorporated not for profit entities, and provide proof of public liability insurance to \$10m.
- Projects for which funds are being sought are to provide benefits for residents of Kwinana.

- Collaborative projects between multiple groups will be viewed favourably.
- Proposals should be in writing on the applicable form and should address the following:
 - A statement detailing a description of the event, including date/time, location, theme, audience, proposed activities and entertainment, etc, including the objectives of the event and the expected outcomes and benefits that will be delivered to the residents of the area in which the event will be held.
 - Demonstrated ability of the group/organisation to achieve timeframes and budgets outlined in the proposal;
 - The organisation's capacity to administer the project;
 - The events viability in terms of support from any other relevant organisations;
 - Appropriate marketing and communications acknowledgement of the City's support; and
 - Details of other sponsors, proposed or confirmed, involved with the event.

Application Assessment

- A selection panel comprised of two elected members and two officers of the City from the Community Development Department will assess applications against the stated criteria and will notify applicants of the outcome of their application within four weeks of the application being lodged.

13 Reports – Economic

Nil

14 Reports – Natural Environment

Nil

15 Reports – Built Infrastructure

15.1 TENDER - 621KWN17 - Provision of Landscaping and Irrigation Maintenance Services

SUMMARY:

The City of Kwinana invited tenders from suitably qualified and experienced Contractors for the Provision of Landscape & Irrigation Maintenance Works for Various Estates within the City of Kwinana's municipality.

The Request for Tender was advertised in "The Weekend West" newspaper on Saturday 1 February 2017. The Tender was also advertised and issued through the City's e-tendering portal Tenderlink.

The request for tender closed on Thursday 9 March 2017 with nine submissions received from:

- Cobey Projects
- Environmental Industries
- Horizon West Landscape Construction
- Landscape and Maintenance Solitons
- LD Total
- Lochness Landscape Services
- MCL Commercial Services
- Phase Three Landscape Construction
- Skyline Landscape Services

OFFICER RECOMMENDATION:

That Council:

- a) Award the contract for 621KWN17 - Provision of Landscaping and Irrigation Maintenance Services, to LD Total for a period of four years, for the estimated annual price of \$891,567.52 excluding GST, in accordance with the special and general conditions of contract, specifications and tender submission, clarifications and schedule of rates.
- b) Validates the above contract is for a period of four years and is subject to a price increase based on the previous year to year quarter Consumer Price Index (Perth) published data and will apply on the anniversary of the contract. The price adjustment will be automatically applied by the Principal.

DISCUSSION:

The evaluation panel comprised the Procurement Officer, Senior Technical Officer Parks, Coordinator Parks, Supervisor Irrigation and Supervisor Parks.

The panel evaluated the tender submissions in accordance with the documented compliance and qualitative criteria (refer to Confidential Attachment A). The evaluation recommendation report is under confidential cover as it contains commercial-in-confidence information.

15.1 TENDER - 621KWN17 - PROVISION OF LANDSCAPING AND IRRIGATION MAINTENANCE SERVICES**LEGAL/POLICY IMPLICATIONS:**

Local Government (Functions and General) Regulations 1996.

FINANCIAL/BUDGET IMPLICATIONS:

Budget Item Name:	Works Maintenance – Streetscapes, Parks & Sportsgrounds
Budgeted Amount:	\$986,297 (2016/2017) \$1,272,297 + CPI (2017/2017) LTFP Budget
Estimated Proposed Cost:	\$891,567.52 per annum x 4 Years = (\$3,566,270.08)

NOTE: All figures are exclusive of GST

The estimated expenditure for this contract over four years exceeds the financial delegation of the CEO and must be awarded by Council.

ASSET MANAGEMENT IMPLICATIONS:

The contract involves necessary maintenance works to depreciable irrigation assets that will maximise the useful asset life, ensuring reliable delivery of irrigation water to dependable, non-depreciable, live landscape assets such as turf, gardens and trees.

ENVIRONMENTAL IMPLICATIONS:

Weed and litter control performed in actively maintained landscape areas under this contract will prevent weed infestation and spread and will maintain a litter free environment for the community. Efficient irrigation management and maintenance under this contract will ensure efficient use of ground water.

STRATEGIC/SOCIAL IMPLICATIONS:

Parks and streetscapes were second and third respectively in respondent priority ratings in the 2016 Catalyse survey with only 'safety and security' rating higher. This demonstrates the importance of maintaining landscape and irrigation assets to the level expected by the community.

Deficiency or failure to meet these expectations will likely result in community discontentment, complaints and negative impacts on the many social and health benefits which result from the provision of quality public open spaces.

RISK IMPLICATIONS:

Asset Management – Failure to maintain the City's assets will result in rapid degradation of both depreciable and non-depreciable assets.

Environmental – Weed, litter, fire hazard and water conservation implications, if necessary maintenance is not performed.

15.1 TENDER - 621KWN17 - PROVISION OF LANDSCAPING AND IRRIGATION MAINTENANCE SERVICES

Social - Rapid degradation of community aesthetics, complaints, negative reputational impact and reduced social and health benefits are likely to result, if necessary maintenance is not performed.

The total expenditure for 621KWN17 - Provision of Landscaping and Irrigation Maintenance Services exceeds the \$150,000 tender threshold as determined by the Local Government (Function and General) Regulations 1996. Failure to procure this requirement by means other than undertaking a tender process will be in breach of the tender regulations.

COUNCIL DECISION**497****MOVED CR S MILLS****SECONDED CR W COOPER****That Council:**

- a) **Award the contract for 621KWN17 - Provision of Landscaping and Irrigation Maintenance Services, to LD Total for a period of four years, for the estimated annual price of \$891,567.52 excluding GST, in accordance with the special and general conditions of contract, specifications and tender submission, clarifications and schedule of rates.**
- b) **Validates the above contract is for a period of four years and is subject to a price increase based on the previous year to year quarter Consumer Price Index (Perth) published data and will apply on the anniversary of the contract. The price adjustment will be automatically applied by the Principal.**

**CARRIED
8/0**

16 Reports – Civic Leadership

16.1 Accounts for Payment up to 30 April 2017

SUMMARY:

This is a List of Accounts paid by the City of Kwinana

OFFICER RECOMMENDATION:

That the List of Accounts paid for the period ended 30 April 2017 be noted.

DISCUSSION:

The following list of accounts summarises all cheques and electronic funds transfer (EFT) drawn for the period 30 April 2017. It is in agreement with the attached List of Accounts.

FUND	PAYMENT DETAILS	AMOUNT
Municipal Account	<i>Automatic Payment Deductions</i>	\$ 25,182.35
	<i>Cheque Payments</i> Cheque# 200499 to 200556	\$ 112,197.18
	<i>EFT Payments</i> EFT# 3465 to 3482	\$2,680,334.81
	<i>Payroll Payments</i> 12/04/2017, 26/04/17, <i>Interims</i> 05/04/2017 & 27/04/2017	\$1,222,184.45
	<i>Sub Total Municipal Account</i>	<i>\$4,039,898.79</i>
Trust Account	NIL	\$0
	<i>Sub Total Trust Account</i>	<i>\$0</i>
	<i>TOTAL PAID</i>	<i>\$4,039,898.79</i>

LEGAL/POLICY IMPLICATIONS:

In accordance with Local Government (Financial Management) Regulations 1996, Regulation 13 where the power has been delegated to the Chief Executive Officer (CEO), a list of accounts paid by the CEO is to be prepared and presented to Council each month. The list is to show each payment, payee's name, payment amount and date of payment and sufficient information to identify the transaction.

FINANCIAL/BUDGET IMPLICATIONS:

Various, but understood to be consistent with budget/budget review position and allowable variations therein.

16.1 ACCOUNTS FOR PAYMENT UP TO 30 APRIL 2017

ASSET MANAGEMENT IMPLICATIONS:

No asset management implications have been identified as a result of this report or recommendation.

ENVIRONMENTAL IMPLICATIONS:

No environmental implications have been identified as a result of this report or recommendation.

STRATEGIC/SOCIAL IMPLICATIONS:

Plan	Objective	Strategy
Corporate Business Plan	6.1 Ensure the financial sustainability of the City of Kwinana into the future.	6.1.2 Implement sound revenue and expenditure policies, seek additional revenue sources and optimise financial management systems.

COMMUNITY ENGAGEMENT:

There are no community engagement implications as a result of this report or recommendation.

RISK IMPLICATIONS:

There are no risk implications that have been identified as a result of the report or recommendation.

COUNCIL DECISION

498

MOVED CR S LEE**SECONDED CR R ALEXANDER**

That the List of Accounts paid for the period ended 30 April 2017 be noted.

**CARRIED
8/0**

Warrant Listing



Warrants between
1/04/2017 to 30/04/2017

TOK [LIVE]

	1/05/2017	10:51:27AM			
Minimum Amount:	\$0.00				

Cheque/Ref	Date	Creditor	Payee	Description	Amount
Automatic Deductions					
00020757	03/04/2017	5223	Go Go On-Hold Pty Ltd	On-Hold Message Service - April 2017	\$264.00
05592554	04/04/2017	1707	Public Transport Authority of Weste	Smartrider Recharge to 040417	\$50.00
05592555	04/04/2017	1707	Public Transport Authority of Weste	Smartrider Recharge to 04/04/17	\$50.00
17	21/04/2017	7690	Wright Express Australia Pty Ltd	Fleet Fuel 28/02/2017 - 30/03/2017	\$7,082.97
200417	20/04/2017	549	Esanda	Lease KWN700 020417 - 010517	\$1,294.70
87557038	18/04/2017	727	li Net Technologies Pty Ltd	Internet Charges 14/4/17-14/5/17 Senior Citiz	\$39.95
87651245	03/04/2017	727	li Net Technologies Pty Ltd	Internet Bertram Comm Centre 010417 - 0104	\$59.95
87953106	12/04/2017	727	li Net Technologies Pty Ltd	Monthly Internet Charges Zone Tr to 120517	\$59.95
87953189	12/04/2017	727	li Net Technologies Pty Ltd	Monthly Internet Charges Darius Tr Rm to 120	\$59.95
88203261	20/04/2017	727	li Net Technologies Pty Ltd	Monthly Internet Charges Village to 200517	\$39.95
88378640	26/04/2017	727	li Net Technologies Pty Ltd	Monthly Internet Charges Wellard CC to 2505	\$59.95
9687996	21/04/2017	229	BP Australia Pty Ltd	Fleet Fuel 01/03 - 31/03/2017	\$16,070.99
14674154	03/04/2017	4805	TPG Internet Pty Ltd	Kwinana South Station Internet 080417 - 0704	\$49.99
					\$25,182.35

Cheques	Date	Creditor	Payee	Description	Amount
00200499	05/04/2017	5109	Building Commission (Department of	Building Services Levy for month of Marc	\$24,449.99
00200500	05/04/2017	1767	Construction Training Fund	CTF for month of March 2017	\$23,693.41
00200501	05/04/2017	1490	Town Of Kwinana - Pay Cash	Petty cash recoup to 7/4/2017 - Library	\$480.20
00200502	05/04/2017	1592	Water Corporation of Western Austra	Charges to 9/3/17 - R/A cnr Calista/Medi	\$1,569.24
00200503	05/04/2017		Cheryl Parker	Snrs Security Subsidy Scheme-Application #2	\$99.80
00200504	05/04/2017		Meredith Whittle	Solo Music sets - Bertram Neighbourhood Da	\$300.00
00200505	05/04/2017		Agila Liam	Performance - Harmony Week	\$50.00
00200506	05/04/2017		Cheryl Dsouza	Performance - Harmony Week	\$50.00
00200507	05/04/2017		Candice Michelle Cossington	Partial refund of annual food business fee	\$23.50
00200508	05/04/2017		Mr Ian Riley	2017 Senior Subsidy Scheme-Application #20	\$100.00
00200509	05/04/2017		Ms Joan Anderton	2017 Senior Subsidy Scheme - Application #2	\$100.00
00200510	05/04/2017		Ms Elizabeth Lang	2017 Senior Subsidy Scheme-Application # 2	\$100.00
00200511	05/04/2017		Anchorage Bakery	Catering for Medina Laneway Festival 2017	\$500.00
00200512	05/04/2017		Dinh Diem Phuong	Catering for Medina Laneway Festival 2017	\$410.00
00200513	05/04/2017		Pinoy Avenue Pty Ltd	Catering for Medina Laneway Festival 2017	\$432.50
00200514	05/04/2017		EMCO Building	Refund of Dust Management fee	\$276.00
00200515	05/04/2017		Ines Hodson	Refund of cancelled gym & GF membership fe	\$357.40
00200516	05/04/2017		Mrs Shirley Plumb	2017 Senior Subsidy Scheme	\$100.00
00200517	05/04/2017		Mr David Thompson	2017 Senior Subsidy Scheme	\$100.00
00200518	05/04/2017		Melinda Sklenars	Refund bond-Hall hire 02/04/17	\$100.00
00200519	05/04/2017		Danielle Marie Tuffin	Refund bond-Patio hire 1/4/17	\$100.00
00200520	05/04/2017		Koorana Education Support Centre	Refund bond-Patio hire 29/3/17	\$100.00
00200521	05/04/2017		Jessica Rodrigues	Refund of sterilisation of animal 1236/Life	\$150.00
00200522	05/04/2017		Rebecca Bennett	Refund bond-Patio hire 25/3/17	\$100.00
00200523	12/04/2017	5403	Cedar Woods Wellard Ltd	TABEC recoup of Johnson Road realignment	\$13,682.20
00200524	12/04/2017	1487	City of Kwinana	Cancelled chq (#2000438) - Desmond Counc	\$1,000.00
00200525	12/04/2017	1490	Town Of Kwinana - Pay Cash	Petty cash recoup to 24/3/17 - Village	\$89.50
00200526	12/04/2017	1592	Water Corporation of Western Austra	Cost of repairs/meter repalcement-7 Mand	\$1,639.94
00200527	12/04/2017		Palmerston Association Inc	Ref Building application-L2(9) Woolcoot Rd,W	\$10.85
00200528	12/04/2017		Gay Merioles	Refund bond - Hall hire 8/4/17	\$1,000.00
00200529	12/04/2017		Valerie Tchapche Ngnie	Refund bond - Patio hire 9/4/17	\$100.00
00200530	12/04/2017		Saints Basketball Club	Refund bond-Patio hire 8/4/17	\$100.00
00200531	12/04/2017		Jenny TeAmo	Refund bond-Patio hire 8/4/17	\$100.00
00200532	12/04/2017		Vicky Taylor	Refund bond-Patio hire 9/4/17	\$100.00
00200534	12/04/2017		Melissa McCorkle	Refund bond-Patio hire 13/5/17	\$100.00

Warrant Listing

Warrants between

1/04/2017 to 30/04/2017



TOK [LIVE]

	1/05/2017	10:51:52AM	
Minimum Amount:	\$0.00		

Cheque/Ref	Date	Payee	Description	Amount
00200535	12/04/2017	Telethon Kids Institute	Refund bond-Hall hire Ken Jackman	\$300.00
00200536	12/04/2017	Bernadette Taurai Bere	Refund bond-Hall hire 25/3/17	\$1,000.00
00200537	12/04/2017	Melissa McCorkle	Refund-cancellation of pato hire	\$36.75
00200548	19/04/2017	Natalie Michelle Ballard	Refund bond-Patio hire 11/4/17	\$100.00
00200549	19/04/2017	Sharon Anne Howe	Refund bond-Patio hire 12/4/17	\$100.00
00200550	19/04/2017	Kerry McCorrison	Refund bond-Patio hire 13/4/17	\$100.00
00200551	19/04/2017	Camp Autism	Refunnd bond-Patio hire 15/4/17	\$100.00
00200552	19/04/2017	Key Assets	Refund bond-Patio hire 18/4/17	\$100.00
00200553	19/04/2017	Department of Housing	Refund bond-Cassia Rise Stage 1C	\$31,491.95
00200554	27/04/2017	1490 Town Of Kwinana - Pay Cash	Petty cash recoup to 21/3/17 - Library	\$437.60
00200555	27/04/2017	Ms Janet Wood	2017 Snr Subsidy Scheme - 20160120	\$100.00
00200556	28/04/2017	3442 One Path - formerly ING Life Limite	Superannuation-March2017-24	\$6,666.35
				\$112,197.18

EFT

3465.1205-01	05/04/2017	1205 Ridley's Towing & Transport	Driver - Zone to Born Rd, Casuarina	\$2,786.25
3465.134-01	05/04/2017	134 Australia Post	Commission fees for period ending 31/3/17	\$1,344.01
3465.1423-01	05/04/2017	1423 Telstra	Usage to 27/2/17- Mobile phone Whole Org	\$6,443.71
3465.1455-01	05/04/2017	1455 Returned Services League Of Austral	Donation towards Anzac Day 2017	\$1,500.00
3465.1528-01	05/04/2017	1528 Twights Plumbing Pty Ltd	BP - villa 46, service leaking toilet ci	\$146.25
3465.1652-01	05/04/2017	1652 Woolworths Ltd	Food for the Nightfields Program	\$1,052.47
3465.1833-01	05/04/2017	1833 Host Direct	Catering Products and cutlery-Councillor	\$371.58
3465.19-01	05/04/2017	19 Absolute Painting Services	APU - unit 54, complete repaint	\$2,915.00
3465.2021-01	05/04/2017	2021 Subway Kwinana	3 x subway platters - Nightfields	\$171.00
3465.2048-01	05/04/2017	2048 Palm Lakes Gardens & Landscape Serv	Supply brick pavers for Callistemon Cour	\$2,280.00
3465.264-01	05/04/2017	264 Cabcharge Australia Ltd	Account keeping fee period 27/2 to 26/3	\$6.00
3465.2820-01	05/04/2017	2820 AITPM Inc	AITPM annual Corporate membership 2017/1	\$662.85
3465.2981-01	05/04/2017	2981 Peter Edward Feasey	Reimb of Apparels - March 2017	\$123.37
3465.4166-01	05/04/2017	4166 Alison Dymond	Partial reimb of mobile phone - 13/2/17	\$50.00
3465.4599-01	05/04/2017	4599 Blue Tang WA Pty Ltd	Bollard Bulrush Easy Landscape Master	\$660.00
3465.4664-01	05/04/2017	4664 AMPAC Debt Recovery (WA) Pty Ltd	Legal costs for month of March 17-Rates	\$863.50
3465.483-01	05/04/2017	483 Landgate	UVC - Schedule No. U2016/9 1/12/16 to 30	\$373.60
3465.52-01	05/04/2017	52 Agrizzi Farm Machinery	BLADES B 6002, BUSH 12 MM B 7468, NIB	\$344.00
3465.5301-01	05/04/2017	5301 Corporate Scorecard Pty Ltd	Corporate Scorecard Risk Assessment	\$2,915.00
3465.5410-01	05/04/2017	5410 Saints Netball Club	Kidsport voucher x 2	\$400.00
3465.583-01	05/04/2017	583 Flexi Staff Pty Ltd	Temp staff w/e 25/3/2017 - S Quinn	\$1,405.18
3465.5872-01	05/04/2017	5872 Kwinana Junior Knights Football clu	Kidsport vouchers x 2	\$370.00
3465.610-01	05/04/2017	610 Narelle Fay French	Reimb of professional costs - Face Profe	\$478.00
3465.6109-01	05/04/2017	6109 Enchanted Character Productions	Medina Laneway opening event- stilt perf	\$1,034.00
3465.6371-01	05/04/2017	6371 KDAire Mechanical Services Pty Ltd	Service air con - Margaret Feilman Civic	\$462.00
3465.69-01	05/04/2017	69 Alinta Gas	Usage to 20/3/17 1783U - D/W Lib & Res C	\$870.45
3465.7042-01	05/04/2017	7042 Quantum Building Services	Demolition of wall in Medina part of La	\$6,850.92
3465.7047-01	05/04/2017	7047 Assassins Netball Club	Kidsport vouchers x 2	\$400.00
3465.7140-01	05/04/2017	7140 Yasmin Rasool	1 x physical activity session for Social	\$180.00
3465.7186-01	05/04/2017	7186 Kwinana Wolves Sports Club	Kidsport voucher - Kwayden Down	\$200.00
3465.7388-01	05/04/2017	7388 Morris Jacobs	Tuesday Art Classes Facilitator Term 1 2	\$578.75
3465.7406-01	05/04/2017	7406 Gary John Artemis	Financial Assistance Program for Bailey	\$175.00
3465.7481-01	05/04/2017	7481 Perth Face Painting Company	Glitter Tattooist, Balloon Twister and P	\$1,089.00
3465.7744-01	05/04/2017	7744 Allsortz Netball Club	Kidsport vouchers x 2	\$294.00
3465.7914-01	05/04/2017	7914 Jandakot Jets Junior Football Club	Kidsport vouchers x 3	\$425.00
3465.7916-01	05/04/2017	7916 David John Jan Westbury	Payment of relocation assistance as per	\$2,000.00
3465.7921-01	05/04/2017	7921 Baldivis Soccer Club Inc	Kidsport voucher - Fynn Thompson	\$200.00

Warrant Listing

Warrants between

1/04/2017 to 30/04/2017



TOK [LIVE]

1/05/2017 10:51:52AM
 Minimum Amount: **\$0.00**

Cheque/Ref	Date	Creditor	Payee	Description	Amount
3465.7932-01	05/04/2017	7932	Colleen Miller	Reimbursement of Neighbour Day - Street	\$150.00
3465.795-01	05/04/2017	795	K Mart	Assorted Board Games, Lego, sticky Tapes	\$183.50
3465.8055-01	05/04/2017	8055	The Green Barista Coffee	Food & coffee for Medina Laneway Festiva	\$703.00
3465.8243-01	05/04/2017	8243	Brackson Construction Pty Ltd	Wheatfield Cottage - Variations	\$13,508.72
3465.829-01	05/04/2017	829	Kwinana Cricket Club	Kidsport voucher - Pragaas Elanga	\$160.00
3465.830-01	05/04/2017	830	Kwinana District Diamond Sports Ass	Kidsport vouchers x 2	\$326.00
3465.8362-01	05/04/2017	8362	Delish Ice	Ice pops for Sunrise Neighbour Day	\$290.00
3465.8436-01	05/04/2017	8436	Peter Boyd	Repair and delivery of world globe and s	\$25.00
3465.850-01	05/04/2017	850	Gilmore College	Lyrik Educational Scholarship 2016-Brayd	\$375.00
3465.855-01	05/04/2017	855	Kwinana Tigers Junior Hockey Club	Club Donation	\$100.00
3465.861-01	05/04/2017	861	Kwinana Amateur Swimming & Lifesavi	Kidsport voucher - Tamara Morgunova	\$200.00
3465.8651-01	05/04/2017	8651	Anthony Wilkinson	Courier for Pop Up Pedal Party activitie	\$290.00
3465.8716-01	05/04/2017	8716	Simonne Camille Welsh	Rates Refund	\$1,000.00
3465.8718-01	05/04/2017	8718	Alina Dan Consultancy	Resource book - FDC	\$212.00
3465.8719-01	05/04/2017	8719	Netmagic Holdings	Harmony Week - Performance	\$400.00
3465.8720-01	05/04/2017	8720	Kelly Dianne Kilgallon	Financial Assistance program	\$250.00
3465.8722-01	05/04/2017	8722	Perth Basketball Association	Kidsport voucher - Connor O'Sullivan	\$220.00
3465.8723-01	05/04/2017	8723	Jane Elizabeth Harris	Reimb of Working with Children Check	\$83.00
3465.8724-01	05/04/2017	8724	Jaxon Construction Pty Ltd	Refund bond-L533 Lambeth Circle	\$60,000.00
3465.8725-01	05/04/2017	8725	Ben Olsen	Refund bond-Hall hire 23/3/17	\$200.00
3465.8726-01	05/04/2017	8726	Etnia Latina	Harmony Week - Performance	\$300.00
3465.903-01	05/04/2017	903	Lo-Go Appointments	Temp staff w/e 7/1/17 - Kimberley Biggs	\$2,443.79
3465.959-01	05/04/2017	959	McLeods Barristers & Solicitors	Legal fees - Matter No.16209	\$388.83
3466.1649-01	05/04/2017	1649	Dennis Cleve Wood	ICT Allowance	\$2,905.33
3466.1689-01	05/04/2017	1689	Sandra Elizabeth Lee	ICT Allowance	\$2,905.33
3466.2931-01	05/04/2017	2931	Ruth Elizabeth Alexander	Meeting Fees	\$2,905.33
3466.2981-01	05/04/2017	2981	Peter Edward Feasey	ICT Allowance	\$5,278.26
3466.30-01	05/04/2017	30	Carol Elizabeth Adams	Meeting Fees	\$11,617.50
3466.5143-01	05/04/2017	5143	Wendy Gaye Cooper	Meeting Fees	\$2,905.33
3466.6223-01	05/04/2017	6223	Robert Thompson	ICT Allowance	\$2,905.33
3466.7557-01	05/04/2017	7557	Sheila Mills	ICT Allowance	\$2,905.33
3467.153-01	04/04/2017	153	Australian Taxation Office	Taxation	\$185,538.00
3468.1034-01	12/04/2017	1034	North Lake Electrical Pty Ltd	Probe Repairs to Bore Pump at Chisham Ov	\$12,675.61
3468.1249-01	12/04/2017	1249	Royal Life Saving Society	Lifeguard Training Session March 19th 2	\$375.00
3468.130-01	12/04/2017	130	Australasian Performing Rights	Music licenses 1/4/17 - 30/6/17 - commun	\$222.52
3468.1357-01	12/04/2017	1357	Sportsworld Of WA	proshop goggles and swimwear	\$932.80
3468.1520-01	12/04/2017	1520	Truck & Car Panel & Paint	RHF Door panel quote# 1433 - Excess only	\$500.00
3468.1589-01	12/04/2017	1589	Waste Stream Management Pty Ltd	Tippling from Barter Road (Patrick)	\$396.00
3468.1629-01	12/04/2017	1629	Weston Road Systems	Anketell Road Resurfacing - Supply and I	\$14,503.50
3468.1635-01	12/04/2017	1635	WH Locations Services Pty Ltd	Service Locate Lee Road & HP Gas Supervi	\$1,895.36
3468.1652-01	12/04/2017	1652	Woolworths Ltd	Milk and consumables for Admin bldg. 10.	\$2,049.48
3468.1669-01	12/04/2017	1669	Zipform Pty Ltd	2016/17 rates printing requirements	\$1,446.23
3468.1833-01	12/04/2017	1833	Host Direct	Kitchen Equipment Carafes Dinner Plate	\$837.10
3468.1970-01	12/04/2017	1970	Early Childhood Australia Inc	Service Membership-Subscription Early Ch	\$190.00
3468.2048-01	12/04/2017	2048	Palm Lakes Gardens & Landscape Serv	Callsitemon Court - Removal of 8 large y	\$900.00
3468.2125-01	12/04/2017	2125	Synergy	Charges to 3/4/17 - Decorative Lights	\$103,150.45
3468.2224-01	12/04/2017	2224	Prestige Catering & Event Hire	Catering 05/04/17 16pax	\$378.40
3468.2256-01	12/04/2017	2256	GlobalX Information Services Pty Lt	INV# PSI0054554 - Legal name searches -	\$83.16
3468.235-01	12/04/2017	235	Bristol Cleaning Services	APU - units 68 & 71, bore water removal	\$480.00
3468.2852-01	12/04/2017	2852	Downer EDI Works Pty Ltd	Contract 587KWN15 Supply Road Surfacing	\$6,657.19
3468.2926-01	12/04/2017	2926	Textile Traders	Polyfill bags x 20 for Christmas Event a	\$132.00

Warrant Listing

Warrants between

1/04/2017 to 30/04/2017



TOK [LIVE]

1/05/2017 10:51:52AM

Minimum Amount: **\$0.00**

<i>Cheque/Ref</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
3468.3105-01	12/04/2017	3105	Poly Pipe Traders	SDS Systems Extend Coil, Flags, 3" Toro	\$2,817.09
3468.3117-01	12/04/2017	3117	Western Power Connections Manager	Bore #2, Lot 0 Bingfield Road Medina	\$500.00
3468.3155-01	12/04/2017	3155	PFD Food Services Pty Ltd	Blended Vegetable Oil Bag in Box \$161.5	\$563.50
3468.339-01	12/04/2017	339	Civica Pty Ltd	AR Invoices & Statement Setup Standard	\$3,440.25
3468.3423-01	12/04/2017	3423	Andrea Harold	Reimb of dinner expenses from Christmas	\$125.00
3468.3580-01	12/04/2017	3580	HECS Fire	Administration - Attend to call out on 6	\$352.00
3468.3977-01	12/04/2017	3977	MRP Osborne Park-General Pest/Termi	General Pest/Termite Division 4307	\$793.10
3468.4245-01	12/04/2017	4245	ED Property Services	APU - unit 24, repair to floor strip in	\$3,541.00
3468.4279-01	12/04/2017	4279	Data #3 Limited	1x Adobe CC License for Marketing Team (\$515.76
3468.4382-01	12/04/2017	4382	Stonehenge Ceramics	APU - unit 54, Complete laundry and bath	\$3,233.50
3468.4412-01	12/04/2017	4412	JB Hi-Fi Rockingham	Toy Library Gaming Collection - PS4, Xbo	\$741.00
3468.4495-01	12/04/2017	4495	Public Trustee	Refund bond-Hall hire 27/3/17	\$400.00
3468.4664-01	12/04/2017	4664	AMPAC Debt Recovery (WA) Pty Ltd	Debt recovery services up to the value o	\$17.56
3468.504-01	12/04/2017	504	Domino's Pizza - Kwinana Market Pla	Catering for Youth Show case event	\$175.05
3468.5071-01	12/04/2017	5071	JB HiFi Commercial Division	5x Apple Lightning to USB Cable (1M) for	\$315.24
3468.5247-01	12/04/2017	5247	Abraham Pattiselanno	Reimbof expenses for Zone purchases	\$143.76
3468.5269-01	12/04/2017	5269	Karate For Life	Kidsport voucher - Chayce Bignell	\$159.50
3468.5537-01	12/04/2017	5537	Girl Guides WA Inc	Kidsport voucher x 1 - K Allanson	\$200.00
3468.5748-01	12/04/2017	5748	Keith Lenard Johnson	HR Licence Renewal	\$26.40
3468.5799-01	12/04/2017	5799	Warnbro Netball Club	Kidsport voucher - Dakota Richards	\$160.00
3468.583-01	12/04/2017	583	Flexi Staff Pty Ltd	Shaun Quinn w/e 01/04/17, Shaun Quinn w/	\$1,061.70
3468.6370-01	12/04/2017	6370	Elexacom	Investigate and repair light pole not wo	\$1,978.87
3468.6475-01	12/04/2017	6475	Jodie Rata Jane Papiccio	Neighbour Day Susage sizzle	\$150.00
3468.6560-01	12/04/2017	6560	Cockburn Junior Football Club	Kidsport voucher x 1 - Ramsi Bunting	\$200.00
3468.6703-01	12/04/2017	6703	Lucor Pty Ltd	Date: Monday 13 March 2017 Venue :	\$259.00
3468.6749-01	12/04/2017	6749	Australia Post	Postage to period ending 31/03/2017	\$3,841.65
3468.69-01	12/04/2017	69	Alinta Gas	Usage to 200317 76485U Recquatic	\$4,602.20
3468.7186-01	12/04/2017	7186	Kwinana Wolves Sports Club	Kidsport vouchers x 11	\$2,200.00
3468.7371-01	12/04/2017	7371	Manaia Netball Club	Kidsport vouchers x 2	\$400.00
3468.7388-01	12/04/2017	7388	Morris Jacobs	Materials for art class	\$30.00
3468.7420-01	12/04/2017	7420	Rockingham Football Sporting & Soci	Kidsport vouchers x 2	\$340.00
3468.7520-01	12/04/2017	7520	Sharon Knight	Design update for KIC Scholarship inform	\$45.00
3468.7575-01	12/04/2017	7575	Pickles Auctions	Ref of payment made in error- receipt #1	\$1,650.00
3468.7736-01	12/04/2017	7736	Moorditj Koort Aboriginal Corporati	Refund bond-Hall hire 12/09/14	\$600.00
3468.7808-01	12/04/2017	7808	EEO Specialists	Contact Officer Training - 5 April 2017	\$544.50
3468.7812-01	12/04/2017	7812	Starbucks Flooring	APU - unit 54, replace carpet and vinyl	\$1,643.00
3468.7921-01	12/04/2017	7921	Baldivis Soccer Club Inc	Kidsport voucher x 1 - Ella Gledich	\$200.00
3468.795-01	12/04/2017	795	K Mart	Games and supplies for school holiday pr	\$98.00
3468.8391-01	12/04/2017	8391	Kalamunda & Districts Basketball As	Kidsport vouchers - Denzel Major	\$220.00
3468.855-01	12/04/2017	855	Kwinana Tigers Junior Hockey Club	Kidsport vouchers x 11	\$1,310.00
3468.859-01	12/04/2017	859	Kwinana United Junior Soccer	Kidsport vouchers x 3	\$600.00
3468.8728-01	12/04/2017	8728	HJY Construction Pty Ltd	2 coats of protective coating on the 4 m	\$5,637.50
3468.8732-01	12/04/2017	8732	Daniel Ryan Murtha	Rates Refund	\$32.80
3468.8733-01	12/04/2017	8733	James Henare Blake	Rates Refund	\$10,000.00
3468.888-01	12/04/2017	888	Les Mills Australia	Lesmills monthly licensing fees Jul 2016	\$435.63
3468.903-01	12/04/2017	903	Lo-Go Appointments	Provision of Agency staff Tania Mlynarz	\$1,033.56
3468.959-01	12/04/2017	959	McLeods Barristers & Solicitors	Matter No 40747, General Advice Defamati	\$16,560.50
3469.1491-01	12/04/2017	1491	Works Social Club	Payroll Deduction	\$335.00
3469.151-01	12/04/2017	151	Australian Services Union	Payroll Deduction	\$829.36
3469.2853-01	12/04/2017	2853	Maxxia Pty Ltd	Payroll Deduction	\$4,658.30
3469.3376-01	12/04/2017	3376	Health Insurance Fund of WA (HIF)	Payroll Deduction	\$1,482.20

Warrant Listing

Warrants between

1/04/2017 to 30/04/2017



TOK [LIVE]

1/05/2017 10:51:52AM

Minimum Amount: **\$0.00**

<i>Cheque/Ref</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
3469.3719-01	12/04/2017	3719	Town of Kwinana - Xmas fund	Payroll Deduction	\$7,740.00
3469.487-01	12/04/2017	487	Child Support Agency	Payroll Deduction	\$4,083.75
3469.892-01	12/04/2017	892	LGRCEU	Payroll Deduction	\$1,159.28
3470.565-01	12/04/2017	565	Bright Futures Family Day Care - Pa	FDC Payroll to 09/04/17	\$96,509.74
3470.568-01	12/04/2017	568	Bright Futures In Home Care - Payro	IHC Payroll to 09/04/17	\$44,154.03
3471.7367-01	18/04/2017	7367	ClickSuper Pty Ltd	Superannuation-March2017-03	\$329,076.64
3472.153-01	18/04/2017	153	Australian Taxation Office	Taxation	\$217,616.00
3472.568-01	18/04/2017	568	Bright Futures In Home Care - Payro	IHC Payroll to 23/04/17 Interim file	\$1,660.01
3474.565-01	26/04/2017	565	Bright Futures Family Day Care - Pa	FDC Payroll to 230417	\$94,089.93
3474.568-01	26/04/2017	568	Bright Futures In Home Care - Payro	IHC Payroll to 230417	\$37,129.23
3475.1869-01	27/04/2017	1869	United Cinemas Rockingham	Excursion on 24/04/17. Booking of 50 chi	\$218.00
3476.1277-01	26/04/2017	1277	Savage Garden Services	General Rubbish Litter Clean	\$8,740.50
3477.568-01	20/04/2017	568	Bright Futures In Home Care - Payro	IHC Payroll to 23/04/2017 Interim file	\$309.79
3478.565-01	19/04/2017	565	Bright Futures Family Day Care - Pa	FDC Lodgement to 23/04/2017 Interim file	\$545.26
3479.2853-01	27/04/2017	2853	Maxxia Pty Ltd	Payroll Deduction	\$4,365.86
3479.3376-01	27/04/2017	3376	Health Insurance Fund of WA (HIF)	Payroll Deduction	\$1,482.20
3479.3719-01	27/04/2017	3719	Town of Kwinana - Xmas fund	Payroll Deduction	\$7,740.00
3480.565-01	27/04/2017	565	Bright Futures Family Day Care - Pa	FDC Payroll to 23/04/2017 Interim file	\$3,046.81
3480.568-01	27/04/2017	568	Bright Futures In Home Care - Payro	IHC Payroll to 23/04/2017 Interim file	\$10,784.00
3481.1048-01	27/04/2017	1048	Office Line	purchase of 4x Domino series II couches.	\$5,544.00
3481.1059-01	27/04/2017	1059	Vodafone Messaging	Alpha network access fee - Apr 17	\$176.00
3481.1072-01	27/04/2017	1072	Paint Industries	Topdeck Eco Green - 25L, Topdeck Eco Gre	\$1,090.32
3481.1130-01	27/04/2017	1130	Port Printing Works	Printing of the Laws for Responsible Cat	\$1,044.18
3481.1141-01	27/04/2017	1141	Davidson Trahaire Corpsych	Facilitated Worrshop: Dealing with Menta	\$1,105.50
3481.1157-01	27/04/2017	1157	Quality Traffic Management Pty Ltd	Traffic Management Harlow Place	\$12,370.63
3481.1166-01	27/04/2017	1166	RAC Motoring Pty Ltd t/a RAC Busine	KWN701 - Type B Battery.	\$263.00
3481.120-01	27/04/2017	120	Curtain Gallery	APU - unit 47, repair to blinds track	\$80.00
3481.1227-01	27/04/2017	1227	Rockingham Holden	KWN2048 - New key supplied and fitted.	\$332.15
3481.1249-01	27/04/2017	1249	Royal Life Saving Society	Speedblock strap and pad replacement set	\$1,188.90
3481.1276-01	27/04/2017	1276	Satellite Security Services	JOHN WELLARD COMMUNITY CENTRE - 3	\$570.00
3481.1330-01	27/04/2017	1330	Sound Business Equipment	Liner tape for whiteboard	\$29.50
3481.1393-01	27/04/2017	1393	Sunny Sign Company Pty Ltd	CENTENNIAL AVE x1 Street Sign	\$148.50
3481.1528-01	27/04/2017	1528	Twights Plumbing Pty Ltd	BP - villa 48, Supply and install new to	\$9,596.60
3481.1621-01	27/04/2017	1621	Western Australian Treasury Corpora	Loan #94 due 4/5/17-Principal and intere	\$29,412.85
3481.1629-01	27/04/2017	1629	Weston Road Systems	Line marking car bays at Sloan Cottage C	\$1,468.50
3481.1635-01	27/04/2017	1635	WH Locations Services Pty Ltd	HP Gas Supervision - Chisham Ave Drainag	\$353.10
3481.1652-01	27/04/2017	1652	Woolworths Ltd	Catering for Kwinana Pop Up Skate Park	\$1,228.03
3481.1676-01	27/04/2017	1676	Visimax Safety Products	Snake Capture Bag & Frame - Product Numb	\$634.60
3481.1812-01	27/04/2017	1812	1st Kwinana Scout Group	Donations	\$400.00
3481.1814-01	27/04/2017	1814	P Rond & Co	Gather bore information-Warner Road	\$3,087.70
3481.1826-01	27/04/2017	1826	Arteil	Gryphon MK 1, Cornall Duomatic , Polishe	\$420.20
3481.1832-01	27/04/2017	1832	Southern Districts BMX Raceway	Healthy BBQ for Pop Up Pedal Party (17 M	\$491.80
3481.2097-01	27/04/2017	2097	Beaver Tree Services Aust Pty Ltd	Mulch Fallen Debris - 49 Djilba View, Le	\$3,393.88
3481.21-01	27/04/2017	21	Accidental First Aid Supplies	1 x 5 Litre Viraclean for pick up from M	\$140.97
3481.2125-01	27/04/2017	2125	Synergy	Usage to 6/4/17 7444U - Wandi Reserve	\$29,111.40
3481.218-01	27/04/2017	218	Bob Jane T-Mart	1EOX941 - CON 265/60R18 110T CCC LX, A	\$1,401.00
3481.2224-01	27/04/2017	2224	Prestige Catering & Event Hire	Supply morning tea. Wednesday 19 April,	\$860.50
3481.2310-01	27/04/2017	2310	Dieback Treatment Service	Dieback interpretation - Honeywood Reser	\$2,260.00
3481.2410-01	27/04/2017	2410	ABCO Products	Administration Building - Puregiene Blue	\$164.87
3481.248-01	27/04/2017	248	Bunnings Building Supplies	1 x Esky 5L Jug with cup I/N: 3240394 @	\$637.89
3481.2492-01	27/04/2017	2492	Yakka Pty Ltd	Casual Creche staff uniform tops x 13	\$431.01

Warrant Listing

Warrants between
1/04/2017 to 30/04/2017

TOK [LIVE]

1/05/2017 10:51:52AM

Minimum Amount: \$0.00

Cheque/Ref	Date	Creditor	Payee	Description	Amount
3481.2504-01	27/04/2017	2504	S & L Salvage	Demolition of Public Toilet Block (only)	\$9,900.00
3481.2507-01	27/04/2017	2507	Ixom Operations Pty Ltd	2 x 70KG Chlorine cylinders	\$942.68
3481.2646-01	27/04/2017	2646	Neverfail Springwater	Neverfail bottled water acc- Admin bldg.	\$83.30
3481.270-01	27/04/2017	270	Caltex Australia Petroleum Pty Ltd	Caltex fuel Card - March 2017	\$5,865.92
3481.2852-01	27/04/2017	2852	Downer EDI Works Pty Ltd	7mm gran AC50B - delivery #6202261 - 30/	\$215,103.23
3481.2926-01	27/04/2017	2926	Textile Traders	Service Brother Sewing Machine	\$130.00
3481.3031-01	27/04/2017	3031	Specialised Security Shredding	Specialised Security Shredding - GC Bin	\$20.24
3481.3087-01	27/04/2017	3087	Troy Benjamin Morley	Purchase of fuel - KWN1958	\$95.13
3481.3152-01	27/04/2017	3152	Charles Service Company	Administration - Cleaning services for p	\$55,552.72
3481.3212-01	27/04/2017	3212	Marketforce Pty Ltd	Public Notice - Weekend Courier 24 March	\$2,085.45
3481.3224-01	27/04/2017	3224	Retech Rubber	Orelia Pavilion Playground - Repair the	\$357.50
3481.3312-01	27/04/2017	3312	Daniels Printing Craftsmen	Abandoned vehicle stickers - 6 books of	\$319.00
3481.335-01	27/04/2017	335	City of Rockingham	Tip fees to 20/3/17	\$244,999.97
3481.3409-01	27/04/2017	3409	Allpet Products	Pet Supplies - Muzzle, Lead & Schmackos	\$190.76
3481.347-01	27/04/2017	347	Cleanaway Pty Ltd	Service Skip Bins at Adventure Park - 3,	\$152,800.22
3481.3580-01	27/04/2017	3580	HECS Fire	Recquatic Centre - 15/2/17 - Call out -	\$534.60
3481.3607-01	27/04/2017	3607	Hays Specialist Recruitment Pty Ltd	Temporary Employ- Kevan Sercombe WE19/1	\$4,813.16
3481.3900-01	27/04/2017	3900	Rockingham Books	Purchase 2 x titles by author Deborah Bu	\$56.98
3481.3916-01	27/04/2017	3916	Kwinana Industries Council	KIC School Based Trainee - Carly Gshwend	\$684.93
3481.3977-01	27/04/2017	3977	MRP Osborne Park-General Pest/Termi	General Pest/Termite Division 4307	\$108.50
3481.4003-01	27/04/2017	4003	Infiniti Group	B17R400PP - 2ply 200 Sheet Toilet Paper	\$390.39
3481.4018-01	27/04/2017	4018	The Smith Family	Sponsorship for Trudy - Year 11	\$828.00
3481.4033-01	27/04/2017	4033	Envision Ware Pty Ltd	ACCY-A Toolkit for CBA units - Series V	\$73.70
3481.407-01	27/04/2017	407	Staples Australia	WALGA contract no. CO46_12. Paper order	\$667.61
3481.4103-01	27/04/2017	4103	Local Government Planners Associati	INV# 201751 - Hot Topics Breakfast: Lega	\$80.00
3481.4245-01	27/04/2017	4245	ED Property Services	APU - clean all gutters and downpipes to	\$3,630.00
3481.434-01	27/04/2017	434	Curtin University	Study fees-Mr Rhys Pryce - Student ID: 1	\$3,950.00
3481.4382-01	27/04/2017	4382	Stonehenge Ceramics	APU - unit 62, tiling renewal	\$2,392.50
3481.4422-01	27/04/2017	4422	Octagon - BKG Lifts	Fiona Harris Pavilion - Lift touch butto	\$491.70
3481.4550-01	27/04/2017	4550	Bitumen Surfacing	Henley Boulevard - Primer Seal - Spray C	\$20,188.74
3481.4719-01	27/04/2017	4719	Complete Office Supplies Pty Ltd	April 2017 stationery order Recquatic Ce	\$562.58
3481.4790-01	27/04/2017	4790	Spotlight Pty Ltd	material/supplies for children's holiday	\$171.31
3481.483-01	27/04/2017	483	Landgate	GRV Int Vals Metro	\$290.89
3481.5258-01	27/04/2017	5258	Susan Michele Wiltshire	Annual subscription-AHRI membership	\$360.00
3481.533-01	27/04/2017	533	Eclipse Resources	Brownell Place - Class 1 Inert waste	\$3,644.67
3481.5406-01	27/04/2017	5406	Libby Iriks	Refund of membership-Recquatic	\$106.15
3481.5520-01	27/04/2017	5520	Master Lock Service	APU - unit 67, repair lock on front secu	\$275.00
3481.583-01	27/04/2017	583	Flexi Staff Pty Ltd	Brett Tether - Leave Cover - 12/2/17 to	\$7,504.73
3481.5958-01	27/04/2017	5958	West Coast Profilers	Contract 584KWN15 - Profile 0-50mm - 501	\$25,416.01
3481.5962-01	27/04/2017	5962	Rockingham PCYC	Kidsport voucher - Liam Tully	\$40.70
3481.598-01	27/04/2017	598	Forpark Pty Ltd	Leda Hall Playground - Replace whole pla	\$291.94
3481.60-01	27/04/2017	60	Air Liquide	cylinder rental01/07/15-31/07/15	\$167.76
3481.6018-01	27/04/2017	6018	ALSCO Pty Ltd	Yearly Linen Hire	\$50.74
3481.6336-01	27/04/2017	6336	Print and Design Online Pty Ltd	50% deposit for Events Website	\$17,985.00
3481.6370-01	27/04/2017	6370	Elexacom	Rhodes Park Building - RCD injection tes	\$2,610.10
3481.6495-01	27/04/2017	6495	Instrument Choice	As per quote 17155401 dated 30 March 201	\$423.50
3481.664-01	27/04/2017	664	StrataGreen	6 x 10L Quizalofop 200	\$1,389.70
3481.6826-01	27/04/2017	6826	Beeliar Spirit Soccer Club	Kidsport voucher - Nikolaa Barjaktor	\$200.00
3481.6861-01	27/04/2017	6861	South Fremantle Womens Football Clu	Kidsport vouchers x 2 - S Dorizzi & I St	\$320.00
3481.6972-01	27/04/2017	6972	Go Doors Pty Ltd	Aquatic Centre - Foyer door not working	\$187.00
3481.7018-01	27/04/2017	7018	Bethanie Housing Ltd	Rates Refund	\$22,996.69

Warrant Listing



Warrants between
1/04/2017 to 30/04/2017

TOK [LIVE]

	1/05/2017	10:51:52AM	
Minimum Amount:	\$0.00		

Cheque/Ref	Date	Creditor	Payee	Description	Amount
3481.7190-01	27/04/2017	7190	WestCiv	Brownell Place - earthworks, widen cul-d	\$38,200.00
3481.7366-01	27/04/2017	7366	REDiMED Pty Ltd	Premployment medical for Aija Bent-Trind	\$143.00
3481.7405-01	27/04/2017	7405	All Civils WA Pty Ltd	Widening Harlow Place cul-de-sac earthwo	\$18,791.59
3481.7436-01	27/04/2017	7436	Action Glass Pty Ltd	Supply & Install new fringe door	\$13,334.20
3481.7521-01	27/04/2017	7521	Strategen Environmental Consultants	Strategic Advice - Urban Amenity Policy	\$5,390.00
3481.7591-01	27/04/2017	7591	Leslie Hinton	Entertainer for Seniors Group Morning Te	\$153.00
3481.7595-01	27/04/2017	7595	7th Heaven Enterprises	PEET summer Music Series -7/4/2017	\$500.00
3481.7604-01	27/04/2017	7604	Tanya Halliday	Reimb of various client meetings	\$68.95
3481.770-01	27/04/2017	770	Jason Signmakers	Supply and install 1x fingerboard (schoo	\$3,613.50
3481.7743-01	27/04/2017	7743	Denise Walker	Financial Assistance Cody Walker-Nationa	\$175.00
3481.7780-01	27/04/2017	7780	Moore Stephens (WA) Pty Ltd	Financial and Management Reporting Works	\$2,805.00
3481.7858-01	27/04/2017	7858	Datacom systems (WA) Pty Ltd	Monthly Saas Fee Sphere Website - April,	\$1,870.00
3481.7863-01	27/04/2017	7863	John Damiani	Financial Assistance-Aust Flying Disc Ch	\$250.00
3481.7921-01	27/04/2017	7921	Baldivis Soccer Club Inc	Kidsport voucher - Tia Nepia	\$200.00
3481.7937-01	27/04/2017	7937	Kerb Direct Kerbing Pty Ltd	Contract 608KWN16 Supply and Lay Kerbing	\$4,952.20
3481.796-01	27/04/2017	796	K9 Rescue Group	5 x Small Donated Bags of Dog Food at \$4	\$60.00
3481.806-01	27/04/2017	806	Kearns Garden & Hardware Supplies	BP - mulch for garden renewal, BP Variou	\$393.41
3481.8125-01	27/04/2017	8125	Xpresso Delight Midland	coffee Machine Service for the period of	\$440.00
3481.8271-01	27/04/2017	8271	1st Rockingham Scout Group	Kidsport voucher - Terangihaunui Tawhi	\$100.00
3481.8325-01	27/04/2017	8325	Envirosweep	Sweep Colchester Avenue, Orelia - 4th Ap	\$574.75
3481.8496-01	27/04/2017	8496	Castle Civil	Drainage upgrade-Parmelia & Chisham Ave/	\$191,046.90
3481.8501-01	27/04/2017	8501	LMATS Pty Ltd	Welding Introduction Training - Michael	\$1,540.00
3481.8525-01	27/04/2017	8525	Sejal Saini	Refund cancellation of swim school x 2 c	\$203.68
3481.859-01	27/04/2017	859	Kwinana United Junior Soccer	Kidsport vouchers x 2 - K Menz & D Starr	\$400.00
3481.8611-01	27/04/2017	8611	Warnbro Strikers Junior Soccer Club	Kidsport voucher - Zack James	\$200.00
3481.8624-01	27/04/2017	8624	Aquatic Services WA Pty Ltd	Leisure chlorine boost pump mech seal an	\$966.90
3481.8643-01	27/04/2017	8643	Kwinana Community Sharing	Sponsorship funds for Local Community pr	\$5,000.00
3481.8729-01	27/04/2017	8729	APW Electrical	APU - garage block at 10 Barrick Rd, ins	\$550.00
3481.8730-01	27/04/2017	8730	Xiuzhen Li	Incursion on 27/01/17. A Chinese paintin	\$100.00
3481.8731-01	27/04/2017	8731	Siteimprove	Annual subscription fee for access to Si	\$4,455.00
3481.8757-01	27/04/2017	8757	Ivan Ucich	Rates Refund	\$473.48
3481.8758-01	27/04/2017	8758	Spearwood Dalmatinac Sport & Commni	Kidsport voucher - Ebony Howard	\$220.00
3481.8759-01	27/04/2017	8759	Chelsie Elizabeth Wootton	Refund of cancelled membership- Recquat	\$307.05
3481.8760-01	27/04/2017	8760	Alicia Bunting	Refund of cancelled membership - Recquat	\$140.00
3481.8761-01	27/04/2017	8761	Xiuzhen Li	Harmony Week - TAI Chi Demonstration & A	\$150.00
3481.8763-01	27/04/2017	8763	Chamindi Abeyasinghe	Reimb for Neighbour Day event	\$147.51
3481.8764-01	27/04/2017	8764	Lana Sweetman	C/over subsidy rebate-L144 Sapphire Chas	\$360.00
3481.926-01	27/04/2017	926	Main Roads Western Australia	Agreement for the Provision of Electrica	\$3,651.92
3481.959-01	27/04/2017	959	McLeods Barristers & Solicitors	Front Fence in Residential Area - 118 Me	\$12,013.73
3482.565-01	28/04/2017	565	Bright Futures Family Day Care - Pa	FDC Payroll to 23/04/2017 Interim file	\$1,075.28
					\$2,680,334.81

Cancelled Cheques

00200533	12/04/2017	Ngala	***** CANCELLED *****	\$0.00
				\$0.00

Total Non Payroll Payments 342 **\$2,817,714.34**

Warrant Listing



Warrants between
1/04/2017 to 30/04/2017

TOK [LIVE]

1/05/2017 10:51:52AM
Minimum Amount: **\$0.00**

<i>Cheque/Ref</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
Payroll				
<i>Cheque/Ref</i>	<i>Date</i>	<i>Description</i>		<i>Amount</i>
PY99-21	5/04/2017	Payroll - Interim		1,961.00
PY01-21	12/04/2017	Payroll		653,225.45
PY01-22	26/04/2017	Payroll		566,689.61
PY99-22	27/04/2017	Payroll - Interim		308.39
			Total Payroll	1,222,184.45
			Grand Total	<u><u>4,039,898.79</u></u>

16.2 Budget Variations

SUMMARY:

To amend the 2016/2017 budget to reflect various adjustments to the General Ledger with nil effect to the overall budget as detailed below. Due to the nature of these variations, they fall outside the annual budget review.

OFFICER RECOMMENDATION:

That Council approves the required budget variations to the Adopted Budget for 2016/2017 as outlined in the report.

NOTE: AN ABSOLUTE MAJORITY OF COUNCIL IS REQUIRED

DISCUSSION:

ITEM #	LEDGER ACCOUNT	DESCRIPTION	OPERATING BUDGET	INCREASE/ DECREASE	REVISED BUDGET
1	400567.1600	Operating Expense	(407,779)	(4,439)	(412,218)
	300130.1600	Operating Revenue	66,250	4,439	706,689
	Reason:	<i>Natural Environment – revenue in excess of adopted budget from contributions from residents for seedling subsidy scheme at the Heritage Festival.</i>			
2	400008.1144	Operating Expense	(1,456)	(4,320)	(5,776)
	600015.1001	Capital Expense	(21,265)	4,320	(16,945)
	Reason:	<i>Governance Facility - transfer of funds from capital to operating for the purchase of various ergonomic equipment and chairs.</i>			
3	400653.1600	Operating Expense	(3,500)	(1,000)	(4,500)
	300209.1600	Operating Revenue	1,500	1,000	2,500
	Reason:	<i>Volunteer Centre – revenue in excess of adopted budget from Volunteering WA for a National Volunteer Week Grant 2017 for the Thanks to Volunteers Social Dance event.</i>			

LEGAL/POLICY IMPLICATIONS:

The Local Government Act 1995 Part 6 Division 4 s 6.8 (1) requires the local government not to incur expenditure from its municipal fund for an additional purpose except where the expenditure-

(b) is authorised in advance by resolution*

“additional purpose” means a purpose for which no expenditure estimate is included in the local government’s annual budget.

*requires an absolute majority of Council.

16.2 BUDGET VARIATIONS

FINANCIAL/BUDGET IMPLICATIONS:

Budget Item Name:	Various items as listed above
Budgeted Amount:	
Expenditure to Date:	
Proposed Cost:	Nil effect
Balance:	

*NOTE: All figures are exclusive of GST

ASSET MANAGEMENT IMPLICATIONS:

The allocation of funds towards the upgrading and renewal of existing City assets in the capital expenditure items is in line with the Asset Management Strategy and will reduce the current asset management gap.

ENVIRONMENTAL IMPLICATIONS:

No environmental implications have been identified as a result of this report or recommendation.

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following objectives and strategies detailed in the Strategic Community Plan and/or Corporate Business Plan.

Plan	Objective	Strategy
Corporate Business Plan	6.1 Ensure the financial sustainability of the City of Kwinana into the future.	6.1.2 Implement sound revenue and expenditure policies, seek additional revenue sources and optimise financial management systems.

COMMUNITY ENGAGEMENT:

There are no community engagement implications as a result of this report or recommendation.

16.2 BUDGET VARIATIONS

RISK IMPLICATIONS:

Risk Event	The City does not manage its finances adequately and allows budget expenditure to exceed allocation and the City then finds itself unable to fund its services that have been approved through the budget process
Risk Theme	Failure to fulfil statutory regulations or compliance Providing inaccurate advice/information
Risk Effect/Impact	Financial Reputation Compliance
Risk Assessment Context	Operational
Consequence	Insignificant
Likelihood	Unlikely
Rating (before treatment)	Low
Risk Treatment in place	Reduce (mitigate risk)
Response to risk treatment required/in place	Submit budget variation requests to Council as they arise, identifying financial implications and ensuring there is nil effect on the budget adopted
Rating (after treatment)	Low

COUNCIL DECISION

499

MOVED CR D WOOD**SECONDED CR B THOMPSON**

That Council approves the required budget variations to the Adopted Budget for 2016/2017 as outlined in the report.

CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

8/0

16.3 Monthly Statement of Financial Activity for the Period Ending 31 March 2017

SUMMARY:

The Monthly Statement of Financial Activity and explanation of material variances for the period ending 31 March 2017 has been prepared for Council acceptance.

OFFICER RECOMMENDATION:

That Council accepts:

1. The Monthly Statements of Financial Activity for the period ending 31 March 2017; and
2. The explanations for material variances for the period ending 31 March 2017.

DISCUSSION:

Variance percentages between budget estimates to the end of March and actual amounts to the end of March have been presented in the attached Statement of Financial Activity.

The material variances that are required to be reported on are:

Description	Actual	Y-T-D Budget		Variance (%)
Directorate City Development Revenue	3,281,966	2,655,968	▲	23.57%
Directorate Corporate and Engineering Services Expenditure	(15,955,161)	(21,959,651)	▼	27.34%
Directorate City Living Expenditure	(19,614,690)	(22,053,937)	▼	11.06%
Directorate City Development Expenditure	(2,425,399)	(3,121,020)	▼	22.29%
Depreciation of Assets	4,408,846	8,487,766	▼	48.06%
Contributions for the Development of Assets	2,859,802	3,843,738	▼	(25.60%)
Proceeds from Disposal of Assets	343,531	508,013	▼	(32.38%)
Purchase Plant and Machinery	(655,470)	(927,211)	▼	29.31%

16.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 31 MARCH 2017

Description	Actual	Y-T-D Budget		Variance (%)
Purchase Transportation Vehicles	(428,214)	(588,600)	▼	27.25%
Purchase Land and Buildings	(532,184)	(1,292,264)	▼	58.82%
Purchase Reserve Development	(246,051)	(812,437)	▼	69.71%
Purchase Playground Equipment	(2,220,724)	(3,293,555)	▼	32.57%
Purchase Infrastructure – Urban Road Grant	(798,632)	(1,109,133)	▼	27.99%
Purchase Infrastructure – Roads to Recovery	(439,088)	(669,398)	▼	34.41%
Purchase Infrastructure – Road Resurfacing	(2,473)	(167,000)	▼	98.52%
Transfers from Reserves	2,201,134	4,323,316	▼	49.09%

Note: A negative (%) variance indicates additional expenditure or reduced revenue than budgeted. A positive % variance indicates additional revenue or reduced expenditure than budgeted.

Directorate City Development Revenue – 23.57%

This area shows increased revenue mainly due to the following area:

- a. Planning and Building Services (*Developer Contributions Administration*) – Year to date budget allocations have resulted in a timing variance for contributions towards the Wandi and Wellard areas.

Directorate Corporate and Engineering Services Expenditure – 27.34%

This area shows reduced expenditure mainly due to the following areas:

- a. Financial Services (*Finance*) – Resourcing issues have resulted in a timing delay for the processing of assets and depreciation.

Directorate City Living Expenditure – 11.06%

This area shows reduced expenditure mainly due to the following areas:

- a. Community Centres (*Community Centres Admin*) – Recruitment of vacant positions is delayed pending the outcome of the Community Services and Development service review. The tender has been advertised post report date and is due to close mid to late April.
- b. Community Development (*Youth Centre*) – Recruitment of vacant positions is delayed pending the outcome of the Community Services and Development service review. The tender has been advertised post report date and is due to close mid to late April.
- c. Community Services (*Community Services Admin*) – Due mainly to the allocation of overheads.
- d. Environmental Health Services (*Waste Management*) – consultancy costs associated with waste management planning are yet to be realised. In addition, delayed receipt of invoices for waste and resource recycling has resulted in timing variances.

16.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 31 MARCH 2017

Directorate City Development Expenditure – 22.29%

This area shows reduced expenditure mainly due to the following areas:

- a. Planning and Building Services (*Building Control/Approvals*) – recruitment of vacant positions has been deferred and are dependant upon the outcome of a business case.
- b. Planning and Building Services (*Developer Contributions Administration*) – City contributions required under the Wellard Village Agreement are payable upon request for clearance by Developers, however no applications had been lodged at reporting date.
- c. Planning and Building Services (*Statutory Planning/Approvals*) – recruitment of the vacant Planning Compliance Technical position was deferred due to Officer secondment however is now dependant upon the outcome of a business case.
- d. Planning and Building Services (*Strategic Planning*) – recruitment of vacant positions has been deferred and are dependant upon the outcome of a business case.

Depreciation of Assets – (48.06%)

Depreciation less than budgeted due to depreciation only being processed to end of October 2016 resulting in a timing variance with nil effect on rates as it is a non-cash item.

Contributions for the Development of Assets – (25.60%)

Urban Road grant funds and the final payment for the Adventure Park were anticipated to have been received resulting in a timing variance.

Proceeds from Disposal of Assets – (32.38%)

Processing of asset disposals has only been processed up to the end of October 2016 resulting in a timing variance.

Purchase Plant and Machinery – 29.31%

The purchase of the new GPS Tracking systems for trucks is anticipated to occur in April/May 2017. In addition the purchase of portable steps for the 25m pool has been delayed and is expected to be purchased prior to 30 June. The purchase order is in the system for the purchase of the Graffiti truck and delivery is now expected.

Purchase Transportation Vehicles – 27.25%

Vehicle purchases anticipated to have occurred during the month were delayed either due to supplier lead time or delays internally. It is expected that quotes will be sought in April for the remaining two vehicle purchases.

Purchase Land and Buildings – 58.82%

Much of the budgeted expenditure at Callistemon Court and Banksia Park Retirement Village is contingent upon units becoming vacant or when repairs are required. Purchase orders are in the system for painting works; air conditioning projects are being combined for quote whilst other works are scheduled resulting in a timing variance. Pending the feasibility of the administration building, all administration building projects are on hold. Resealing of the tennis courts commenced during the month and is anticipated to be completed by the end of the April 2017 school holidays. Installation of the Darius Wells solar panels has commenced and due for completion by May 2017. Projects associated with the Developer Contributions Scheme are multi year projects that will not be completed this financial year. Purchase orders are in the system for most year-to-date scheduled projects and invoices are expected. The signage project will be incomplete this financial year. Planning is underway and detailed design is expected to be completed by July 2017.

16.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 31 MARCH 2017**Purchase Reserve Development – 69.71%**

Various projects including those relating to the Parks for People Strategy have been delayed due to the completion and opening of the Adventure Playground. Design is now underway with purchase orders raised and construction expected to commence. Thomas Oval Netball Court renewal works had been delayed pending Department of Sport and Recreation funding approval; however consultants have now been engaged to undertake the design. The tender is yet to be awarded and the project will likely be carried forward. Purchase orders are in the system for beautification works within the Medina Revitalisation area and works are complete; invoices are yet to be received. Wells Park projects are not expected to commence this year and will be included in the 17/18 budget.

Purchase Playground Equipment – 32.57%

The purchase of playground equipment and completion of landscaping at the Bright Futures Family Day Care Centre has been delayed. A forum will be conducted with educators in the following weeks and quotes will then need to be sourced. This is unlikely to be completed by the end of 30 June 2017. Purchase orders are in the system for the Kwinana Outdoor Youth Space Skate Park and works are underway.

Purchase Urban Road Grant– 27.99%

Purchase orders are in the system and works are ongoing with invoices expected for road resealing projects that are now complete.

Purchase Roads to Recovery – 34.41%

Barter Road works commenced and were completed in March; invoices are expected. Purchase orders are in the system for Brownell Place; works commenced in March and are due for completion in April. Design documents for the Chisham Avenue pedestrian crossing was received late in the month, works are due to commence in May and completed by end of June.

Purchase Roads Resurfacing – 98.52%

Purchase orders are in the system for most resurfacing projects and works are substantially complete. Invoices are now expected. Kwinana Beach Road works are now postponed until May 2017.

Transfers from Reserves – 49.09%

Transfers from Reserves are processed monthly as costs are incurred.

Investment activity March 2017

- *Tier 1* – Investment rates available to the City were not favourable therefore no funds were invested in this tier.
- *Tier 2* – Funds were allocated in accordance with the guidelines of the Investment Policy.
- *Tier 3* – Funds were allocated in accordance with the guidelines of the Investment Policy.
- *Tier 4* – Funds were allocated in accordance with the guidelines of the Investment Policy.

16.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 31 MARCH 2017

LEGAL/POLICY IMPLICATIONS:

Local Government (Financial Management) Regulations 1996 – Regulation 34

34 . Financial activity statement required each month (Act s. 6.4)

(1A) In this regulation — **committed assets** means revenue unspent but set aside under the annual budget for a specific purpose.

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

16.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 31 MARCH 2017

FINANCIAL/BUDGET IMPLICATIONS:

As outlined in the 'Discussion' section.

ASSET MANAGEMENT IMPLICATIONS:

No asset management implications have been identified as a result of this report or recommendation.

ENVIRONMENTAL IMPLICATIONS:

No environmental implications have been identified as a result of this report or recommendation.

STRATEGIC/SOCIAL IMPLICATIONS:

Plan	Objective	Strategy
Corporate Business Plan	6.1 Ensure the financial sustainability of the City of Kwinana into the future.	6.1.2 Implement sound revenue and expenditure policies, seek additional revenue sources and optimise financial management systems.

COMMUNITY ENGAGEMENT:

There are no community engagement implications as a result of this report.

RISK IMPLICATIONS:

Risk Event	Inadequate management of the City's provisions, revenues and expenditures.
Risk Theme	Failure to fulfill statutory regulations or compliance Providing inaccurate advice/information
Risk Effect/Impact	Financial Reputation Compliance
Risk Assessment Context	Operational
Consequence	Minor
Likelihood	Unlikely
Rating (before treatment)	Low
Risk Treatment in place	Reduce (mitigate the risk)
Response to risk treatment required/in place	Annual adoption of variance tolerances for reporting purposes.
Rating (after treatment)	Low

16.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 31 MARCH 2017

COUNCIL DECISION

500

MOVED CR S MILLS

SECONDED CR S LEE

That Council accepts:

- 1. The Monthly Statements of Financial Activity for the period ending 31 March 2017; and**
- 2. The explanations for material variances for the period ending 31 March 2017.**

**CARRIED
8/0**



CITY OF KWINANA

MONTHLY STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

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CITY OF KWINANA
RATE SETTING STATEMENT by DIRECTORATE
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

	NOTE	March	March	2016/17	Variance	
		2017 Actual \$	2017 Y-T-D Budget \$	Revised Budget \$	Budget to Actual YTD \$	Budget to Actual Y-T-D %
Estimated Surplus/(Deficit) July 1 B/Fwd	7	2,844,089	2,844,089	2,844,089		
Revenues	1					
Directorate City Strategy		545,483	478,717	660,395		
Directorate Corporate & Engineering Services		4,030,280	3,786,469	5,258,833		
Directorate City Living		14,723,034	13,527,654	16,739,170		
Directorate City Development		3,281,966	2,655,968	5,030,872	▲	(625,998) (23.57%)
		<u>22,580,763</u>	<u>20,448,808</u>	<u>27,689,270</u>		
Expenses	1					
Directorate City Strategy		(3,151,347)	(3,139,965)	(4,628,711)		
Directorate Corporate & Engineering Services		(15,955,161)	(21,959,651)	(29,986,545)	▼	(6,004,490) 27.34%
Directorate City Living		(19,614,690)	(22,053,937)	(29,780,210)	▼	(2,439,247) 11.06%
Directorate City Development		(2,425,399)	(3,121,020)	(3,996,185)	▼	(695,621) 22.29%
		<u>(41,146,597)</u>	<u>(50,274,573)</u>	<u>(68,391,651)</u>		
NET OPERATING RESULT EXCLUDING RATES		<u>(18,565,834)</u>	<u>(29,825,765)</u>	<u>(40,702,381)</u>		
Adjustments for Cash Budget Requirements:						
Non-Cash Expenditure and Revenue						
(Profit) on Asset Disposals	4	(42,354)	(184,526)	(214,497)		
Loss on Asset Disposals		62,563	20,557	20,557		
Movement in Deferred Pensioner Rates		39,103	-	-		
Movement in Employee Leave Provision		-	-	-		
Depreciation on Assets		4,408,846	8,487,766	11,316,975	▼	4,078,920 48.06%
		<u>4,468,158</u>	<u>8,323,797</u>	<u>11,123,035</u>		
Capital Revenue						
Grants/Contributions for Development of Assets		2,859,802	3,843,738	3,975,966	▼	983,936 25.60%
Proceeds from Disposal of Assets	4	343,531	508,013	513,013	▼	164,482 32.38%
		<u>3,203,333</u>	<u>4,351,751</u>	<u>4,488,979</u>		
Capital Expenditure						
Purchase Furniture and Equipment	3	(66,601)	(94,320)	(109,320)		
Purchase Computing Equipment	3	(147,915)	(239,994)	(633,107)		
Purchase Plant and Machinery	3	(655,470)	(927,211)	(1,009,211)	▼	(271,741) 29.31%
Purchase Transportation Vehicles	3	(428,214)	(588,600)	(600,600)	▼	(160,386) 27.25%
Purchase Land and Buildings	3	(532,184)	(1,292,264)	(1,832,566)	▼	(760,080) 58.82%
Purchase Reserve Development	3	(246,051)	(812,437)	(925,437)	▼	(566,386) 69.71%
Purchase Playground Equipment	3	(2,220,724)	(3,293,555)	(3,823,555)	▼	(1,072,831) 32.57%
Purchase Infrastructure - Urban Road Grant	3	(798,632)	(1,109,133)	(1,109,133)	▼	(310,501) 27.99%
Purchase Infrastructure - Black Spot Grant	3	(22,035)	(22,000)	(22,000)		
Purchase Infrastructure - Roads to Recovery	3	(439,088)	(669,398)	(669,398)	▼	(230,310) 34.41%
Purchase Infrastructure - Road Resurfacing	3	(2,473)	(167,000)	(202,000)	▼	(164,527) 98.52%
Purchase Infrastructure - Street Lights	3	(2,159)	-	-		
Purchase Infrastructure - Bus Shelters	3	-	(50,000)	(50,000)		
Purchase Infrastructure - Footpaths	3	(24,203)	(50,000)	(150,000)		
Purchase Infrastructure - Drainage	3	(43,065)	(25,000)	(380,000)		
Purchase Infrastructure - Other Structures	3	-	-	-		
Purchase Infrastructure - Municipal Roadworks	3	(102,145)	(70,000)	(994,558)		
Purchase Infrastructure - Car Parks	3	(55,809)	-	(255,000)		
Purchase of Land held for resale	3	-	-	-		
		<u>(5,786,768)</u>	<u>(9,410,912)</u>	<u>(12,765,885)</u>		
Financing Expenditure & Revenue						
Repayment of Loans Principal	5	(298,392)	(298,591)	(605,151)		
Repayment of Liquidity Advance	5	(2,500,000)	(2,500,000)	(2,500,000)		
Proceeds from New Loan Borrowings	5	2,500,000	2,605,550	2,605,550		
Self-Supporting Loan Principal Revenue	5	28,098	28,191	37,590		
Transfer from Loan Fund for Capital	5	58,370	-	62,705		
Transfers to Reserves (Restricted Assets)	6	(4,381,690)	(1,994,458)	(6,583,036)		
Transfers from Reserves (Restricted Assets)	6	2,201,134	4,323,316	7,322,974	▼	2,122,182 49.09%
		<u>(2,392,480)</u>	<u>2,164,008</u>	<u>340,632</u>		
Estimated Surplus/(Deficit) Year to Date	7	18,160,038	13,118,499	-		
Amount Required to be Raised from Rates	8	<u>(34,389,540)</u>	<u>(34,671,531)</u>	<u>(34,671,531)</u>		

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

CITY OF KWINANA
STATEMENT OF COMPREHENSIVE INCOME BY PROGRAM
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

	NOTE	March 2017 Actual \$	March 2017 Y-T-D Budget \$	2016/17 Revised Budget \$
Revenues	1			
General Purpose Funding		37,587,919	37,511,657	38,616,888
Governance		321,720	201,097	301,895
Law, Order, Public Safety		304,807	279,046	374,851
Health		71,479	111,999	243,632
Education and Welfare		5,501,204	4,713,749	6,854,614
Community Amenities		9,420,939	8,350,401	10,698,906
Recreation and Culture		2,339,195	2,138,295	2,942,608
Transport		206,872	224,151	304,157
Economic Services		998,814	1,218,237	1,494,439
Other Property and Services		175,000	187,181	314,314
		<u>56,927,949</u>	<u>54,935,813</u>	<u>62,146,304</u>
Expenses Excluding Finance Costs	1			
General Purpose Funding		(868,112)	(1,093,748)	(1,549,562)
Governance		(3,422,103)	(3,088,975)	(4,940,312)
Law, Order, Public Safety		(1,846,238)	(2,240,659)	(2,936,662)
Health		(881,022)	(993,478)	(1,269,605)
Education and Welfare		(6,651,346)	(6,797,763)	(9,559,207)
Community Amenities		(5,676,276)	(7,552,056)	(10,328,652)
Recreation & Culture		(10,898,540)	(13,742,531)	(17,677,088)
Transport		(6,269,727)	(9,336,956)	(12,440,680)
Economic Services		(1,335,983)	(1,587,973)	(2,091,406)
Other Property and Services		(2,624,432)	(3,155,159)	(4,363,323)
		<u>(40,473,779)</u>	<u>(49,589,298)</u>	<u>(67,156,497)</u>
Finance Costs	1			
General Purpose Funding		-	-	-
Governance		(31,443)	(35,313)	(63,009)
Law, Order, Public Safety		-	-	-
Health		-	-	-
Education and Welfare		(47,384)	(54,369)	(96,765)
Community Amenities		-	-	-
Recreation & Culture		(437,106)	(509,864)	(877,261)
Transport		(94,322)	(65,172)	(177,562)
Economic Services		-	-	-
Other Property and Services		-	-	-
		<u>(610,255)</u>	<u>(664,718)</u>	<u>(1,214,597)</u>
		<u>15,843,915</u>	<u>4,681,797</u>	<u>(6,224,790)</u>
Grants/Contributions for the Development of Assets		2,859,802	3,843,738	3,975,966
Profit on Disposal of Assets	4	42,354	184,526	214,497
(Loss) on Disposal of Assets	4	(62,563)	(20,557)	(20,557)
NET RESULT		<u>18,683,508</u>	<u>8,689,504</u>	<u>(2,054,884)</u>
Other Comprehensive Income		-	-	-
TOTAL COMPREHENSIVE INCOME		<u>18,683,508</u>	<u>8,689,504</u>	<u>(2,054,884)</u>

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

CITY OF KWINANA
STATEMENT OF COMPREHENSIVE INCOME BY NATURE & TYPE
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

	NOTE	March 2017 Actual \$	March 2017 Y-T-D Budget \$	2016/17 Revised Budget \$
Revenues	1			
Rates	8	34,389,540	34,671,531	34,671,531
Operating Grants, Subsidies & Contributions		8,495,039	6,548,409	11,277,185
Reimbursements and Donations		596,878	530,074	742,782
Fines & Penalties		37,235	80,247	116,000
Fees and Charges		10,242,574	10,274,663	11,554,094
Interest Earnings		1,724,761	1,487,253	2,000,000
Income from Property		1,399,032	1,318,983	1,752,512
Other Revenue		42,890	24,653	32,200
		<u>56,927,949</u>	<u>54,935,813</u>	<u>62,146,304</u>
Expenses Excluding Finance Costs	1			
Employee Costs		(18,447,068)	(20,516,970)	(26,241,056)
Materials and Contracts		(14,902,188)	(17,600,262)	(25,323,721)
Utilities Charges (gas, electricity, water, etc)		(1,646,834)	(1,861,108)	(2,564,418)
Leases		(221,497)	(240,714)	(320,935)
Depreciation on Non-current Assets		(4,408,846)	(8,487,766)	(11,316,975)
Insurance Expenses		(538,910)	(533,541)	(573,600)
Other Expenditure		(308,436)	(348,937)	(815,792)
		<u>(40,473,779)</u>	<u>(49,589,298)</u>	<u>(67,156,497)</u>
Finance Costs				
Interest Expenses	5	(610,255)	(664,718)	(1,214,597)
		<u>15,843,915</u>	<u>4,681,797</u>	<u>(6,224,790)</u>
Grants/Contributions for the Development of Assets				
Non-operating Grants, Subsidies & Contributions		2,832,828	3,843,738	3,963,966
Non-operating Reimbursements & Donations		26,974	-	12,000
		<u>2,859,802</u>	<u>3,843,738</u>	<u>3,975,966</u>
Profit/(Loss) on Disposal of Assets	4			
Profit on Asset Disposals		42,354	184,526	214,497
Loss on Asset Disposals		(62,563)	(20,557)	(20,557)
		<u>(20,209)</u>	<u>163,969</u>	<u>193,940</u>
NET RESULT		<u>18,683,508</u>	<u>8,689,504</u>	<u>(2,054,884)</u>
Other Comprehensive Income		-	-	-
TOTAL COMPREHENSIVE INCOME		<u>18,683,508</u>	<u>8,689,504</u>	<u>(2,054,884)</u>

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

CITY OF KWINANA
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

(a) Basis of Accounting

The budget has been prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

All Funds through which the local government controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statement, but a separate statement of those monies appears at Note 9 to this budget.

(c) Rounding Off Figures

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Fixed Assets

Property, plant and equipment and infrastructure assets are brought to account at cost or fair value less, where applicable, any accumulated depreciation or amortisation and any accumulated impairment balances.

CITY OF KWINANA
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

ASSET CLASS	ASSET DESCRIPTION	Economic Life	Depreciation Rate
Land	Land	Nil	
	Vested Land	Nil	
	Other Vested Land	Nil	
Buildings	Fencing	20 to 50	5% to 2%
	Building Structure	40 to 60	2.5% to 1.67%
	Air conditioning	10 to 30	10% to 3.33%
	Soft Furnishings	10	0.10%
	Fixtures	10	0.10%
	Other	10 to 30	10% to 3.33%
	Alarms	3 to 10	33.33% to 10%
Plant & Equipment	Vehicles	5 to 10	20% to 10%
	Major Plant	5 to 10	20% to 10%
Furniture & Equipment	Minor Plant & Equipment	3 to 10	33.33% to 10%
	Computing Equipment	2 to 7	50% to 14.29%
	Office Furniture	7 to 13	14.29% to 7.69%
	Office Equipment	3 to 10	33.33% to 10%
	Audio Visual Equipment	3 to 10	33.33% to 10%
	Specialised Equipment	7 to 13	14.29% to 7.69%
	White Goods	7 to 13	14.29% to 7.69%
	Art Works	Nil	
Infrastructure - Roads		50	0.02%
Infrastructure - Footpaths		50	0.02%
Infrastructure - Drainage	Drainage	75	0.0133%
	Sewerage	75	0.0133%
Infrastructure - Crossovers		50	0.02%
Infrastructure - Car Parks		20 to 40	5% to 2.5%
Infrastructure - Bus Shelters		20	0.05%
Infrastructure - Street Lights	Street Lights	30	0.0333%
	Other Lights	30	0.0333%
Infrastructure - Parks & Ovals	Playground Equipment	5 to 15	20% to 6.67%
	Bores/Pumps/Irrigation	8 to 20	12.5% to 5%
	BBQ's	10 to 20	10% to 5%
	Streetscapes	20 to 50	5% to 2%
	Landscape Surrounds	10 to 50	10% to 2%
	Sportsgrounds - Reticulated	15 to 25	6.67% to 4%
	Public Open Space Not Reticul	20 to 50	5% to 2%
Infrastructure - Other Structures	Jetties	20 to 40	5% to 2.5%
	Other Structures	20 to 50	5% to 2%
	Tennis Courts	30 to 50	3.33% to 2%

CITY OF KWINANA
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

2. STATEMENT OF OBJECTIVE

In order to discharge its responsibilities to the community, the City has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the City's Vision, and for each of its broad activities/programs.

CITY'S VISION

"Kwinana 2030: Rich in spirit, alive with opportunities, surrounded by nature - it's all here!"

City of Kwinana operations as disclosed in this budget encompass the following service orientated activities/programmes:

GENERAL PURPOSE FUNDING

Rates Income and Expenditure, Grants Commission and Pensioner Deferred Rates interest and interest on Investments. Principal and Interest payments on borrowings.

GOVERNANCE

Members of Council and Governance (includes Audit and other costs associated with reporting to council). Administration, Financial and Computing Services are included.

LAW, ORDER, PUBLIC SAFETY

Supervision of various local laws, fire prevention and animal control.

HEALTH

Prevention and treatment of human illness, including inspection of premises/food control, immunisation and child health services.

EDUCATION AND WELFARE

Provision, management and support of services for families, children and the aged and disabled within the community; including pre-school playgroups, day and after school care, assistance to schools, senior citizens support groups, meals on wheels provision and Aged Persons Units and Resident Funded Units.

COMMUNITY AMENITIES

City planning and development, rubbish collection services, stormwater drainage, the provision of public conveniences, bus shelters, roadside furniture and litter control.

RECREATION AND CULTURE

Provision of facilities and support for organisations concerned with leisure time activities and sport, support for the performing and creative arts and the preservation of the national estate. This includes maintenance of halls, aquatic centre, recreation and community centres, parks, gardens, sports grounds and the operation of Libraries.

TRANSPORT

Construction, maintenance and cleaning of streets, roads, bridges, drainage works, footpaths, parking facilities, traffic signs and the City depot, including plant purchase and maintenance.

ECONOMIC SERVICES

Rural services and pest control and the implementation of building controls.

OTHER PROPERTY & SERVICES

Private works, public works overheads, council plant operations, materials, salaries and wages. With the exception of private works, the above activities listed are mainly summaries of costs that are allocated to all works and services undertaken by the council.

CITY OF KWINANA
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

3. ACQUISITION OF ASSETS

The following assets are budgeted to be acquired during the period under review:

<u>By Directorate</u>	March 2017 Actual \$	2016/17 Revised Budget \$
City Strategy		
Furniture & Equipment	-	-
Transportation Vehicles	(38,855)	(39,000)
Land & Buildings	-	-
	(38,855)	(39,000)
Corporate & Engineering Services		
Furniture & Equipment	-	(7,000)
Computing Equipment	(147,915)	(633,107)
Plant & Equipment	(644,786)	(877,252)
Transportation Vehicles	(64,333)	(168,600)
Land & Buildings	-	-
Reserve Development	(246,051)	(925,437)
Playground Equipment	(2,207,658)	(3,703,555)
Urban Road Grant	(798,632)	(1,109,133)
Black Spot Grant	(22,035)	(22,000)
Roads to Recovery Grant	(439,088)	(669,398)
Road Resurfacing	(2,473)	(202,000)
Street Lighting	(2,159)	-
Bus Shelter Construction	-	(50,000)
Footpath Construction	(24,203)	(150,000)
Drainage Construction	(43,065)	(380,000)
Municipal Roadworks	(102,145)	(994,558)
Carpark Construction	(55,809)	(255,000)
	(4,800,352)	(10,147,040)
City Living		
Furniture & Equipment	(66,601)	(102,320)
Plant & Equipment	(10,684)	(129,250)
Transportation Vehicles	(158,210)	(193,000)
Land & Buildings	(532,184)	(1,832,566)
Playground Equipment	(13,066)	(120,000)
	(780,745)	(2,377,136)
City Development		
Plant & Equipment	-	(2,709)
Transportation Vehicles	(166,816)	(200,000)
	(166,816)	(202,709)
	<u><u>(5,786,768)</u></u>	<u><u>(12,765,885)</u></u>

CITY OF KWINANA
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

3. ACQUISITION OF ASSETS (Continued)

<u>By Class</u>	March 2017 Actual \$	2016/17 Revised Budget \$
Furniture and Equipment	(66,601)	(109,320)
Computing Equipment	(147,915)	(633,107)
Plant and Equipment	(1,083,684)	(1,609,811)
Land and Buildings	(532,184)	(1,832,566)
Infrastructure - Urban Road Grant	(798,632)	(1,109,133)
Infrastructure - Black Spot Grant	(22,035)	(22,000)
Infrastructure - Roads to Recovery	(439,088)	(669,398)
Infrastructure - Road Resurfacing	(2,473)	(202,000)
Infrastructure - Street Lights	(2,159)	-
Infrastructure - Bus Shelters	-	(50,000)
Infrastructure - Footpaths	(24,203)	(150,000)
Infrastructure - Drainage	(43,065)	(380,000)
Infrastructure - Municipal Roadworks	(102,145)	(994,558)
Infrastructure - Carpark	(55,809)	(255,000)
Infrastructure - Parks & Ovals	(2,466,775)	(4,748,992)
	<u>(5,786,768)</u>	<u>(12,765,885)</u>

4. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review

<u>By Class</u>	Net Book Value	Sale Proceeds	Profit(Loss)
	March Actual \$	March Actual \$	March Actual \$
Furniture and Equipment	(1,292)	-	(1,292)
Plant and Equipment	(362,448)	343,531	(18,917)
Land and Buildings	-	-	-
Infrastructure - Parks & Ovals	-	-	-
Land	-	-	-
Other	-	-	-
	<u>(363,740)</u>	<u>343,531</u>	<u>(20,209)</u>

Summary

	March Actual \$
Profit on Asset Disposals	42,354
(Loss) on Asset Disposals	(62,563)
	<u>(20,209)</u>

CITY OF KWINANA
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

5. INFORMATION ON BORROWINGS

(a) Loan Repayments

Particulars	Principal 1-Jul-16	Interest Rate	Maturity Date	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
					Mar-17 Actual \$	Mar-17 Actual \$	2016/17 Budget \$	Mar-17 Actual \$	2016/17 Budget \$	Mar-17 Actual \$
Governance										
Loan 99 - Administration Office Renovations	925,362	6.25%	25-Jun-25	-	39,077	79,376	886,285	845,986	31,443	63,009
Education & Welfare										
Loan 96 - Youth Specific Space	193,278	7.53%	19-Jun-23	-	10,738	21,880	182,540	171,398	7,493	15,486
Loan 100 - Youth Specific Space	1,521,312	4.67%	25-Jun-28	-	-	-	1,521,312	1,521,312	39,891	81,279
Recreation & Culture										
Loan 94 - Wellard Sports Pavilion	289,483	6.38%	04-May-22	-	20,178	41,000	269,305	248,483	7,305	19,836
Loan 95 - Orelia Oval Pavilion	463,867	7.53%	19-Jun-23	-	25,771	52,512	438,096	411,355	17,984	37,166
Loan 97 - Orelia Oval Pavilion Extension	2,047,558	6.25%	25-Jun-25	-	86,467	175,636	1,961,091	1,871,922	69,574	139,419
Loan 102 - Resource & Knowledge Centre	7,421,567	4.54%	28-Jun-29	-	-	-	7,421,567	7,421,567	189,902	386,856
Loan 103 - Kwinana Golf Club	297,904	4.07%	25-Jun-23	-	18,606	37,590	279,298	260,314	6,943	13,815
Loan 104 - Recquatic Upgrade	3,350,000	4.05%	26-Jun-30	-	-	-	3,350,000	3,350,000	78,184	159,318
Loan 105 - Bertram Community Centre	1,296,840	3.25%	27-Mar-30	-	-	-	1,296,840	1,296,840	35,528	50,851
Loan 106 - Calista Destination Park	1,700,000	3.14%	24-Jun-31	-	44,801	90,000	1,655,199	1,700,000	31,686	70,000
New - Darius Wells Building Solar Panels	-	-	-	-	-	-	-	191,360	-	-
Transport										
Loan 98 - Streetscape Beautification	1,249,239	6.25%	25-Jun-25	-	52,754	107,157	1,196,485	1,142,082	42,448	85,062
Loan 101 - City Centre Road Network**	2,500,000	2.18%	27-Sep-16	-	2,500,000	2,500,000	-	-	51,874	-
Loan 101 - City Centre Road Network	-	2.47%	27-Sep-21	2,500,000	-	-	2,500,000	2,500,000	-	92,500
	23,256,410			2,500,000	2,798,392	3,105,151	22,958,018	22,932,619	610,255	1,214,597

Principal Repayments - Debentures	298,392	640,453
Liquidity Advance Repayments	2,500,000	2,500,000
	<u>2,798,392</u>	<u>3,140,453</u>

(*) Self Supporting loan financed by payments from third parties

(**) Short Term Facility Loans

All loan repayments were financed by general purpose revenue.

CITY OF KWINANA
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

5. INFORMATION ON BORROWINGS (Continued)

(b) New Debentures

Particulars/Purpose	Amount Borrowed		Institution	Loan Type	Term (Years)	Total Interest & Charges	Interest Rate	Amount Used		Balance Unspent \$
	Actual	Budget						Actual	Budget	
Darius Wells Building Solar Panels	-	105,550	WA Treasury	Debenture	10	4,960	4.0% & 0.7%	-	105,550	-
Loan 101 - City Centre Redevelopment	2,500,000	2,500,000	WA Treasury	Debenture	5	101,750	2.47% & 0.7%	2,500,000	2,500,000	-
	2,500,000	2,605,550				106,710		2,500,000	2,605,550	-

The City has a \$12,578,433 Short Term Loan Facility with Western Australian Treasury Corporation (WATC) that expires on 30 June 2017

(c) Unspent Debentures

Particulars	Date Borrowed	Balance 1-Jul-16 \$	Borrowed During Year \$	Expended During Year	Liquidity Repayment \$	Balance 31-Jan-17 \$
Loan 99 - Administration Office Renovations	25-Jun-10	62,705	-	58,370	-	4,335
		62,705	-	58,370	-	4,335

(d) Self Supporting Loan Repayments

Particulars	Principal 1-Jul-16	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Mar-17 Actual \$	2016/17 Budget \$	Mar-17 Actual \$	2016/17 Budget \$	Mar-17 Actual \$	2016/17 Budget \$
Recreation & Culture								
Loan 103 - Kwinana Golf Club	297,904	-	28,098	37,590	269,806	260,314	9,151	13,815
	297,904	-	28,098	37,590	269,806	260,314	9,151	13,815

CITY OF KWINANA
NOTES TO AND FORMING PART OF THE FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

6. RESERVES

Reserve Accounts Transactions

RESERVE FUND DETAILS	Opening Balance 1 July 2016	Transfers			Movements	Closing Balance 31 March 2017
		To Reserve	Interest	From Reserve		
Aged Persons Units Reserve	528,629	-	10,854	(92,779)	-	446,704
Asset Management Reserve	1,212,394	-	22,809	(233,796)	-	1,001,407
Asset Replacement Reserve	531,373	-	8,164	(335,874)	-	203,663
Banksia Park Reserve	72,480	-	1,344	(42,485)	-	31,339
CLAG Reserve	246,658	-	5,226	-	-	251,884
Community Services & Emergency Relief Reserve	25,299	-	536	-	-	25,835
Employee Leave Reserve	4,100,853	-	-	-	-	4,100,853
Family Day Care Reserve	1,423,011	-	30,074	(13,634)	-	1,439,451
Future Community Infrastructure Reserve	2,571,524	-	51,569	(305,440)	-	2,317,653
Golf Course Cottage Reserve	26,469	-	561	-	-	27,030
Infrastructure Reserve	119,703	-	2,536	-	-	122,239
Rates Strategy Reserve	-	819,692	-	-	-	819,692
Refuse Reserve	8,385,016	-	177,655	-	-	8,562,671
Restricted Grants & Contributions Reserve	2,303,075	-	-	(908,796)	-	1,394,279
Settlement Agreement Reserve	157,743	-	-	-	-	157,743
Youth Engagement Reserve	-	270,000	-	-	-	270,000
Un-Restricted Reserves Sub Total	21,704,227	1,089,692	311,328	(1,932,804)	-	21,172,443

RESERVE FUND DETAILS	Opening Balance 1 July 2016	Transfers			Movements	Closing Balance 31 March 2017
		To Reserve	Interest	From Reserve		
DCA 1 - Hard Infrastructure - Bertram	1,483,289	255,259	32,818	-	-	1,771,366
DCA 2 - Hard Infrastructure - Wellard East	1,530,683	349,138	37,927	-	-	1,917,748
DCA 4 - Hard Infrastructure - Anketell	-	-	-	-	-	-
DCA 5 - Hard Infrastructure - Wandii	2,846,531	169,019	61,890	-	-	3,077,440
DCA 9 - Soft Infrastructure - Wandii/Anketell	9,116,394	592,619	197,946	(63,533)	-	9,843,426
DCA 11 - Soft Infrastructure - Wellard East	3,647,606	583,972	83,649	(35,242)	-	4,279,985
DCA 10 - Soft Infrastructure - Casuarina/Anketell	-	-	-	-	-	-
DCA 12 - Soft Infrastructure - Wellard West	5,779,219	346,166	125,985	(8,082)	-	6,243,288
DCA 13 - Soft Infrastructure - Bertram	286,381	-	5,993	(6,816)	-	285,558
DCA 14 - Soft Infrastructure - Wellard/Leda	406,289	6,832	8,042	(65,198)	-	355,965
DCA 15 - Soft Infrastructure - Townsite	137,457	111,953	2,968	(89,459)	-	162,919
DCA 7 - Hard Infrastructure - Mandogalup (West)	-	8,413	81	-	-	8,494
Developer Contribution Reserves Sub Total	25,233,849	2,423,371	557,299	(268,330)	-	27,946,189
Reserves Total	46,938,076	3,513,063	868,627	(2,201,134)	-	49,118,632

All of the above reserve accounts are to be supported by money held in financial institutions.

CITY OF KWINANA
NOTES TO AND FORMING PART OF THE FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

6. RESERVES

	March Actual \$	2016/17 Budget \$
Cash Backed Reserves		
(a) Aged Persons Units Reserve		
Opening Balance	528,629	528,629
Amount Set Aside / Transfer to Reserve	-	279,314
Interest Applied to Reserve	10,854	9,488
Amount Used / Transfer from Reserve	<u>(92,779)</u>	<u>(210,315)</u>
	<u>446,704</u>	<u>607,116</u>
(b) Asset Management Reserve		
Opening Balance	1,212,394	1,212,394
Amount Set Aside / Transfer to Reserve	-	-
Interest Applied to Reserve	22,809	24,193
Amount Used / Transfer from Reserve	<u>(233,796)</u>	<u>(807,174)</u>
	<u>1,001,407</u>	<u>429,413</u>
(c) Asset Replacement Reserve		
Opening Balance	531,373	531,374
Amount Set Aside / Transfer to Reserve	-	250,000
Interest Applied to Reserve	8,164	11,767
Amount Used / Transfer from Reserve	<u>(335,874)</u>	<u>(539,200)</u>
	<u>203,663</u>	<u>253,941</u>
(d) Banksia Park DMF Reserve		
Opening Balance	72,480	72,479
Amount Set Aside / Transfer to Reserve	-	110,000
Interest Applied to Reserve	1,344	1,869
Amount Used / Transfer from Reserve	<u>(42,485)</u>	<u>(87,900)</u>
	<u>31,339</u>	<u>96,448</u>
(e) CLAG Reserve		
Opening Balance	246,658	246,658
Amount Set Aside / Transfer to Reserve	-	72,306
Interest Applied to Reserve	5,226	4,593
Amount Used / Transfer from Reserve	<u>-</u>	<u>(56,620)</u>
	<u>251,884</u>	<u>266,937</u>
(f) Community Services & Emergency Relief Reserve		
Opening Balance	25,299	25,299
Amount Set Aside / Transfer to Reserve	-	-
Interest Applied to Reserve	536	561
Amount Used / Transfer from Reserve	<u>-</u>	<u>-</u>
	<u>25,835</u>	<u>25,860</u>
(g) Employee Leave Reserve		
Opening Balance	4,100,853	4,100,853
Amount Set Aside / Transfer to Reserve	-	-
Interest Applied to Reserve	-	-
Amount Used / Transfer from Reserve	<u>-</u>	<u>-</u>
	<u>4,100,853</u>	<u>4,100,853</u>
(h) Family Day Care Reserve		
Opening Balance	1,423,011	1,423,011
Amount Set Aside / Transfer to Reserve	-	-
Interest Applied to Reserve	30,074	28,997
Amount Used / Transfer from Reserve	<u>(13,634)</u>	<u>(170,570)</u>
	<u>1,439,451</u>	<u>1,281,438</u>
(i) Future Community Infrastructure Reserve		
Opening Balance	2,571,524	2,571,524
Amount Set Aside / Transfer to Reserve	-	197,396
Interest Applied to Reserve	51,569	33,752
Amount Used / Transfer from Reserve	<u>(305,440)</u>	<u>(1,600,449)</u>
	<u>2,317,653</u>	<u>1,202,223</u>
(j) Golf Course Cottage Reserve		
Opening Balance	26,469	26,469
Amount Set Aside / Transfer to Reserve	-	-
Interest Applied to Reserve	561	577
Amount Used / Transfer from Reserve	<u>-</u>	<u>-</u>
	<u>27,030</u>	<u>27,046</u>

CITY OF KWINANA
NOTES TO AND FORMING PART OF THE FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

6. RESERVES

	March Actual \$	2016/17 Budget \$
Cash Backed Reserves		
(k) Infrastructure Reserve		
Opening Balance	119,703	119,703
Amount Set Aside / Transfer to Reserve	-	-
Interest Applied to Reserve	2,536	2,586
Amount Used / Transfer from Reserve	-	-
	<u>122,239</u>	<u>122,289</u>
(l) Rates Strategy Reserve		
Opening Balance	-	-
Amount Set Aside / Transfer to Reserve	819,692	819,692
Interest Applied to Reserve	-	-
Amount Used / Transfer from Reserve	-	-
	<u>819,692</u>	<u>819,692</u>
(m) Refuse Reserve		
Opening Balance	8,385,016	8,385,016
Amount Set Aside / Transfer to Reserve	-	-
Interest Applied to Reserve	177,655	148,242
Amount Used / Transfer from Reserve	-	(710,119)
	<u>8,562,671</u>	<u>7,823,139</u>
(n) Restricted Grants & Contributions Reserve		
Opening Balance	2,303,075	2,303,075
Amount Set Aside / Transfer to Reserve	-	241,890
Interest Applied to Reserve	-	-
Amount Used / Transfer from Reserve	(908,796)	(2,541,363)
	<u>1,394,279</u>	<u>3,602</u>
(o) Settlement Agreement Reserve		
Opening Balance	157,743	157,743
Amount Set Aside / Transfer to Reserve	-	-
Interest Applied to Reserve	-	-
Amount Used / Transfer from Reserve	-	-
	<u>157,743</u>	<u>157,743</u>
(p) Youth Engagement Reserve		
Opening Balance	-	-
Amount Set Aside / Transfer to Reserve	270,000	270,000
Interest Applied to Reserve	-	-
Amount Used / Transfer from Reserve	-	-
	<u>270,000</u>	<u>270,000</u>
Un-Restricted Reserves Sub Total	<u>21,172,443</u>	<u>17,487,740</u>
Developer Contributions Reserve - DCA 1 - Hard		
(q) Infrastructure Bertram		
Opening Balance	1,483,289	1,483,289
Amount Set Aside / Transfer to Reserve	255,259	255,259
Interest Applied to Reserve	32,818	27,970
Amount Used / Transfer from Reserve	-	(54,000)
Movement	-	-
	<u>1,771,366</u>	<u>1,712,518</u>
Developer Contributions Reserve - DCA 2 - Hard		
(r) Infrastructure Wellard		
Opening Balance	1,530,683	1,530,683
Amount Set Aside / Transfer to Reserve	349,138	653,339
Interest Applied to Reserve	37,927	34,269
Amount Used / Transfer from Reserve	-	-
	<u>1,917,748</u>	<u>2,218,291</u>
Developer Contributions Reserve - DCA 4 - Hard		
(s) Infrastructure Anketell		
Opening Balance	-	-
Amount Set Aside / Transfer to Reserve	-	-
Interest Applied to Reserve	-	-
Amount Used / Transfer from Reserve	-	-
	<u>-</u>	<u>-</u>
Developer Contributions Reserve - DCA 5 - Hard		
(t) Infrastructure Wandl		
Opening Balance	2,846,531	2,846,531
Amount Set Aside / Transfer to Reserve	169,019	169,019
Interest Applied to Reserve	61,890	58,736
Amount Used / Transfer from Reserve	-	-
	<u>3,077,440</u>	<u>3,074,286</u>

CITY OF KWINANA
NOTES TO AND FORMING PART OF THE FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

6. RESERVES

Cash Backed Reserves	March Actual \$	2016/17 Budget \$
Developer Contributions Reserve - DCA 7 - Hard		
(u) Infrastructure Mandogalup (West)		
Opening Balance	9,116,394	-
Amount Set Aside / Transfer to Reserve	592,619	8,413
Interest Applied to Reserve	197,946	-
Amount Used / Transfer from Reserve	<u>(63,533)</u>	<u>-</u>
	<u>9,843,426</u>	<u>8,413</u>
Developer Contributions Reserve - DCA 9 -Soft		
(v) Infrastructure Wandii/Anketell		
Opening Balance	3,647,606	9,116,394
Amount Set Aside / Transfer to Reserve	583,972	585,303
Interest Applied to Reserve	83,649	192,062
Amount Used / Transfer from Reserve	<u>(35,242)</u>	<u>(98,534)</u>
	<u>4,279,985</u>	<u>9,795,225</u>
Developer Contributions Reserve - DCA 10 -Soft		
(w) Infrastructure Casuarina/Anketell		
Opening Balance	-	-
Amount Set Aside / Transfer to Reserve	-	234,835
Interest Applied to Reserve	-	-
Amount Used / Transfer from Reserve	<u>-</u>	<u>(15,875)</u>
	<u>-</u>	<u>218,960</u>
Developer Contributions Reserve - DCA 11 -Soft		
(x) Infrastructure Wellard East		
Opening Balance	5,779,219	3,647,605
Amount Set Aside / Transfer to Reserve	346,166	1,064,455
Interest Applied to Reserve	125,985	80,796
Amount Used / Transfer from Reserve	<u>(8,082)</u>	<u>(77,182)</u>
	<u>6,243,288</u>	<u>4,715,674</u>
Developer Contributions Reserve - DCA 12 -Soft		
(y) Infrastructure Wellard West		
Opening Balance	286,381	5,779,218
Amount Set Aside / Transfer to Reserve	-	346,166
Interest Applied to Reserve	5,993	122,810
Amount Used / Transfer from Reserve	<u>(6,816)</u>	<u>(45,102)</u>
	<u>285,558</u>	<u>6,203,092</u>
Developer Contributions Reserve - DCA 13 -Soft		
(z) Infrastructure Bertram		
Opening Balance	406,289	286,381
Amount Set Aside / Transfer to Reserve	6,832	-
Interest Applied to Reserve	8,042	6,580
Amount Used / Transfer from Reserve	<u>(65,198)</u>	<u>(6,738)</u>
	<u>355,965</u>	<u>286,223</u>
Developer Contributions Reserve - DCA 14 -Soft		
(aa) Infrastructure Wellard/Leda		
Opening Balance	137,457	406,290
Amount Set Aside / Transfer to Reserve	111,953	60,118
Interest Applied to Reserve	2,968	7,270
Amount Used / Transfer from Reserve	<u>(89,459)</u>	<u>(132,816)</u>
	<u>162,919</u>	<u>340,862</u>
Developer Contributions Reserve - DCA 15 -Soft		
(ab) Infrastructure Townsite		
Opening Balance	-	137,458
Amount Set Aside / Transfer to Reserve	8,413	165,531
Interest Applied to Reserve	81	2,882
Amount Used / Transfer from Reserve	<u>-</u>	<u>(169,017)</u>
	<u>8,494</u>	<u>136,854</u>
Developer Contributions Reserves Sub Total	<u>24,868,749</u>	<u>28,710,398</u>
Total Cash Backed Reserves	<u>49,118,632</u>	<u>46,198,138</u>

All of the above reserve accounts are to be supported by money held in financial institutions.

CITY OF KWINANA
NOTES TO AND FORMING PART OF THE FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

6. RESERVES

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

- 1 Aged Persons Units Reserve**
This Reserve has been established to provide funds for the capital acquisition and maintenance of the Aged Persons Units, Callistemon Court
- 2 Arts Centre Reserve**
This Reserve was established to cover any increases in the cost of operations and maintenance for the Kwinana Arts Centre
- 3 Asset Management Reserve**
This Reserve is utilised to provide funds for renewal projects for the City's building and infrastructure assets.
- 4 Asset Replacement Reserve**
This Reserve is utilised to replace existing fleet, plant and other City assets
- 5 Banksia Park Reserve**
This Reserve has been established to provide funds for the capital acquisition and maintenance of the Banksia Park Retirement Village
- 6 CLAG Reserve**
This Reserve has been established to provide funds for the prevention and education of Mosquito management.
- 7 Community Services & Emergency Relief Reserve**
This Reserve is established to provide funding to alleviate the effect of any disaster within the City of Kwinana boundaries and to provide funds to develop
- 8 Employee Leave Reserve**
This Reserve is established for the purpose of ensuring that adequate funds are available to finance employee leave entitlements
- 9 Family Day Care Reserve**
This Reserve provides for the capital acquisitions and maintenance of this facility
- 10 Future Community Infrastructure Reserve**
This Reserve is established to accumulate the City's contributions for the capital funding of future community infrastructure in accordance with Town Planning Scheme #2
- 11 Golf Course Cottage Reserve**
This Reserve was established to provide funds for the maintenance of this building
- 12 Infrastructure Reserve**
This Reserve was established to be used to provide funds to create new City assets or for the major upgrade of City assets to increase the service level provided by the asset
- 13 Rates Strategy Reserve**
This Reserve was established to provide funds to assist in the future management of the City's rating strategy
- 14 Refuse Reserve**
This Reserve was established to provide funds for the costs and subsidy of Waste Management in the City
- 14 Restricted Grants & Contributions Reserve**
The Reserve is utilised to restrict funds required to complete projects from prior financial years
- 15 Settlement Agreement Reserve**
This Reserve was established to provide funds to account for future negotiated settlement agreement payments
- 16 Youth Engagement Reserve**
This Reserve was established to provide funds to assist with youth engagement and diversion initiatives
- 17 DCA 1 - Hard Infrastructure - Bertram**
This Reserve is established to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 1 - Hard Infrastructure Bertram
- 18 DCA 2 - Hard Infrastructure - Wellard**
This Reserve is established to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 2 - Hard Infrastructure Wellard
- 19 DCA 4 - Hard Infrastructure - Anketell**
This Reserve is established to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 4 - Hard Infrastructure Anketell
- 20 DCA 5 - Hard Infrastructure - Wandl**
This Reserve is established to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 5 - Hard Infrastructure Wandl
- 21 DCA 7 - Hard Infrastructure - Mandogalup (West)**
This Reserve is established to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 7 - Hard Infrastructure Mandogalup (West)

CITY OF KWINANA
NOTES TO AND FORMING PART OF THE FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

6. RESERVES

22 DCA 8 - Soft Infrastructure - Mandogalup

This Reserve is established to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 8 - Soft Infrastructure Mandogalup

23 DCA 9 - Soft Infrastructure - Wandii/Anketell

This Reserve is established to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 9 - Soft Infrastructure Wandii/Anketell

24 DCA 10 - Soft Infrastructure - Casuarina/Anketell

This Reserve is established to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 10 - Soft Infrastructure Casuarina/Anketell

25 DCA 11 - Soft Infrastructure - Wellard East

This Reserve is established to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 11 - Soft Infrastructure Wellard East

26 DCA 12 - Soft Infrastructure - Wellard West

This Reserve is established to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 12 - Soft Infrastructure Wellard West

27 DCA 13 - Soft Infrastructure - Bertram

This Reserve is established to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 13 - Soft Infrastructure Bertram

28 DCA 14 - Soft Infrastructure - Wellard/Leda

This Reserve is established to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 14 - Soft Infrastructure Wellard/Leda

29 DCA 15 - Soft Infrastructure - Townsite

This Reserve is established to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 15 - Soft Infrastructure Townsite

7. NET CURRENT ASSETS

Composition of Estimated Net Current Asset Position

	March 2017 Actual \$	Brought Forward 1-Jul \$
CURRENT ASSETS		
Cash - Unrestricted	16,770,837	8,356,933
Cash - Restricted (Reserves)	49,118,632	46,938,076
Cash - Restricted (Unspent Loan Funds)	4,335	62,705
Rates - Current	4,953,073	1,590,578
Sundry Debtors	631,305	1,139,001
GST Receivable	-	554,076
Accrued Receivables	-	410,710
Inventories	87,466	26,163
	<u>71,565,648</u>	<u>59,078,242</u>
LESS: CURRENT LIABILITIES		
Sundry Creditors	(691,047)	(4,674,862)
Bonds and Deposit Creditors	(3,591,596)	(3,408,346)
Accrued payables - Current	-	(1,150,164)
Current Borrowings	(605,457)	(3,105,457)
Provisions - Current	(4,545,806)	(4,545,806)
	<u>(9,433,906)</u>	<u>(16,884,635)</u>
Net Current Asset Position (Prior to Adjustment)	62,131,742	42,193,607
Less:		
Cash Restricted - (Unspent Loan Funds)	(4,335)	(62,705)
Cash Restricted - (Reserves)	(49,118,632)	(46,938,076)
	<u>(49,122,967)</u>	<u>(47,000,781)</u>
Add Back:		
Cash Backed Leave Reserve - Current	4,545,806	4,545,806
Current Loan Liability	605,457	3,105,457
	<u>5,151,263</u>	<u>7,651,263</u>
	<u>\$ 18,160,038</u>	<u>\$ 2,844,089</u>

CITY OF KWINANA
NOTES TO AND FORMING PART OF THE FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

8. RATING INFORMATION

<u>RATE TYPE</u>	Rate in \$	Number of Properties	Rateable Value \$	2016/17 Actual Rate Revenue \$	2016/17 Actual Interim Rates \$	2016/17 Back Rates \$	2016/17 Total Revenue \$	2016/17 Total Budget \$
Differential General Rate								
Gross Rental Value (GRV)								
Improved Residential	0.07303	10,615	184,561,500	13,478,527	922,008	-	14,400,535	13,899,543
Vacant Residential	0.17974	555	8,674,147	1,559,091	(221,220)	-	1,337,871	1,559,091
Improved Special Residential	0.06385	716	16,868,756	1,077,070	151,955	-	1,229,025	1,077,070
Light Industrial and Commercial	0.09082	146	22,148,306	2,011,509	33,240	-	2,044,749	2,011,509
General Industry and Service Commercial	0.07961	318	33,469,413	2,664,500	68,843	-	2,733,343	2,664,500
Large Scale General Industry and Service Commercial	0.08260	48	52,329,591	4,322,424	(269,590)	-	4,052,834	4,322,424
Improved Value (UV)								
General Industrial	0.02639	3	121,200,000	3,198,468	-	-	3,198,468	3,198,468
Rural	0.00464	187	184,212,000	854,744	(361,239)	-	493,505	854,744
Mining	0.00793	13	27,291,000	216,418	13,486	-	229,904	216,418
Urban/Urban Deferred	0.00612	65	171,510,000	1,049,641	(198,458)	-	851,183	1,049,641
		12,666	822,264,713	30,432,392	139,025	-	30,571,417	30,853,408

CITY OF KWINANA
NOTES TO AND FORMING PART OF THE FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

.. RATING INFORMATION (Continued)

	Minimum \$	Number of Properties	Rateable Value \$	2016/17 Actual Rate Revenue \$	2016/17 Actual Interim Rates \$	2016/17 Back Rates \$	2016/17 Total Revenue \$	2016/17 Total Budget \$
Minimum Payments								
Gross Rental Value (GRV)								
Improved Residential	943	2,679	31,546,688	2,526,297	-	-	2,526,297	2,526,297
Vacant Residential	943	1,220	5,290,264	1,150,460	-	-	1,150,460	1,150,460
Improved Special Residential	943	5	68,260	4,715	-	-	4,715	4,715
Light Industrial and Commercial	1226	18	168,008	22,068	-	-	22,068	22,068
General Industry and Service Commercial	1226	37	299,688	45,362	-	-	45,362	45,362
Large Scale General Industry and Service Commercial	1226	0	-	-	-	-	-	-
Improved Value (UV)								
General Industrial	1226	0	-	-	-	-	-	-
Rural	943	11	1,453,000	10,373	-	-	10,373	10,373
Mining	1226	1	15,000	1,226	-	-	1,226	1,226
Urban/Urban Deferred	1226	47	7,786,600	57,622	-	-	57,622	57,622
Sub-Totals		4,018	46,627,508	3,818,123	-	-	3,818,123	3,818,123
							34,389,540	34,671,531
Specified Area Rates							-	-
Totals		16,684	868,892,221	34,250,515	139,025	-	34,389,540	34,671,531

The City of Kwinana raises rates on all land within its boundaries, except exempt land, using a combination of dual rating and differential rating. Generally land within the urban area is rated at Gross Rental Value (GRV) and land within the rural area being rated with Unimproved Valuations (UV). Certain Town Planning zonings have attracted different rates so as to achieve greater equity within the urban and rural sectors.

The general rates detailed above for the 2016/17 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

CITY OF KWINANA
NOTES TO AND FORMING PART OF THE FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017

9. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this financial statements are as follows:

	Balance 1-Jul-16 \$	Amounts Received \$	Amounts Paid \$	Balance 2016/17 \$
Contiguous Local Authorities Group CLAG	-	200	-	200
	<u>-</u>	<u>200</u>	<u>-</u>	<u>200</u>

Rating

Compliance Indicators



Tier 1 - AAA rated authorised institutions
Direct Investment Maximum 100%
Per Institution Maximum Limit 45% of Total Portfolio



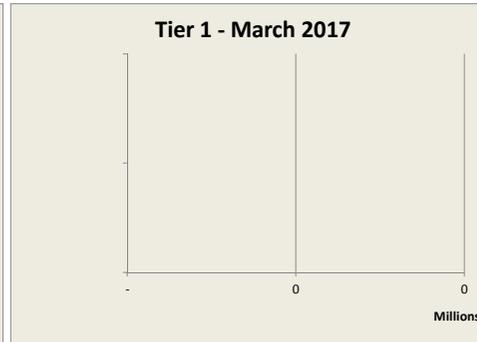
%

Tier 1 - March 2017



Indicates the distribution of funds across Tier 1 by percentage

Tier 1 - March 2017



Indicates the distribution of funds across Tier 1 by dollar value

Comment: Tier 1 rates available to the City were not favourable and therefore no funds were invested in this tier.

Tier 2 - AA rated issuers that are incorporated in Australia

Direct Investment Maximum 100%
Per Institution Maximum Limit 35% of Total Portfolio

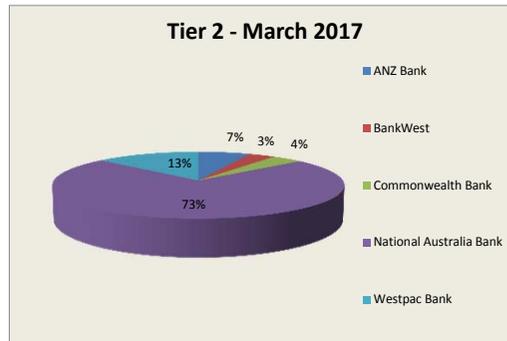


%

ANZ Bank	AA-	2,001,083.24	3.08%
BankWest	AA-	1,000,000.00	1.54%
Commonwealth Bank	AA-	1,190,887.83	1.84%
National Australia Bank	AA-	22,000,000.00	33.90%
Westpac Bank	AA-	4,000,000.00	6.16%

30,191,971.07 46.52%

Tier 2 - March 2017



Tier 2 - March 2017

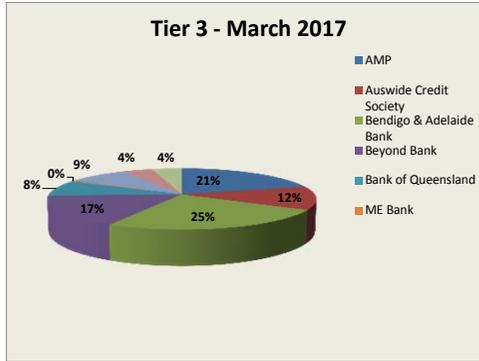


Comment: Funds were allocated in accordance with the guidelines of Investment Policy.

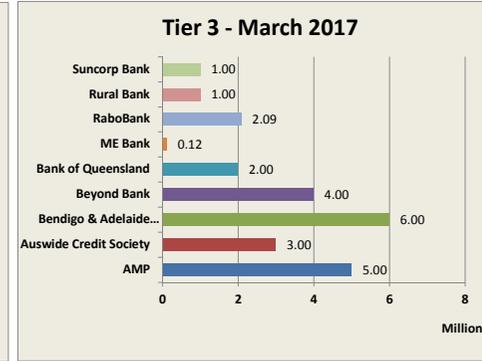
Tier 3 - other investment grade authorised institutions
Direct Investment Maximum 40%
Per Institution Maximum Limit 20% of Total Portfolio



Institution	Rating	Value	Percentage
AMP	A+	5,000,195.34	7.71%
Auswide Credit Society	BBB	3,000,000.00	4.62%
Bendigo & Adelaide Bank	A-	6,000,000.00	9.25%
Beyond Bank	BBB+	4,000,000.00	6.16%
Bank of Queensland	A-	2,000,000.00	3.08%
ME Bank	BBB+	116,117.47	0.18%
RaboBank	AA-	2,085,867.66	3.21%
Rural Bank	A-	1,000,000.00	1.54%
Suncorp Bank	A+	1,000,000.00	1.54%
Total		24,202,180.47	37.29%



Indicates the distribution of funds across Tier 3 by percentage



Indicates the distribution of funds across Tier 3 by dollar value

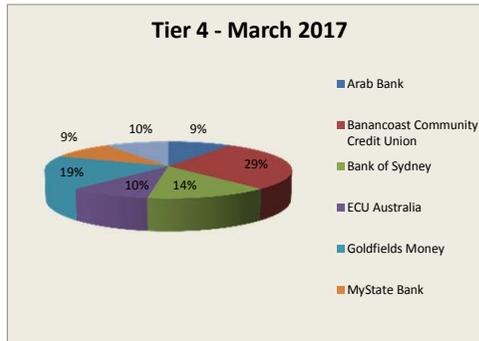
Comment: Funds were allocated in accordance with the guidelines of Investment Policy.

Tier 4 - other compliant authorised institutions

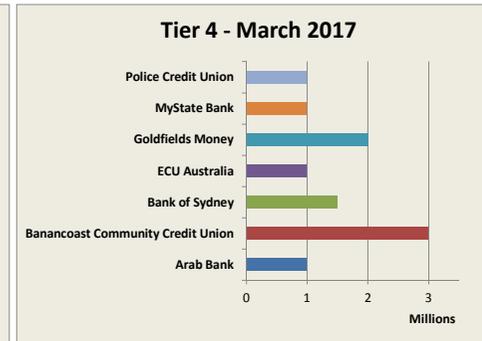
Direct Investment Maximum 30%
Per Institution Maximum Limit 5% of Total Portfolio



Institution	Rating	Value	Percentage
Arab Bank	BB+	1,000,000.00	1.54%
Banancoast Community Credit Union	UR	3,000,000.00	4.62%
Bank of Sydney	UR	1,500,000.00	2.31%
ECU Australia	UR	1,000,000.00	1.54%
Goldfields Money	UR	2,000,000.00	3.08%
MyState Bank	BBB+	1,000,000.00	1.54%
Police Credit Union	UR	1,000,000.00	1.54%
Total		10,500,000.00	16.18%



Indicates the distribution of funds across Tier 4 by percentage



Indicates the distribution of funds across Tier 4 by dollar value

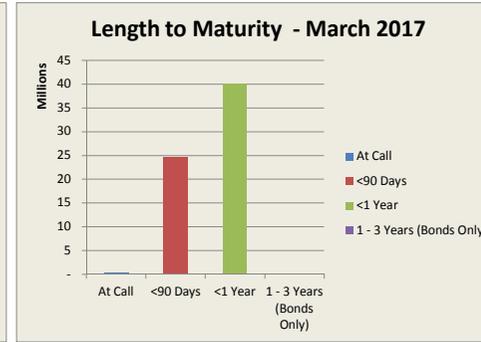
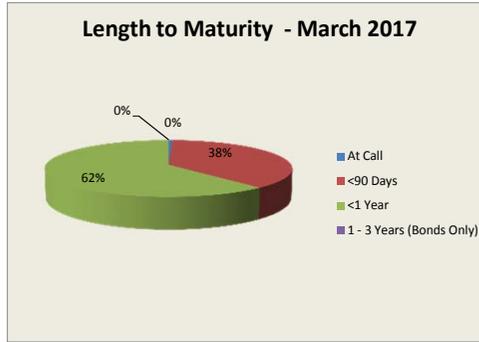
Comment: Funds were allocated in accordance with the guidelines of Investment Policy.

Total Value of Investments \$ 64,894,151.54

**City of Kwinana
Statement of Investments
For the Period Ending 31 March 2017**



At Call	394,151.54	●	0.61%
<90 Days	24,500,000.00	●	37.75%
<1 Year	40,000,000.00	●	61.64%
1 - 3 Years (Bonds Only)	-	●	0.00%
<hr/>			
\$	64,894,151.54		100.00%



Portfolio Term to Maturity Limits

At Call investment

Compliance Indicator

Funds invested for 90 days or less
100% (with 10% minimum) of Total Portfolio
Compliance Indicator

Funds invested for between 90 days and up to 1 year
100% (with 40% minimum) of Total Portfolio
Compliance Indicator

Funds invested for between 1 and 3 years
60% (Bonds Only) of Total Portfolio
Compliance Indicator

	At Call	<90 Days	<1 Year	1-3 Years
At Call investment	\$ 394,151.54 0.61% ✓			
Funds invested for 90 days or less		\$ 24,500,000.00 37.75% ✓		
Funds invested for between 90 days and up to 1 year			\$ 40,000,000.00 61.64% ✓	
Funds invested for between 1 and 3 years				\$ - 0.00% ✓

Comment: Portfolio compliant with the Policy

Portfolio Credit Framework

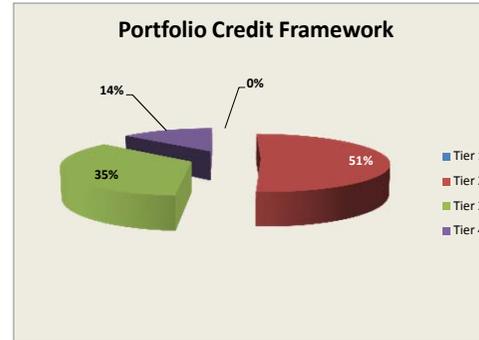
Direct Investment Maximum 100%
Per Institution Maximum Limit 45% of Total Portfolio

Direct Investment Maximum 100%
Per Institution Maximum Limit 35% of Total Portfolio

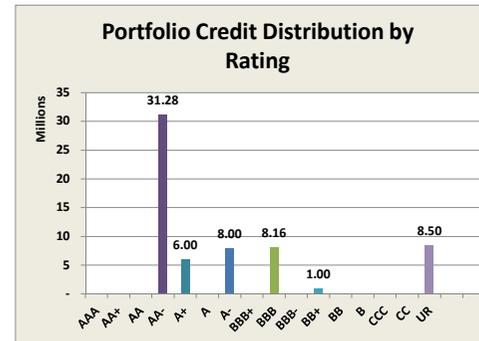
Direct Investment Maximum 40%
Per Institution Maximum Limit 20% of Total Portfolio

Direct Investment Maximum 30%
Per Institution Maximum Limit 5% of Total Portfolio

Tier 1	Tier 2	Tier 3	Tier 4
0.00% ✓			
	46.52% ✓		
		37.29% ✓	
			16.18% ✓

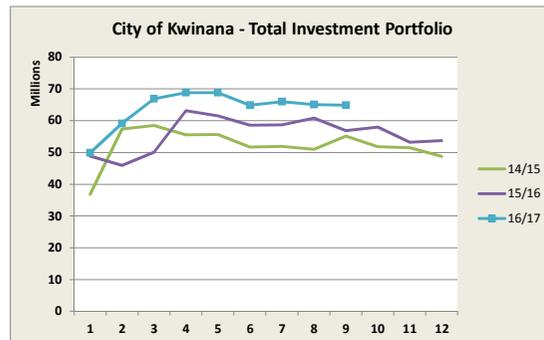


Indicates the distribution of funds across the 4 Tiers

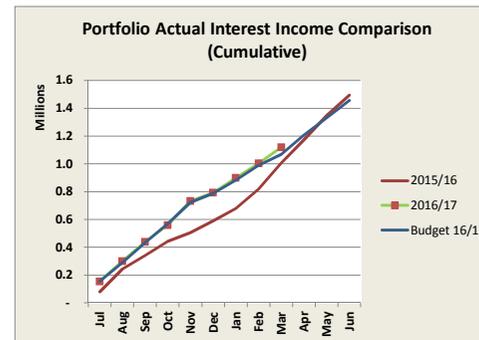


Indicates the distribution of funds by credit rating

Comment: Portfolio compliant with the Policy



Indicates the total amount invested at the report date compared to prior years



Indicates the amount of interest earned on investments for the period to report date

16.4 Proposed Road Closure of a Portion of Kenby Chase, Wandi

SUMMARY:

The City was approached by Rowe Group to initiate a formal application to permanently close a portion of Kenby Chase, Wandi. The portion of road reserve that is being requested to be closed on Kenby Chase currently has a road reserve width of approximately 20 metres; therefore, the specific purpose of this request is to reduce the portion of road reserve width in accordance with the Local Structure Plan, keeping it in line with the Liveable Neighbourhoods cross-section for an Access Street C.

In accordance with Section 58(3) of the Land Administration Act 1997, a local government must not resolve to make a request to the Minister for Lands to close a road until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of a notice of motion for that resolution.

At the Ordinary Council Meeting held on 8 March 2017, Council resolved to give local public notice of the proposed road closure as detailed in Attachment A. The 35 days submission period from 27 March 2017 to 1 May 2017 has lapsed and no objections to the closure were received.

This report seeks Council approval to formally request that the Minister for Lands grant the request to close the portions of road reserve detailed in Attachment A.

OFFICER RECOMMENDATION:

That Council in accordance with Section 58(1) of the Land Administration Act 1997, formally request that the Minister for Lands grant the request to close the portions of road reserve detailed in Attachment A.

DISCUSSION:

Rowe Group acts on behalf of Blokk Property Australia in relation to the development of their landholdings within the approved Wandi (south) Local Structure Plan (LSP) area, being Lots 60 and 61 Kenby Chase, Wandi, as detailed in Attachment A. The current approved Wandi (south) LSP depicts the intended development layout for the locality, as detailed in Attachment B.

As part of the planning and development process for the subject land, Rowe Group requested that the City initiate the road closure process for the portions of Kenby Chase road reserve abutting Lots 60 and 61 Kenby Chase, Wandi, as detailed in Attachment A. Rowe Group has confirmed the portion of the existing Kenby Chase road reserve proposed for closure is approximately 455 square metres in total.

The proposed closed portion of Kenby Chase is intended to be amalgamated with the adjoining lands, being Lots 60 on Deposited Plan 18485 (Certificate of Title Volume 1934 and Folio 60) and 61 (No. 3) Kenby Chase on Deposited Plan 18485 (Certificate of Title Volume 1934 and Folio 61). Rowe Group has confirmed the subject land is currently under the control of its client, Blokk Property Australia.

16.4 PROPOSED ROAD CLOSURE OF A PORTION OF KENBY CHASE, WANDI

Kenby Chase is planned to be upgraded to an urban standard, and constructed to a 15.4 metre access street C cross-section. Kenby Chase currently has a road reserve width of approximately 20 metres; therefore, the specific purpose of this request is to reduce the reserve width in accordance with the LSP, keeping it in line with the Liveable Neighbourhoods cross-section for an access street C.

Council has previously approved a portion of Kenby Chase road reserve to be closed in 2015 and amalgamated into Lots 53, 54 and 55.

Rowe Group is progressing a minor LSP amendment and an application for the subdivision of Lots 60 and 61 Kenby Chase has been lodged concurrently with the subject request, as detailed in Attachment C. The requirement for the upgrade of Kenby has been included as a condition of subdivision approval for the adjoining land. Subsequently, this application seeks to complete the upgrade requirements for the portions of Kenby Chase, outlined in Attachment A.

LEGAL/POLICY IMPLICATIONS:

Land Administration Act 1997

58. Closing roads

- (1) When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.
- (2) When a local government resolves to make a request under subsection (1), the local government must in accordance with the regulations prepare and deliver the request to the Minister.
- (3) A local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.
- (4) On receiving a request delivered to him or her under subsection (2), the Minister may, if he or she is satisfied that the relevant local government has complied with the requirements of subsections (2) and (3) —
 - (a) by order grant the request; or
 - (b) direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction; or
 - (c) refuse the request.
- (5) If the Minister grants a request under subsection (4) —
 - (a) the road concerned is closed on and from the day on which the relevant order is registered; and
 - (b) any rights suspended under section 55(3)(a) cease to be so suspended.
- (6) When a road is closed under this section, the land comprising the former road —
 - (a) becomes unallocated Crown land; or
 - (b) if a lease continues to subsist in that land by virtue of section 57(2), remains Crown land.

16.4 PROPOSED ROAD CLOSURE OF A PORTION OF KENBY CHASE, WANDI**FINANCIAL/BUDGET IMPLICATIONS:**

There are financial/budget implications identified as a result of this report.

The City has received payment of the administration fee in the amount of \$1,575 from Blokk Property Australia to meet the costs for the road closure process.

ASSET MANAGEMENT IMPLICATIONS:

There are no asset management implications identified as a result of this report.

ENVIRONMENTAL IMPLICATIONS:

There are no environmental implications identified as a result of this report.

STRATEGIC/SOCIAL IMPLICATIONS:

Plan	Objective	Strategy
Corporate Business Plan	10.1 Planning	10.1.1 To implement the long term strategic land use planning for the social, economic and environmental wellbeing of the City

RISK IMPLICATIONS:

The risk implications in relation to this proposal are as follows:

Risk Event	That Council resolve not to formally request the Minister for Lands grant the request to close the portion of road reserve detailed in Attachments A, as per Section 58(1) of the Land Administration Act 1997, the closure process cannot proceed.
Risk Theme	Inadequate engagement practices
Risk Effect/Impact	Service Delivery
Risk Assessment Context	Operational
Consequence	Minor
Likelihood	Unlikely
Rating (before treatment)	Low
Risk Treatment in place	Avoid
Response to risk treatment required/in place	This report is in relation to Council approving to formally request that the Minister for Lands grant the request to close portions of Kenby Chase, Wandii, as detailed in Attachment A.
Rating (after treatment)	Low

16.4 PROPOSED ROAD CLOSURE OF A PORTION OF KENBY CHASE, WANDI

COUNCIL DECISION

501

MOVED CR D WOOD

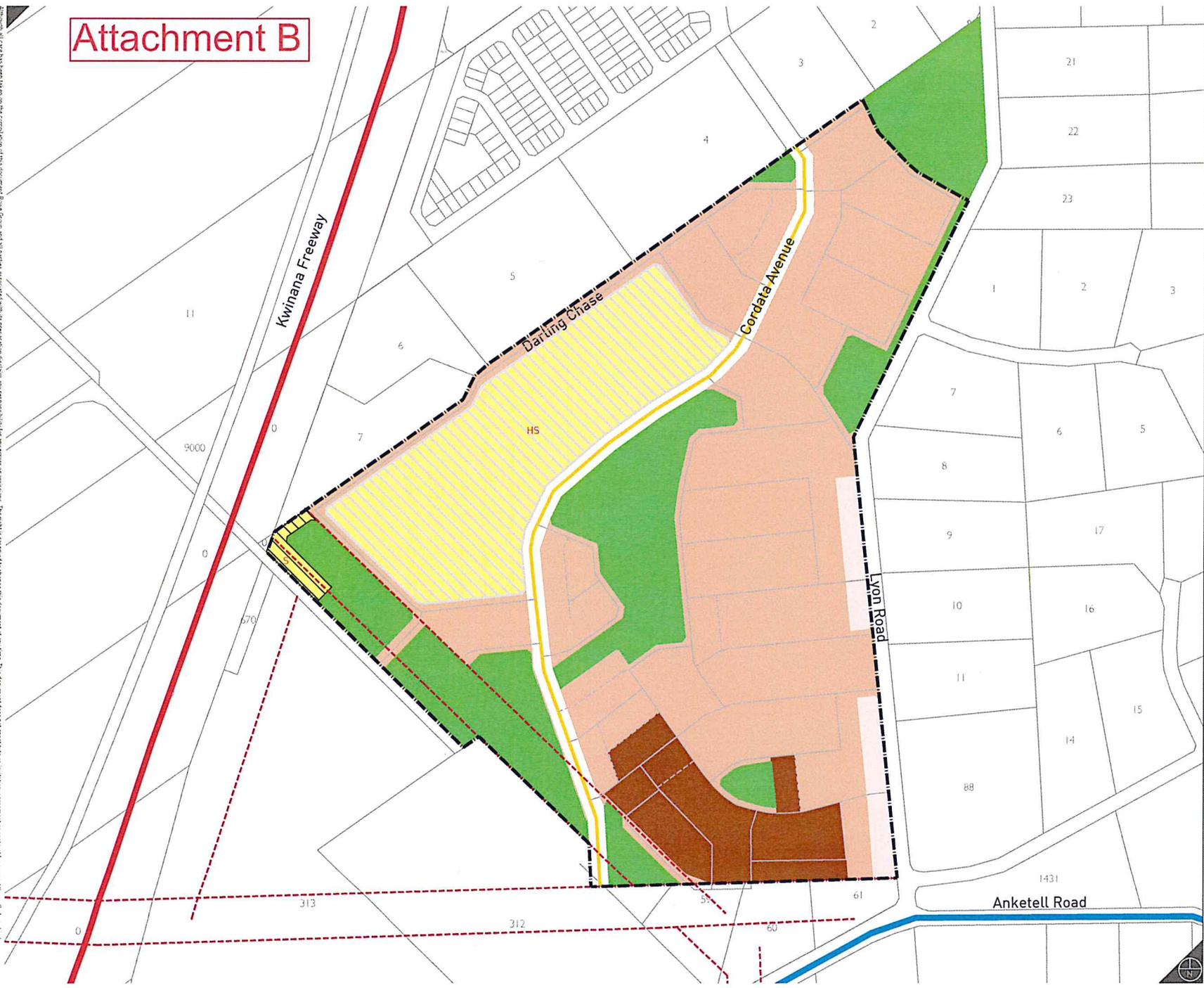
SECONDED CR R ALEXANDER

That Council in accordance with Section 58(1) of the Land Administration Act 1997, formally request that the Minister for Lands grant the request to close the portions of road reserve detailed in Attachment A.

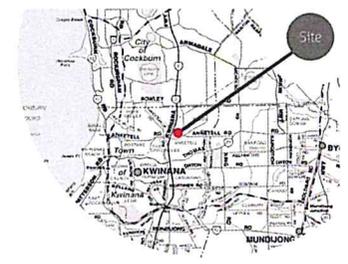
**CARRIED
8/0**

Attachment B

All data has been taken on the completion of this document. Rowegroup and its partners accept no liability for any errors or omissions in any information or data provided. The right is reserved to change the content of this document at any time without notice. This document is not to be used for any other purpose than that for which it was prepared. All rights reserved.



Planning Design Delivery



- RESIDENTIAL**
- Residential: Low Density (R20)
- Residential: Medium Density (R25 - R40)
- Residential: High Density (R60)
- PUBLIC PURPOSE**
- HS Educational/Institutional
- HS High School
- Utilities/Infrastructure
- Sewerage Pumping Station
- PARKS, RECREATION & CONSERVATION**
- Public Open Space
- TRANSPORT**
- Primary Distributor Road
- District Distributor Integrator A
- Neighbourhood Connector
- Access Street - Local Road
- Laneway
- OTHER**
- Structure Plan Boundary
- ADDITIONAL INFORMATION**
- Western Power Easement

0 37.5 Metres

REVISIONS

Rev	Date	Drawn
A	2014.04.03	K. Trenberth
B	2014.05.12	K. Trenberth
C	2014.05.23	K. Trenberth
D	2016.09.19	M. Sullivan



w: www.rowegroup.com.au
 e: info@rowegroup.com.au
 p: 08 9221 1991

Date Drawn: 2014-04-03
 Job Ref: 7926
 Scale: 1:5000 @ A3
 Client: Satterley Property Group
 Designer: R. Cumming
 Drawn: K. Trenberth
 Projection: MGA50 GDA94
 Plan ID: 7926-STR-02-D

Cadastral supplied by McMullen Nelson

Wandi South Local Structure Plan

K:\TOWN_PLANNING\7926-STR-02-D\MTC\94-GA\0179_2_STR02_20140403_WANDI SOUTH WARP.DWG
 K.M. Sullivan 28 September 2014

17 Urgent Business

Nil

18 Councillor Reports

18.1 Deputy Mayor Peter Feasey

Deputy Mayor Peter Feasey reported that he had attended a meeting with the owners of Fearwot Fitness and discussed their concerns.

Deputy Mayor Feasey advised that he had attended the Senior Citizens Meeting.

18.2 Councillor Ruth Alexander

Councillor Ruth Alexander urged all in attendance to go and see 'The Witches' at the Koorliny Arts Centre as it is very funny and a great show.

18.3 Councillor Wendy Cooper

Councillor Wendy Cooper reported that she had attended the Kwinana Industries Council (KIC) iMen Presentation evening and that it was a delightful experience.

Councillor Cooper advised that she had attended the Kwinana Public Library Story time Drippy the Dragon presentation and that she really enjoyed it.

Councillor Cooper mentioned that she had attended the Kwinana Industries Council (KIC) School Based Training and said that things are progressing well to get next years team underway.

18.4 Councillor Sandra Lee

Councillor Sandra Lee reported that she had attended the City of Kwinana Stakeholder Function with the resident associations.

Councillor Lee advised that she had attended the Thank A Volunteer evening and passed on her congratulations to the Volunteer of the Year, Joan Scott. Councillor Lee passed on her thanks to the Director of City Living and the Volunteer Centre Coordinator for organising another wonderful evening. The Volunteer Centre Coordinator always manages to have a different theme each year, this year was no exception with an excellent display from two ballroom dancers, who were a delight to watch. Councillor Lee stated that it had been a wonderful and delightful evening.

Councillor Lee mentioned that she had attended the Kwinana Industries Council (KIC) iMen Presentation evening and that it was great to see so many young men being given the opportunity to develop their skills and have some work experience.

18 COUNCILLOR REPORTS CONTINUED

Councillor Lee reported that she had attended the 21st Heritage Walk with our Citizen of the Year, Mandy Grubb whom took us on a lovely tour of the historical sections of Medina.

Councillor Lee advised that she had attended the South West Reference Group Meeting.

Councillor Lee mentioned that she had attended the Women in Leadership Symposium and that the two stand out speakers for her were:

- Dr Terry Fitzsimmons, he highlighted the paygap between men and women in the workforce who do the same job but women generally received approximately 23% less. He said it was worst in the private/corporate sector and the public sector isn't far behind. He said that Western Australia had a record of the biggest paygap. He also advocated strongly for childcare to be provided for free so mothers can return to work as this will benefit the economy.
- Jessica Barber, General Manager, Austral Bricks WA said at work you don't have to do everything, surround yourself with great people, share your vision with your team and we can never communicate enough.

18.5 Councillor Bob Thompson

Councillor Bob Thompson reported that he had attended the City of Kwinana Stakeholder Function which was a good night.

Councillor Thompson advised that he had attended the Citizens Advice Bureau Meeting and that it is good to see a small band of loyal community volunteers working there.

Councillor Thompson mentioned that he had attended the 21st Heritage Walk that the Medina Residents Association organised and it was good to see that they are working hard to preserve our history. Councillor Thompson urged all in attendance to see the exhibition at the Darius Wells Library and Resource Centre when it opens.

18.6 Councillor Dennis Wood

Councillor Dennis Wood attended the Kwinana Industries Council (KIC) iMen Presentation evening which was a good night.

Councillor Wood advised that he had attended the City of Kwinana Stakeholder Function.

19 Response to Previous Questions

Nil

20 Mayoral Announcements (without discussion)

Mayor Carol Adams reported that she and the Chief Executive Officer have attended Indian Ocean Gateway briefings with:

- Shire of Murray
- Shire of Serpentine Jarrahdale
- City of Armadale
- City of Fremantle
- City of Cockburn
- Senator Linda Reynolds
- City of Belmont
- Barry Urban MLA, Member for Darling Downs
- City of Mandurah

The Mayor advised that she had attended a workshop presented by Regional Development Australia for local Mayors and Chief Executive Officers.

The Mayor mentioned that she had attended the City of Kwinana Stakeholder Function with the resident associations.

The Mayor reported that she had attended the Volunteer Thank you Social Dance and announced that Joan Scott is the Volunteer of the Year.

The Mayor advised that she had attended the official opening of Cockburn Aquatic and Recreation Centre.

The Mayor mentioned that she had attended the 21st Heritage Walk and passed on her congratulations to Mandy Grubb and the Medina Residents Association.

The Mayor reported that she had attended a meeting with the owners of Fearwot Fitness.

The Mayor advised that she had attended the Kwinana Public Library Storytime Drippy the Dragon presentation.

21 Matters Behind Closed Doors

COUNCIL DECISION

502

MOVED CR P FEASEY

SECONDED CR W COOPER

That in accordance with Section 5.23(2)(d) of the Local Government Act 1995, Council move behind closed doors to allow discussion of the Matters Behind Closed Doors item.

CARRIED
8/0

The Council Chamber doors were closed at 7:56pm

21.1 **Millar Road Construction Agreement between the City of Kwinana and Mary Donald Nominees Pty Ltd - adjacent to the Wellard Glen Estate (Lots 90 and 378 Millar Road), Wellard**

COUNCIL DECISION

503

MOVED CR P FEASEY

SECONDED CR S LEE

That Council:

1. Resolves to approve the Deed of Agreement between the City and the Subdivider (Attachment B) in order to resolve Condition 6 of subdivision approval 149571 (Attachment A);
2. Authorises the Mayor and the Chief Executive Officer to sign and seal the Deed of Agreement as per Attachment B;
3. Authorises the Chief Executive Officer to advise the Western Australian Planning Commission that Condition 6 of Subdivision Approval 149571 for Lots 90 and 378 Millar Road, Wellard, has been satisfied.
4. Authorises the Chief Executive Officer to undertake any of the actions under the Agreement, excluding any action that would vary the intent and purpose of the Deed of Agreement.

CARRIED
8/0

COUNCIL DECISION

504

MOVED CR P FEASEY

SECONDED CR W COOPER

That Council return from Behind Closed Doors.

CARRIED
8/0

The Council Chambers reopened at 7:58pm

22 Meeting Closure

The Mayor declared the meeting closed at 7:59pm.

Chairperson: _____

14 June 2017