

# Ordinary Council Meeting

26 June 2019

## 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](http://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:**

MAYOR CAROL ADAMS  
DEPUTY MAYOR PETER FEASEY  
CR W COOPER  
CR M KEARNEY  
CR S LEE  
CR S MILLS  
CR M ROWSE  
CR D WOOD

|                  |   |                                |
|------------------|---|--------------------------------|
| MS J ABBISS      | - | Chief Executive Officer        |
| MRS M COOKE      | - | Director City Regulation       |
| MS C MIHOVLOVICH | - | Director City Strategy         |
| MS M BELL        | - | Director City Legal            |
| MRS B POWELL     | - | Director City Engagement       |
| MR T HOSSEN      | - | Lawyer                         |
| MS A MCKENZIE    | - | Council Administration Officer |

|                       |   |
|-----------------------|---|
| Members of the Press  | 1 |
| Members of the Public | 0 |

## **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 Wendy Cooper 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:**

Nil

#### **6 Declarations of Interest by Members and City Officers:**

Nil

#### **7 Community Submissions:**

Nil

#### **8 Minutes to be Confirmed:**

##### **8.1 Ordinary Meeting of Council held on 12 June 2019:**

##### **COUNCIL DECISION**

476

**MOVED CR S MILLS**

**SECONDED CR S LEE**

That the Minutes of the Ordinary Meeting of Council held on 12 June 2019 be confirmed as a true and correct record of the meeting.

**CARRIED**  
**8/0**

#### **9 Referred Standing / Occasional / Management /Committee Meeting Reports:**

Nil

#### **10 Petitions:**

Nil

#### **11 Notices of Motion:**

Nil

## **12 Reports - Community**

Nil

## **13 Reports - Economic**

Nil

## **14 Reports - Natural Environment**

Nil

## **15 Reports - Built Infrastructure**

Nil

## **16 Reports - Civic Leadership**

### **16.1 “Kwinana 2030” Strategic Community Plan 2019-2029 and Corporate Business Plan 2019-2024**

#### **DECLARATION OF INTEREST:**

There were no declarations of interest declared.

#### **SUMMARY:**

A minor review of the Strategic Community Plan (SCP) has been undertaken and it is recommended that minor modifications be made to the Strategic Community Plan that was adopted by Council in 2017. These changes are detailed in Attachment A. The City has undertaken community engagement to review the Strategic Community Plan. Once adopted the City must give local public notice stating that there have been modifications made to the Strategic Community Plan and that there is a revised Strategic Community Plan available. In conjunction with the Strategic Community Plan review, a major review of the Corporate Business Plan has also been undertaken. The Corporate Business Plan mirrors the structure of the Strategic Community Plan and goes into further detail on how the City will go about achieving the community's vision. The City aims to create a clear link between the activities it carries out every day and the progression towards the aspirations and vision of the future.

#### **OFFICER RECOMMENDATION:**

That Council:

1. Adopt the Strategic Community Plan 2019-2029 as detailed in Attachment A.
2. Give local public notice of the adoption and changes to the Strategic Community Plan.
3. Adopt the Corporate Business Plan 2019-2024 as detailed in Attachment B.

NOTE: AN ABSOLUTE MAJORITY OF COUNCIL IS REQUIRED

#### **DISCUSSION:**

All local governments in Western Australia are required to have developed and adopted a Strategic Community Plan and a Corporate Business Plan. These two plans combine to form the City's 'Plan for the Future – Kwinana 2030'.

The Strategic Community Plan outlines the community's long-term vision and aspirations for the area, while the Corporate Business Plan details how that vision will be achieved by linking the City's business operations to the community's vision. Both plans were originally created from the outcomes of the Kwinana 2030 community visioning process.

#### 16.1 “KWINANA 2030” STRATEGIC COMMUNITY PLAN 2019-2029 AND CORPORATE BUSINESS PLAN 2019-2024

As stated in the *Local Government (Administration) Regulations 1996*, each local government is to facilitate a major review of its Strategic Community Plan once every four years and a minor review must be undertaken after two years following a major review. This minor review of the Strategic Community Plan as detailed in Attachment A will achieve this requirement. In accordance with the *Local Government (Administration) Regulations 1996*, each local government is to undertake an annual review of its Corporate Business Plan as detailed in Attachment B.

In preparing the minor review of the Strategic Community Plan for this year, the City conducted community engagement in the form of a Community Perceptions Survey (online and postal) and a Planning for the Future Survey (online).

In addition to community engagement, the Strategic Community Plan also draws information from various informing strategies, such as the:

- Long Term Financial Plan
- Workforce Plan
- Asset Management Plans
- Various area specific plans and strategies

Once adopted, local public notice is required for the Strategic Community Plan. Printed copies of the Strategic Community Plan and Corporate Business Plan will be available in the Kwinana Library and Administration Centre as well as on the City's Website.

Reporting on the City's achievement against the vision set out in the Strategic Community Plan will still occur in the Annual Report each year, as will any changes to the Strategic Community Plan. A Performance Report will also be presented to Council each quarter to show the progress made on individual actions that progress the Strategic Community Plan and Corporate Business Plan.

#### **LEGAL/POLICY IMPLICATIONS:**

The Integrated Planning and Reporting Framework is governed by the *Local Government (Administration) Regulations 1996*, which sets out the minimum requirements for a Strategic Community Plan.

*Local Government (Administration) Regulations 1996 Regulation 19C* states:

*19C. Strategic community plans, requirements for (Act s. 5.56)*

- (1) *A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.*
- (3) *A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.*
- (4) *A local government is to review the current strategic community plan for its district at least once every 4 years.*
- (5) *In making or reviewing a strategic community plan, a local government is to have regard to —*
  - (a) *the capacity of its current resources and the anticipated capacity of its future resources; and*

# 16.1 "KWINANA 2030" STRATEGIC COMMUNITY PLAN 2019-2029 AND CORPORATE BUSINESS PLAN 2019-2024

- (b) *strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and*
  - (c) *demographic trends.*
  - (6) *Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.*
  - (7) *A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.*  
*\*Absolute majority required.*
  - (8) *If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*
  - (9) *A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.*
  - (10) *A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.*
- 19D. *Adoption of plan, public notice of to be given*
- (1) *After the adoption of a strategic community plan, or modifications of a strategic community plan, under regulation 19C, the local government is to give local public notice in accordance with subregulation (2).*
  - (2) *The local public notice is to contain —*
    - (a) *notification that —*
      - (i) *a strategic community plan for the district has been adopted by the council and is to apply to the district for the period specified in the plan; and*
      - (ii) *details of where and when the plan may be inspected;**Or*
    - (b) *where a strategic community plan for the district has been modified —*
      - (i) *notification that the modifications to the plan have been adopted by the council and the plan as modified is to apply to the district for the period specified in the plan; and*
      - (ii) *details of where and when the modified plan may be inspected.*

*The Local Government (Administration) Regulations 1996 also sets out the minimum requirements for a review of the Corporate Business Plan.*

*Local Government (Administration) Regulations 1996: Regulation 19DA states:*

*19DA. Corporate business plans, requirements for (Act s. 5.56)*

- (1) *A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) *A corporate business plan for a district is to —*
  - (a) *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*
  - (b) *govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*



## 16.1 “KWINANA 2030” STRATEGIC COMMUNITY PLAN 2019-2029 AND CORPORATE BUSINESS PLAN 2019-2024

- (c) *develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.*
- (4) *A local government is to review the current corporate business plan for its district every year.*
- (5) *A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government’s strategic community plan.*
- (6) *A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.*
- \*Absolute majority required.*
- (7) *If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*

The Integrated Planning and Reporting Framework and Guidelines set out the standards to which the Strategic Community Plan will be rated. The three standard categories are explained in the table below:

|                       |  |
|-----------------------|--|
| Advanced Standard     | <p>Advanced Standard is met when:</p> <ul style="list-style-type: none"> <li>• The Strategic Community Plan meets Achieving and Intermediate Standards</li> <li>• The Strategic Community Plan connects all of the activities and services that are delivered by the local government with the community’s aspirations - vision, outcomes and priorities</li> <li>• The Strategic Community Plan demonstrates effectiveness in achieving community objectives</li> </ul>   |
| Intermediate Standard | <p>Intermediate Standard is met when:</p> <ul style="list-style-type: none"> <li>• The Strategic Community Plan meets the Achieving Standard</li> <li>• The Strategic Community Plan connects most of the activities and services that are delivered by the local government with the community’s aspirations - vision, outcomes and priorities</li> <li>• The Strategic Community Plan takes into account a range of relevant external factors, including relevant plans of State and Commonwealth agencies</li> <li>• Community engagement involves more than the minimum number of community members as provided for in the Achieving Standard, is inclusive and uses more than the minimum number of documented mechanisms that apply in the Achieving Standard</li> </ul> |
| Achieving Standard    | <p>Achieving Standard is met when:</p> <ul style="list-style-type: none"> <li>• A Council has adopted a Strategic Community Plan that meets all of the regulatory requirements: <ul style="list-style-type: none"> <li>- A minimum ten-year timeframe</li> <li>- States community aspirations - vision, outcomes and priorities</li> <li>- Developed or modified through engagement with the community, and this is documented</li> <li>- Has regard to current and future resource capacity, demographic trends and strategic performance measurement</li> <li>- Is adopted, or modifications to it are adopted, by an absolute majority of council</li> <li>- Is subject to a full review scheduled for 4 years from when it is adopted</li> </ul> </li> </ul>               |

### 16.1 "KWINANA 2030" STRATEGIC COMMUNITY PLAN 2019-2029 AND CORPORATE BUSINESS PLAN 2019-2024

|  |   |
|--|---|
|  | <ul style="list-style-type: none"> <li>The local government has a community engagement policy or strategy</li> <li>Community engagement involves at least 500 or 10% of community members, whichever is fewer, and is conducted by at least 2 documented mechanisms</li> </ul> <p>A Strategic Review is undertaken every two years, alternating between a Minor Strategic Review and a Major Strategic Review</p> |
|--|---|

The Strategic Community Plan as presented to Council will achieve the Advanced Standard.

The Integrated Planning and Reporting Framework and Guidelines set out the standards to which the Corporate Business Plan will be rated. The three standard categories are explained in the table below:

|                       |   |
|-----------------------|---|
| Advanced Standard     |   |
| Intermediate Standard | <p>Advanced Standard is met when:</p> <ul style="list-style-type: none"> <li>The Corporate Business Plan meets the Achieving Standard and Intermediate Standard</li> <li>All activities and services delivered are integrated through the Corporate Business Plan</li> <li>Asset key performance indicators are at "Standard is improving"</li> <li>Operating Surplus Ratio is greater than 15%</li> <li>Current Ratio is 100% or greater</li> <li>Debt Service Cover Ratio is greater than 5</li> <li>Own Source Revenue Coverage Ratio is greater than 0.9</li> <li>Workforce planning, policy and practices are a high priority for the organisation and are incorporated into all planning, decision making, systems, policies and procedures</li> <li>Managers include workforce considerations as an integral part of the local government's operations for which they are responsible and accountable</li> </ul>   |
| Achieving Standard    | <p>Achieving Standard is met when:</p> <ul style="list-style-type: none"> <li>A Council has adopted a Corporate Business Plan that meets all of the listed regulatory requirements</li> <li>Year 1 of the Corporate Business Plan establishes the Annual Budget</li> <li>The local government has a current Workforce Plan</li> <li>The Workforce Plan identifies the current workforce profile and organisational structure</li> <li>The Workforce Plan identifies gaps between the current profile and the organisation's requirements</li> <li>The Workforce Plan identifies organisational activities to foster and develop workforce</li> <li>The Workforce Plan is budgeted for in the Corporate Business Plan and Long Term Financial Plan</li> <li>Asset Consumption Ratio can be identified and the ratio is 50% or greater</li> <li>Asset Sustainability Ratio can be calculated and the ratio is at least 90% or greater</li> <li>Asset Renewal Funding Ratio can be identified and the ratio is greater than 75%</li> <li>a Long Term Financial Plan</li> </ul> |

**16.1 "KWINANA 2030" STRATEGIC COMMUNITY PLAN 2019-2029 AND CORPORATE BUSINESS PLAN 2019-2024**

The Corporate Business Plan as presented to Council will achieve the Achieving Standard and does not meet the Intermediate or Advanced standards criteria because of the Asset Sustainability Ratio, based on the City's Annual Financial Statements for the year ended 30 June 2018. The City's Asset Sustainability ratio has been trending downwards and is below the target level and the 5 year Regional and State averages. The main reasons for the deterioration of this ratio are:

- Capital renewal expenditure for the 2018 financial year. The City of Kwinana is a high growth local government and continues to work to balance the expectations of the community and the services provided with the revenue sources available at the time; and
- An increase in the depreciation expense for the 2016/2017 and 2017/2018 financial year. Total depreciation increased from \$11,315,275 in 2015/2016 to \$12,461,397 in 2016/2017, and to 14,379,553 in 2017/2018. This increase in depreciation is attributable to infrastructure assets contributed by developers in the 2015/2016 and 2016/2017 financial years.

The City's Long Term Financial Plan has outlined a plan to progress towards the Advanced Standard by implementing asset management and financial strategies to achieve the ratio results set as the benchmark for the Advanced Standard. As the City continues to mature in its development and grows towards its projected population, revenue sources receivable through rates and other fees and charges income will also increase. As surplus funds are achieved in the years from 2034 more funds will be available for the renewal and maintenance of the assets, improving the above financial ratios. The Long Term Financial Plan has allocated these surplus funds to asset renewal and replacement reserves to ensure they are available should they be required to fund renewal and replacement projects.

**FINANCIAL/BUDGET IMPLICATIONS:**

The Strategic Community Plan guides the Long Term Financial Plan and the City's budget, ensuring that major community aspirations are taken into account through the Corporate Business Plan and the Long Term Financial Plan.

An amount of \$500 is estimated for the advertising costs of the local public notice.

**ASSET MANAGEMENT IMPLICATIONS:**

There are no specific asset management implications that exist as a result of this recommendation that have not already been identified. By adopting the Strategic Community Plan, the City will commit to the review and implementation of the following Asset Management Plans:

- Buildings Asset Management Plan
- Parks and Reserves Asset Management Plan
- Public Lighting Asset Management Plan
- Roads and Transport Asset Management Plan
- Stormwater Drainage Asset Management Plan

## 16.1 “KWINANA 2030” STRATEGIC COMMUNITY PLAN 2019-2029 AND CORPORATE BUSINESS PLAN 2019-2024

### **ENVIRONMENTAL IMPLICATIONS:**

There are no specific environmental implications that exist as a result of this recommendation that have not otherwise been identified. Through the Strategic Community Plan, the City will commit to the review and implementation of the following Environmental Plans:

- Natural Areas Management Plan
- Local Biodiversity Strategy
- Climate Change Mitigation and Adaptation Plan
- Sustainable Water Management Plan
- Water Conservation Plan
- Groundwater Operating Strategy
- Environmental Education Strategy
- Kwinana Local Emergency Management Plan

### **STRATEGIC/SOCIAL IMPLICATIONS:**

This proposal will support the achievement of all of the objectives and strategies detailed in the proposed Strategic Community Plan and Corporate Business Plan.

### **COMMUNITY ENGAGEMENT:**

To conduct the minor review of the Strategic Community Plan, the City undertook community engagement over the 2018/2019 year through two surveys:

1. October 2018 – Community Services and Wellbeing Survey – Engaging 661 community members

The survey found that residents would like the City to focus on five key priorities:

- Advocacy of safety and security with more action and police visibility
- Streetscapes with better maintenance and beautification
- Advocacy of public transport with more buses connecting residential estates to train stations
- Continue to provide value for money with limited rate increases
- Parks and reserves with better maintenance and further enhancements

All of the priorities above are included in the Strategic Community Plan and Corporate Business Plan as detailed in Attachment A and B. It is also important to note that whilst these are community priorities the City is performing above industry average in most of these areas. The City's performance against these priorities in 2018 and their link to the Strategic Community Plan and Corporate Business Plan can be seen in the table below:

## 16.1 "KWINANA 2030" STRATEGIC COMMUNITY PLAN 2019-2029 AND CORPORATE BUSINESS PLAN 2019-2024

| Community Priority<br>(Community Perceptions Survey 2018)                                     | Link to the Strategic Community Plan or Corporate Business Plan Objectives   | Score | Industry Average | Trend (from 2016 score) |
|---|--|-------|------------------|-------------------------|
| Streetscapes with better maintenance and beautification                                       | 4.5 Actively improve the appearance of public areas and streetscapes throughout the City   | 61    | 56               | Up                      |
| Advocacy of public transport with more buses connecting residential estates to train stations | 4.6 Provide a safe and efficient integrated network of roads, footpaths and cycle routes supported by a good public transport system | 61    | 60               | Up                      |
| Continue to provide value for money with limited rate increases                               | 5.4 Ensure the financial stability of the City of Kwinana into the future  | 49    | 45               | Up                      |
| Parks and reserves with better maintenance and further enhancements                           | 4.2 The community has easy access to well equipped, quality parks and public open spaces   | 77    | 68               | Up                      |
| Advocacy of safety and security with more action and police visibility                        | 1.3 Facilitate improved community safety and reduced crime levels  | 45    | 54               | Up                      |

## 2. February 2019 – Planning for the Future Survey – Engaging 250 community members

The survey found that residents would like the City to focus on five key priorities:

- Improving conservation of biodiversity and protection of native vegetation whilst achieving high levels of environmental protection in new developments
- Facilitating improved community safety and reduced crime levels
- Ensuring residents have access to ample job opportunities locally
- Ensuring the community has easy access to well equipped, quality parks and public open spaces
- Ensuring the community has a choice of quality public and private facilities to meet their education and training needs throughout their life time

All of the priorities above are included in the Strategic Community Plan as detailed in Attachment A. The indicators from this survey are not benchmarked and are designed to provide the City with direction on which areas of the Strategic Community Plan are of utmost importance to the community. The priorities and their link to the Strategic Community Plan objectives can be seen in the table below:



16.1 "KWINANA 2030" STRATEGIC COMMUNITY PLAN 2019-2029 AND CORPORATE BUSINESS PLAN 2019-2024

| Community Priority (Planning for the Future Survey 2019)  | Link to the Strategic Community Plan Objectives   |
|---|---|
| Improving conservation of biodiversity and protection of native vegetation whilst achieving high levels of environmental protection in new developments | 3.1 Improve conservation of biodiversity and protection of native vegetation whilst achieving high levels of environmental protection in new developments |
| Facilitating improved community safety and reduced crime levels   | 1.3 Facilitate improved community safety and reduced crime levels   |
| Ensuring residents have access to ample job opportunities locally   | 2.1 Residents have access to ample job opportunities locally  |
| Ensuring the community has easy access to well equipped, quality parks and public open spaces   | 4.2 The community has easy access to well equipped, quality parks and public open spaces  |
| Ensuring the community has a choice of quality public and private facilities to meet their education and training needs throughout their lifetime       | 2.2 The community has a choice of quality public and private facilities to meet their education and training needs throughout their lifetime              |

The following community engagement is proposed to take place once Council has approved the Strategic Community Plan and Corporate Business Plan:

1. The City must provide public notice following the adoption of the Strategic Community Plan as a minimum requirement.
2. The City will advertise through all media channels the release of the Strategic Community Plan 2019-2029.

**PUBLIC HEALTH IMPLICATIONS:**

There are no specific public health implications that exist as a result of this recommendation that have not already been identified. By adopting the Strategic Community Plan, the City will commit to the review and implementation of the Public Health Plan.

**RISK IMPLICATIONS:**

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

|                           |   |
|---------------------------|---|
| Risk Event                | The City does not adopt a major review of the Strategic Community Plan within the statutory timeframes. |
| Risk Theme                | Errors omissions delays   |
| Risk Effect/Impact        | Compliance  |
| Risk Assessment Context   | Strategic   |
| Consequence               | Moderate  |
| Likelihood                | Unlikely  |
| Rating (before treatment) | Low   |

16.1 “KWINANA 2030” STRATEGIC COMMUNITY PLAN 2019-2029 AND CORPORATE BUSINESS PLAN 2019-2024

|  |   |
|--|---|
| Risk Treatment in place                      | Reduce - mitigate risk  |
| Response to risk treatment required/in place | The City currently employs an Integrated Planning Officer to oversee the Strategic Plan Review process. |
| Rating (after treatment)                     | Low   |

**COUNCIL DECISION**

477

**MOVED CR S MILLS**

**SECONDED CR W COOPER**

**That Council:**

1. **Adopt the Strategic Community Plan 2019-2029 as detailed in Attachment A.**
2. **Give local public notice of the adoption and changes to the Strategic Community Plan.**
3. **Adopt the Corporate Business Plan 2019-2024 as detailed in Attachment B.**
4. **Authorise the CEO to make minor amendments to the Strategic Community Plan 2019 – 2029 and the Corporate Business Plan 2019 – 2024, including graphics and updated population data with the 2018 ABS Population estimate and remove the 2019 population figure.**

**CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL**

**8/0**

**NOTE – That the Officer Recommendation has been amended at point 4.**



## **Strategic Community Plan 2019-2029**

## Message from the Mayor

Welcome to the Strategic Community Plan 2019 -2029, the guiding document for the City of Kwinana over the next 10 years.

It is with great pleasure that I present the City's Strategic Community Plan. To ensure our vision has remained in line with the growing and changing population, we have gone back to the Kwinana community and asked the question: 'are the priorities that have been identified still a focus in the community?'. Over 910 responses were received, helping the City to further prioritise the community aspirations you will see in this Plan: Rich in Spirit; Alive with Opportunities; Surrounded by Nature; It's All Here.

It is an incredible responsibility to plan for the social, environmental and economic future of a whole City, a responsibility that all local governments are required to demonstrate through their Strategic Community Plan. Council must have the ability to make tough decisions between competing priorities, juggle limited resources, maintain focus on the 'big picture' and act for the good of the whole City. To achieve this complex task the City must have a clear direction.

This is why the Strategic Community Plan is so important. As the City's overarching document it guides everything we do as a Council, ensuring that every step we take is a step toward achieving our community's vision for the future.

Mayor Carol Adams

## The City of Kwinana

The City of Kwinana is located in Perth's outer southern suburbs, around 35 kilometres south of the Perth CBD. The area is made up of residential, industrial, rural areas as well as a major retail and commercial centre at the Kwinana City Centre. The City includes one of Perth's largest employment areas in the Kwinana Industrial Area. Settlement in Kwinana dates from the 1950s, when the Western Australian Government signed an agreement with Anglo-Persian Petroleum (now BP) to construct an oil refinery on the shores of Cockburn Sound. The development of the refinery provided the catalyst for substantial industrial development. To complement this industrial development, the State Government began construction of an initial 333 houses in the townships of Medina and Calista in 1952. The refinery itself provided employment for over 1,000 workers.

It is a unique community, set among extensive native bushland and public open space. The City is currently undergoing rapid growth in population, investment and industrial expansion. Western Australia's premier heavy industry zone, the Kwinana Industrial Area, continues to generate billions of dollars each year for the State's economy.

## Our Community Profile

\*Graphic designer to complete tables into graphics

### Population:

- 2016 = 40,058
- ~~2019 = 47,331~~ 2018 = 43,511
- 2036 = 85,158

\*Data obtained from Forecast.id population forecast, ~~and~~ ABS 2016 Census and ABS 2018 Estimated Resident Population

### Family Composition

| Family/household type  | Number of households City of Kwinana | Percentage of total households in City of Kwinana |
|------------------------|--------------------------------------|---|
| Lone person households | 2702                                 | 21  |
| Group households       | 416                                  | 3   |
| Family households      | 9774                                 | 76  |
| Total                  | 12892                                | 100   |
| Average household size | 2.7                                  |   |



## Age

| Age Group | Number of residents in City of Kwinana | Percentage of total residents in City of Kwinana |
|-----------|--|--|
| 0-4       | 3577                                   | 8.9  |
| 5-9       | 3039                                   | 7.6  |
| 10-14     | 2352                                   | 5.9  |
| 15-19     | 2370                                   | 5.9  |
| 20-24     | 3084                                   | 7.7  |
| 25-29     | 3836                                   | 9.6  |
| 30-34     | 4184                                   | 10.4   |
| 35-39     | 3225                                   | 8.1  |
| 40-44     | 2831                                   | 7.1  |
| 45-49     | 2569                                   | 6.4  |
| 50-54     | 2104                                   | 5.3  |
| 55-59     | 1815                                   | 4.5  |
| 60-64     | 1520                                   | 3.8  |
| 65-69     | 1253                                   | 3.1  |
| 70-74     | 916                                    | 2.3  |
| 75-79     | 667                                    | 1.7  |
| 80-84     | 411                                    | 1.0  |
| Over 85   | 305                                    | 0.8  |
| Total     | 40058                                  | 100  |

\*Data obtained from ABS 2016 Census.

## Country of Birth

There were a total of 16,377 City of Kwinana residents born overseas = 42%

| Country of Birth | Number of residents in City of Kwinana | Percentage of total residents within City of Kwinana |
|------------------|--|--|
| England          | 2874                                   | 7.4  |
| NZ               | 2027                                   | 5.2  |
| Philippines      | 1757                                   | 4.5  |
| India            | 1282                                   | 3.3  |
| South Africa     | 560                                    | 1.4  |
| Germany          | 144                                    | 0.4  |
| China            | 256                                    | 0.7  |
| Netherlands      | 104                                    | 0.3  |
| Sri Lanka        | 131                                    | 0.3  |
| Thailand         | 113                                    | 0.3  |

Note: Countries with less than 20 residents born overseas have not been included.

\*Data obtained from ABS 2016 Census.

# Our Economic Profile

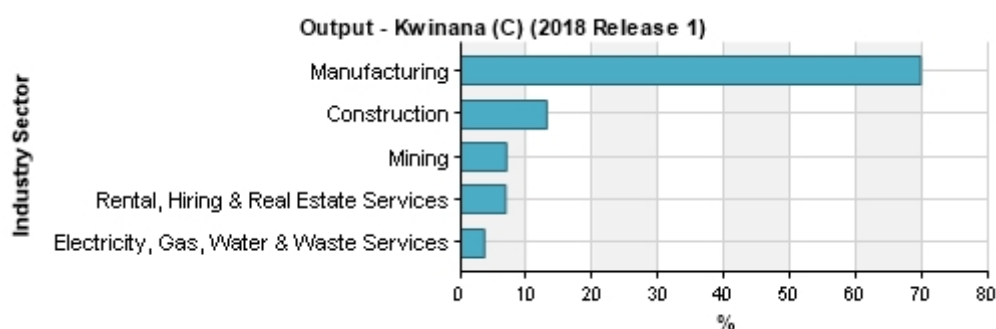
\*Graphic designer to complete Map of Kwinana graphic

## Size

120.01 square kilometres

## Output

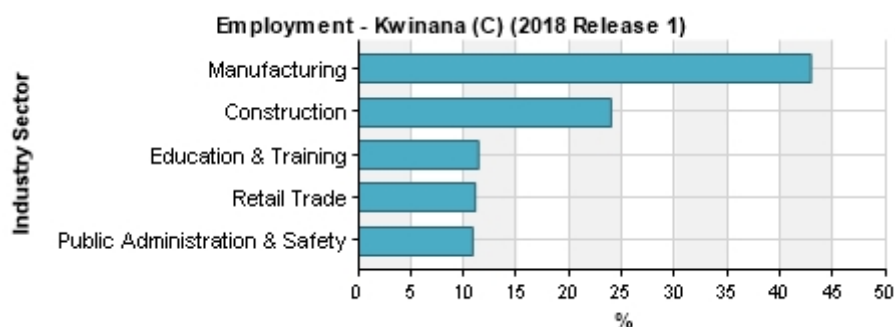
Total output in Kwinana is estimated at \$10,255,400 million. The major contributors to output are:



\*Data obtained from REMPLAN 2018 Release 1 Dataset.

## Employment

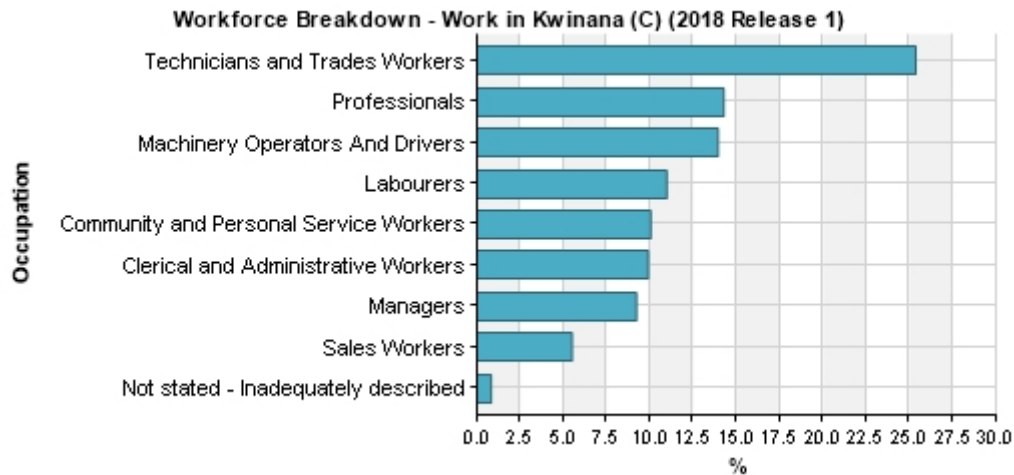
The total employment estimate for Kwinana is 13,270 jobs. The largest contributors are the following industries:



\*Data obtained from REMPLAN 2018 Release 1 Dataset.

## Occupation

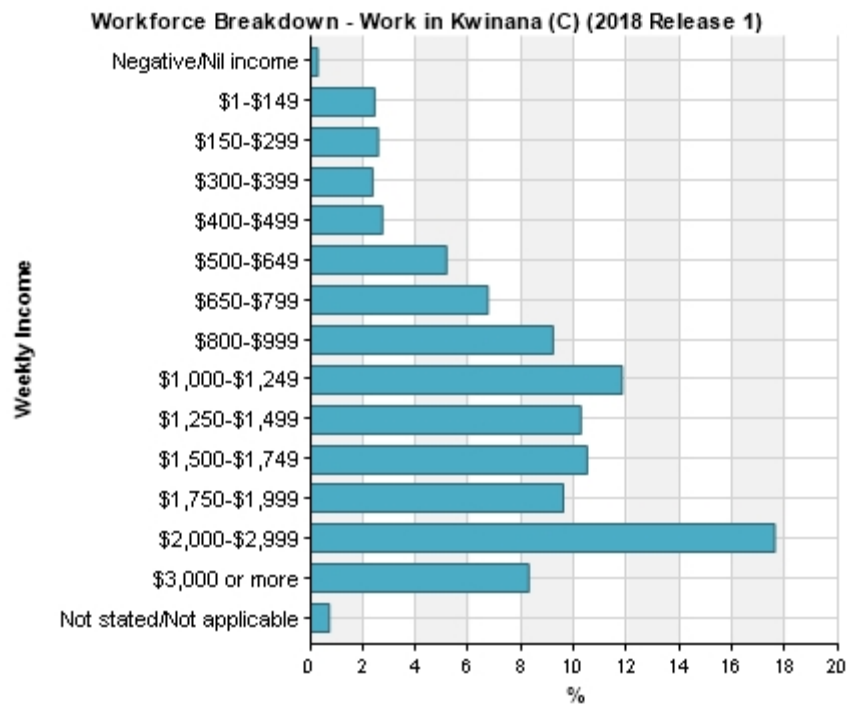
People who work in Kwinana are in the following occupations:



\*Data obtained from REMPLAN 2018 Release 1 Dataset.

## Income

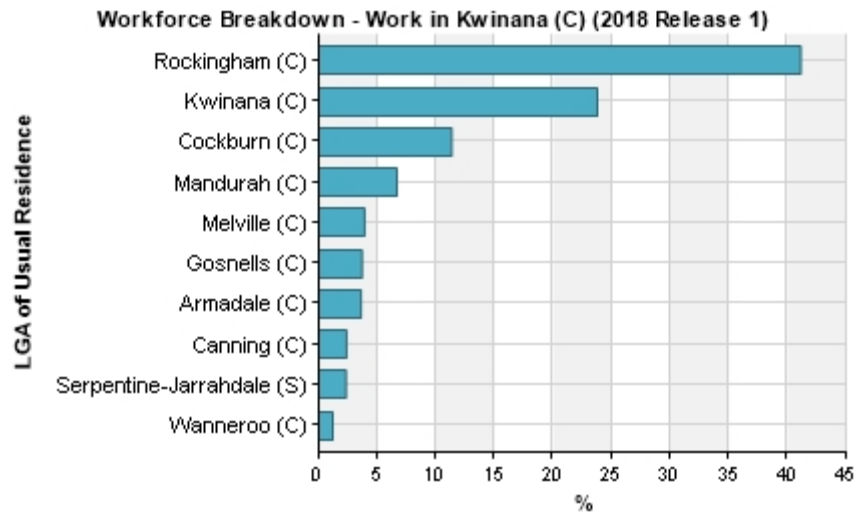
People who work in Kwinana earn the following weekly income:



\*Data obtained from REMPLAN 2018 Release 1 Dataset.

## Place of Residence

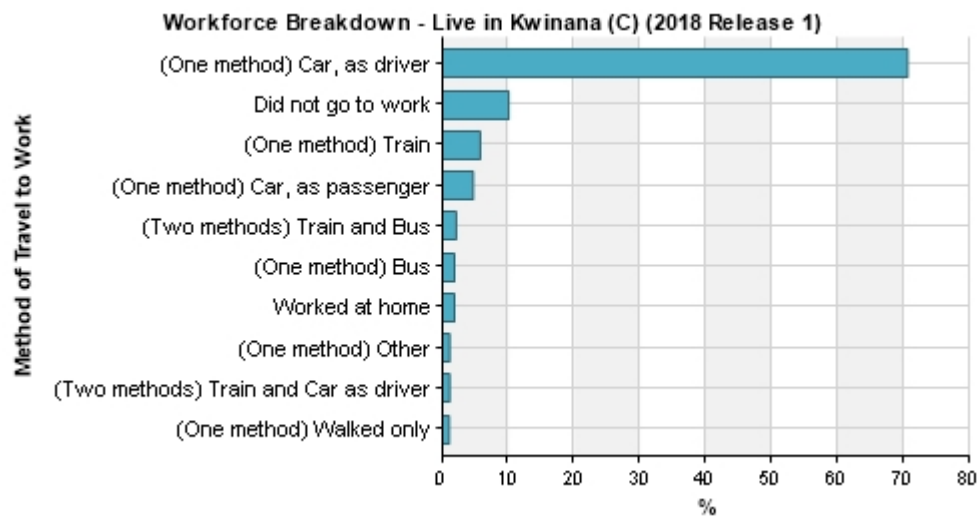
People who work in Kwinana live in the following places:



\*Data obtained from REMPLAN 2018 Release 1 Dataset.

## Travel to work

People who live in Kwinana used the following methods to get to work:



\*Data obtained from REMPLAN 2018 Release 1 Dataset.

## **The Integrated Planning and Reporting Framework**

The Strategic Community Plan outlines the community's long term vision and aspirations for the area, while the Corporate Business Plan details how that vision will be achieved. Both plans have been significantly influenced by the outcomes of several community visioning processes and have been reviewed against the City of Kwinana's Long Term Financial Plan and other adopted strategies.

The objective of the Department of Local Government, Sport and Cultural Industries approach to Integrated Planning and Reporting is to create a process of continuous improvement. The Department of Local Government, Sport and Cultural Industries anticipates that over time, local governments will progress to an advanced level in their planning and integration. To aid the process of continuous improvement and alignment with community aspirations, the Strategic Community Plan and Corporate Business Plan must be periodically reviewed and the City's performance regularly monitored and reported.

Figure 1 demonstrates how the Strategic Community Plan and Corporate Business Plan make up the Plan for the Future and how the Integrated Business Plans for each of the City's business units contain actions that will deliver on the objectives and strategies of each Plan. The relationship each plan has to the various informing strategies such as the City's Long Term Financial Plan and Workforce Plan is also shown.

The Corporate Business Plan is a more detailed document than the Strategic Community Plan as it contains information about the specific actions that will be undertaken to achieve the community's aspirations whilst still providing essential services. To include every specific action that each service team will undertake is not the intent of the Corporate Business Plan as it would make for a very lengthy document. Instead this plan generally includes only those actions that are beyond "business as usual" or are a part of an existing strategy, those actions that are seeking to improve the services we deliver or provide new services to meet the aspirations of our community. The extensive detail of how each business unit operates and all the functions they undertake as part of their day-to-day services will be contained in their integrated business plans. All business units have a responsibility to deliver their integrated business plans and to stretch themselves to achieve the key actions identified in the Corporate Business Plan and ultimately the Strategic Community Plan.



It is through implementation of this Plan for the Future, that the City will achieve a sustainable future for the Kwinana community.

Figure 1 – Integrated Planning and Reporting Framework



\*Department of Local Government, Sport and Cultural Industries – Integrated Planning and Reporting: Framework and Guidelines, 2016

## How decisions are made

The Elected Members and the City have established a strong governance structure, delivering effective decision-making processes and delegations to enable the organisation to operate effectively and efficiently. This is supported by strong policy and procedures. The Council meets on the second and fourth Wednesday of each month (except December and January). The City does not use standing committees, instead firmly believing that it has a responsibility to respond quickly and professionally to development requests and community requirements, in preference to unnecessarily delaying important projects.

## The structure of the Strategic Community Plan

|                           |                          |
|---------------------------|--------------------------|
| <b>Vision</b>             | <b>What you want</b>     |
| <b>Aspirations</b>        |                          |
| <b>Community Outcomes</b> |                          |
| <b>Objectives</b>         | <b>What we will do</b>   |
| <b>Strategies</b>         | <b>How we will do it</b> |

## Community visioning

The City undertakes extensive community engagement when developing the Strategic Community Plan. The following consultation has been undertaken over the last three years:

1. May 2016 Community Perceptions Survey – Engaging 603 community members
2. September to November 2016 Presence at Community Events – Engaging 156 community members
3. September to October 2016 Community Workshops – Engaging 46 community members
4. January 2017 Online Survey - Engaging 580 community members

To conduct the minor review of the Strategic Community Plan required in 2018/19, the City undertook the following community engagement:

1. October 2018 Community Services and Wellbeing Survey – Engaging 661 community members.

The survey found that residents would like the City to focus on five key priorities:

- Advocacy of safety and security with more action and police visibility.
- Streetscapes with better maintenance and beautification.
- Advocacy of public transport with more buses connecting residential estates to train stations.
- Continue to provide value for money with limited rate increases and equity in spend for semi-rural areas.
- Parks and reserves with better maintenance and further enhancements.

2. February 2019 Planning for the Future Survey – Engaging 250 community members.

The survey found that residents would like the City to focus on five key priorities:

- Improving conservation of biodiversity and protection of native vegetation whilst achieving high levels of environmental protection in new developments
- Facilitating improved community safety and reduced crime levels
- Ensuring residents have access to ample job opportunities locally
- Ensuring the community has easy access to well equipped, quality parks and public open spaces
- Ensuring the community has a choice of quality public and private facilities to meet their education and training needs throughout their lifetime

These priorities are taken into account when reviewing the Strategic Community Plan to ensure that the plan remains consistent with the community's vision for the future of the City of Kwinana.

## **Our vision for the future**

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

The vision statement succinctly represents the community's aspirations for the future and is derived directly from the community visioning priorities. It is about where the Kwinana community want to be in the year 2030 and captures the essence of what it will be like to live in Kwinana at that time.

# Aspiration 1 - Rich in spirit

## Community

Kwinana 2030 will be a place where the strong community spirit that has historically existed continues to thrive and develop.

The City will be alive with an assortment of community events that encourage civic participation and celebrate our cultural diversity. There will be abundant activities for families, youth and seniors as well as support programs for the vulnerable, and accessibility for all.

A range of multi-purpose community and recreation facilities will be activated by services and programs that meet community needs and provide a home to a variety of sustainable community and sporting groups. The strong sense of community and connection to place will be further strengthened by a network of volunteers and community leaders working to deliver Kwinana 2030, as well as through the promotion of the area's arts, culture and heritage.

The spirit of Kwinana will be preserved despite the challenges and changes brought about by its population growth. In fact, it is this unique community spirit that has been the driving force behind changing perceptions of the area and is one of the major attractions for the ever-increasing number of people choosing to make Kwinana their home. Residents enjoy a high level of community safety, especially with regard to emergency services, as well as low crime levels, with hoon driving and off road vehicle use being well controlled.

| Outcome: A unique identity   |  |  |
|--|--|--|
| Objective  | Strategies   | Measures   |
| 1.1 Develop and strengthen community identity to create a sense of belonging | <ul style="list-style-type: none"><li>Place Plans for City Areas</li><li>Multicultural Action Plan</li><li>Conciliation Plan</li><li>Youth Strategy</li><li>Community Engagement Framework</li></ul> | <ul style="list-style-type: none"><li>Increase in % of community satisfied with the City's character and identity</li><li>Increase in % of community satisfied with cultural diversity and racial harmony</li><li>Increase in % of community satisfied</li></ul> |

|   |  |  |
|---|--|--|
|   |  | with Aboriginal reconciliation   |
| <b>Outcome: A City alive with activity</b>  |  |  |
| <b>Objective</b>  | <b>Strategies</b>  | <b>Measures</b>  |
| 1.2 Inspire and strengthen community spirit through community activities and events | <ul style="list-style-type: none"> <li>• Events Strategy</li> <li>• Multicultural Action Plan</li> <li>• Youth Services Team Business Plan</li> <li>• Community Engagement Team Business Plan</li> <li>• City Strategy Team Business Plan</li> </ul>   | <ul style="list-style-type: none"> <li>• Increase in % of community satisfied with festivals, events and cultural activities</li> </ul>  |
| <b>Outcome: A safe and welcoming place</b>  |  |  |
| <b>Objective</b>  | <b>Strategies</b>  | <b>Measures</b>  |
| 1.3 Facilitate improved community safety and reduced crime levels                   | <ul style="list-style-type: none"> <li>• Community Safety and Crime Prevention Plan</li> <li>• Welcoming Diversity Strategy</li> <li>• Youth Strategy</li> </ul>   | <ul style="list-style-type: none"> <li>• Increase in % of community satisfied with safety and security</li> </ul>  |
| <b>Outcome: Services for an active community</b>                                    |  |  |
| <b>Objective</b>  | <b>Strategies</b>  | <b>Measures</b>  |
| 1.4 A healthy and active community with services for everyone's needs               | <ul style="list-style-type: none"> <li>• Community Engagement Team Business Plan</li> <li>• Children and Families Policy</li> <li>• Active Ageing Strategy</li> <li>• Activate the City's Community Centres and Public Spaces</li> <li>• Youth Strategy</li> <li>• Multicultural Action Plan</li> <li>• Youth Services Team Business Plan</li> </ul> | <ul style="list-style-type: none"> <li>• Increase in % of community satisfied with opportunities to take part in physical activity</li> <li>• Increase in % of community satisfied with services and facilities for youth</li> <li>• Increase in % of community satisfied with services and facilities for families</li> <li>• Increase in % of community satisfied with services, facilities and care for seniors</li> <li>• Increase in % of community satisfied with health and wellbeing services</li> </ul> |

|  |  |   |
|--|--|---|
|  |  | <ul style="list-style-type: none"> <li>• Increase in % of community satisfied with access to mental health information and support</li> <li>• Increase in % of community satisfied with library and information services</li> <li>• Increase in % of community satisfied with Recquatic services</li> </ul> |
| <b>Outcome: Strong community leaders</b>                     |  |   |
| <b>Objective</b>   | <b>Strategies</b>  | <b>Measures</b>   |
| 1.5 Actively work with the community to build local capacity | <ul style="list-style-type: none"> <li>• Every Club Program</li> <li>• Community Development Fund</li> <li>• Community Engagement Team Business Plan</li> <li>• Youth Strategy</li> <li>• Multicultural Action Plan</li> <li>• Economic Development Strategy</li> <li>• Youth Services Team Business Plan</li> </ul> | <ul style="list-style-type: none"> <li>• Increase in % of community satisfied with access to community grants and funding</li> <li>• Increase in % of people who feel they belong in their community</li> </ul>   |
| <b>Outcome: A community who help each other</b>              |  |   |
| <b>Objective</b>   | <b>Strategies</b>  | <b>Measures</b>   |
| 1.6 Increase the prevalence of volunteering in Kwinana       | <ul style="list-style-type: none"> <li>• Active Citizenship Strategy</li> <li>• Youth Strategy</li> </ul>  | <ul style="list-style-type: none"> <li>• Increase in % of community satisfied with volunteer support and recognition</li> </ul>   |
| <b>Outcome A vibrant arts culture</b>                        |  |   |
| <b>Objective</b>   | <b>Strategies</b>  | <b>Measures</b>   |
| 1.7 Develop and celebrate arts in Kwinana                    | <ul style="list-style-type: none"> <li>• Public Art Masterplan</li> <li>• Multicultural Action Plan</li> <li>• Community Engagement Team Business Plan</li> </ul>  | <ul style="list-style-type: none"> <li>• Increase in % of community satisfied with festivals, events and cultural activities</li> </ul>   |

| <b>Outcome: A sense of place and heritage</b>                                  |  |   |
|--|--|---|
| <b>Objective</b>   | <b>Strategies</b>  | <b>Measures</b>   |
| 1.8 Respect and promote Kwinana's unique heritage                              | <ul style="list-style-type: none"> <li>• Municipal Heritage Inventory</li> <li>• Heritage Implementation Plan</li> </ul> | <ul style="list-style-type: none"> <li>• Increase in % of community satisfied with how local history is preserved and promoted</li> </ul>                   |
| <b>Outcome: Accessibility for everyone</b>                                     |  |   |
| <b>Objective</b>   | <b>Strategies</b>  | <b>Measures</b>   |
| 1.9 Improve levels of disability access and inclusion throughout the community | <ul style="list-style-type: none"> <li>• Access and Inclusion Plan</li> </ul>  | <ul style="list-style-type: none"> <li>• Increase in % of community satisfied with access to service and facilities for people with disabilities</li> </ul> |

## Aspiration 2 - Alive with opportunities

### Economy

In 2030 the City of Kwinana will be a place that is alive with opportunities. The continued prosperity of the local industrial, retail and business community will provide a wide range of employment options for residents.

The Kwinana Industrial Area, still a powerhouse of the State's economy with its great transport network and attractive streetscapes, is now complemented in 2030 by the development of Latitude32 which is well underway. An efficient and affordable development approval system, integrated across government, generates increased private sector investment and is aligned with the City's economic development and activity centres strategies.

New port and freight infrastructure has been leveraged to create further diversification of business in the area and priority projects that act as stimuli to the local economy have been facilitated.

Day or night, the City Centre is bustling with specialty shops, restaurants and family entertainment venues. Residents of all ages have access to lifelong learning opportunities with plenty of high quality public and private educational institutions and a greater variety of tertiary courses and apprentice training opportunities.

| <b>Outcome: Varied job opportunities</b>  |  |  |
|---|--|--|
| <b>Objective</b>  | <b>Strategies</b>  | <b>Measures</b>  |
| 2.1 Residents have access to ample job opportunities locally  | <ul style="list-style-type: none"> <li>• Economic Development Action Plan</li> <li>• Kwinana Outer Harbour Project</li> <li>• Multicultural Action Plan</li> </ul>     | <ul style="list-style-type: none"> <li>• Increase in % of community satisfied with job creation</li> </ul>   |
| <b>Outcome: Quality education for all ages</b>  |  |  |
| <b>Objective</b>  | <b>Strategies</b>  | <b>Measures</b>  |
| 2.2 The community has a choice of quality public and private facilities to meet their education and training needs throughout their life time                                       | <ul style="list-style-type: none"> <li>• Lifelong Learning Strategy</li> <li>• Multicultural Action Plan</li> <li>• Economic Development Team Business Plan</li> </ul> | <ul style="list-style-type: none"> <li>• Increase in % of community satisfied with education and training opportunities</li> <li>• Increase in % of community satisfied with local primary schools</li> <li>• Increase in % of community satisfied with local high schools</li> <li>• Increase in % of community satisfied with lifelong learning programs and activities</li> </ul> |
| <b>Outcome: A bustling retail scene</b>   |  |  |
| <b>Objective</b>  | <b>Strategies</b>  | <b>Measures</b>  |
| 2.3 The City Centre is home to a thriving range of specialty shops, restaurant and family entertainment venues and an active night-life while neighbourhood centres are revitalised | <ul style="list-style-type: none"> <li>• Local Commercial and Activity Centres Strategy</li> </ul>   | <ul style="list-style-type: none"> <li>• Increase in % of community satisfied with how the City Centre is being developed</li> <li>• Increase in % of community satisfied with access to goods and services in the local area</li> <li>• Increase in % of community satisfied with cafes and restaurants in the local area</li> </ul>  |



| <b>Outcome: A powerhouse industrial area</b>  |  |   |
|---|--|---|
| <b>Objective</b>  | <b>Strategies</b>  | <b>Measures</b>   |
| 2.4 The Western Trade Coast Precinct is developed with maximum leverage being gained from investments in new infrastructure | <ul style="list-style-type: none"> <li>Local Planning Strategy</li> <li>Kwinana Outer Harbour Project</li> </ul>   | <ul style="list-style-type: none"> <li>Increase in % of community satisfied with the City's industrial area</li> </ul>      |
| <b>Outcome: A thriving local economy</b>  |  |   |
| <b>Objective</b>  | <b>Strategies</b>  | <b>Measures</b>   |
| 2.5 Stimulate economic development and encourage diversification  | <ul style="list-style-type: none"> <li>Economic Development Action Plan</li> <li>Land Optimisation Strategy</li> <li>Community Development Team Business Plan</li> </ul> | <ul style="list-style-type: none"> <li>Increase in % of community satisfied with economic development</li> </ul>            |
| <b>Outcome: Innovative approval system</b>  |  |   |
| <b>Objective</b>  | <b>Strategies</b>  | <b>Measures</b>   |
| Provide a best practice development approval system that attracts and retains business investment in the area               | <ul style="list-style-type: none"> <li>Planning and Development Team Business Plan</li> </ul>  | <ul style="list-style-type: none"> <li>Increase in % of community satisfied with planning and building approvals</li> </ul> |

## Aspiration 3 - Surrounded by nature

### Environment

In 2030 the City of Kwinana is still physically surrounded by nature. This is largely thanks to the foresight and talent of WA's first female town planner, Margaret Fielman, who designed the original town of Kwinana in the 1950's with a significant natural buffer to the industrial area. The attractive wide tree-scaped streets, abundant public open spaces and native vegetation are also testament to her skill in landscape design.

This unique history of sensitively integrating environmental and land use planning has continued as the City has successfully minimised loss of remnant vegetation and natural systems in new developments, while still accommodating its share of Perth's population growth and expansion of the State's economy. A practical, affordable and sustainable balance has been achieved between protection and development. The rich biodiversity of

the area has been conserved through the identification and preservation of significant natural areas as well as with the active participation of residents in a range of environmental activities. A system of well managed reserves, protected from illegal use and linked by a coordinated walk trails network makes Kwinana the 'People's Park' of the southern corridor.

A robust suite of policies that address environmental management and climate change are administered by well-trained professionals at the City, achieving integration with residential areas, preservation of health and amenity, and peak environmental performance and compliance. Energy and water conservation has long been a focus of the City's operations and the impacts and risks climate change presents are incorporated into operational plans, policies and development assessments.

| <b>Outcome: A beautiful environment</b>   |   |  |
|---|---|--|
| <b>Objective</b>  | <b>Strategies</b>   | <b>Measures</b>  |
| 3.1 Improve conservation of biodiversity and protection of native vegetation whilst achieving high levels of environmental protection in new developments | <ul style="list-style-type: none"> <li>Local Biodiversity Strategy</li> <li>Natural Areas Management Plan</li> <li>Perth Natural Resource Management Swan Region Strategy</li> <li>Emergency Services Team Business Plan</li> </ul> | <ul style="list-style-type: none"> <li>Increase in % of community satisfied with conservation and environmental management</li> <li>Increase in % of community satisfied with animal and pest control</li> </ul> |
| 3.2 Educate and promote improved environmental land management  | <ul style="list-style-type: none"> <li>Environmental Education Strategy</li> </ul>  | <ul style="list-style-type: none"> <li>Increase in % of community satisfied with environmental land management</li> </ul>  |
| <b>Outcome: An energy efficient City</b>  |   |  |
| <b>Objective</b>  | <b>Strategies</b>   | <b>Measures</b>  |
| 3.3 Promote the use of renewable energy within the City of Kwinana and reduce energy use where possible   | <ul style="list-style-type: none"> <li>Revolving Energy Fund</li> <li>Climate Change Mitigation and Adaptation Plan</li> </ul>  | <ul style="list-style-type: none"> <li>Increase in % of community satisfied with effort to promote and adopt sustainable practices</li> </ul>  |
| <b>Outcome: A water-wise City</b>   |   |  |
| <b>Objective</b>  | <b>Strategies</b>   | <b>Measures</b>  |
| 3.4 Encourage and exercise best practice water management   | <ul style="list-style-type: none"> <li>Sustainable Water Management Plan</li> <li>Groundwater Operating Strategy</li> <li>Water Conservation Plan</li> </ul>  | <ul style="list-style-type: none"> <li>Increase in % of community satisfied with the City's water usage practices</li> </ul>   |

|   |  |   |
|---|--|---|
|   | <ul style="list-style-type: none"> <li>City Operations Team Business Plan</li> </ul>   |   |
| <b>Outcome: A City adapted to climate change</b>  |  |   |
| <b>Objective</b>  | <b>Strategies</b>  | <b>Measures</b>   |
| 3.5 Understand the impacts of climate change and take a risk management approach to addressing these effects in future planning | <ul style="list-style-type: none"> <li>Kwinana Local Emergency Management Plan</li> <li>Community Emergency Services Coordinator Business Plan</li> <li>Climate Change Mitigation and Adaptation Plan</li> </ul> | <ul style="list-style-type: none"> <li>Increase in % of community satisfied with effort to mitigate climate change</li> </ul> |

## Aspiration 4 - It's all here

### Infrastructure

Kwinana 2030 will see an increasing number of new community and recreation facilities, as well as significant refurbishment of current amenities.

These community spaces have been well planned to meet community needs and have been constructed to match population growth. They have enabled the provision of more services and activities for youth, families and seniors and have sustainable maintenance and running costs.

The whole community has access to a variety of quality parks and public areas throughout the City that have an exciting range of playground and exercise equipment. The area enjoys a wide range of government services, with particularly high standards of policing and public transport. A variety of medical services are available locally to help support a healthy lifestyle and allow residents to age in place. The City's land use planning continues to enable a diverse range of lifestyle options and mix of densities, from semirural properties through to City Centre apartment living.

There is a sustainable balance of industrial, commercial and residential developments supported by vibrant activity centres with great parking and public transport. There is not only affordable housing but affordable living. The excellent transport network continues to expand with a focus on improved road safety and design, street lighting, footpaths and cycle

routes. A range of utilities are provided across the district including extensive mobile coverage and high-speed broadband access. The significant levels of community pride are reflected in well maintained private properties, beautiful streetscapes and public areas.

| <b>Outcome: Great public places</b>  |  |  |
|--|--|--|
| <b>Objective</b>   | <b>Strategies</b>  | <b>Measures</b>  |
| 4.1 Residents are provided with a range of multifunctional community places and accessible recreation facilities | <ul style="list-style-type: none"> <li>Community Infrastructure Plan</li> <li>Asset Management Services Team Business Plan</li> <li>Community Engagement Team Business Plan</li> </ul>   | <ul style="list-style-type: none"> <li>Increase in % of community satisfied with community centres and facilities</li> <li>Increase in % of community satisfied with sport and recreation facilities</li> </ul>  |
| <b>Outcome: Well-kept green spaces</b>   |  |  |
| <b>Objective</b>   | <b>Strategies</b>  | <b>Measures</b>  |
| 4.2 The community has easy access to well equipped, quality parks and public open spaces                         | <ul style="list-style-type: none"> <li>Parks and Reserves Asset Management Plan</li> <li>Depot Service Review Improvement Plan</li> <li>Community Engagement Team Business Plan</li> </ul>   | <ul style="list-style-type: none"> <li>Increase in % of community satisfied with playgrounds, parks and reserves</li> </ul>  |
| <b>Outcome: A well serviced City</b>   |  |  |
| <b>Objective</b>   | <b>Strategies</b>  | <b>Measures</b>  |
| 4.3 Ensure the Kwinana community is well serviced by government and non-government services                      | <ul style="list-style-type: none"> <li>Strategic Waste Management Plan</li> <li>Local Planning Strategy</li> <li>Land Optimisation Strategy</li> <li>Lobbying Strategy</li> <li>Community Engagement Team Business Plan</li> </ul> | <ul style="list-style-type: none"> <li>Increase in % of community satisfied with street lighting</li> <li>Increase in % of community satisfied with waste service collections</li> <li>Increase in % of community satisfied with management of food, health, noise and pollution issues</li> </ul> |
| <b>Outcome: A well planned City</b>  |  |  |
| <b>Objective</b>   | <b>Strategies</b>  | <b>Measures</b>  |
| 4.4 Create diverse places and spaces where people can enjoy a variety of   | <ul style="list-style-type: none"> <li>Local Planning Strategy</li> <li>Public Open Space Standards Policy</li> </ul>  | <ul style="list-style-type: none"> <li>Increase in % of community satisfied with access to</li> </ul>  |

|   |   |  |
|---|---|--|
| lifestyles with high levels of amenity  | <ul style="list-style-type: none"> <li>• Parking Strategy</li> <li>• Town Planning Scheme</li> <li>• Strategic Waste Management Plan</li> </ul>                               | housing that meets their needs   |
| <b>Outcome: A well maintained City</b>  |   |  |
| <b>Objective</b>  | <b>Strategies</b>   | <b>Measures</b>  |
| 4.5 Actively improve the appearance of public areas and streetscapes throughout the City  | <ul style="list-style-type: none"> <li>• Works Depot Team Business Plan</li> <li>• Engineering Team Business Plan</li> <li>• Public Lighting Asset Management Plan</li> </ul> | <ul style="list-style-type: none"> <li>• Increase in % of community satisfied with road maintenance</li> <li>• Increase in % of community satisfied with streetscapes</li> </ul>   |
| <b>Outcome: A connected transport network</b>   |   |  |
| <b>Objective</b>  | <b>Strategies</b>   | <b>Measures</b>  |
| 4.6 Provide a safe and efficient integrated network of roads, footpaths and cycles routes supported by a good public transport system | <ul style="list-style-type: none"> <li>• Roads and Transport Asset Management Plan</li> <li>• Engineering Team Business Plan</li> <li>• Multicultural Action Plan</li> </ul>  | <ul style="list-style-type: none"> <li>• Increase in % of community satisfied with traffic management on local roads</li> <li>• Increase in % of community satisfied with footpaths and cycleways</li> <li>• Increase in % of community satisfied with access to public transport</li> </ul> |

## How will we know if the plan is succeeding?

The City, in conjunction with the community, will review this plan once every two years using results gained from a bi-annual community perceptions survey. This will give life to the measures listed in this plan and provide an indication of the City's progress towards achieving the community's vision. In addition to the survey, the City will undertake the following reporting processes to keep the community informed:

- Quarterly Performance Report to Council
- Integrated Planning Progress Report in the Annual Report
- Regular updates via the City's media channels

## Measures

The City will utilise community perception indicators as well as several business indicators to show the overall performance of the Corporate Business Plan. This will be achieved through a detailed community perceptions survey and recording of internal business performance indicators. The last Community Perceptions Survey was undertaken in 2018 to review the community's perception of City services, with the questions asked being specifically related to objectives the community had outlined in the formulation of the Strategic Community Plan. The results of this survey were used as guidance in prioritising areas for improvement and measuring the organisation's success towards the community's vision. These Key Performance Indicators are listed below next to the outcome they are applicable to:

### Rich in Spirit

| Outcomes                   | Measure   | 2016<br>Performance<br>(%) | 2018<br>Performance<br>(%) | 2018<br>Industry<br>Average<br>(%) |
|----------------------------|---|----------------------------|----------------------------|------------------------------------|
| A unique identity          | Increase in % of community satisfied with the City's character and identity         | 56                         | 60                         | 60                                 |
|                            | Increase in % of community satisfied with cultural diversity and racial harmony     | 56                         | 61                         | 55                                 |
|                            | Increase in % of community satisfied with Aboriginal reconciliation                 | N/A                        | 59                         | N/A                                |
| A City alive with activity | Increase in % of community satisfied with festivals, events and cultural activities | 64                         | 71                         | 64                                 |
| A safe and welcoming place | Increase in % of community satisfied with safety and security                       | 41                         | 45                         | 54                                 |
|                            | Increase in % of community satisfied  | 63                         | 68                         | 66                                 |

|                                  |   |     |     |     |
|----------------------------------|---|-----|-----|-----|
| Services for an active community | with opportunities to take part in physical activity                                      |     |     |     |
|                                  | Increase in % of community satisfied with services and facilities for youth               | 58  | 70  | 50  |
|                                  | Increase in % of community satisfied with services and facilities for families            | 58  | 68  | 61  |
|                                  | Increase in % of community satisfied with services, facilities and care for seniors       | 56  | 61  | 57  |
|                                  | Increase in % of community satisfied with health and wellbeing services                   | 60  | 65  | N/A |
|                                  | Increase in % of community satisfied with access to mental health information and support | 46  | 52  | N/A |
|                                  | Increase in % of community satisfied with library and information services                | 76  | 80  | 72  |
|                                  | Increase in % of community satisfied with Recquatic services                              | N/A | 76  | 70  |
| Strong community leaders         | Increase in % of community satisfied with access to                                       | N/A | N/A | N/A |

|                                 |   |    |    |    |
|---------------------------------|---|----|----|----|
|                                 | community grants and funding  |    |    |    |
|                                 | Increase in % of people who feel they belong in their community   | 51 | 50 | 56 |
| A community who help each other | Increase in % of community satisfied with volunteer support and recognition                             | 61 | 66 | 62 |
| A vibrant arts culture          | Increase in % of community satisfied with festivals, events and cultural activities                     | 64 | 71 | 64 |
| A sense of place and heritage   | Increase in % of community satisfied with how local history is preserved and promoted                   | 58 | 64 | 62 |
| Accessibility for everyone      | Increase in % of community satisfied with access to service and facilities for people with disabilities | 54 | 62 | 54 |

#### Alive with opportunities

| Outcomes                 | Measure  | 2016 Performance (%) | 2018 Performance (%) | 2018 Industry Average (%) |
|--------------------------|--|----------------------|----------------------|---------------------------|
| Varied job opportunities | Increase in % of community satisfied with job creation | 43                   | 50                   | 45                        |
|                          | Increase in % of community satisfied                   | 49                   | 53                   | 49                        |



|                                |  |     |    |     |
|--------------------------------|--|-----|----|-----|
| Quality education for all ages | with education and training opportunities  |     |    |     |
|                                | Increase in % of community satisfied with local primary schools                          | 59  | 63 | 63  |
|                                | Increase in % of community satisfied with local high schools                             | 43  | 47 | N/A |
|                                | Increase in % of community satisfied with lifelong learning programs and activities      | N/A | 59 | N/A |
| A bustling retail scene        | Increase in % of community satisfied with how the City Centre is being developed         | 62  | 64 | 52  |
|                                | Increase in % of community satisfied with access to goods and services in the local area | 57  | 61 | 51  |
|                                | Increase in % of community satisfied with cafes and restaurants in the local area        | 51  | 51 | N/A |
| A powerhouse industrial area   | Increase in % of community satisfied with the City's industrial area                     | 43  | 50 | 45  |
| A thriving local economy       | Increase in % of community satisfied   | 43  | 50 | 45  |

|                            |   |    |    |    |
|----------------------------|---|----|----|----|
|                            | with economic development   |    |    |    |
| Innovative approval system | Increase in % of community satisfied with planning and building approvals | 57 | 54 | 46 |

### Surrounded by nature

| Outcomes                        | Measure   | 2016 Performance (%) | 2018 Performance (%) | 2018 Industry Average (%) |
|---------------------------------|---|----------------------|----------------------|---------------------------|
| A beautiful natural environment | Increase in % of community satisfied with conservation and environmental management         | 57                   | 64                   | 58                        |
|                                 | Increase in % of community satisfied with animal and pest control                           | 54                   | 59                   | 55                        |
|                                 | Increase in % of community satisfied with environmental land management                     | 57                   | 64                   | 58                        |
| An energy efficient City        | Increase in % of community satisfied with effort to promote and adopt sustainable practices | 52                   | 63                   | 56                        |
| A water-wise City               | Increase in % of community satisfied with the City's water usage practices                  | N/A                  | 60                   | N/A                       |

|                                  |   |     |    |     |
|----------------------------------|---|-----|----|-----|
| A City adapted to climate change | Increase in % of community satisfied with effort to mitigate climate change | N/A | 61 | N/A |
|----------------------------------|---|-----|----|-----|

#### It's all here

| Outcomes               | Measure  | 2016 Performance (%) | 2018 Performance (%) | 2018 Industry Average (%) |
|------------------------|--|----------------------|----------------------|---------------------------|
| Great public places    | Increase in % of community satisfied with community centres and facilities                       | 65                   | 67                   | 58                        |
|                        | Increase in % of community satisfied with sport and recreation facilities                        | 66                   | 68                   | 65                        |
| Well-kept green spaces | Increase in % of community satisfied with playgrounds, parks and reserves                        | 65                   | 77                   | 68                        |
| A well serviced City   | Increase in % of community satisfied with street lighting  | 54                   | 59                   | 56                        |
|                        | Increase in % of community satisfied with waste service collections                              | 67                   | 67                   | 71                        |
|                        | Increase in % of community satisfied with management of food, health, noise and pollution issues | 53                   | 59                   | 57                        |
| A well planned City    | Increase in % of community satisfied   | 62                   | 66                   | 60                        |

|                               |   |    |    |    |
|-------------------------------|---|----|----|----|
|                               | with access to housing that meets their needs                               |    |    |    |
| A well maintained City        | Increase in % of community satisfied with road maintenance                  | 56 | 64 | 53 |
|                               | Increase in % of community satisfied with streetscapes                      | 55 | 61 | 61 |
| A connected transport network | Increase in % of community satisfied with traffic management on local roads | 56 | 62 | 54 |
|                               | Increase in % of community satisfied with footpaths and cycleways           | 54 | 62 | 54 |
|                               | Increase in % of community satisfied with access to public transport        | 55 | 61 | 60 |



## **Corporate Business Plan 2019-2024**

# Message from the Chief Executive Officer

I am pleased to present the City of Kwinana's Corporate Business Plan for 2019-2024. It provides clarity on the initiatives and services that the City is working towards over the next five years, with emphasis on the delivery of the strategic priorities outlined in our Strategic Community Plan 2019-2029.

The City of Kwinana is continuing to grow and evolve as it proves to be a desirable place to live, work and play. As a community, we can look forward to a promising future of prosperity, health, economic growth and sustainability.

The past few years have been an exciting time for the City of Kwinana, with a number of state-of-the art facilities such as the Edge Skatepark and the award winning Adventure Park being popular destinations not only for the community but for others who live outside of Kwinana.

The Kwinana Industrial Area's future is looking very bright with State Government recognising the importance of the Outer Harbour and responding with the establishment of the Westport Taskforce. Additionally, interest from international investors has seen the area dubbed as 'Lithium Valley' as a number of large players in the lithium industry establish themselves in Kwinana. Both of these opportunities will create long-term job opportunities for our residents and will attract new families to settle within the community.

However, rapid growth brings its own set of challenges, particularly in the areas of service provision and infrastructure development, which makes our task of balancing priorities critical. Moving forward, I am confident the City will handle this task with maturity and creativity.

The Corporate Business Plan 2019-2024 gives us clear direction for delivering the services and programs our community needs in order to prosper. Our City's workforce will strive to deliver actions from the plan, to ensure the broadest range of high quality services are provided at the lowest possible cost to meet community needs.

Long-term financial sustainability and affordability of the City's commitments remain a primary focus for us moving forward, as we advance the future for Kwinana and its people.

I would like to thank the community for joining us on this exciting journey. We look forward to delivering on our commitments.

**Joanne Abbiss**  
**Chief Executive Officer**

## The City of Kwinana

The City of Kwinana is located in Perth's outer southern suburbs, around 35 kilometres south of the Perth CBD. The area is made up of residential, industrial, rural areas as well as a major retail and commercial centre at the Kwinana City Centre. The City includes one of Perth's largest employment areas in the Kwinana Industrial Area. Settlement in Kwinana dates from the 1950s, when the Western Australian Government signed an agreement with Anglo-Persian Petroleum (now BP) to construct an oil refinery on the shores of Cockburn Sound. The development of the refinery provided the catalyst for substantial industrial development. To complement this industrial development, the State Government began construction of an initial 333 houses in the townships of Medina and Calista in 1952. The refinery itself provided employment for over 1,000 workers.

It is a unique community, set among extensive native bushland and public open space. The City is currently undergoing rapid growth in population, investment and industrial expansion. Western Australia's premier heavy industry zone, the Kwinana Industrial Area, continues to generate billions of dollars each year for the State's economy.

## Our Community Profile

\*Graphic designer to complete tables into graphics

### Population:

- 2016 = 40,058
- ~~2019 = 47,331~~ 2018 = 43,511
- 2036 = 85,158

\*Data obtained from Forecast.id population forecast, ~~and~~ ABS 2016 Census and ABS 2018 Estimated Resident Population

### Family Composition

| Family/household type  | Number of households City of Kwinana | Percentage of total households in City of Kwinana |
|------------------------|--------------------------------------|---|
| Lone person households | 2702                                 | 21  |
| Group households       | 416                                  | 3   |
| Family households      | 9774                                 | 76  |
| Total                  | 12892                                | 100   |

|                        |     |
|------------------------|-----|
| Average household size | 2.7 |
|------------------------|-----|

\*Data obtained from ABS 2016 Census.

## Age

| Age Group | Number of residents in City of Kwinana | Percentage of total residents in City of Kwinana |
|-----------|--|--|
| 0-4       | 3577                                   | 8.9  |
| 5-9       | 3039                                   | 7.6  |
| 10-14     | 2352                                   | 5.9  |
| 15-19     | 2370                                   | 5.9  |
| 20-24     | 3084                                   | 7.7  |
| 25-29     | 3836                                   | 9.6  |
| 30-34     | 4184                                   | 10.4   |
| 35-39     | 3225                                   | 8.1  |
| 40-44     | 2831                                   | 7.1  |
| 45-49     | 2569                                   | 6.4  |
| 50-54     | 2104                                   | 5.3  |
| 55-59     | 1815                                   | 4.5  |
| 60-64     | 1520                                   | 3.8  |
| 65-69     | 1253                                   | 3.1  |
| 70-74     | 916                                    | 2.3  |
| 75-79     | 667                                    | 1.7  |
| 80-84     | 411                                    | 1.0  |
| Over 85   | 305                                    | 0.8  |
| Total     | 40058                                  | 100  |

\*Data obtained from ABS 2016 Census.

## Country of Birth

There were a total of 16,377 City of Kwinana residents born overseas = 42%

| Country of Birth | Number of residents in City of Kwinana | Percentage of total residents within City of Kwinana |
|------------------|--|--|
| England          | 2874                                   | 7.4  |
| NZ               | 2027                                   | 5.2  |
| Philippines      | 1757                                   | 4.5  |
| India            | 1282                                   | 3.3  |
| South Africa     | 560                                    | 1.4  |
| Germany          | 144                                    | 0.4  |
| China            | 256                                    | 0.7  |
| Netherlands      | 104                                    | 0.3  |
| Sri Lanka        | 131                                    | 0.3  |
| Thailand         | 113                                    | 0.3  |

Note: Countries with less than 20 residents born overseas have not been included.

\*Data obtained from ABS 2016 Census.



## Our Economic Profile

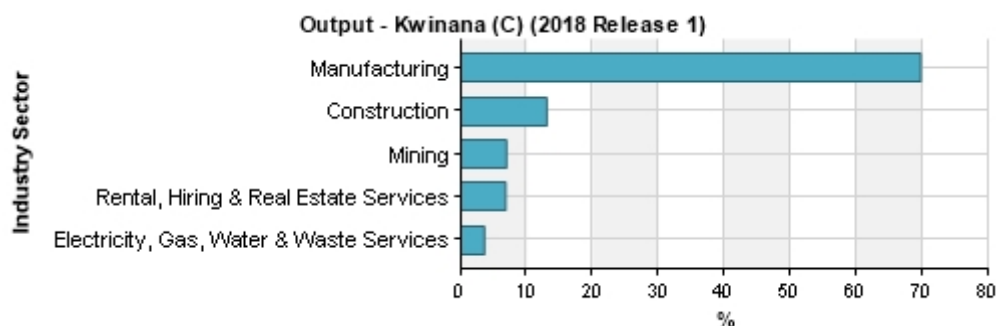
\*Graphic designer to complete Map of Kwinana graphic

### Size

120.01 square kilometres

### Output

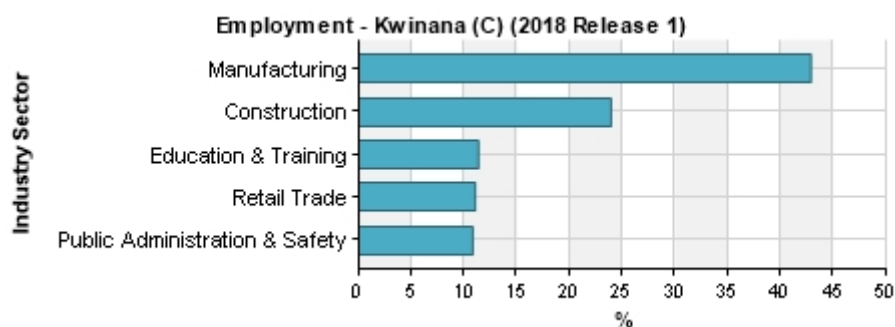
Total output in Kwinana is estimated at \$10,255,400 million. The major contributors to output are:



\*Data obtained from REMPLAN 2018 Release 1 Dataset.

### Employment

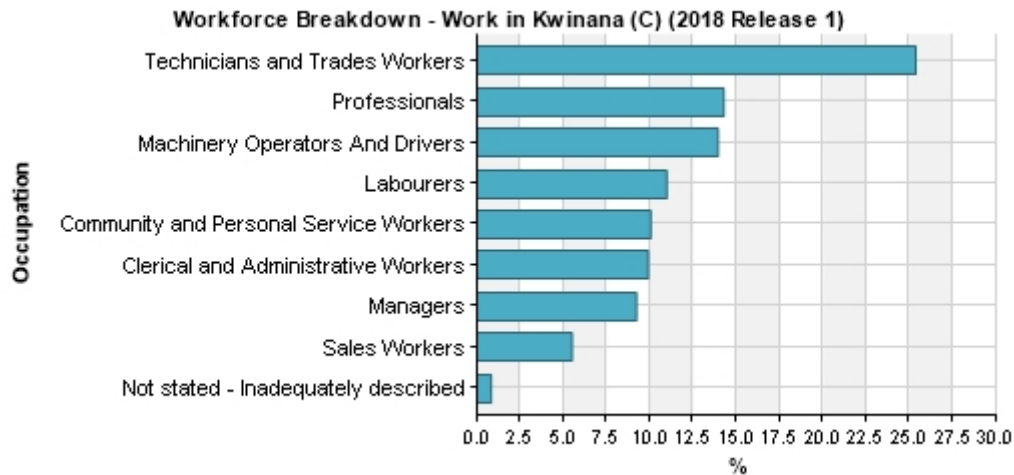
The total employment estimate for Kwinana is 13,270 jobs. The largest contributors are the following industries:



\*Data obtained from REMPLAN 2018 Release 1 Dataset.

### Occupation

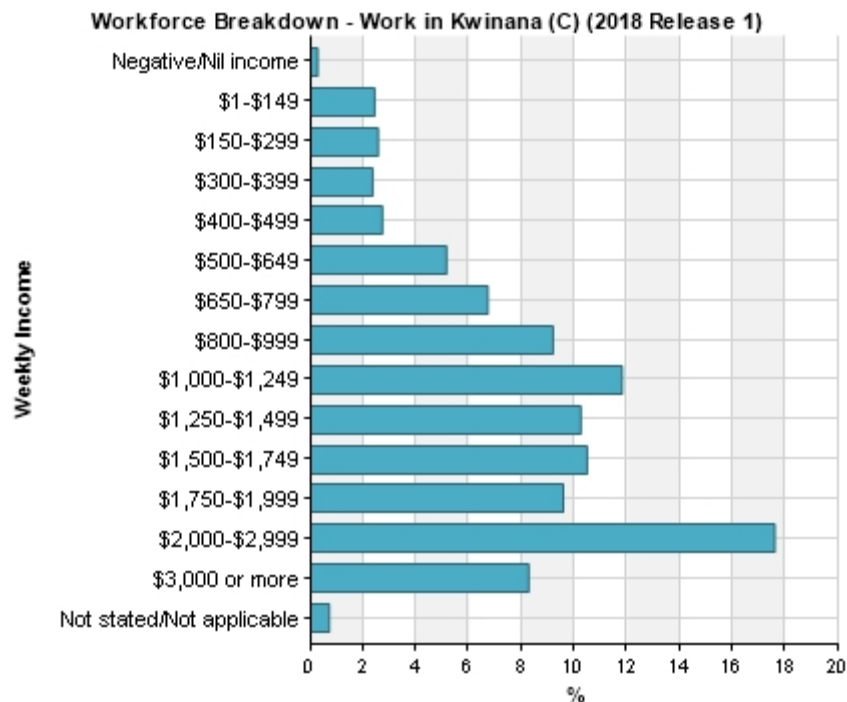
People who work in Kwinana are in the following occupations:



\*Data obtained from REMPLAN 2018 Release 1 Dataset.

## Income

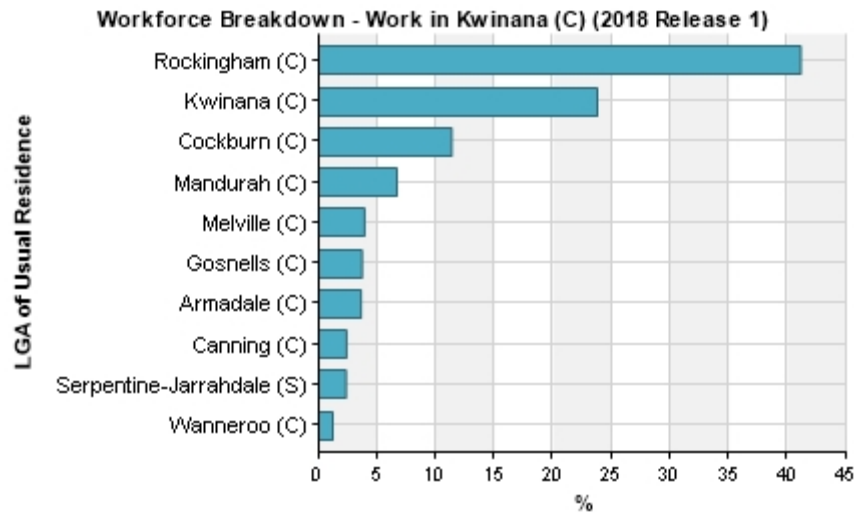
People who work in Kwinana earn the following weekly income:



\*Data obtained from REMPLAN 2018 Release 1 Dataset.

## Place of Residence

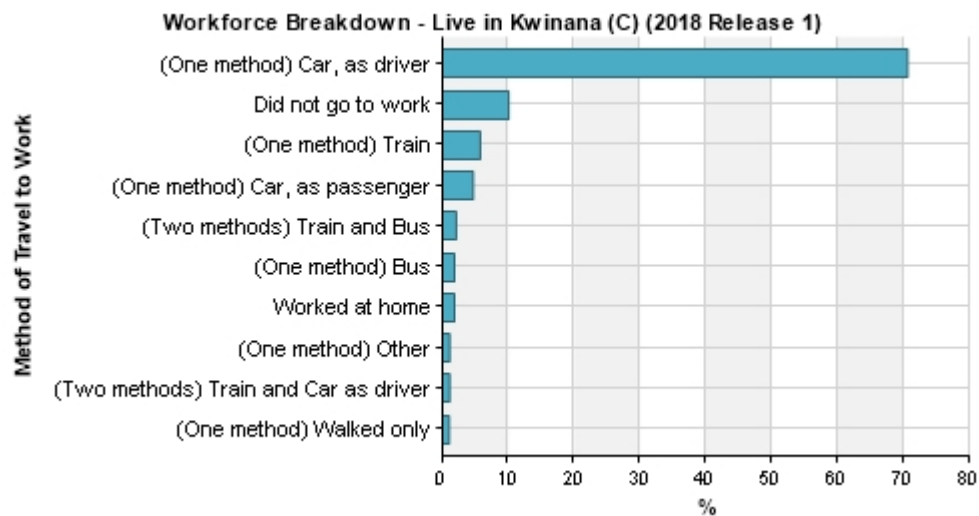
People who work in Kwinana live in the following places:



\*Data obtained from REMPLAN 2018 Release 1 Dataset.

## Travel to work

People who live in Kwinana used the following methods to get to work:



\*Data obtained from REMPLAN 2018 Release 1 Dataset.

## The Integrated Planning and Reporting Framework

The Strategic Community Plan outlines the community's long term vision and aspirations for the area, while the Corporate Business Plan details how that vision will be achieved. Both plans have been significantly influenced by the outcomes of several community visioning processes and have been reviewed against the City of Kwinana's Long Term Financial Plan and other adopted strategies.

The objective of the Department of Local Government, Sport and Cultural Industries approach to Integrated Planning and Reporting is to create a process of continuous improvement. The Department of Local Government, Sport and Cultural Industries anticipates that over time, local governments will progress to an advanced level in their planning and integration. To aid the process of continuous improvement and alignment with community aspirations, the Strategic Community Plan and Corporate Business Plan must be periodically reviewed and the City's performance regularly monitored and reported.

Figure 1 demonstrates how the Strategic Community Plan and Corporate Business Plan make up the Plan for the Future and how the Integrated Business Plans for each of the City's business units contain actions that will deliver on the objectives and strategies of each Plan. The relationship each plan has to the various informing strategies such as the City's Long Term Financial Plan and Workforce Plan is also shown.

The Corporate Business Plan is a more detailed document than the Strategic Community Plan as it contains information about the specific actions that will be undertaken to achieve the community's aspirations whilst still providing essential services. To include every specific action that each service team will undertake is not the intent of the Corporate Business Plan as it would make for a very lengthy document. Instead this plan generally includes only those actions that are beyond "business as usual" or are a part of an existing strategy, those actions that are seeking to improve the services we deliver or provide new services to meet the aspirations of our community. The extensive detail of how each business unit operates and all the functions they undertake as part of their day-to-day services will be contained in their integrated business plans. All business units have a responsibility to deliver their integrated business plans and to stretch themselves to achieve the key actions identified in the Corporate Business Plan and ultimately the Strategic Community Plan.

It is through implementation of this Plan for the Future, that the City will achieve a sustainable future for the Kwinana community.

Figure 1 – Integrated Planning and Reporting Framework



\*Department of Local Government, Sport and Cultural Industries – Integrated Planning and Reporting: Framework and Guidelines, 2016

## The Key Informing Plans

### Long Term Financial Plan

The Long Term Financial Plan informs the Corporate Business Plan by identifying and forecasting the City's finances over the next 20 years. The City of Kwinana is planning for a positive and sustainable future. The City seeks to maintain, and where possible, improve service levels into the future, while maintaining a healthy financial position. The aim is to achieve this with the imposition of the least possible financial burden for the Kwinana community. This has been considered as a part of the Corporate Business Plan.

### Workforce Plan

The Workforce Plan informs the Corporate Business Plan by identifying trends in the City's workforce and forecasting the needs for additional staff over the next 20 years. In addition to this, workforce planning is centred on the aspirations, objectives and strategies that the community has identified in the Strategic Community Plan as well as the statutory obligations the City is responsible to administer and deliver which have been identified in the Corporate Business Plan. The Workforce Plan is required to be flexible and forward thinking

whilst acknowledging the current trends in the workforce that will affect the demands and influences of employers and employees. During this ongoing process, the projected financial constraints that the organisation may face will need to be reviewed and assessed as this will possibly affect the continued delivery of the Workforce Plan and ultimately the services provided to the community.

## **Asset Management Plans**

The Asset Management Plans focus on the management of the City of Kwinana's many assets. The City currently has Asset Management Plans for the following asset categories:

- Buildings
- Parks and Reserves
- Public Lighting
- Roads and Transport
- Stormwater Drainage

These plans specify the life cycle requirements for the effective management, inspection and replacement of these asset groups whilst outlining the financial implications and standards that need to be adhered to. This Corporate Business Plan is intended to demonstrate how Council will achieve this outcome by applying the principles of responsible asset management planning.

# **Our Strategic Context**

Through extensive community engagement the community's vision for the future is:

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

The vision has provided the structure for the Strategic Community Plan, with each part of the vision becoming a specific community aspiration. To achieve these aspirations, clearly defined community outcomes have been identified. These outcomes further illustrate how the community would like the City of Kwinana to look like in 10 years time.

## **COMMUNITY ASPIRATION - Rich in spirit**

### **Community Outcomes**

- A unique identity
- A City alive with activity
- A safe and welcoming place
- Services for an active community
- Strong community leaders
- A community who help each other
- A vibrant arts culture
- A sense of place and heritage
- Accessibility for everyone

## COMMUNITY ASPIRATION - Alive with opportunities

### Community Outcomes

- Varied job opportunities
- Quality education for all ages
- A bustling retail scene
- A powerhouse industrial area
- A thriving local economy
- An innovative approval system

## COMMUNITY ASPIRATION - Surrounded by nature

### Community Outcomes

- A beautiful natural environment
- An energy efficient City
- A water-wise City
- A City adapted to climate change

## COMMUNITY ASPIRATION - It's all here

### Community Outcomes

- Great public places
- Well-kept green spaces
- A well serviced City
- A well planned City
- A well maintained City
- A connected transport network

To aid in the alignment towards the community's vision, the City will live its values in all aspects of its operations. In 2015, the City launched a set of refreshed organisational values, based on the findings of numerous staff workshops and thousands of employee contributions. The City will live these values in everything that it does with the ultimate goal of gaining accreditation as a Great Place to Work®.

Our values 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's right"

Trust and be trusted

“Value the message, value the messenger”

Why not yes?

“Ideas can grow with a yes!”

## Key Projects Year One

The City is committed to making a positive impact in the community each and every year of this five year plan. Key projects that will be undertaken over the next financial year are:

| Projects/Initiatives                          | Description   | Budget Allocation (\$) |
|---|---|------------------------|
| Safety and Security                           | Including expansion of CCTV coverage, community education initiatives, illegal dumping control, compliance operations and 24/7 City Assist service. | 2.4m                   |
| Road Renewal and Upgrades                     | Including Gilmore Avenue, Anketell Road, Pace Road and Wellard Road duplication project.  | 2.7m                   |
| Volunteer Bush Fire Brigade Building Upgrades | Kwinana South and Mandogalup Fire Stations to be upgraded. The project is fully funded by grants received by DFES and State Government.             | 686k                   |
| Honeywood Oval Pavilion                       | Construction of pavilion at the Honeywood Primary School Oval.  | 1.01m                  |
| Corporate Business System                     | Implementation of new Corporate Business System to enable efficiencies, better analytics and improved user interface for external customers.        | 1.3m                   |
| Thomas Oval Lighting                          | Installation of light towers at Thomas Oval.  | 495k                   |
| Election for Councillors                      | Elections expenses.   | 102k                   |
| Valuation of Properties                       | Valuation of GRV properties.  | 132k                   |
| Place Management                              | Implementation of place management initiatives.   | 659k                   |
| Event & Stakeholder Management                | Management and execution of City events including Rock Symphony, Children's Festival and Youth Festival.  | 1.26m                  |
| Youth Centre                                  | Management and facilitation of The Zone and associated activities including the Community Liaison service.  | 2.03m                  |



|                                    |   |      |
|------------------------------------|---|------|
| Local Business Grants and Programs | Initiatives to support and help local business grow including the Local Commercial and Activity Centre Grant. | 391k |
| Parks for People Program           | Continuation of upgrades to the City's parks.   | 162k |
| Street Tree Program                | Tree planting in Bertram and the Kwinana Industrial Area.   | 186k |
| Footpath Program                   | Clark Way and Perham Crescent.  | 215k |

## Five Year Action Plan

Refer to Corporate Business Action Plan, starting on page 15.

## Risk Management

The City has adopted a Risk Management Policy which will drive the City's commitment towards taking a Strategic Risk Management approach across all of its operations. A register of significant risks and corrective actions is maintained by the City and reported to the Audit Committee quarterly.

## How will we know if the plan is succeeding?

Reporting all actions generated from the Integrated Planning and Reporting Framework will be entered into the City's corporate planning software to be reported on in a variety of different ways. As can be seen below, strategically important actions will be reported back to Council on a quarterly basis. Actions within Integrated Business Plans will be reported internally on a monthly basis.

### Strategic Community Plan and Corporate Business Plan

Type: Strategic Progress and Corporate Progress

Frequency: Annual Report and Quarterly Performance Report

Who is the report for? The Community and Council

### Integrated Business Plans

Type: Progress and Target Specific

Frequency: Quarterly and Monthly

Who is the report for? Senior Management and Executive

## City Measures

The City, in addition to the Community perceptions indicator outlined in the Strategic Community Plan, also tracks Key Performance Indicators that are vital to business improvement.

| DLGSC Indicators                   | Measure  | Achieving Benchmark Standard | Current* |
|------------------------------------|--|------------------------------|----------|
| <b>Asset Management Indicators</b> | Asset Consumption Ratio (%)  | Greater than 50%             | 81%      |
|                                    | Asset Renewal Funding Ratio (%)  | Greater than 75%             | 78%      |
|                                    | Asset Sustainability Ratio (%)   | 90%                          | 24%      |
| City Indicators                    | Measure  | City Target                  | Current* |
| <b>Business Performance</b>        | Development Applications assessed within statutory timeframes (%)      | 100%                         | 99%      |
|                                    | Local Development Plans assessed within statutory timeframes (%)       | 100%                         | 100%     |
|                                    | Subdivision Applications assessed within statutory timeframes (%)      | 100%                         | 100%     |
|                                    | Building Approval Certificates processed and issued within 10 days (%) | 100%                         | 100%     |
|                                    | Certified Building Permits processed and issued within 10 days (%)     | 100%                         | 99.2%    |
|                                    | Uncertified Building Permits processed within 25 days (%)              | 100%                         | 99.6%    |

\*Current values for Business Performance and Assets are as at 30 June 2018. DLGSC – Department of Local Government, Sport and Cultural Industries.

## Review

The Corporate Business Plan is reviewed annually as it is the main ‘driver’ for the City of Kwinana’s annual budget. The annual review will also seek to improve the functionality of the document and will further prioritise key actions.

| Aspirations       | Community Outcomes | Objectives   | Strategy / Plans           | Key Action and Projects   | Responsible Area     | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 |
|-------------------|--------------------|--|----------------------------|---|----------------------|-------|-------|-------|-------|-------|
| 1. Rich in spirit | A unique Identity  | 1.1 Develop and strengthen community identity to create a sense of belonging | Place Plans for City areas | 1.1.1 Create a Wellard District Place Plan  | Community Engagement | X     |       |       |       |       |
|                   |                    |  |                            | 1.1.2 Create a Bertram District Place Plan  | Community Engagement | X     |       |       |       |       |
|                   |                    |  |                            | 1.1.3 Create a Kwinana Central Place Plan   | Community Engagement | X     |       |       |       |       |
|                   |                    |  |                            | 1.1.4 Implement the actions from the Wellard District Place Plan  | Community Engagement | X     | X     | X     | X     | X     |
|                   |                    |  |                            | 1.1.5 Implement the actions from the Bertram District Place Plan  | Community Engagement | X     | X     | X     | X     | X     |
|                   |                    |  |                            | 1.1.6 Implement the actions from the Kwinana Central Place Plan   | Community Engagement | X     | X     | X     | X     | X     |
|                   |                    |  |                            | 1.1.7 Refine the framework and scope for the Place Plan Template  | Community Engagement | X     |       |       |       |       |
|                   |                    |  |                            | 1.1.8 Develop and implement the Connected Neighbourhood initiative  | Community Engagement | X     | X     | X     | X     | X     |
|                   |                    |  | Multicultural Action Plan  | 1.1.9 Complete high priority actions within the Multicultural Action Plan - Objective 1: Full Participation and inclusion of CaLD communities in social, economic and cultural life | Community Engagement | X     | X     | X     | X     | X     |
|                   |                    |  |                            | 1.1.10 Complete high priority actions within the Multicultural Action Plan - Objective 2: Remove the barriers to equity experienced by CaLD communities                             | Community Engagement | X     | X     | X     | X     | X     |
|                   |                    |  |                            | 1.1.11 Complete high priority actions within the Multicultural Action Plan - Objective 3: Promote the benefits of Kwinana's cultural and linguistic diversity                       | Community Engagement | X     | X     | X     | X     | X     |
|                   |                    |  | Conciliation Action Plan   | 1.1.12 Complete actions within the Conciliation Action Plan - Relationships   | Community Engagement | X     | X     | X     | X     | X     |
|                   |                    |  |                            | 1.1.13 Complete actions within the Conciliation Action Plan - Respect   | Community Engagement | X     | X     | X     | X     | X     |
|                   |                    |  |                            | 1.1.14 Complete actions within the Conciliation Action Plan - Opportunity   | Community Engagement | X     | X     | X     | X     | X     |

| Aspirations | Community Outcomes         | Objectives  | Strategy / Plans               | Key Action and Projects   | Responsible Area     | 19/20     | 20/21     | 21/22     | 22/23     | 23/24     |
|-------------|----------------------------|---|--------------------------------|---|----------------------|-----------|-----------|-----------|-----------|-----------|
|             |                            |   |                                | 1.1.15 Complete actions within the Conciliation Action Plan - Governance and Tracking   | Community Engagement | X         | X         | X         | X         | X         |
|             |                            |   |                                | 1.1.16 Develop Aboriginal and Torres Strait Islander employment strategy targets  | Human Resources      | X         |           |           |           |           |
|             |                            |   |                                | 1.1.17 Identify current Aboriginal and Torres Strait Islander staff to inform future employment and development opportunities   | Human Resources      | X         |           |           |           |           |
|             |                            |   |                                | 1.1.18 Develop an understanding of the mutual benefits of procurement from Aboriginal and Torres Strait Islander owned businesses   | Contracts            | X         |           |           |           |           |
|             |                            |   |                                | 1.1.19 Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses  | Contracts            | X         |           |           |           |           |
|             |                            |   |                                | 1.1.20 Continue to convene the Youth Diversion Network meetings to develop strategies in partnership with early childhood and youth services, and other relevant agencies to support families.            | Youth Services       | X         | X         | X         | X         | X         |
|             |                            |   | Youth Strategy                 | 1.1.21 Ensure young people have access to good quality local education and employment opportunities and are 'ready' to enter employment and/or pursue economic success                                    | Youth Services       | X         | X         | X         | X         | X         |
|             |                            |   |                                | 1.1.22 Facilitate the provision of life skills workshops (financial counselling, health, parenting skills etc.) at various community centres targeting young people, young parents, homeless people, etc. | Youth Services       | X         | X         | X         | X         | X         |
|             |                            |   | Community Engagement Framework | 1.1.23 Review and update the Community Engagement Policy and Framework  | Community Engagement | X         | X         | X         | X         | X         |
|             | A City alive with activity | 1.2 Inspire and strengthen community spirit through community activities and events | Events Strategy                | 1.2.1 Host an Australia Day Celebration event   | Community Engagement | \$36,000  | \$36,000  | \$36,000  | \$36,000  | \$36,000  |
|             |                            |   |                                | 1.2.2 Host a Youth Festival   | Community Engagement | \$60,000  | \$60,000  | \$60,000  | \$60,000  | \$60,000  |
|             |                            |   |                                | 1.2.3 Host a Children's Festival event  | Community Engagement | \$60,000  | \$60,000  | \$60,000  | \$60,000  | \$60,000  |
|             |                            |   |                                | 1.2.4 Host a Big Concert event  | Community Engagement | \$250,000 | \$250,000 | \$250,000 | \$250,000 | \$250,000 |

| Aspirations | Community Outcomes         | Objectives  | Strategy / Plans                           | Key Action and Projects   | Responsible Area     | 19/20     | 20/21     | 21/22     | 22/23     | 23/24     |
|-------------|----------------------------|---|--|---|----------------------|-----------|-----------|-----------|-----------|-----------|
|             |                            |   |  | 1.2.5 Host the Christmas Lolly Run  | Community Engagement | \$8,500   | \$8,500   | \$8,500   | \$8,500   | \$8,500   |
|             |                            |   |  | 1.2.6 Provide a Community Event Funding Program for local community groups to host local events in their communities  | Community Engagement | \$50,000  | \$50,000  | \$50,000  | \$50,000  | \$50,000  |
|             |                            |   | Multicultural Action Plan                  | 1.2.7 Ensure all City provided events and activities are inclusive of cultural groups   | Community Engagement | X         | X         | X         | X         | X         |
|             |                            |   | Youth Services Team Business Plan          | 1.2.8 Activate the Edge Skatepark   | Youth Services       | \$35,000  | \$35,000  | \$35,000  | \$35,000  | \$35,000  |
|             |                            |   | Community Engagement Team Business Plan    | 1.2.9 Activate the Kwinana Adventure Park   | Community Engagement | X         | X         | X         | X         | X         |
|             |                            |   | City Strategy Team Business Plan           | 1.2.10 Deliver an annual program of civic events including Citizenship Ceremonies, community stakeholder functions, official openings and business events   | City Strategy        | \$110,000 | \$110,000 | \$110,000 | \$110,000 | \$110,000 |
|             | A safe and welcoming place | 1.3 Facilitate improved community safety and reduced crime levels | Community Safety and Crime Prevention Plan | 1.3.1 Investigate the process for the City of Kwinana to become a World Health Organisation “Safe City”   | Community Engagement |           |           |           |           |           |
|             |                            |   |  | 1.3.2 Increase collaboration with the community to plan and develop more localised community safety and crime prevention programs   | Community Engagement | X         | X         | X         | X         | X         |
|             |                            |   |  | 1.3.3 Regularly review delivery of community safety and crime prevention programs with State Government and community organisations to determine effectiveness  | Community Engagement | X         | X         | X         | X         | X         |
|             |                            |   |  | 1.3.4 Undertake activities to ensure the adequate provision of local support initiatives and services to increase the confidence of victims to report incidents of family violence and criminal activity to the WA Police | Community Engagement | X         | X         | X         | X         | X         |
|             |                            |   |  | 1.3.5 Maintain a local database of community and Government programs that focus on community safety and crime prevention  | Community Engagement | X         | X         | X         | X         | X         |

| Aspirations | Community Outcomes | Objectives | Strategy / Plans | Key Action and Projects  | Responsible Area                          | 19/20 | 20/21    | 21/22 | 22/23    | 23/24 |
|-------------|--------------------|------------|------------------|--|---|-------|----------|-------|----------|-------|
|             |                    |            |                  | 1.3.6 Consider Crime Prevention Through Environmental Design (CPTED) principles in the design of all residential and commercial developments   | Strategic Planning and Statutory Planning | X     | X        | X     | X        | X     |
|             |                    |            |                  | 1.3.7 Promote the application of CPTED principles amongst local residents and relevant business owners   | All Teams                                 | X     | X        | X     | X        | X     |
|             |                    |            |                  | 1.3.8 Develop and undertake a safety audit program and improve Crime Prevention Through Environmental Design (CPTED) outcomes at City “hot-spots” to address perceived safety issues in public spaces (lighting, streetscape, CCTV)  | Engineering                               | X     |          |       |          |       |
|             |                    |            |                  | 1.3.9 Continue to develop and roll out the CCTV camera installation program at identified City “hot spots” and facilities including Rapid Deployment Kits and covert cameras at “hot spots” not suitable for fixed cameras (bush locations – litter dumping, off road vehicle usage) | Essential Services                        | X     | X        | X     | X        | X     |
|             |                    |            |                  | 1.3.10 Develop a Public Area Lighting Policy Plan  | Engineering                               | X     |          |       |          |       |
|             |                    |            |                  | 1.3.11 Develop an annual marketing plan for the promotion of community safety and crime prevention initiatives and services to the community   | Community Engagement                      | X     |          |       |          |       |
|             |                    |            |                  | 1.3.12 Deliver a community perceptions and wellbeing scorecard survey every two years  | City Strategy                             |       | \$50,000 |       | \$50,000 |       |
|             |                    |            |                  | 1.3.13 Develop and deliver a community safety survey in 2018/19 and every two years thereafter   | Community Engagement                      |       | X        |       | X        | X     |
|             |                    |            |                  | 1.3.14 Continue to deliver the City’s Traffic Survey Schedule to assess speeds of traffic identified as areas of concern   | Engineering                               | X     | X        | X     | X        | X     |
|             |                    |            |                  | 1.3.15 Identify and support external community and government agencies who develop programs that seek to educate and improve safety and  | Community Engagement                      | X     | X        | X     | X        | X     |

| Aspirations | Community Outcomes | Objectives | Strategy / Plans | Key Action and Projects  | Responsible Area     | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 |
|-------------|--------------------|------------|------------------|--|----------------------|-------|-------|-------|-------|-------|
|             |                    |            |                  | crime prevention within the community  |                      |       |       |       |       |       |
|             |                    |            |                  | 1.3.16 Co-ordinate and organise community safety workshops and awareness raising events with external stakeholders (including local schools), targeting specific community groups (e.g. older people, youth, women, parents with teenagers)          | Community Engagement | X     | X     | X     | X     | X     |
|             |                    |            |                  | 1.3.17 Promote early intervention and prevention programs about family violence  | Community Engagement | X     | X     | X     | X     | X     |
|             |                    |            |                  | 1.3.18 Raise awareness among residents of the impact of family violence on children and encourage linkages to appropriate referral services  | Community Engagement | X     | X     | X     | X     | X     |
|             |                    |            |                  | 1.3.19 Develop an anti-bullying and anti-violence social media campaign in partnership with WA Police and other key stakeholders   | Community Engagement | X     | X     | X     | X     | X     |
|             |                    |            |                  | 1.3.20 Disseminate safety awareness and crime prevention materials through the City's library and other community facilities   | Community Engagement | X     | X     | X     | X     | X     |
|             |                    |            |                  | 1.3.21 Develop security awareness and crime prevention materials and resources on key issues – CPTED, burglary, theft, graffiti, anti-social behaviour, safe parking habits, compliance with City of Kwinana local laws, bush fire preparedness etc. | Community Engagement | X     | X     | X     | X     | X     |
|             |                    |            |                  | 1.3.22 Create opportunities for community members to express their concerns in order to understand the nature of the disparity between perception and reality of crime levels  | Community Engagement | X     | X     | X     | X     | X     |
|             |                    |            |                  |  |                      |       |       |       |       |       |

| Aspirations | Community Outcomes | Objectives | Strategy / Plans             | Key Action and Projects   | Responsible Area     | 19/20    | 20/21    | 21/22    | 22/23    | 23/24    |
|-------------|--------------------|------------|------------------------------|---|----------------------|----------|----------|----------|----------|----------|
|             |                    |            |                              | 1.3.23 Utilise the City's social media platforms and website to highlight internal and external safety and crime prevention materials and initiatives, programs and partnerships to share information and resources with the community  | Community Engagement | X        | X        | X        | X        | X        |
|             |                    |            |                              | 1.3.24 Provide information and advice to residents and businesses on a range of community safety and crime prevention measures including the application of Crime Prevention Through Environmental Design (CPTED) principles, emergency management and community preparedness, etc. | All teams            | X        | X        | X        | X        | X        |
|             |                    |            | Welcoming Diversity Strategy | 1.3.25 Continue Community Liaison Officer community engagement patrols in the City Centre public places   | Youth Services       | \$40,000 | \$40,000 | \$40,000 | \$40,000 | \$40,000 |
|             |                    |            |                              | 1.3.26 Develop a partnership with local Aboriginal Elders to encourage cultural sharing and engagement  | Youth Services       | X        | X        | X        | X        | X        |
|             |                    |            |                              | 1.3.27 Implement a range of youth diversion activities and programs in partnership with key stakeholders in various locations in the City Centre and surrounding areas  | Youth Services       | X        | X        | X        | X        | X        |
|             |                    |            | Youth Strategy               | 1.3.28 In partnership with WA Police and key stakeholders develop an anti-bullying and anti-violence social media campaign  | Youth Services       | X        |          |          |          |          |
|             |                    |            |                              | 1.3.29 In liaison with local schools carry out workshops assisting parents of teenagers   | Youth Services       | X        |          |          |          |          |
|             |                    |            |                              | 1.3.30 Continue to provide the Zone Youth Space 'Drop In Service'   | Youth Services       | X        | X        | X        | X        | X        |
|             |                    |            |                              | 1.3.31 Investigate opportunities for grant funding for an Aboriginal youth mentoring program based at the Zone  | Youth Services       | X        |          |          |          |          |
|             |                    |            |                              | 1.3.32 Develop youth activation plans for key community facilities and spaces   | Youth Services       | X        | X        | X        | X        | X        |



| Aspirations | Community Outcomes               | Objectives  | Strategy / Plans  | Key Action and Projects   | Responsible Area     | 19/20    | 20/21    | 21/22    | 22/23    | 23/24    |
|-------------|----------------------------------|---|---|---|----------------------|----------|----------|----------|----------|----------|
|             | Services for an active community | 1.4 A healthy and active community with services for everyone's needs | Community Engagement Team Business Plan                 | 1.4.1 Activating parks, ovals, walking trails through place making  | Community Engagement | X        | X        | X        | X        | X        |
|             |                                  |   |   | 1.4.2 Supporting Community Events that promote community inclusion and involvement  | Community Engagement | X        | X        | X        | X        | X        |
|             |                                  |   |   | 1.4.3 Support healthy lifestyle opportunities that build understanding of the importance of good physical and mental wellbeing  | Community Engagement | X        | X        | X        | X        | X        |
|             |                                  |   |   | 1.4.4 Using the Kwinana Recquatic Centre and Community Centres to deliver activities and programs that support healthy lifestyle behaviour change   | Community Engagement | X        | X        | X        | X        | X        |
|             |                                  |   |   | 1.4.5 Implement relevant actions within the Public Health and Wellbeing Plan  | Community Engagement | \$5,000  | \$5,000  | \$5,000  | \$5,000  | \$5,000  |
|             |                                  |   | Children and Families Policy                            | 1.4.6 Implement a range of initiatives focussing on families and children   | Community Centres    | X        | X        | X        | X        | X        |
|             |                                  |   | Active Ageing Strategy                                  | 1.4.7 Create an Active Ageing Strategy  | Community Engagement | X        |          |          |          |          |
|             |                                  |   | Activate the City's Community Centres and Public Spaces | 1.4.8 Activate the Zone Youth Space through the provision of appropriate activities, programs and services to meet the needs of young people, parents, agencies and the community                   | Youth Services       | \$18,000 | \$18,000 | \$18,000 | \$18,000 | \$18,000 |
|             |                                  |   |   | 1.4.9 Activate the Darius Wells Library and Resource Centre through the provision of appropriate activities, programs and services to meet the needs of tenants, agencies, hirers and the community | Community Centres    | \$25,000 | \$25,000 | \$25,000 | \$25,000 | \$25,000 |
|             |                                  |   |   | 1.4.10 Activate the John Wellard Community Centre including provision of appropriate activities, programs and services to meet the needs of agencies, hirers and the community                      | Community Centres    | \$29,000 | \$29,000 | \$29,000 | \$29,000 | \$29,000 |
|             |                                  |   |   | 1.4.11 Activate the William Bertram Community Centre including provision of appropriate activities, programs and services to meet the needs of tenants, agencies, hirers and the community          | Community Centres    | \$29,400 | \$29,400 | \$29,400 | \$29,400 | \$29,400 |

| Aspirations | Community Outcomes | Objectives | Strategy / Plans                  | Key Action and Projects   | Responsible Area     | 19/20    | 20/21    | 21/22    | 22/23    | 23/24    |
|-------------|--------------------|------------|-----------------------------------|---|----------------------|----------|----------|----------|----------|----------|
|             |                    |            |                                   | 1.4.12 Activate the City Centre through the provision of inclusive activities and events in Chisham Square  | Community Centres    | \$45,000 | \$45,000 | \$45,000 | \$45,000 | \$45,000 |
|             |                    |            | Youth Strategy                    | 1.4.13 Continue to deliver a range of low-cost, inclusive programs, which build confidence, self-esteem and general wellbeing   | Youth Services       | X        | X        | X        | X        | X        |
|             |                    |            |                                   | 1.4.14 Continue to work in partnership with service providers, organisations and agencies to submit joint funding initiatives to address gaps in service provision  | Youth Services       | X        | X        | X        | X        | X        |
|             |                    |            |                                   | 1.4.15 Continue to maintain key stakeholder contact lists   | Youth Services       | X        | X        | X        | X        | X        |
|             |                    |            |                                   | 1.4.16 In partnership with other service providers deliver community events, which increase awareness of key social issues such as homelessness, domestic violence and drug and alcohol abuse                                 | Youth Services       | X        | X        | X        | X        | X        |
|             |                    |            |                                   | 1.4.17 Continue to support the Kwinana Rockingham Homelessness Interagency Group  | Youth Services       | X        | X        | X        | X        | X        |
|             |                    |            |                                   | 1.4.18 Continue to support the Kwinana / Rockingham Local Drug Action Group   | Youth Services       | X        | X        | X        | X        | X        |
|             |                    |            |                                   | 1.4.19 In partnership with nongovernment organisations ensure the provision of community events   | Youth Services       | X        | X        | X        | X        | X        |
|             |                    |            |                                   | 1.4.20 Continue to support the provision of alternative education programs at the Zone Youth Space  | Youth Services       | X        | X        | X        | X        | X        |
|             |                    |            | Multicultural Action Plan         | 1.4.21 Increase CaLD content in all community, cultural, health and recreational facilities and services  | Community Engagement | X        | X        | X        | X        | X        |
|             |                    |            | Youth Services Team Business Plan | 1.4.22 Develop a 'hot topics for youth' social media campaign aimed at raising awareness about including (but not limited to) mental health, education, and employment, physical activity, parenting skills and sexual health | Youth Services       | X        |          |          |          |          |

| Aspirations | Community Outcomes       | Objectives   | Strategy / Plans                        | Key Action and Projects   | Responsible Area     | 19/20    | 20/21    | 21/22    | 22/23    | 23/24    |
|-------------|--------------------------|--|---|---|----------------------|----------|----------|----------|----------|----------|
|             |                          |  |   | 1.4.23 Continue to provide detached youth and community outreach sessions targeting homeless people and other marginalised and disadvantaged people             | Youth Services       | X        | X        | X        | X        | X        |
|             |                          |  |   | 1.4.24 Continue to provide case management services which aim to support young people to overcome barriers  | Youth Services       | X        | X        | X        | X        | X        |
|             | Strong community leaders | 1.5 Actively work with the community to build local capacity | Every Club Program                      | 1.5.1 Complete actions within the Every Club Program  | Community Engagement | X        | X        | X        | X        | X        |
|             |                          |  | Community Development Fund              | 1.5.2 Deliver the Community Funding Program in two funding rounds per annum   | Community Engagement | \$35,000 | \$35,000 | \$35,000 | \$35,000 | \$35,000 |
|             |                          |  | Community Engagement Team Business Plan | 1.5.3 Form partnerships with local community groups to promote healthy environments i.e. healthy canteens, safe alcohol provision, no smoking venues            | Community Engagement | X        | X        | X        | X        | X        |
|             |                          |  |   | 1.5.4 Provide input into the Connecting Communities for Kids working groups   | Community Engagement | X        | X        | X        | X        | X        |
|             |                          |  | Youth Strategy                          | 1.5.5 Continue to provide and facilitate the Kwinana Youth Advisory Council (YAC), Junior Council and Youth Reference Groups                                    | Youth Services       | X        | X        | X        | X        | X        |
|             |                          |  |   | 1.5.6 Facilitate the delivery of the Kwinana Youth Incentives Program - LYRIK   | Youth Services       | X        | X        | X        | X        | X        |
|             |                          |  |   | 1.5.7 Review and enhance the structure of existing youth and community support service committees and networks  | Youth Services       | X        | X        | X        | X        | X        |
|             |                          |  |   | 1.5.8 Host a series of professional development workshops in Kwinana targeting youth workers  | Youth Services       | X        | X        | X        | X        | X        |
|             |                          |  |   | 1.5.9 Market and promote the Zone Youth Space to the local secondary schools as both a hub of youth services and hireable space for school events and functions | Youth Services       | X        | X        | X        | X        | X        |

| Aspirations | Community Outcomes              | Objectives   | Strategy / Plans                  | Key Action and Projects   | Responsible Area     | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 |
|-------------|---------------------------------|--|-----------------------------------|---|----------------------|-------|-------|-------|-------|-------|
|             |                                 |  |                                   | 1.5.10 Administer a Youth Wellbeing Scorecard with industry benchmarking biennially and use the data to inform the assessment and prioritisation of youth development initiatives, and the review of Youth Strategy | Youth Services       | X     |       |       |       |       |
|             |                                 |  |                                   | 1.5.11 Promote youth data available via the web, and ensure all stakeholders are aware of it  | Youth Services       | X     | X     | X     | X     | X     |
|             |                                 |  |                                   | 1.5.12 Continue to support the Kwinana Rockingham Action for Today's Youth (KRAFTY) as the key information dissemination network for youth sector in the south metro region   | Youth Services       | X     | X     | X     | X     | X     |
|             |                                 |  | Multicultural Action Plan         | 1.5.13 Assist unincorporated CaLD groups to access grant and tender opportunities   | Community Engagement | X     | X     | X     | X     | X     |
|             |                                 |  | Economic Development Strategy     | 1.5.14 In partnership with key education and employment stakeholders ensure the provision of a range of low-cost employment readiness courses and workshops   | Youth Services       | X     | X     | X     | X     | X     |
|             |                                 |  | Youth Services Team Business Plan | 1.5.15 Continue to facilitate multi-sector youth diversional programming through a support service network group aimed at coordinating programming and case management service delivery for at risk young people    | Youth Services       | X     | X     | X     | X     | X     |
|             | A community who help each other | 1.6 Increase the prevalence of volunteering in Kwinana | Active Citizenship Strategy       | 1.6.1 Create an Active Citizenship Strategy   | Community Centres    | X     |       |       |       |       |
|             |                                 |  | Youth Strategy                    | 1.6.2 Develop a campaign in partnership with the Kwinana Volunteer Service targeting local high schools promoting the benefits and opportunities for volunteering   | Youth Services       | X     |       |       |       |       |
|             |                                 |  |                                   | 1.6.3 Provide a range of dedicated youth volunteer positions within the City of Kwinana   | Youth Services       | X     | X     | X     | X     | X     |
|             | A vibrant arts culture          | 1.7 Develop and celebrate arts in Kwinana              | Public Art Masterplan             | 1.7.1 Review the City's Public Art Masterplan   | Community Engagement | X     |       |       |       |       |
|             |                                 |  | Multicultural Action Plan         | 1.7.2 Present and support arts initiatives relating to Kwinana's diversity  | Community Engagement | X     | X     | X     | X     | X     |

| Aspirations | Community Outcomes            | Objectives  | Strategy / Plans                        | Key Action and Projects  | Responsible Area             | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 |
|-------------|-------------------------------|---|---|--|------------------------------|-------|-------|-------|-------|-------|
|             |                               |   | Community Engagement Team Business Plan | 1.7.3 Facilitate the development of partnerships for the installation of public art throughout the City  | Community Engagement         | X     | X     | X     | X     | X     |
|             |                               |   |   | 1.7.4 Review the City's Cultural Policy  | Community Engagement         | X     | X     | X     | X     | X     |
|             |                               |   |   | 1.7.5 In partnership with the KIC refine the public art strategy to enable successful delivery of one piece of art                             | Community Engagement         | X     | X     | X     | X     | X     |
|             |                               |   |   | 1.7.6 Liaise with the Koorliny Arts Centre on the delivery of a vibrant and varied arts program throughout the City                            | Community Engagement         | X     | X     | X     | X     | X     |
|             |                               |   |   | 1.7.7 Document and review the City's existing art collection   | Community Engagement         | X     | X     | X     | X     | X     |
|             | A sense of place and heritage | 1.8 Respect and promote Kwinana's unique heritage | Municipal Heritage Inventory            | 1.8.1 Review the City's Municipal Heritage Inventory   | Strategic Planning           | X     |       |       |       |       |
|             |                               |   | Heritage Implementation Plan            | 1.8.2 Complete actions within the Heritage Implementation Plan - Governance  | Community Engagement         | X     | X     | X     | X     | X     |
|             |                               |   |   | 1.8.3 Complete actions within the Heritage Implementation Plan - Place and Setting   | Community Engagement         | X     | X     | X     | X     | X     |
|             |                               |   |   | 1.8.4 Complete actions within the Heritage Implementation Plan - Collection and Interpretation   | Community Engagement         | X     | X     | X     | X     | X     |
|             |                               |   |   | 1.8.5 Complete actions within the Heritage Implementation Plan - Promotion and Visitation  | Community Engagement         | X     | X     | X     | X     | X     |
|             |                               |   |   | 1.8.6 Develop a unifying logo and colour scheme for all heritage places in Kwinana to increase recognition of Kwinana's History and Heritage   | Marketing and Communications | X     | X     | X     | X     | X     |
|             |                               |   |   | 1.8.7 Develop an integrated Marketing and Communications Plan to enhance the promotion and visitation of the City's History and Heritage sites | Marketing and Communications | X     | X     | X     | X     | X     |
|             |                               |   |   | 1.8.8 Plan and implement additional plantings to obstruct views of the City Operations Centre to the southern boundary of Smirk's Cottage      | City Operations              | X     | X     | X     | X     | X     |

| Aspirations | Community Outcomes         | Objectives   | Strategy / Plans          | Key Action and Projects  | Responsible Area                         | 19/20    | 20/21    | 21/22    | 22/23    | 23/24    |
|-------------|----------------------------|--|---------------------------|--|--|----------|----------|----------|----------|----------|
|             | Accessibility for everyone | 1.9 Improve levels of disability access and inclusion throughout the community | Access and Inclusion Plan | 1.8.9 Implement associated Conservation and Management Plans for the City's History and Heritage sites   | Asset Management Services                | X        | X        | X        | X        | X        |
|             |                            |  |                           | 1.9.1 Continue to provide a priority bin service for eligible people with a disability   | Environmental Health                     | X        | X        | X        | X        | X        |
|             |                            |  |                           | 1.9.2 Continue to ensure the City's Library provides products, resources and services for people with disability   | Library                                  | \$500    | \$500    | \$500    | \$500    | \$500    |
|             |                            |  |                           | 1.9.3 Ensure that tender and contracts documentation includes the City's Disability Access and Inclusion Plan (DAIP)   | Contracts                                | X        | X        | X        | X        | X        |
|             |                            |  |                           | 1.9.4 Ensure that contractor requirements are met as per the legislation and that contractors report on their delivery of DAIP objectives and strategies during the course of the contract | Contracts                                | X        | X        | X        | X        | X        |
|             |                            |  |                           | 1.9.5 Implement a program of upgrading and rebuilding to ensure all public toilets have a universally accessible toilet  | Asset Management Services                | X        | X        | X        | X        | X        |
|             |                            |  |                           | 1.9.6 Ensure that all City owned buildings meet Access Standards   | Asset Management Services                | X        | X        | X        | X        | X        |
|             |                            |  |                           | 1.9.7 Ensure that ACROD parking meets both the required standards and the needs of people with disability  | Engineering                              | X        | X        | X        | X        | X        |
|             |                            |  |                           | 1.9.8 Ensure bushland walks and trails are inclusive and accessible  | Environment                              | X        | X        | X        | X        | X        |
|             |                            |  |                           | 1.9.9 Ensure that footpaths are accessible, maintained and kept free of debris and sand  | Works Depot                              | \$30,000 | \$30,000 | \$30,000 | \$30,000 | \$30,000 |
|             |                            |  |                           | 1.9.10 Ensure buildings, car parks and public spaces are clearly signed  | City Operations                          | X        | X        | X        | X        | X        |
|             |                            |  |                           | 1.9.11 Ensure all Building and Planning applications meet Disability Standards and legislative requirements  | Building Services and Statutory Planning | X        | X        | X        | X        | X        |
|             |                            |  |                           | 1.9.12 Ensure all of the City of Kwinana information is available on request in alternative formats and promote this to the community  | Marketing and Communications             | X        | X        | X        | X        | X        |

| Aspirations | Community Outcomes | Objectives | Strategy / Plans | Key Action and Projects  | Responsible Area             | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 |
|-------------|--------------------|------------|------------------|--|------------------------------|-------|-------|-------|-------|-------|
|             |                    |            |                  | 1.9.13 Ensure the City of Kwinana website and associated websites and social media pages meet the access and universal design principles listed on the Disability Services Commission website  | Marketing and Communications | X     | X     | X     | X     | X     |
|             |                    |            |                  | 1.9.14 Ensure the City's grievance and complaints policies are clear, equitable and available in accessible and alternative formats  | Customer Services            | X     | X     | X     | X     | X     |
|             |                    |            |                  | 1.9.15 Ensure Customer Service Officers are adequately trained so they can facilitate complaints from people with a disability   | Customer Services            | X     | X     | X     | X     | X     |
|             |                    |            |                  | 1.9.16 Ensure all aspects of Council Meetings are accessible and inclusive   | City Strategy                | X     | X     | X     | X     | X     |
|             |                    |            |                  | 1.9.17 Complete actions within the Access and Inclusion Plan - Outcome 1 - People with disability have the same opportunities as other people to access the services and events of a public authority as other people.   | Community Engagement         | X     | X     | X     | X     | X     |
|             |                    |            |                  | 1.9.18 Complete actions within the Access and Inclusion Plan - Outcome 2 - People with disability have the same opportunities as other people to access the buildings and facilities of a public authority as other people   | Community Engagement         | X     | X     | X     | X     | X     |
|             |                    |            |                  | 1.9.19 Complete actions within the Access and Inclusion Plan - Outcome 3 - People with disability have the same opportunity as other people to access information in a format that will enable them to access the information as readily as other people are able to access it | Community Engagement         | X     | X     | X     | X     | X     |
|             |                    |            |                  | 1.9.20 Complete actions within the Access and Inclusion Plan - Outcome 4 - People with disability receive the same level and quality of service from the staff of a public authority as  | Community Engagement         | X     | X     | X     | X     | X     |



| Aspirations                 | Community Outcomes             | Objectives   | Strategy / Plans                        | Key Action and Projects   | Responsible Area     | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 |
|-----------------------------|--------------------------------|--|---|---|----------------------|-------|-------|-------|-------|-------|
|                             |                                |  |   | other people receive from the staff of that public authority  |                      |       |       |       |       |       |
|                             |                                |  |   | 1.9.21 Complete actions within the Access and Inclusion Plan - Outcome 5 - People with disability have the same opportunities as other people to make complaints to a public authority                        | Community Engagement | X     | X     | X     | X     | X     |
|                             |                                |  |   | 1.9.22 Complete actions within the Access and Inclusion Plan - Outcome 6 - People with disability have the same opportunities as other people to participate in any public consultation by a public authority | Community Engagement | X     | X     | X     | X     | X     |
|                             |                                |  |   | 1.9.23 Complete actions within the Access and Inclusion Plan - Outcome 7 - People with disability have the same opportunities as other people to obtain and maintain employment with a public authority       | Community Engagement | X     | X     | X     | X     | X     |
| 2. Alive with opportunities | Varied job opportunities       | 2.1 Residents have access to ample job opportunities locally   | Economic Development Action Plan        | 2.1.1 Implement the Local Employment Solutions Council Policy   | Economic Development | X     | X     | X     | X     | X     |
|                             |                                |  | Kwinana Outer Harbour Project           | 2.1.2 Work with the State and Commonwealth governments, and non-government agencies, in progressing the Kwinana Outer Harbour Project to improve job prospects to the community                               | Executive            | X     | X     | X     | X     | X     |
|                             |                                |  | Multicultural Action Plan               | 2.1.3 Develop a CaLD employment strategy  | Human Resources      | X     |       |       |       |       |
|                             | Quality education for all ages | 2.2 The community has a choice of quality public and private facilities to meet their education and training needs throughout their lifetime | Lifelong Learning Strategy              | 2.2.1 Create a Lifelong Learning Strategy   | Community Engagement | X     |       |       |       |       |
|                             |                                |  | Multicultural Action Plan               | 2.2.2 Advocate for the training and development requirements of CaLD community members  | Community Engagement | X     | X     | X     | X     | X     |
|                             |                                |  | Economic Development Team Business Plan | 2.2.3 Ensure Private Sector Education providers are aware of opportunities that population  | Economic Development | X     | X     | X     | X     | X     |
|                             |                                |  |   |   |                      |       |       |       |       |       |



| Aspirations | Community Outcomes           | Objectives   | Strategy / Plans                               | Key Action and Projects  | Responsible Area     | 19/20    | 20/21    | 21/22    | 22/23    | 23/24    |
|-------------|------------------------------|--|--|--|----------------------|----------|----------|----------|----------|----------|
|             |                              |  |  | growth in the region bring by creating a prospectus annually   |                      |          |          |          |          |          |
|             | A bustling retail scene      | 2.3 The City Centre is home to a thriving range of specialty shops, restaurant and family entertainment venues and an active nightlife while neighbourhood centres are revitalised | Local Commercial and Activity Centres Strategy | 2.3.1 Improve Local Commercial and Activity Centres by providing a small business grant program annually   | Economic Development | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 |
|             |                              |  |  | 2.3.2 Complete the Medina Town Centre Revitalisation Project including the achievement of a better urban outcome for the Pace Road sheds   | Economic Development | X        |          |          |          |          |
|             |                              |  |  | 2.3.3 Complete a report to revitalise the Orelia Local Commercial Centre   | Economic Development | X        |          |          |          |          |
|             |                              |  |  | 2.3.4 Complete a report to revitalise the Calista Local Commercial Centre  | Economic Development | X        |          |          |          |          |
|             | A powerhouse industrial area | 2.4 The Western Trade Coast Precinct is developed with maximum leverage being gained from investments in new infrastructure  | Local Planning Strategy                        | 2.4.1 Consider the most appropriate Strategy to progress the objectives and the intent of the Postans Precinct Study   | Strategic Planning   | \$20,000 |          |          |          |          |
|             |                              |  | Kwinana Outer Harbour Project                  | 2.4.2 Continue to lobby for the Kwinana Outer Harbour Project  | Executive            | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 |
|             | A thriving local economy     | 2.5 Stimulate economic development and encourage diversification   | Economic Development Action Plan               | 2.5.1 Implement actions from the Economic Development Action Plan  | Economic Development | X        | X        | X        | X        | X        |
|             |                              |  |  | 2.5.2 Lobby and advocate for the relocation of a State Government agency to the Kwinana region   | Executive            | X        |          |          |          |          |
|             |                              |  | Land Optimisation Strategy                     | 2.5.3 Create a Land Optimisation Strategy  | Economic Development | X        |          |          |          |          |
|             |                              |  | Community Development Team Business Plan       | 2.5.4 Advocate for the development of a policy that supports and addresses barriers for local and new businesses offering health promoting services, such as personal trainers in public open spaces | Community Engagement | X        | X        | X        | X        | X        |
|             | Innovative approval system   | 2.6 Provide a best practice development approval system that attracts and retains business investment in the area  | Planning and Development Team Business Plan    | 2.6.1 Annually review the City's approval system to maximise efficiencies where possible   | Statutory Planning   | X        | X        | X        | X        | X        |

| Aspirations             | Community Outcomes              | Objectives  | Strategy / Plans              | Key Action and Projects  | Responsible Area | 19/20     | 20/21     | 21/22     | 22/23     | 23/24     |
|-------------------------|---------------------------------|---|-------------------------------|--|------------------|-----------|-----------|-----------|-----------|-----------|
| 3. Surrounded by nature | A beautiful natural environment | 3.1 Improve conservation of biodiversity and protection of native vegetation whilst achieving high levels of environmental protection in new developments | Local Biodiversity Strategy   | 3.1.1 Finalise the Local Biodiversity Strategy   | Environment      | X         |           |           |           |           |
|                         |                                 |   | Natural Areas Management Plan | 3.1.2 Inspect and report on grass weed control tender performance  | Environment      | X         | X         | X         | X         | X         |
|                         |                                 |   |                               | 3.1.3 Complete bushland weed and condition mapping   | Environment      |           |           | \$65,000  |           |           |
|                         |                                 |   |                               | 3.1.4 Tender and engage contractor to carry out Environmental Weed Control                                 | Environment      | \$195,000 | \$195,000 | \$195,000 | \$195,000 | \$195,000 |
|                         |                                 |   |                               | 3.1.5 Prepare and implement a works program to control significant environmental weeds in Kwinana Reserves | Environment      | X         | X         | X         | X         | X         |
|                         |                                 |   |                               | 3.1.6 Investigate and apply for grants   | Environment      | X         | X         | X         | X         | X         |
|                         |                                 |   |                               | 3.1.7 Budget for new reserves  | Environment      | X         | X         | X         | X         | X         |
|                         |                                 |   |                               | 3.1.8 Post controlled burn/arson weed control  | Environment      | \$5,000   | \$5,000   | \$5,000   | \$5,000   | \$5,000   |
|                         |                                 |   |                               | 3.1.9 Routinely inspect fences, gates and pedestrian access points for damage and arrange repairs          | Environment      | \$35,000  | \$35,000  | \$35,000  | \$35,000  | \$35,000  |
|                         |                                 |   |                               | 3.1.10 Removal of illegal dumping/litter from reserves   | Environment      | \$20,000  | \$20,000  | \$20,000  | \$20,000  | \$20,000  |
|                         |                                 |   |                               | 3.1.11 Site preparation, weed removal, installation planting, maintenance, weed control                    | Environment      | \$420,000 | \$420,000 | \$420,000 | \$420,000 | \$420,000 |
|                         |                                 |   |                               | 3.1.12 Post-arson weed management  | Environment      | \$5,000   | \$5,000   | \$5,000   | \$5,000   | \$5,000   |
|                         |                                 |   |                               | 3.1.13 Improve bushland in Clementi Reserve, Millar Reserve and bushland surrounding Wellard Park          | Environment      | X         |           |           |           |           |
|                         |                                 |   |                               | 3.1.14 Complete fuel load assessments  | Environment      | X         | X         | X         | X         | X         |
|                         |                                 |   |                               | 3.1.15 Complete controlled burns   | Environment      | X         | X         | X         | X         | X         |
|                         |                                 |   |                               | 3.1.16 Complete Fire Mapping   | Environment      | \$15,000  | \$15,000  | \$15,000  | \$15,000  | \$15,000  |
|                         |                                 |   |                               | 3.1.17 Complete firebreak maintenance  | Environment      | \$15,000  | \$15,000  | \$15,000  | \$15,000  | \$15,000  |
|                         |                                 |   |                               | 3.1.18 Investigate undertaking controlled patch burns in-house and complete if possible                    | Environment      | X         | X         | X         | X         | X         |
|                         |                                 |   |                               | 3.1.19 Complete survey reserves  | Environment      | X         |           |           |           |           |
|                         |                                 |   |                               | 3.1.20 Undertake rabbit control measures   | Environment      | \$7,000   | \$7,000   | \$7,000   | \$7,000   | \$7,000   |

| Aspirations | Community Outcomes | Objectives | Strategy / Plans                                       | Key Action and Projects  | Responsible Area   | 19/20    | 20/21    | 21/22    | 22/23    | 23/24    |
|-------------|--------------------|------------|--|--|--------------------|----------|----------|----------|----------|----------|
|             |                    |            |  | 3.1.21 Undertake fox control measures  | Environment        | \$5,000  | \$5,000  | \$5,000  | \$5,000  | \$5,000  |
|             |                    |            |  | 3.1.22 Undertake phytophthora control measures   | Environment        | \$7,000  | \$7,000  | \$7,000  | \$7,000  | \$7,000  |
|             |                    |            |  | 3.1.23 Undertake cat control measures  | Environment        | \$4,000  | \$4,000  | \$4,000  | \$4,000  | \$4,000  |
|             |                    |            |  | 3.1.24 Undertake bee control measures  | Environment        | \$4,000  | \$4,000  | \$4,000  | \$4,000  | \$4,000  |
|             |                    |            |  | 3.1.25 Provide information brochures/posters and promotion for natural areas                                   | Environment        | \$3,000  | \$3,000  | \$3,000  | \$3,000  | \$3,000  |
|             |                    |            |  | 3.1.26 Deliver a community education program which aligns with the Environmental Education Strategy            | Environment        | \$4,000  | \$4,000  | \$4,000  | \$4,000  | \$4,000  |
|             |                    |            |  | 3.1.27 Conduct schools planting events   | Environment        | \$1,000  | \$1,000  | \$1,000  | \$1,000  | \$1,000  |
|             |                    |            |  | 3.1.28 Conduct community planting events   | Environment        | \$5,000  | \$5,000  | \$5,000  | \$5,000  | \$5,000  |
|             |                    |            |  | 3.1.29 Conduct guided activities (e.g. bushwalks, nightstalks, bird walks and wildflower tours)                | Environment        | \$4,500  | \$4,500  | \$4,500  | \$4,500  | \$4,500  |
|             |                    |            |  | 3.1.30 Conduct a Clean Up Australia Day event  | Environment        | \$4,000  | \$4,000  | \$4,000  | \$4,000  | \$4,000  |
|             |                    |            |  | 3.1.31 Conduct volunteer training  | Environment        | \$2,500  | \$2,500  | \$2,500  | \$2,500  | \$2,500  |
|             |                    |            |  | 3.1.32 Collect provenance seed   | Environment        | \$10,000 | \$10,000 | \$10,000 | \$10,000 | \$10,000 |
|             |                    |            | Perth Natural Resource Management Swan Region Strategy | 3.1.33 Advocate for the continued hosting of the Coastcare position  | Environment        | X        | X        | X        | X        | X        |
|             |                    |            | Emergency Services Team Business Plan                  | 3.1.34 Develop a Bushfire Risk Management Plan as per WESTPLAN Fire  | Emergency Services | X        |          |          |          |          |
|             |                    |            |  | 3.1.35 Develop practices for bushfire management on local government lands                                     | Emergency Services | X        | X        | X        | X        | X        |
|             |                    |            |  | 3.1.36 Administer the provisions of relevant Statutes, Regulations, Policies and Local Laws                    | Emergency Services | X        | X        | X        | X        | X        |
|             |                    |            |  | 3.1.37 Support community engagement and awareness programs as identified in the Bushfire Risk Management Plans | Emergency Services | X        | X        | X        | X        | X        |
|             |                    |            |  | 3.1.38 Provide advice on Bushfire Management Plans in regards to land use planning                             | Emergency Services | X        | X        | X        | X        | X        |

| Aspirations | Community Outcomes | Objectives | Strategy / Plans | Key Action and Projects  | Responsible Area   | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 |
|-------------|--------------------|------------|------------------|--|--------------------|-------|-------|-------|-------|-------|
|             |                    |            |                  | 3.1.39 Develop and review relevant Emergency Services management documents                               | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.40 Develop Emergency Services policies and procedures  | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.41 Develop and maintain the City Bushfire Response Plan  | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.42 Develop Brigade Response Plans  | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.43 Provide input to the annual review of Gazetted Fire Districts within the City                     | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.44 Facilitate Volunteer Bush Fire Brigade training   | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.45 Liaise with and support the State Emergency Service   | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.46 Develop and submit annual Local Government Grants Scheme operations and capital grants            | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.47 Complete an annual audit of current relocation/welfare centres to ensure readiness for activation | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.48 Audit Emergency Coordination Centres to ensure readiness for activation                           | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.49 Support key Bushfire meetings and Committees  | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.50 Ensure emergency water supplies owned by the City are maintained                                  | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.51 Ensure hydrants outside Gazetted Fire Districts are inspected                                     | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.52 Exercise Emergency Services as per Local Emergency Management Arrangements                        | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.53 Attend Local Emergency Management Committee meetings  | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.54 Coordinate Local Government Incident Management capacity and capability                           | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.55 Participate in Emergency Services Forums  | Emergency Services | X     | X     | X     | X     | X     |
|             |                    |            |                  | 3.1.56 Respond to emergency incidents that impact on   | Emergency Services | X     | X     | X     | X     | X     |

| Aspirations | Community Outcomes       | Objectives  | Strategy / Plans                              | Key Action and Projects  | Responsible Area          | 19/20    | 20/21    | 21/22    | 22/23    | 23/24    |
|-------------|--------------------------|---|---|--|---------------------------|----------|----------|----------|----------|----------|
|             |                          |   |   | communities, infrastructure and assets in the City   |                           |          |          |          |          |          |
|             |                          |   |   | 3.1.57 Respond to incidents in line with mutual aid agreements with neighbouring local governments   | Emergency Services        | X        | X        | X        | X        | X        |
|             |                          |   |   | 3.1.58 Encourage brigades to report suspicious and deliberately lit fires  | Emergency Services        | X        | X        | X        | X        | X        |
|             |                          |   |   | 3.1.59 Ensure appropriate support and counselling to City volunteers and staff following incidents   | Emergency Services        | X        | X        | X        | X        | X        |
|             |                          |   |   | 3.1.60 Provide support to the City Recovery coordinator or recovery team when established  | Emergency Services        | X        | X        | X        | X        | X        |
|             |                          |   |   | 3.1.61 Conduct a detailed review of Emergency Management Arrangements and the City's compliance with legislative responsibilities for emergency management and bush fire control | Emergency Services        | X        |          |          |          |          |
|             |                          | 3.2 Educate and promote improved environmental land management  | Environmental Education Strategy              | 3.2.1 Implement actions from the Environmental Education Strategy  | Environment               | \$47,100 | \$47,100 | \$47,100 | \$47,100 | \$47,100 |
|             | An energy efficient City | 3.3 Promote the use of renewable energy within the City of Kwinana and reduce energy use where possible | Revolving Energy Fund                         | 3.3.1 Identify and implement energy and water efficiency measures in new and existing facilities   | Environment               | \$2,000  | \$2,000  | \$2,000  | \$2,000  | \$2,000  |
|             |                          |   | Climate Change Mitigation and Adaptation Plan | 3.3.2 Progressively install solar panels on City buildings   | Environment               | \$30,000 | \$30,000 | \$30,000 | \$30,000 | \$30,000 |
|             |                          |   |   | 3.3.3 Investigate green building options when planning new City buildings  | Asset Management Services | X        | X        | X        | X        | X        |
|             | A water-wise City        | 3.4 Encourage and exercise best practice water management   | Sustainable Water Management Plan             | 3.4.1 Monitor existing data loggers and real time monitoring systems weekly (at minimum) to quickly identify and address leaks   | Environment               | X        | X        | X        | X        | X        |
|             |                          |   |   | 3.4.2 Carry out mapping of irrigated areas to allow quick station identification   | City Operations           | X        | X        | X        | X        | X        |
|             |                          |   | Groundwater Operating Strategy                | 3.4.3 Maintain the registry of City of Kwinana bores   | City Operations           | X        | X        | X        | X        | X        |
|             |                          |   |   | 3.4.4 Continue to monitor water use and irrigation application rates and improve water use efficiency  | City Operations           | X        | X        | X        | X        | X        |

| Aspirations | Community Outcomes               | Objectives  | Strategy / Plans                                       | Key Action and Projects   | Responsible Area          | 19/20    | 20/21     | 21/22       | 22/23       | 23/24       |
|-------------|----------------------------------|---|--|---|---------------------------|----------|-----------|-------------|-------------|-------------|
|             |                                  |   |  | 3.4.5 Maintain monitoring of the groundwater resource to identify any potential adverse impacts of abstraction and respond pro-actively to mitigate impacts | City Operations           | X        | X         | X           | X           | X           |
|             |                                  |   |  | 3.4.6 Monitor nutrient concentrations in groundwater and review nutrient management practices if needed   | City Operations           | \$5,000  | \$5,000   | \$5,000     | \$5,000     | \$5,000     |
|             |                                  |   |  | 3.4.7 Review the Groundwater Operating Strategy every 5 years   | City Operations           |          | X         |             |             |             |
|             |                                  |   | Water Conservation Plan                                | 3.4.8 Review the Water Conservation Plan  | Environment               |          | X         |             | X           |             |
|             |                                  |   | City Operations Team Business Plan                     | 3.4.9 Compile the asset data for the educting program for the cleaning of side entry pits, GPTs and bubble up pits  | City Operations           | X        | X         | X           | X           | X           |
|             |                                  |   |  | 3.4.10 Compile the asset data for the schedule/program for the inspection and maintenance of sumps and compensating basins                                  | City Operations           | \$40,000 | \$40,000  | \$40,000    | \$40,000    | \$40,000    |
|             | A City adapted to climate change | 3.5 Understand the impacts of climate change and take a risk management approach to addressing these effects in future planning | Kwinana Local Emergency Management Plan                | 3.5.1 Review the Kwinana Local Emergency Management Plan annually   | Emergency Services        | X        | X         | X           | X           | X           |
|             |                                  |   | Community Emergency Services Coordinator Business Plan | 3.5.2 Review with Department of Fire and Emergency Services Community Emergency Services Coordinator Business Plan  | Emergency Services        | X        |           |             |             |             |
|             |                                  |   | Climate Change Mitigation and Adaptation Plan          | 3.5.3 Develop and adopt an Urban Forest Strategy which can guide tree management  | Engineering               | X        |           |             |             |             |
|             |                                  |   |  | 3.5.4 Promote the use of recycled materials in road construction where possible   | Engineering               | X        |           |             |             |             |
|             |                                  |   |  | 3.5.5 Create a Local Planning Policy to address sea level rise  | Strategic Planning        | X        |           |             |             |             |
|             |                                  |   |  | 3.5.6 Develop a management plan to address sea level rise   | Environment               | X        |           |             |             |             |
|             |                                  |   | Community Infrastructure Plan                          | 4.1.1 Design and construct a Local Community Centre in Wandí  | Asset Management Services |          | \$167,300 | \$1,589,350 | \$1,589,350 | \$1,589,350 |
|             |                                  |   |  | 4.1.2 Design and construct a Local Sporting Ground with a Community Sports Building in Anketell North   | Asset Management Services |          |           |             | \$348,650   | \$348,650   |

| Aspirations | Community Outcomes     | Objectives   | Strategy / Plans                             | Key Action and Projects   | Responsible Area          | 19/20                                     | 20/21       | 21/22       | 22/23     | 23/24     |
|-------------|------------------------|--|--|---|---------------------------|---|-------------|-------------|-----------|-----------|
|             |                        |  |  | 4.1.3 Design and construct a Local Sporting Ground with a Pavilion in Wandi   | Asset Management Services | Now occurs outside of this plan 2025-2027 |             |             |           |           |
|             |                        |  |  | 4.1.4 Design and construct a Local Sporting Ground with a Community Sports Building in Wandi/Honeywood  | Asset Management Services | \$1,107,250                               | \$128,750   |             |           |           |
|             |                        |  |  | 4.1.5 Design and construct a Local Community Centre in Wellard West   | Asset Management Services |   | \$3,090,150 | \$3,090,150 |           |           |
|             |                        |  |  | 4.1.6 Design and construct the Arts and Cultural Centre Upgrade   | Asset Management Services |   | \$950,000   | \$950,000   | \$950,000 | \$950,000 |
|             |                        |  |  | 4.1.7 Subject to Long Term Financial Plan deliberations of Council, design and construct Stage 1 of the Civic Administration Building Upgrade | Asset Management Services | \$2,268,000                               |             |             |           |           |
|             |                        |  | Asset Management Services Team Business Plan | 4.1.8 Complete condition auditing of the City's building portfolio  | Asset Management Services |   | \$55,000    |             | \$55,000  |           |
|             |                        |  | Community Engagement Team Business Plan      | 4.1.9 Implement recommendations from the Wells Park Beach Foreshore feasibility study report  | Community Engagement      | X   | X           | X           | X         | X         |
|             |                        |  |  | 4.1.10 Facilitate community led activation of local parks, playgrounds, ovals and walk trails e.g. meet up groups etc.                        | Community Engagement      | X   | X           | X           | X         | X         |
|             | Well-kept green spaces | 4.2 The community has easy access to well equipped, quality parks and public open spaces | Parks and Reserves Asset Management Plan     | 4.2.1 Undertake a condition survey of parks and reserves  | Asset Management Services | X   |             | X           |           | X         |
|             |                        |  |  | 4.2.2 Undertake a condition survey of the City's Public Open Space  | Asset Management Services | X   |             | X           |           | X         |
|             |                        |  | Depot Service Review Improvement Plan        | 4.2.3 Develop a master schedule of annual work for City Operations services   | City Operations           | X   |             |             |           |           |
|             |                        |  |  | 4.2.4 Develop infrastructure standards for work tasks and develop appropriate unit rates  | City Operations           | X   | X           | X           | X         | X         |
|             |                        |  |  | 4.2.5 Gather data for the implementation of a Tree Management System  | Environment               | X   |             |             |           |           |
|             |                        |  |  | 4.2.6 Review current in house mowing schedules and advise on capacity to take on new mowing areas currently performed by contractors          | City Operations           | X   |             |             |           |           |



| Aspirations | Community Outcomes   | Objectives  | Strategy / Plans                        | Key Action and Projects  | Responsible Area     | 19/20     | 20/21     | 21/22     | 22/23     | 23/24     |
|-------------|----------------------|---|---|--|----------------------|-----------|-----------|-----------|-----------|-----------|
|             |                      |   |   | 4.2.7 Implement the parks inspection and continuous improvement system   | City Operations      | X         | X         | X         | X         | X         |
|             |                      |   |   | 4.2.8 Coordinate the transfer of landscape and irrigation developer gifted assets to the City's maintenance operations and asset management systems                                  | City Operations      | X         | X         | X         | X         | X         |
|             |                      |   | Community Engagement Team Business Plan | 4.2.9 Consult access and inclusion working group regarding development of all public buildings, parks, beaches and spaces  | Community Engagement | X         | X         | X         | X         | X         |
|             |                      |   |   | 4.2.10 Support community groups to establish places that encourage community participation/involvement, i.e. community gardens   | Community Engagement | X         | X         | X         | X         | X         |
|             |                      |   |   | 4.2.11 Implement the Parks for People Strategy   | Community Engagement | X         | X         | X         | X         | X         |
|             | A well serviced City | 4.3 Ensure the Kwinana community is well serviced by government and non-government services                     | Strategic Waste Management Plan         | 4.3.1 Conduct a full review of waste management contracts  | Environmental Health |           |           | X         | X         |           |
|             |                      |   | Land Optimisation Strategy              | 4.3.2 Manage and maintain the City of Kwinana Aged Persons Accommodation   | City Strategy        | \$335,796 | \$335,796 | \$335,796 | \$335,796 | \$335,796 |
|             |                      |   | Lobbying Strategy                       | 4.3.3 Create a Lobbying Strategy   | City Strategy        | X         |           |           |           |           |
|             |                      |   | Community Engagement Team Business Plan | 4.3.4 Work with community, non-government and government agencies to identify gaps, monitor service levels and advocate to government to ensure the community is adequately serviced | Community Engagement | X         | X         | X         | X         | X         |
|             | A well planned City  | 4.4 Create diverse places and spaces where people can enjoy a variety of lifestyles with high levels of amenity | Local Planning Strategy                 | 4.4.1 Evaluate the effectiveness of current Housing Guidelines and policies and prepare a new suite of policies and guidelines for the draft Local Housing Strategy                  | Statutory Planning   | \$30,000  |           |           |           |           |
|             |                      |   |   | 4.4.2 Prepare and advertise the Local Housing Strategy   | Statutory Planning   | \$15,000  |           |           |           |           |
|             |                      |   | Public Open Space Standards Policy      | 4.4.3 Create a Public Open Space Standards Policy  | Engineering          | X         |           |           |           |           |
|             |                      |   | Parking Strategy                        | 4.4.4 Consider parking needs and approaches to the City Centre and key activity centres and adopt a City-wide Parking Strategy   | Statutory Planning   | \$15,000  |           |           |           |           |



| Aspirations | Community Outcomes     | Objectives   | Strategy / Plans                      | Key Action and Projects   | Responsible Area          | 19/20       | 20/21       | 21/22       | 22/23       | 23/24       |
|-------------|------------------------|--|---------------------------------------|---|---------------------------|-------------|-------------|-------------|-------------|-------------|
|             |                        |  | Town Planning Scheme                  | 4.4.5 Progress a new Town Planning Scheme   | Strategic Planning        | \$25,000    | X           | X           |             |             |
|             |                        |  | Strategic Waste Management Plan       | 4.4.6 Work with the Waste Authority to implement the West Australian Waste Strategy   | Environmental Health      | X           | X           | X           | X           | X           |
|             | A well maintained City | 4.5 Actively improve the appearance of public areas and streetscapes throughout the City | Works Depot Team Business Plan        | 4.5.1 Implement the Depot Annual Maintenance Works Program  | City Operations           | \$9,004,713 | \$9,004,713 | \$9,004,713 | \$9,004,713 | \$9,004,713 |
|             |                        |  |                                       | 4.5.2 Implement the recommendations from the Works Depot Service Review   | City Operations           | X           | X           | X           | X           | X           |
|             |                        |  | Engineering Team Business Plan        | 4.5.3 Review Landscape Maintenance Agreements with Main Roads Western Australia   | City Operations           |             | X           |             | X           |             |
|             |                        |  | Public Lighting Asset Management Plan | 4.5.4 Develop policy and guidelines to ensure all new installations are in accordance with energy efficiency principles and Western Power specifications                    | Engineering               | X           |             |             |             |             |
|             |                        |  |                                       | 4.5.5 Undertake a comprehensive audit of lighting assets for asset condition rating subject to funding being available  | Asset Management Services | \$50,000    |             |             |             |             |
|             |                        |  |                                       | 4.5.6 Undertake a survey to determine the type of lamp for all the lights and develop a energy efficient lamp replacement program subject to resources/funding availability | Asset Management Services | X           |             |             |             |             |
|             |                        |  |                                       | 4.5.7 Develop and implement a plan for the operation, maintenance, renewal and disposal of public lighting assets   | Asset Management Services | X           |             |             |             |             |
|             |                        |  |                                       | 4.5.8 Undertake a project to verify and label existing lighting poles outside the road reserve as part of the asset condition rating subject to funding being available     | Asset Management Services | X           |             |             |             |             |
|             |                        |  |                                       | 4.5.9 Identify opportunities and undertake upgrade of lamps to energy efficient type lamps where possible and continue with Western Power bulk globe replacement program    | Asset Management Services | X           | X           | X           | X           | X           |

| Aspirations            | Community Outcomes            | Objectives   | Strategy / Plans                            | Key Action and Projects   | Responsible Area          | 19/20       | 20/21       | 21/22       | 22/23       | 23/24       |
|------------------------|-------------------------------|--|---|---|---------------------------|-------------|-------------|-------------|-------------|-------------|
|                        | A connected transport network | 4.6 Provide a safe and efficient integrated network of roads, footpaths and cycle routes supported by a good public transport system | Roads and Transport Asset Management Plan   | 4.6.1 Undertake a complete condition survey of all roads, kerbs and unkerbed road, including footpaths        | Asset Management Services |             | X           |             | X           |             |
|                        |                               |  |   | 4.6.2 Develop an Infrastructure Risk Management Plan  | Asset Management Services | X           |             |             |             |             |
|                        |                               |  | Engineering Team Business Plan              | 4.6.3 Implement the Traffic Survey Program  | Engineering               | X           | X           | X           | X           | X           |
|                        |                               |  |   | 4.6.4 Coordinate installation of bus shelters/facilities in collaboration with the Public Transport Authority | Engineering               | \$20,000    | \$20,000    | \$20,000    | \$20,000    | \$20,000    |
|                        |                               |  |   | 4.6.5 Complete the construction of all capital civil infrastructure projects as per the adopted budget        | Engineering               | \$5,216,585 | \$5,216,585 | \$5,216,585 | \$5,216,585 | \$5,216,585 |
|                        |                               |  | Multicultural Action Plan                   | 4.6.6 Advocate to the Department of Transport to develop more bus routes/more frequent buses in Kwinana       | Elected Members           | X           |             |             |             |             |
| 5. City Sustainability | Civic Leadership              | 5.1 An active and engaged Local Government, focussed on achieving the community's vision   | Integrated Planning and Reporting Framework | 5.1.1 Review the Strategic Community Plan   | City Strategy             |             | X           |             | X           |             |
|                        |                               |  |   | 5.1.2 Review the Corporate Business Plan annually   | City Strategy             | X           | X           | X           | X           | X           |
|                        |                               |  |   | 5.1.3 Review the Workforce Plan annually  | Human Resources           | X           | X           | X           | X           | X           |
|                        |                               |  |   | 5.1.4 Review the Long Term Financial Plan   | Finance                   | X           | X           | X           | X           | X           |
|                        |                               |  |   | 5.1.5 Review the Asset Management Strategy  | Asset Management Services | X           |             | X           |             | X           |
|                        |                               |  |   | 5.1.6 Review the Buildings Asset Management Plan  | Asset Management Services | X           | X           | X           | X           | X           |
|                        |                               |  |   | 5.1.7 Review the Parks and Reserves Asset Management Plan   | Asset Management Services | X           | X           | X           | X           | X           |
|                        |                               |  |   | 5.1.8 Review the Roads and Transport Asset Management Plan  | Asset Management Services | X           | X           | X           | X           | X           |
|                        |                               |  |   | 5.1.9 Review the Storm Water Drainage Asset Management Plan   | Asset Management Services | X           | X           | X           | X           | X           |
|                        |                               |  |   | 5.1.10 Review the Public Lighting Asset Management Plan   | Asset Management Services | X           | X           | X           | X           | X           |
|                        |                               |  |   | 5.1.11 Review the Multicultural Action Plan   | Community Engagement      | X           |             | X           |             |             |
|                        |                               |  |   | 5.1.12 Review the Youth Strategy  | Youth Services            |             | \$5,000     |             | \$5,000     |             |

| Aspirations | Community Outcomes | Objectives | Strategy / Plans                  | Key Action and Projects  | Responsible Area             | 19/20     | 20/21    | 21/22 | 22/23 | 23/24 |
|-------------|--------------------|------------|-----------------------------------|--|------------------------------|-----------|----------|-------|-------|-------|
|             |                    |            |                                   | 5.1.13 Review the Events Strategy  | Community Engagement         |           | X        |       | X     | X     |
|             |                    |            |                                   | 5.1.14 Review the Access and Inclusion Plan  | Community Engagement         | X         |          | X     |       | X     |
|             |                    |            |                                   | 5.1.15 Review the Local Commercial and Activity Centres Strategy as part of the Local Planning Strategy                                      | Strategic Planning           | \$15,000  |          |       |       |       |
|             |                    |            |                                   | 5.1.16 Review the Natural Areas Management Plan  | Environment                  |           | X        |       | X     |       |
|             |                    |            |                                   | 5.1.17 Review the Climate Change Mitigation and Adaptation Plan  | Environment                  |           | X        |       | X     |       |
|             |                    |            |                                   | 5.1.18 Review the Sustainable Water Management Plan  | Environment                  |           | X        |       | X     |       |
|             |                    |            |                                   | 5.1.19 Review the Local Planning Strategy  | Strategic Planning           | \$50,000  | \$50,000 |       |       |       |
|             |                    |            |                                   | 5.1.20 Review the Business Continuity Plan   | City Legal                   | X         |          | X     |       | X     |
|             |                    |            |                                   | 5.1.21 Review the Disaster Recovery Plan   | City Legal                   | X         |          | X     |       | X     |
|             |                    |            |                                   | 5.1.22 Provide a report to Council detailing achievements made against the Strategic Community Plan and Corporate Business Plan each quarter | City Strategy                | X         | X        | X     | X     | X     |
|             |                    |            | Lobbying Plan                     | 5.1.23 Advocate for projects and services that will achieve the community's vision   | Elected Members              | X         | X        | X     | X     | X     |
|             |                    |            |                                   | 5.1.24 Regularly attend and participate in community events  | Elected Members              | X         | X        | X     | X     | X     |
|             |                    |            |                                   | 5.1.25 Promote the opportunities and attributes that Kwinana offers  | Elected Members              | X         | X        | X     | X     | X     |
|             |                    |            |                                   | 5.1.26 Develop relationships and work with both sides of Government, minority parties and relevant government agencies                       | Elected Members              | X         | X        | X     | X     | X     |
|             |                    |            | Community Communications Strategy | 5.1.27 Annually update the Community Directory   | Community Engagement         | X         | X        | X     | X     | X     |
|             |                    |            |                                   | 5.1.28 Redesign and develop a new website for the City   | Marketing and Communications | \$193,000 | \$62,000 |       |       |       |
|             |                    |            | Transformation Program            | 5.1.29 Recoup funds from the City Centre Revitalisation Project  | City Strategy                | X         | X        | X     | X     | X     |

| Aspirations | Community Outcomes   | Objectives   | Strategy / Plans              | Key Action and Projects  | Responsible Area     | 19/20    | 20/21    | 21/22    | 22/23    | 23/24    |
|-------------|----------------------|--|-------------------------------|--|----------------------|----------|----------|----------|----------|----------|
|             |                      |  |                               | 5.1.30 Continue to progress the implementation of the Community Engagement / Youth Development Service Review Recommendations including the restructure of services by December 2020 | Community Engagement | X        | X        |          |          |          |
|             |                      |  | ISO Accreditation             | 5.1.31 Maintain the ISO 9001: 2015 Quality Management Systems accreditation through an annual audit  | City Strategy        | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 |
|             |                      | 5.2 Engage in meaningful consultation to understand and prioritise community needs | Community Engagement Strategy | 5.2.1 Ensure all projects requiring community engagement adhere to the Community Engagement Strategy   | Community Engagement | X        | X        | X        | X        | X        |
|             |                      |  |                               | 5.2.2 Conduct a biennial Community Perception Survey and utilise the results to inform the review of the Strategic Community Plan and other City strategic documents                 | City Strategy        |          | \$52,000 |          | \$54,000 |          |
|             |                      | 5.3 Maintain and improve risk management   | Risk Management Policy        | 5.3.1 Manage and monitor the City's Risk Register  | City Legal           | X        | X        | X        | X        | X        |
|             | Business Performance | 5.4 Ensure the financial stability of the City of Kwinana into the future          | Long Term Financial Plan      | 5.4.1 Review the Long Term Financial Plan to improve the City's financial sustainability   | Finance              | X        | X        | X        | X        | X        |
|             |                      |  | Finance Team Business Plan    | 5.4.1 Prepare the Annual Budget for adoption   | Finance              | X        | X        | X        | X        | X        |
|             |                      |  |                               | 5.4.2 Complete the Land Data Project   | Finance              | X        |          |          |          |          |
|             |                      |  |                               | 5.4.3 Continue to ensure Fair Value Accounting in liaison with the Department of Local Government and in AASB13  | Finance              | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 |
|             |                      |  |                               | 5.4.4 Undertake the Financial Management Review (every four years)   | Finance              | \$9,000  |          |          |          |          |
|             |                      |  |                               | 5.4.5 Review the process to change the method of rating for residential land use properties within current rating of UV to GRV   | Finance              | X        |          |          |          |          |
|             |                      |  |                               | 5.4.6 Review land uses and their rating categories to ensure fair and equitable rating within the City   | Finance              | X        |          |          |          |          |
|             |                      |  |                               | 5.4.7 Conduct tender process for a new Corporate Business System for the City of Kwinana   | Finance              | X        |          |          |          |          |

| Aspirations | Community Outcomes | Objectives   | Strategy / Plans                     | Key Action and Projects  | Responsible Area     | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 |
|-------------|--------------------|--|--------------------------------------|--|----------------------|-------|-------|-------|-------|-------|
|             |                    |  |                                      | 5.4.8 Implement the Corporate Business System Project for the City of Kwinana  | Finance              | X     | X     | X     | X     | X     |
|             |                    |  |                                      | 5.4.9 Review the Procurement Policy  | Contracts            | X     |       | X     |       | X     |
|             |                    |  |                                      | 5.4.10 Create a Procurement Strategy   | Contracts            | X     |       |       |       |       |
|             |                    | 5.5 Increase the level of Federal, State and Corporate funding   | Lobbying Plan                        | 5.5.1 Continue to develop State and Federal Governments partnerships to facilitate local services and projects                     | Executive            | X     | X     | X     | X     | X     |
|             |                    | 5.6 Maximise the value of the City's property assets   | Land Optimisation Strategy           | 5.6.1 Implement the action plan from the Land Optimisation Strategy  | Economic Development | X     | X     | X     | X     | X     |
|             |                    |  | Leases Policy                        | 5.6.2 Annually review the Leasing of Community Facilities Council Policy   | City Legal           | X     | X     | X     | X     | X     |
|             |                    | 5.7 Build productive relationships   | Lobbying Plan                        | 5.7.1 Continue to pursue mutually beneficial corporate sponsorship opportunities and grant funding opportunities                   | Executive            | X     | X     | X     | X     | X     |
|             |                    |  |                                      | 5.7.2 Continue to engage with stakeholders to encourage economic development in Kwinana  | Economic Development | X     | X     | X     | X     | X     |
|             |                    |  |                                      | 5.7.3 Continue to actively seek resource sharing opportunities with other organisations  | City Strategy        | X     | X     | X     | X     | X     |
|             |                    | 5.8 Apply best practice principles and processes to maximise efficiencies and quality  | Integrated Planning Framework        | 5.8.1 Ensure that reports to Council require consideration of the implications for the Strategic Community Plan and Corporate Plan | City Strategy        | X     | X     | X     | X     | X     |
|             |                    |  |                                      | 5.8.2 Ensure all actions of the Plan for the Future are included in the Long Term Financial Plan and annual budgets                | Finance              | X     | X     | X     | X     | X     |
|             |                    |  |                                      | 5.8.3 Develop and implement the project plan for the finance module for the new Corporate Business System                          | Finance              | X     |       |       |       |       |
|             |                    |  |                                      | 5.8.4 Implement the internal audit function and carry out audits as per the Internal Audit Plan                                    | City Legal           | X     | X     | X     | X     | X     |
|             |                    | 5.9 Champion a positive work culture that leads, values and supports its people and to develop a strong team culture within the organisation | Customer Services Team Business Plan | 5.9.1 Implement actions from the Customer Services Improvement Program   | Customer Services    | X     |       |       |       |       |
|             |                    |  |                                      | 5.9.2 Review the Customer Request Management system to ensure improved reporting   | Customer Services    | X     | X     | X     | X     | X     |

| Aspirations | Community Outcomes | Objectives   | Strategy / Plans                             | Key Action and Projects   | Responsible Area  | 19/20    | 20/21    | 21/22    | 22/23    | 23/24    |
|-------------|--------------------|--|--|---|-------------------|----------|----------|----------|----------|----------|
|             |                    | to provide dynamic, effective, customer-focussed services, systems and processes   |  | 5.9.3 Create a knowledge base to enable City Officers to provide a higher level of customer service to the community  | Customer Services | X        |          |          |          |          |
|             |                    | 5.10 Lead the management of the City's contractual arrangements and embed a compliant approach to procurement  | Contracts and Procurement Team Business Plan | 5.10.1 Implement a software system for the management and engagement of prequalified and non-prequalified suppliers and the facilitation of the City's procurement activities | Contracts         | \$17,125 | \$17,125 | \$17,125 | \$17,125 | \$17,125 |
|             |                    |  |  | 5.10.2 Implement a software system for contracts management   | Contracts         | X        | X        | X        | X        | X        |
|             |                    |  |  | 5.10.3 Provide training and continuously develop the online requisition enhancement throughout the whole organisation   | Finance           | X        | X        | X        | X        | X        |
|             |                    |  |  | 5.10.4 Conduct an audit of existing contractual arrangements and agreements   | Contracts         | X        | X        | X        | X        | X        |
|             |                    |  |  | 5.10.5 Conduct a review of the Contracts Team   | Contracts         | X        |          |          |          |          |
|             |                    | 5.11 Working in close partnership with suppliers, enable better utilisation of computer technology and systems to optimise operational efficiency and business value   | IT Strategic Plan                            | 5.11.1 Implement the Backup and Disaster Recovery Plan  | IT                | X        | X        | X        | X        | X        |
|             |                    |  |  | 5.11.2 Create an IT Software Strategic Plan   | IT                | X        |          |          |          |          |
|             |                    |  |  | 5.11.3 Develop a Software and Subscription Strategy   | IT                | X        |          |          |          |          |
|             |                    |  |  | 5.11.4 Upgrade the internet connectivity at the Depot, Family Day Care and Community Centres  | IT                | X        |          |          |          |          |
|             |                    |  |  | 5.11.5 Complete an IT Security Review   | IT                | X        |          |          |          |          |
|             |                    | 5.12 To provide a modern, compliant, secure and accessible records management service and facilitate staff training in records systems, processes and responsibilities | Records Team Business Plan                   | 5.12.1 Continually develop the City's Electronic Document Management System   | Records           | X        | X        | X        | X        | X        |
|             |                    |  |  | 5.12.2 Review the Recordkeeping Plan  | Records           | X        |          | X        |          | X        |
|             |                    |  |  | 5.12.3 Implement the actions from the Records service review  | City Strategy     |          |          | X        |          |          |
|             | People and Culture | 5.13 Attract and retain a high quality, motivated and empowered workforce so as to position the organisation as a Great Place to Work                                  | Staff Values Action Plan                     | 5.13.1 Implement actions from the Staff Values Action Plan  | City Strategy     | X        | X        | X        | X        | X        |
|             |                    |  | OSH Plan                                     | 5.13.2 Implement actions from the OSH Plan  | Human Resources   | X        | X        | X        | X        | X        |

| Aspirations               | Community Outcomes | Objectives   | Strategy / Plans                            | Key Action and Projects   | Responsible Area          | 19/20    | 20/21    | 21/22    | 22/23    | 23/24    |
|---------------------------|--------------------|--|---|---|---------------------------|----------|----------|----------|----------|----------|
|                           |                    | 5.14 Develop and implement training and development programs/activities that meet current and future skills and competency needs | Training Needs Analysis                     | 5.14.1 Conduct a Training Needs Analysis annually   | Human Resources           | X        | X        | X        | X        | X        |
|                           |                    | 5.15 Establish a performance appraisal system that links individual and team behaviour with strategic direction                  | Integrated Planning and Reporting Framework | 5.15.1 Review the Staff Development Review process to include performance against strategic actions     | Human Resources           | X        | X        | X        | X        | X        |
|                           |                    | 5.16 Develop programs and processes to encourage and formally recognise good performance   | Celebration and Recognition Policy          | 5.16.1 Implement the Celebration and Recognition Policy   | Human Resources           | \$67,400 | \$67,400 | \$67,400 | \$67,400 | \$67,400 |
|                           |                    | 5.17 Ensure well developed systems are in place to manage the capacity of the HR team to service employees                       | Human Resources Team Business Plan          | 5.17.1 Develop Human Resources modules throughout the Corporate Business System Project                 | Human Resources           | X        | X        | X        | X        | X        |
|                           | Assets             | 5.18 Minimise the life cycle cost of assets  | Asset Management Strategy                   | 5.18.1 Continue the City's Asset Management Cross Functional Team                                       | Asset Management Services | X        | X        | X        | X        | X        |
|                           |                    |  |   | 5.18.2 Create an Asset Management Strategy  | Asset Management Services | X        |          |          |          |          |
| 6. Optimise City Services | Community Services | 6.1 Encourage waste minimisation, recovery and recycling as well as ensure appropriate disposal and reuse                        | Strategic Waste Management Plan             | 6.1.1 Maintain current scope for compliant recyclables (e.g. allow soft plastics)                       | Environmental Health      | X        | X        | X        | X        | X        |
|                           |                    |  |   | 6.1.2 Tender for kerbside and hard waste collection   | Environmental Health      |          |          | X        |          |          |
|                           |                    |  |   | 6.1.3 Continue assisting with the Recycle Right or similar model campaign                               | Environmental Health      | X        | X        | X        | X        | X        |
|                           |                    |  |   | 6.1.4 Develop a Waste Education Program   | Environmental Health      |          | X        |          |          |          |
|                           |                    |  |   | 6.1.5 Increase recycling by issuing free 360L bins  | Environmental Health      | X        | X        | X        | X        | X        |
|                           |                    |  |   | 6.1.6 Promote the use of home composting bins/worm farms by organising community workshops twice a year | Environmental Health      | \$25,000 | \$25,000 | \$25,000 | \$25,000 | \$25,000 |
|                           |                    |  |   | 6.1.7 Investigate options to participate in the Emissions Reduction Fund                                | Environmental Health      | X        | X        | X        | X        | X        |



| Aspirations | Community Outcomes | Objectives   | Strategy / Plans                        | Key Action and Projects  | Responsible Area     | 19/20     | 20/21     | 21/22     | 22/23     | 23/24     |
|-------------|--------------------|--|---|--|----------------------|-----------|-----------|-----------|-----------|-----------|
|             |                    |  | Environmental Health Team Business Plan | 6.1.8 Implement the Garage Sale Trail  | Environmental Health | \$5,000   | \$5,000   | \$5,000   | \$5,000   | \$5,000   |
|             |                    |  |   | 6.1.9 Implement the Tidy Neighbourhoods initiative (including an amendment to the Neighbourhood Events Funding Policy to progress Tidy Neighbourhood initiatives)        | Community Engagement | X         | X         | X         | X         | X         |
|             |                    | 6.2 Provide City Assist services in line with stakeholder expectations to ensure a safer community   | Essential Services Team Business Plan   | 6.2.1 Ensure that all requests for CCTV footage accompanied with required forms and incident report numbers submitted are completed within 10 days of receipt of the job | Essential Services   | X         | X         | X         | X         | X         |
|             |                    |  |   | 6.2.2 Maintain and review City Assist Standard Operating Procedures  | Essential Services   | X         | X         | X         | X         | X         |
|             |                    |  |   | 6.2.3 Implement a City Assist Regulatory Compliance Program  | Essential Services   | X         |           |           |           |           |
|             |                    |  |   | 6.2.4 Implement a City Assist Community Marketing and Education Program  | Essential Services   | X         | X         | X         | X         | X         |
|             |                    |  |   |  |                      |           |           |           |           |           |
|             |                    | 6.3 Provide Emergency Services in line with stakeholder expectations to ensure a safer community   | Emergency Service Team Business Plan    | 6.3.1 Undertake annual reviews of the City's Local Emergency Management Arrangements (LEMAs)   | Emergency Services   | X         | X         | X         | X         | X         |
|             |                    |  |   | 6.3.2 Develop annual mitigation or treatment works based on City's Bush Fire Risk Management Plans (BRMP)  | Emergency Services   | X         | X         | X         | X         | X         |
|             |                    |  |   | 6.3.3 Monitor and Implement Vehicle Movement and Harvest Bans in accordance with Bush Fires Act 1954   | Emergency Services   | X         | X         | X         | X         | X         |
|             |                    | 6.4 Use the latest technology and partner with other agencies to provide quality services, collections and programmes that meet the needs of the community | Library Team Business Plan              | 6.4.1 Further develop and implement the Library Local History Plan   | Library              | \$19,700  | \$19,700  | \$19,700  | \$19,700  | \$19,700  |
|             |                    |  |   | 6.4.2 Further develop and implement the Library Youth Services Strategic Plan for the provision of literacy and youth programs   | Library              | \$21,150  | \$21,150  | \$21,150  | \$21,150  | \$21,150  |
|             |                    |  |   | 6.4.3 Further develop and implement the Library E-Services Strategic Plan  | Library              | \$151,340 | \$151,340 | \$151,340 | \$151,340 | \$151,340 |
|             |                    |  |   | 6.4.4 Review the Library Collection Development Guidelines   | Library              | X         | X         | X         | X         | X         |



| Aspirations | Community Outcomes   | Objectives  | Strategy / Plans                            | Key Action and Projects   | Responsible Area     | 19/20    | 20/21    | 21/22    | 22/23    | 23/24    |
|-------------|----------------------|---|---|---|----------------------|----------|----------|----------|----------|----------|
|             |                      |   |   | 6.4.5 Further develop and implement the Library Adult Services Plan for the provision of literacy and lifelong learning programs and potential grant funding        | Library              | \$12,000 | \$12,000 | \$12,000 | \$12,000 | \$12,000 |
|             |                      | 6.5 Engage, support, resource and inspire educators to work collaboratively with families to ensure each child reaches their full potential | Family Day Care Team Business Plan          | 6.5.1 Maintain the highest qualification in the National Quality Framework (NQF)  | Family Day Care      | X        | X        | X        | X        | X        |
|             |                      |   |   | 6.5.2 Provide services to support access to FDC for Aboriginal parents  | Family Day Care      | X        | X        | X        | X        | X        |
|             |                      |   |   | 6.5.3 Monitor the new funding model for the FDC Service and examine the most cost effective provision of services   | Family Day Care      | X        | X        | X        | X        | X        |
|             |                      |   |   | 6.5.4 Review service policies with input from educators, staff and families   | Family Day Care      | X        | X        | X        | X        | X        |
|             |                      |   |   | 6.5.5 Review all systems and processes used to provide in-home care   | Family Day Care      | X        | X        | X        | X        | X        |
|             | Regulatory and Legal | 6.6 To implement the long term strategic land use planning for the social, economic and environmental wellbeing of the City                 | Planning and Development Team Business Plan | 6.6.1 Evaluate the effectiveness of current Housing Guidelines and policies and a prepare new suite of policies and guidelines for the draft Local Housing Strategy | Statutory Planning   | \$30,000 |          |          |          |          |
|             |                      |   |   | 6.6.2 Complete the annual review for all DCP Areas including DCP Report and Cost Apportionment Schedule   | Strategic Planning   | X        | X        | X        | X        | X        |
|             |                      |   |   | 6.6.3 Complete the DCP Report and Cost Apportionment Schedule for Amendment 145 for adoption  | Strategic Planning   | X        |          |          |          |          |
|             |                      |   |   | 6.6.4 Complete the City Centre Master Plan  | Strategic Planning   | \$25,000 |          |          |          |          |
|             |                      | 6.7 Deliver high quality services to internal and external customers in the assessment of applications and inspection of buildings          | Building Services Team Business Plan        | 6.7.1 Ensure Building Compliance across the City  | Building Services    | X        | X        | X        | X        | X        |
|             |                      |   |   | 6.7.2 Review and ensure efficient Building processes  | Building Services    | X        | X        | X        | X        | X        |
|             |                      |   |   | 6.7.3 Implement an annual Builder Satisfaction Survey   | Building Services    | X        | X        | X        | X        | X        |
|             |                      | 6.8 Provide services and advice to the community and all  | Environmental Health Team Business Plan     | 6.8.1 Develop a Public Health Plan consistent with legislative requirements   | Environmental Health | X        |          |          |          |          |

| Aspirations | Community Outcomes | Objectives   | Strategy / Plans | Key Action and Projects  | Responsible Area     | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 |
|-------------|--------------------|--|------------------|--|----------------------|-------|-------|-------|-------|-------|
|             |                    | stakeholders to comply with statutory obligations to achieve a healthy community and environment |                  | 6.8.2 Work with Community Engagement to review processes in place to guarantee health compliance at all events annually  | Environmental Health | X     | X     | X     | X     | X     |
|             |                    |  |                  | 6.8.3 Implement the Mosquito and Midge Management Plan   | Environmental Health | X     | X     | X     | X     | X     |
|             |                    |  |                  | 6.8.4 Review the City of Kwinana health policies and procedures as a result of the introduction of the Public Health Plan and any associated delegations or authorisations | Environmental Health | X     |       |       |       |       |
|             |                    |  |                  | 6.8.5 Prepare the annual Food Act Report for the Department of Health  | Environmental Health | X     | X     | X     | X     | X     |
|             |                    |  |                  | 6.8.6 Prepare a Risk and Hazard Management Plan that considers the City's known contaminated sites   | Environmental Health | X     |       |       |       |       |
|             |                    |  |                  |  |                      |       |       |       |       |       |

## 16.2 Accounts for payment for the month ended 31 May 2019

### DECLARATION OF INTEREST:

There were no declarations of interest declared.

### SUMMARY:

The purpose of this report is to present to Council a list of accounts paid under delegated authority for the month ended 31 May 2019, as required by the *Local Government (Financial Management) Regulations 1996*.

### OFFICER RECOMMENDATION:

That Council:

1. Accepts the list of accounts, totalling \$5,640,218.32, paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 31 May 2019, as contained within Attachment A.
2. Accepts the detailed transaction listing of credit card expenditure paid for the period ended 31 May 2019, as contained within Attachment B.

### DISCUSSION:

Council has delegated, to the Chief Executive Officer, the exercise of its power to make payments from the City's Municipal and Trust funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996* a list of accounts paid is to be provided to Council, where such delegation is made.

The following table summarises the payments for the period by payment type, with full details of the accounts paid contained within Attachment A.

| Payment Type  | Amount (\$)            |
|---|------------------------|
| Automatic Payment Deductions  | \$ 40,449.98           |
| Cheque Payments - #200954 to 200955   | \$ 754.05              |
| EFT Payments - #3868 to 3884  | \$ 4,355,008.24        |
| Payroll Payments – 05/05/19 and 19/05/2019<br>and Interim Payroll on 30/05/19 | \$ 1,244,006.05        |
| <b>Total Attachment A</b>   | <b>\$ 5,640,218.32</b> |

Contained within Attachment B is a detailed transaction listing of credit card expenditure paid for the period ended 31 May 2019. This amount is included within the total payments, listed above.

## 16.2 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 31 MAY 2019

**LEGAL/POLICY IMPLICATIONS:**

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* states:

13. *Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*

- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
  - (a) *the payee's name; and*
  - (b) *the amount of the payment; and*
  - (c) *the date of the payment; and*
  - (d) *sufficient information to identify the transaction.*
- (2) *A list of accounts for approval to be paid is to be prepared each month showing*
  - (a) *for each account which requires council authorisation in that month —*
    - (i) *the payee's name; and*
    - (ii) *the amount of the payment; and*
    - (iii) *sufficient information to identify the transaction;*  
*and*
  - (b) *the date of the meeting of the council to which the list is to be presented.*
- (3) *A list prepared under subregulation (1) or (2) is to be —*
  - (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
  - (b) *recorded in the minutes of that meeting.*

**FINANCIAL/BUDGET IMPLICATIONS:**

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

**ASSET MANAGEMENT IMPLICATIONS:**

There are no asset management implications that have been identified as a result of this report or recommendation.

**ENVIRONMENTAL IMPLICATIONS:**

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

## 16.2 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 31 MAY 2019

**STRATEGIC/SOCIAL IMPLICATIONS:**

This proposal will support the achievement of the following outcome and objective detailed in the Corporate Business Plan.

| Plan                    | Outcome              | Objective  |
|-------------------------|----------------------|--|
| Corporate Business Plan | Business Performance | 5.4 Ensure the financial sustainability of the City of Kwinana into the future |

**COMMUNITY ENGAGEMENT:**

There are no community engagement implications that have been identified as a result of this report or recommendation.

**PUBLIC HEALTH IMPLICATIONS**

There are no implications on any determinants of health as a result of this report.

**RISK IMPLICATIONS:**

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

|  |  |
|--|--|
| Risk Event                                   | That Council does not accept the payments.                                   |
| Risk Theme                                   | Failure to fulfil statutory regulations or compliance requirements           |
| Risk Effect/Impact                           | Compliance   |
| Risk Assessment Context                      | Operational  |
| Consequence                                  | Minor  |
| Likelihood                                   | Possible   |
| Rating (before treatment)                    | Low  |
| Risk Treatment in place                      | Reduce – mitigate risk   |
| Response to risk treatment required/in place | Officers provide a full detailed listing of payments made in a timely manner |
| Rating (after treatment)                     | Low  |

16.2 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 31 MAY 2019

**COUNCIL DECISION**

**478**

**MOVED CR M ROWSE**

**SECONDED CR D WOOD**

**That Council:**

- 1. Accepts the list of accounts, totalling \$5,640,218.32, paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 31 May 2019, as contained within Attachment A.**
- 2. Accepts the detailed transaction listing of credit card expenditure paid for the period ended 31 May 2019, as contained within Attachment B.**

**CARRIED  
8/0**

## Cheque Listing

Payments made between  
01/05/2019 to 31/05/2019



| <u>Chq/Ref</u>              | <u>Pmt Date</u> | <u>Payee</u>                        | <u>Amount</u> | <u>Tran</u> | <u>Date</u> | <u>Invoice</u> | <u>Description</u>                                 | <u>Amount</u> |
|-----------------------------|-----------------|-------------------------------------|---------------|-------------|-------------|----------------|--|---------------|
| <b>Automatic Deductions</b> |                 |                                     |               |             |             |                |  |               |
| 33963                       | 01/05/2019      | Go Go On-Hold Pty Ltd               | 264.00        | INV         | 01/05/2019  | 00033963       | On-hold message service May 2019                   | 264.00        |
| 1747357                     | 23/05/2019      | Caltex Australia Petroleum Pty Ltd  | 6,352.16      | INV         | 23/05/2019  | 0301747357     | Fleet Fuel 010419 to 300419                        | 6,352.16      |
| 20519                       | 03/05/2019      | Commonwealth Bank                   | 563.58        | INV         | 03/05/2019  | 020519A        | Credit Card Chief Executive Officer to 020519      | 563.58        |
| 20519                       | 03/05/2019      | Commonwealth Bank                   | 52.50         | INV         | 03/05/2019  | 020519B        | Credit Card Functions Officer to 020519            | 52.50         |
| 20519                       | 03/05/2019      | Commonwealth Bank                   | 282.62        | INV         | 03/05/2019  | 020519C        | Credit Card Director City Legal to 020519          | 282.62        |
| 20519                       | 03/05/2019      | Commonwealth Bank                   | 146.46        | INV         | 03/05/2019  | 020519D        | Credit Card Executive Assistant to 020519          | 146.46        |
| 20519                       | 03/05/2019      | Commonwealth Bank                   | 19.59         | INV         | 03/05/2019  | 020519E        | Credit Card Director Regulation to 020519          | 19.59         |
| 20519                       | 03/05/2019      | Commonwealth Bank                   | 146.00        | INV         | 03/05/2019  | 020519F        | Credit Card Director Infrastructure to 020519      | 146.00        |
| 20519                       | 03/05/2019      | Commonwealth Bank                   | 4,223.22      | INV         | 03/05/2019  | 020519G        | Credit Card Director City Strategy to 020519       | 4,223.22      |
| 20519                       | 03/05/2019      | Commonwealth Bank                   | 1,021.31      | INV         | 03/05/2019  | 020519H        | Credit Card Director City Engagement to 020519     | 1,021.31      |
| 20519                       | 03/05/2019      | Commonwealth Bank                   | 2,972.02      | INV         | 03/05/2019  | 020519I        | Credit Card Manager Human Resources to 020519      | 2,972.02      |
| 70519                       | 02/05/2019      | iinet Technologies Pty Ltd          | 79.99         | INV         | 02/05/2019  | 110230564      | Monthly internet charges Depot                     | 79.99         |
| 80519                       | 22/05/2019      | iinet Technologies Pty Ltd          | 109.99        | INV         | 22/05/2019  | 225180864      | Monthly internet charges FDC                       | 109.99        |
| 10603598                    | 21/05/2019      | BP Australia Pty Ltd                | 18,399.75     | INV         | 21/05/2019  | 10603598       | Fleet Fuel 010419 to 300419                        | 18,399.75     |
| 120519                      | 12/05/2019      | iinet Technologies Pty Ltd          | 59.95         | INV         | 12/05/2019  | 110339442      | Monthly internet charges Zone                      | 59.95         |
| 1908                        | 20/05/2019      | Fleet Partners                      | 1,294.70      | INV         | 20/05/2019  | LATO01641908A  | Monthly lease fee for KWN700                       | 1,294.70      |
| 200519                      | 20/05/2019      | iinet Technologies Pty Ltd          | 79.99         | INV         | 20/05/2019  | 110559439      | Monthly internet charges Kwinana Village           | 79.99         |
| 24046252                    | 08/05/2019      | Fines Enforcement Registry          | 825.50        | INV         | 08/05/2019  | 24046252       | Lodgement fee for infringements                    | 825.50        |
| 24101568                    | 20/05/2019      | Fines Enforcement Registry          | 190.50        | INV         | 20/05/2019  | 24101568       | Lodgement fee for infringements                    | 190.50        |
| 250519                      | 25/05/2019      | iinet Technologies Pty Ltd          | 79.99         | INV         | 25/05/2019  | 110709674      | Monthly internet charges Wellard Community Centre  | 79.99         |
| 260419                      | 06/05/2019      | Public Transport Authority of Weste | 50.00         | INV         | 06/05/2019  | 055925531      | Smartrider autoloan                                | 50.00         |
| 41                          | 01/05/2019      | Wright Express Australia Pty Ltd    | 637.96        | INV         | 01/05/2019  | 41             | Fleet Fuel 010319 to 310319                        | 637.96        |
| 42                          | 23/05/2019      | Wright Express Australia Pty Ltd    | 1,304.15      | INV         | 23/05/2019  | 42             | Fleet Fuel 010419 to 300419                        | 1,304.15      |
| 674833                      | 29/05/2019      | Toyota Financial Services           | 1,194.07      | INV         | 29/05/2019  | 674833         | Monthly lease fees IEWZ823 and 1EYT548             | 1,194.07      |
| 0                           | 03/05/2019      | TPG Internet Pty Ltd                | 49.99         | INV         | 03/05/2019  | I204016293     | Kwinana South Station internet connection May 2019 | 49.99         |

## Cheque Listing

Payments made between  
01/05/2019 to 31/05/2019



| <u>Chq/Ref</u>             | <u>Pmt Date</u> | <u>Payee</u>                      | <u>Amount</u> | <u>Tran</u> | <u>Date</u> | <u>Invoice</u>   | <u>Description</u>                               | <u>Amount</u> |
|----------------------------|-----------------|-----------------------------------|---------------|-------------|-------------|------------------|--|---------------|
| 0                          | 03/05/2019      | TPG Internet Pty Ltd              | 49.99         | INV         | 03/05/2019  | I204017690       | Mandogalup Station internet connection May 2019  | 49.99         |
| Total Automatic Deductions |                 |                                   | 40,449.98     |             |             |                  |  |               |
| Cheques                    |                 |                                   |               |             |             |                  |  |               |
| 200954                     | 01/05/2019      | City Of Kwinana - Pay Cash        | 93.95         | INV         | 30/04/2019  | 29/04/19-Depot   | Petty cash recoup to 290419 Depot                | 93.95         |
| 200955                     | 15/05/2019      | City Of Kwinana - Pay Cash        | 660.10        | INV         | 14/05/2019  | 09/05/19-Village | Petty cash recoup to 150419 Village              | 171.65        |
|                            |                 |                                   |               | INV         | 14/05/2019  | 14/05/19-Admin   | Petty cash recoup to 140519 Admin                | 331.50        |
|                            |                 |                                   |               | INV         | 14/05/2019  | 14/05/2019-Lib   | Petty cash recoup to 130519 Library              | 156.95        |
| Total Cheques              |                 |                                   | 754.05        |             |             |                  |  |               |
| EFT                        |                 |                                   |               |             |             |                  |  |               |
| 3868                       | 01/05/2019      | EFT TRANSFER: - 02/05/2019        | 327,272.37    |             |             |                  |  |               |
| 3868.10202-01              |                 | Facilities First Australia        | 20,478.87     | INV         | 01/05/2019  | 173731           | Cleaning Admin March 2019                        | 15,000.39     |
|                            |                 |                                   |               | INV         | 01/05/2019  | 173734           | Cleaning William Bertram March 2019              | 2,666.91      |
|                            |                 |                                   |               | INV         | 01/05/2019  | 173733           | Cleaning John Wellard Centre March 2019          | 2,577.98      |
|                            |                 |                                   |               | INV         | 01/05/2019  | 173732           | Cleaning Depot Demountables March 2019           | 233.59        |
| 3868.10443-01              |                 | Air-Born Amusements               | 3,600.00      | INV         | 29/04/2019  | 00005929         | Hire of amusements for Alcoa Children's Festival | 3,600.00      |
| 3868.1046-01               |                 | OCE Australia Ltd                 | 233.79        | INV         | 29/04/2019  | 1471030          | ColorWave 550 Scanner March 2019                 | 233.79        |
| 3868.10606-01              |                 | Beards Security Doors and Awnings | 309.00        | INV         | 29/04/2019  | 00010176         | Service flyscreen door Depot                     | 309.00        |
| 3868.10649-01              |                 | Alex Krsnik                       | 7,909.90      | INV         | 01/05/2019  | SQ190052         | Litter collection April 19                       | 3,942.90      |
|                            |                 |                                   |               | INV         | 01/05/2019  | SQ190051         | Streetscape maintenance April 19                 | 700.00        |
|                            |                 |                                   |               | INV         | 01/05/2019  | SQ190046         | Illegal dumping pick up                          | 110.00        |
|                            |                 |                                   |               | INV         | 01/05/2019  | SQ190045         | Rubbish pick up                                  | 440.00        |
|                            |                 |                                   |               | INV         | 01/05/2019  | SQ190044         | Litter pick up and pruning                       | 539.00        |
|                            |                 |                                   |               | INV         | 01/05/2019  | SQ190043         | Litter pick up                                   | 440.00        |
|                            |                 |                                   |               | INV         | 01/05/2019  | SQ190042         | Litter pick ups various locations                | 1,078.00      |
|                            |                 |                                   |               | INV         | 01/05/2019  | SQ190049         | Bush removal                                     | 110.00        |
|                            |                 |                                   |               | INV         | 01/05/2019  | SQ190047         | Rubbish clean up                                 | 440.00        |
|                            |                 |                                   |               | INV         | 01/05/2019  | SQ190048         | Remove leaf litter on pathway                    | 110.00        |
| 3868.1072-01               |                 | Paint Industries                  | 238.92        | INV         | 01/05/2019  | 60267            | Spray paint                                      | 238.92        |



## Cheque Listing

Payments made between  
01/05/2019 to 31/05/2019



| <u>Chq/Ref</u> | <u>Pmt Date</u> | <u>Payee</u>            | <u>Amount</u> | <u>Tran</u> | <u>Date</u> | <u>Invoice</u> | <u>Description</u>                              | <u>Amount</u> |
|----------------|-----------------|-------------------------|---------------|-------------|-------------|----------------|---|---------------|
| 3868.10994-01  |                 | Orbit Fitness           | 169.40        | INV         | 30/04/2019  | WC147854       | Equipment service Recquatic                     | 169.40        |
| 3868.11022-01  |                 | Perth Aqua Park Pty Ltd | 450.00        | INV         | 29/04/2019  | INV-0004       | Zone April School Holiday Program visit         | 450.00        |
| 3868.11032-01  |                 | Tanya Monique           | 250.00        | INV         | 30/04/2019  | 0032           | Sisterhood Circle workshop                      | 250.00        |
| 3868.11048-01  |                 | Kok Hui Chee            | 930.00        | INV         | 30/04/2019  | 6.1            | Artist services Beyond the Plastic Project      | 930.00        |
| 3868.11049-01  |                 | QTM Pty Ltd             | 21,125.58     | INV         | 30/04/2019  | INV-0326       | Traffic management 270319 Beacham Cres          | 975.74        |
|                |                 |                         |               | INV         | 30/04/2019  | INV-0379       | Traffic management 010419 Beacham Cres          | 832.95        |
|                |                 |                         |               | INV         | 30/04/2019  | INV-0292       | Traffic management 220319 Wellard Rd            | 436.76        |
|                |                 |                         |               | INV         | 30/04/2019  | INV-0019       | Traffic management 080319 Medina Ave            | 772.75        |
|                |                 |                         |               | INV         | 30/04/2019  | INV-0269       | Traffic management 200319 Beacham Cres          | 809.15        |
|                |                 |                         |               | INV         | 30/04/2019  | INV-0271       | Traffic management 200319 Anketell Rd           | 1,273.87      |
|                |                 |                         |               | INV         | 30/04/2019  | INV-0280       | Traffic management 210319 Wandi Drive           | 604.74        |
|                |                 |                         |               | INV         | 30/04/2019  | INV-0102       | Traffic management 120319 to 150319 Wandi Drive | 4,870.29      |
|                |                 |                         |               | INV         | 30/04/2019  | INV-0409       | Traffic management 030419 Wellard Rd            | 1,247.28      |
|                |                 |                         |               | INV         | 30/04/2019  | INV-0435       | Traffic management 050419 Abercrombie Rd        | 1,346.66      |
|                |                 |                         |               | INV         | 30/04/2019  | INV-0378       | Traffic management 010419 De Haer Rd            | 1,310.27      |
|                |                 |                         |               | INV         | 30/04/2019  | INV-0391       | Traffic management 020419 Magenup Drive         | 1,201.08      |
|                |                 |                         |               | INV         | 30/04/2019  | INV-0421       | Traffic management 040419 Anketell Rd           | 1,273.87      |
|                |                 |                         |               | INV         | 30/04/2019  | INV-0311       | Traffic management 260319 Postans Rd            | 1,346.66      |
|                |                 |                         |               | INV         | 30/04/2019  | INV-0330       | Traffic management 270319 Postans Rd            | 1,310.27      |
|                |                 |                         |               | INV         | 30/04/2019  | INV-0360       | Traffic management 290319 Postans Rd            | 1,247.28      |
|                |                 |                         |               | INV         | 01/05/2019  | INV-0411       | Traffic management 030419 Thomas Rd             | 265.96        |
| 3868.11134-01  |                 | Sabrina Pilkington      | 614.10        | INV         | 29/04/2019  | 15.3           | Rates refund                                    | 614.10        |
| 3868.11155-01  |                 | Maricor Surreda Ilao    | 2,464.00      | INV         | 29/04/2019  | 15.5           | Rates refund                                    | 2,464.00      |
| 3868.11156-01  |                 | Susan McMahon           | 67.00         | INV         | 29/04/2019  | 29thApril2019  | Refund of returned lost item                    | 67.00         |
| 3868.11157-01  |                 | Natasha Kennington      | 100.00        | RFD         | 30/04/2019  | 1446355        | Refund bond Patio hire 230419                   | 100.00        |
| 3868.11158-01  |                 | Rachel Kirk             | 100.00        | RFD         | 30/04/2019  | 1446553        | Refund bond Patio hire 250419                   | 100.00        |
| 3868.11159-01  |                 | Neil Thomas             | 100.00        | RFD         | 30/04/2019  | 1446945        | Refund bond hall hire 200319                    | 100.00        |
| 3868.11160-01  |                 | Cheri Barber            | 100.00        | RFD         | 30/04/2019  | 1453279        | Refund bond Patio hire 280419                   | 100.00        |
| 3868.11161-01  |                 | Daniel Putt             | 100.00        | RFD         | 30/04/2019  | 1455383        | Refund bond Patio hire 240419                   | 100.00        |
| 3868.11162-01  |                 | Reece Whitby            | 300.00        | RFD         | 30/04/2019  | 1461004        | Refund bond hall hire 230419                    | 300.00        |
| 3868.11163-01  |                 | Rakesh Bhandari         | 2,000.00      | RFD         | 30/04/2019  | 1463157        | Refund bond hall hire 060419                    | 2,000.00      |

## Cheque Listing

Payments made between  
01/05/2019 to 31/05/2019



| <u>Chq/Ref</u> | <u>Pmt Date</u> | <u>Payee</u>                        | <u>Amount</u> | <u>Tran</u> | <u>Date</u> | <u>Invoice</u>  | <u>Description</u>                              | <u>Amount</u> |
|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|-----------------|---|---------------|
| 3868.11164-01  |                 | Tongai Dube                         | 100.00        | RFD         | 30/04/2019  | 1468335         | Refund bond Patio hire 230419                   | 100.00        |
| 3868.11165-01  |                 | Emma Kate Couch                     | 100.00        | RFD         | 30/04/2019  | 1468546         | Refund bond Patio hire 280419                   | 100.00        |
| 3868.11166-01  |                 | Lead with Heart                     | 461.00        | RFD         | 30/04/2019  | 1452621         | Refund bond hall hire 040519                    | 300.00        |
|                |                 |                                     |               | INV         | 30/04/2019  | 26thApril2019   | Refund of cancelled hall booking 040519         | 161.00        |
| 3868.11167-01  |                 | Krystal Roberts                     | 138.25        | INV         | 30/04/2019  | 29thApril2019   | Refund cancelled Patio booking 050519           | 38.25         |
|                |                 |                                     |               | RFD         | 30/04/2019  | 1455269         | Refund bond Patio hire 290319                   | 100.00        |
| 3868.1130-01   |                 | Port Printing Works                 | 275.00        | INV         | 29/04/2019  | INV035962       | Kwinana Recquatic seal headbands A3 x 1000      | 275.00        |
| 3868.1186-01   |                 | Red Dot                             | 29.14         | INV         | 30/04/2019  | 40626890        | Assorted items for Recquatic                    | 29.14         |
| 3868.1227-01   |                 | Rockingham Holden                   | 987.00        | INV         | 01/05/2019  | GMCS257758      | Service KWN1982                                 | 987.00        |
| 3868.1276-01   |                 | Satellite Security Services         | 1,150.51      | INV         | 29/04/2019  | IV005277        | Testing Business Incubator                      | 120.00        |
|                |                 |                                     |               | INV         | 29/04/2019  | IV005285        | Changed battery Koorliny Art Centre             | 165.00        |
|                |                 |                                     |               | INV         | 29/04/2019  | IV005304        | Service security alarm Admin                    | 490.50        |
|                |                 |                                     |               | INV         | 29/04/2019  | IV005286        | Install alarm code Family Day Care              | 150.00        |
|                |                 |                                     |               | INV         | 29/04/2019  | IV005274        | Service alarm Mandogalup Fire Station           | 225.01        |
| 3868.1423-01   |                 | Telstra                             | 66.10         | INV         | 30/04/2019  | 1548725500Apr19 | Feilman Building alarm charges to 130519        | 19.25         |
|                |                 |                                     |               | INV         | 29/04/2019  | 0335568200Apr19 | Usage charges to 090419 Banksia Park            | 46.85         |
| 3868.1516-01   |                 | Trisley's Hydraulic Services Pty Lt | 1,122.66      | INV         | 30/04/2019  | 80203231        | Bi-monthly service water treatment plant        | 776.16        |
|                |                 |                                     |               | INV         | 30/04/2019  | 80203232        | Install gas regulator                           | 346.50        |
| 3868.1530-01   |                 | Wormald Australia Pty Ltd           | 2,002.90      | INV         | 01/05/2019  | 7948659         | Routine inspection and testing Admin            | 978.65        |
|                |                 |                                     |               | INV         | 01/05/2019  | 7927889         | Routine inspection and testing Admin            | 1,024.25      |
| 3868.1569-01   |                 | WA Hino Sales & Service             | 733.66        | INV         | 01/05/2019  | 248203          | Fuel and oil filters                            | 733.66        |
| 3868.1572-01   |                 | Western Australian Local Government | 1,811.00      | INV         | 30/04/2019  | I3076156        | Course Dealing with Difficult Customers 170519  | 567.00        |
|                |                 |                                     |               | INV         | 30/04/2019  | I3076163        | Short Course 130519                             | 677.00        |
|                |                 |                                     |               | INV         | 30/04/2019  | I3076154        | Course Effective Letter & Report Writing 240419 | 567.00        |
| 3868.1592-01   |                 | Water Corporation of Western Austra | 230.54        | INV         | 30/04/2019  | 9000356366Apr19 | 21U Family Daycare                              | 230.54        |
| 3868.1595-01   |                 | Wattleup Tractors                   | 1,040.95      | INV         | 29/04/2019  | 1253179         | Auto supplies                                   | 278.95        |
|                |                 |                                     |               | INV         | 29/04/2019  | 1253115         | Auto supplies                                   | 762.00        |
| 3868.1614-01   |                 | Westbooks                           | 367.94        | INV         | 29/04/2019  | 305319          | Library items                                   | 103.52        |
|                |                 |                                     |               | INV         | 29/04/2019  | 305321          | Library junior items                            | 14.79         |

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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|----------------|--|---------------|
|                |                 |                                     |               | INV         | 29/04/2019  | 305318         | Library items                                  | 240.02        |
|                |                 |                                     |               | INV         | 29/04/2019  | 305320         | Library items                                  | 9.61          |
| 3868.1646-01   |                 | Western Edge Motocycles             | 499.00        | INV         | 01/05/2019  | 146189         | Service KWN1726                                | 249.50        |
|                |                 |                                     |               | INV         | 01/05/2019  | 146188         | Service KWN1839                                | 249.50        |
| 3868.1684-01   |                 | Ergolink                            | 371.25        | INV         | 30/04/2019  | SI-00065634    | Evoluent V4 Vertical Mouse                     | 147.24        |
|                |                 |                                     |               | INV         | 30/04/2019  | SI-00065710    | Evoluent V4 Vertical Mouse                     | 157.15        |
|                |                 |                                     |               | INV         | 29/04/2019  | SI-00065751    | Fellowes Standard footrest                     | 66.86         |
| 3868.1762-01   |                 | Officeworks BusinessDirect          | 495.44        | INV         | 30/04/2019  | 42906426       | Stationery William Bertram Centre              | 284.49        |
|                |                 |                                     |               | INV         | 30/04/2019  | 42906588       | Stationery William Bertram Centre              | 6.00          |
|                |                 |                                     |               | INV         | 30/04/2019  | 42906367       | Stationery William Bertram Centre              | 204.95        |
| 3868.2048-01   |                 | Palm Lakes Gardens & Landscape Serv | 792.00        | INV         | 29/04/2019  | 0-22/03/2019   | Reticulation maintenance                       | 792.00        |
| 3868.2125-01   |                 | Synergy                             | 10,194.75     | INV         | 30/04/2019  | 126641430Apr19 | 1136U Lights Robbos Place carpark              | 391.80        |
|                |                 |                                     |               | INV         | 30/04/2019  | 151880770Apr19 | 233U Stidworthy carpark lighting               | 245.35        |
|                |                 |                                     |               | INV         | 30/04/2019  | 829280210Apr19 | 1491U Chisham Ave street lights                | 502.90        |
|                |                 |                                     |               | INV         | 30/04/2019  | 824098750Apr19 | 1783U Thomas Road entry                        | 585.75        |
|                |                 |                                     |               | INV         | 30/04/2019  | 201352990Apr19 | 1258U Newstead Park smart meter                | 343.90        |
|                |                 |                                     |               | INV         | 30/04/2019  | 705629830Apr19 | 542U Bournan Heights Reserve                   | 252.75        |
|                |                 |                                     |               | INV         | 30/04/2019  | 846031050Apr19 | 1665U Street lights The Strand                 | 545.70        |
|                |                 |                                     |               | INV         | 30/04/2019  | 558638440Apr19 | 102U Challenger/Bertram entry statement        | 135.30        |
|                |                 |                                     |               | INV         | 30/04/2019  | 473346610Apr19 | 2022U Wellard Park smart meter                 | 432.95        |
|                |                 |                                     |               | INV         | 30/04/2019  | 704953470Apr19 | 500U Barney Court                              | 232.95        |
|                |                 |                                     |               | INV         | 29/04/2019  | 661366430Apr19 | 1540U Leda Community Hall and bore             | 460.45        |
|                |                 |                                     |               | INV         | 30/04/2019  | 488212530Apr19 | 1599U Chisham Oval                             | 370.40        |
|                |                 |                                     |               | INV         | 30/04/2019  | 151027420Apr19 | 201U Brandon Mews Reserve                      | 154.85        |
|                |                 |                                     |               | INV         | 30/04/2019  | 690941950Apr19 | 423U Gabor Park                                | 212.40        |
|                |                 |                                     |               | INV         | 30/04/2019  | 882174540Apr19 | 1043U POS Lighting The Strand                  | 377.90        |
|                |                 |                                     |               | INV         | 30/04/2019  | 200144210Apr19 | 290U Sloan Caretakers Cottage                  | 141.05        |
|                |                 |                                     |               | INV         | 30/04/2019  | 144348440Apr19 | 245U Bore Sutherland Pde                       | 166.60        |
|                |                 |                                     |               | INV         | 30/04/2019  | 786264020Apr19 | 1277U Bore Sutherland Pde/Chisham Ave          | 345.90        |
|                |                 |                                     |               | INV         | 30/04/2019  | 166216150Apr19 | 684U Sloan Reserve bore pump 3                 | 282.10        |
|                |                 |                                     |               | INV         | 30/04/2019  | 546496270Apr19 | 1456U Skottowe Park                            | 496.75        |
|                |                 |                                     |               | INV         | 30/04/2019  | 114826050Apr19 | 1200U Industrial s/scapes Kwinana Beach        | 369.85        |
|                |                 |                                     |               | INV         | 30/04/2019  | 228715140Apr19 | 1957U s/scapes Wellard Village/Pimlico Gardens | 614.30        |

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|                |                 |                                     |               | INV         | 30/04/2019  | 963532150Apr19 | 2050U Town Centre Park                          | 648.45        |
|                |                 |                                     |               | INV         | 30/04/2019  | 479742820Apr19 | 115U Bore Parmelia verge                        | 131.90        |
|                |                 |                                     |               | INV         | 30/04/2019  | 521814530Apr19 | 6781U Wellard Pavilion                          | 1,167.45      |
|                |                 |                                     |               | INV         | 30/04/2019  | 809178030Apr19 | 232U Warner Road Sump                           | 163.15        |
|                |                 |                                     |               | INV         | 30/04/2019  | 821437900Apr19 | 835U POS lighting near Wellard Village          | 322.40        |
|                |                 |                                     |               | INV         | 30/04/2019  | 618835230Apr19 | 0U Sloan Caretakers Cottage old bore            | 99.50         |
| 3868.218-01    |                 | Bob Jane T-Mart                     | 477.00        | INV         | 01/05/2019  | 140458         | Tyres and alignment                             | 315.00        |
|                |                 |                                     |               | INV         | 01/05/2019  | 140647         | Tyre repairs                                    | 162.00        |
| 3868.2224-01   |                 | Prestige Catering & Event Hire      | 2,114.90      | INV         | 29/04/2019  | 00024382       | Catering 090419                                 | 719.40        |
|                |                 |                                     |               | INV         | 29/04/2019  | 00024390       | Catering 240419                                 | 507.00        |
|                |                 |                                     |               | INV         | 29/04/2019  | 00024383       | Catering 100419                                 | 510.10        |
|                |                 |                                     |               | INV         | 29/04/2019  | 00024387       | Catering 150419                                 | 378.40        |
| 3868.2339-01   |                 | ZircoData Pty Ltd                   | 842.61        | INV         | 30/04/2019  | ZDW0068282     | Offsite storage & retrieval                     | 842.61        |
| 3868.237-01    |                 | Britel Enterprises Pty Ltd          | 150.00        | INV         | 29/04/2019  | 21470          | Recquatic advertisement North Parmelia Primary  | 150.00        |
| 3868.2410-01   |                 | ABCO Products                       | 140.79        | INV         | 30/04/2019  | 395075         | Cleaning items                                  | 140.79        |
| 3868.248-01    |                 | Bunnings Building Supplies          | 122.25        | INV         | 29/04/2019  | 2163/01667123  | Tool bag  | 63.61         |
|                |                 |                                     |               | INV         | 29/04/2019  | 2163/01667841  | Hardware items                                  | 58.64         |
| 3868.2507-01   |                 | Ixom Operations Pty Ltd             | 988.88        | INV         | 30/04/2019  | 6096566        | Chlorine supply Recquatic                       | 988.88        |
| 3868.2587-01   |                 | Westrac Equipment Pty Ltd           | 561.57        | INV         | 29/04/2019  | PI3326090      | Auto parts                                      | 203.70        |
|                |                 |                                     |               | INV         | 29/04/2019  | PI3321827      | Auto parts                                      | 357.87        |
| 3868.2646-01   |                 | Neverfail Springwater               | 60.40         | INV         | 30/04/2019  | 837192         | Bottled water                                   | 60.40         |
| 3868.3105-01   |                 | Poly Pipe Traders                   | 324.00        | INV         | 29/04/2019  | 00097946       | Hunter solenoid coils x 20                      | 324.00        |
| 3868.3312-01   |                 | Daniels Printing Craftsmen          | 209.00        | INV         | 30/04/2019  | 59532          | Flyer Mooditj Kulungar Playgroup                | 209.00        |
| 3868.3338-01   |                 | AAA Blinds Port Kennedy             | 315.00        | INV         | 29/04/2019  | 7100           | Repair to blinds Callistemon Court U64          | 128.00        |
|                |                 |                                     |               | INV         | 29/04/2019  | 7097           | Fit track to kitchen door Callistemon Court U37 | 187.00        |
| 3868.339-01    |                 | Civica Pty Ltd                      | 8,717.81      | INV         | 29/04/2019  | M/LG011491     | License Support & Maintenance June 2019         | 8,717.81      |
| 3868.3977-01   |                 | MRP Osborne Park-General Pest/Termi | 3,885.10      | INV         | 01/05/2019  | 79553          | Pest control Margaret Feilman                   | 195.00        |
|                |                 |                                     |               | INV         | 01/05/2019  | 79566          | Pest control Darius Wells                       | 990.10        |
|                |                 |                                     |               | INV         | 01/05/2019  | 80836          | Pest control Thomas Oval Pavilion               | 1,350.00      |
|                |                 |                                     |               | INV         | 01/05/2019  | 80837          | Pest control Bertram Oval                       | 1,350.00      |

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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|----------------|--|---------------|
| 3868.407-01    |                 | Winc Australia Pty Ltd              | 650.15        | INV         | 30/04/2019  | 9027035225     | Items for Family Day Care                        | 30.21         |
|                |                 |                                     |               | INV         | 30/04/2019  | 9027031972     | Stationery Family Day Care                       | 619.94        |
| 3868.4112-01   |                 | Cleverpatch Pty Ltd                 | 92.33         | INV         | 30/04/2019  | 326605         | Items for Easter event William Bertram Centre    | 92.33         |
| 3868.412-01    |                 | Courier Australia                   | 13.05         | INV         | 01/05/2019  | 0374           | Courier charge 100419                            | 13.05         |
| 3868.4245-01   |                 | ED Property Services                | 1,650.00      | INV         | 29/04/2019  | 00001242       | Install fence and gate Callistemon Court U29     | 1,650.00      |
| 3868.4344-01   |                 | NearMap Pty Ltd                     | 16,500.00     | INV         | 01/05/2019  | INV00115353    | Nearmap LGA Tier 1 Subscription Renewal          | 16,500.00     |
| 3868.4719-01   |                 | Complete Office Supplies Pty Ltd    | 377.55        | INV         | 30/04/2019  | 08262226       | Stationery Library                               | 21.14         |
|                |                 |                                     |               | INV         | 30/04/2019  | 08276457       | Stationery Recquatic                             | 356.41        |
| 3868.4763-01   |                 | Bengineering Transport Equipment Pt | 1,100.00      | INV         | 29/04/2019  | 0002533        | Additional works on parks tipper                 | 1,100.00      |
| 3868.4790-01   |                 | Spotlight Pty Ltd                   | 68.00         | INV         | 30/04/2019  | 006503051439   | Easter event supplies William Bertram Centre     | 68.00         |
| 3868.4800-01   |                 | Web In A Box                        | 270.00        | INV         | 30/04/2019  | 48463          | Monthly web hosting fee                          | 270.00        |
| 3868.480-01    |                 | Department of Transport             | 142.80        | INV         | 29/04/2019  | 4113049        | Disclosure of information fees                   | 142.80        |
| 3868.4861-01   |                 | Big W                               | 133.00        | INV         | 29/04/2019  | 176819         | Items for Zone April School Holiday Program      | 81.00         |
|                |                 |                                     |               | INV         | 01/05/2019  | 176956         | Dog food for Dog Pound                           | 52.00         |
| 3868.4995-01   |                 | LGISWA                              | 5,000.00      | INV         | 30/04/2019  | LI0033248      | Excess Professional Indemnity Claim              | 5,000.00      |
| 3868.5035-01   |                 | Quell Clean                         | 180.00        | INV         | 29/04/2019  | 00051561       | Vacate cleaning Callistemon Court U15            | 180.00        |
| 3868.5258-01   |                 | Susan Michele Wiltshire             | 390.50        | INV         | 30/04/2019  | 30thApril19    | Membership to Australian HR Institute            | 390.50        |
| 3868.5520-01   |                 | Master Lock Service                 | 720.00        | INV         | 01/05/2019  | 00005842       | Supply and fit entrance set keys                 | 170.00        |
|                |                 |                                     |               | INV         | 01/05/2019  | 00005840       | Servicing of keys for Sloan Cottage              | 230.00        |
|                |                 |                                     |               | INV         | 29/04/2019  | 00005906       | Rekey gate lock Callistemon Court U31            | 320.00        |
| 3868.560-01    |                 | Goodchild Enterprises               | 196.90        | INV         | 29/04/2019  | 412731         | Bosch 60038-S4 Mega Power Plus                   | 196.90        |
| 3868.5823-01   |                 | Accord Security Pty Ltd             | 2,812.48      | INV         | 29/04/2019  | 00023458       | Security service period ending 310319            | 2,812.48      |
| 3868.583-01    |                 | Flexi Staff Pty Ltd                 | 4,076.69      | INV         | 29/04/2019  | 207171         | Building Maintenance casual staff w/e 070419     | 1,403.62      |
|                |                 |                                     |               | INV         | 29/04/2019  | 207002         | Building Maintenance casual staff w/e 310319     | 1,744.20      |
|                |                 |                                     |               | INV         | 29/04/2019  | 207523         | Temp staff w/e 210419                            | 928.87        |
| 3868.5996-01   |                 | CMS Engineering Pty Ltd             | 7,682.66      | INV         | 29/04/2019  | 32000          | Routine maintenance various locations March 2019 | 1,060.64      |
|                |                 |                                     |               | INV         | 29/04/2019  | 31998          | Routine maintenance various locations March 2019 | 3,093.22      |
|                |                 |                                     |               | INV         | 29/04/2019  | 32173          | Repair air conditioner Darius Wells              | 3,528.80      |

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| 3868.6091-01   |                 | Plants & Garden Rentals  | 110.00        | INV         | 29/04/2019  | 00013393         | Planter hirer Darius Wells May 2019                        | 110.00        |
| 3868.6261-01   |                 | Rebecca J Flanagan       | 1,000.00      | INV         | 30/04/2019  | 14thFebruary2019 | Rhyme Time and Story Time to 040419                        | 1,000.00      |
| 3868.6267-01   |                 | Woolworths Group Limited | 913.47        | INV         | 29/04/2019  | 3413466          | Items for Zone Masterchef                                  | 32.00         |
|                |                 |                          |               | INV         | 29/04/2019  | 3413477          | Items for Drop In program                                  | 35.10         |
|                |                 |                          |               | INV         | 29/04/2019  | 3413464          | City Operations morning tea supplies                       | 115.40        |
|                |                 |                          |               | INV         | 29/04/2019  | 3413471          | Food for Drop In   | 65.56         |
|                |                 |                          |               | INV         | 29/04/2019  | 3413459          | Items for Nurture Knowledge program                        | 67.71         |
|                |                 |                          |               | INV         | 29/04/2019  | 3413460          | Milk and coffee Zone                                       | 41.75         |
|                |                 |                          |               | INV         | 29/04/2019  | 3413462          | Strong Spirit Strong Minds afternoon tea                   | 95.90         |
|                |                 |                          |               | INV         | 29/04/2019  | 35268375         | Items for Admin  | 145.08        |
|                |                 |                          |               | INV         | 30/04/2019  | 35269212         | Items for Admin  | 102.57        |
|                |                 |                          |               | INV         | 30/04/2019  | 35033609         | Items for Easter event William Bertram<br>Community Centre | 86.50         |
|                |                 |                          |               | INV         | 30/04/2019  | 3371768          | Items for Mooditj Kulungers                                | 125.90        |
| 3868.6289-01   |                 | Clockwork Print          | 379.50        | INV         | 29/04/2019  | INV-0057495      | Panel for front admin sign                                 | 379.50        |
| 3868.6370-01   |                 | Elexacom                 | 7,170.78      | INV         | 29/04/2019  | 26042            | Repair light switch Recquatic                              | 169.29        |
|                |                 |                          |               | INV         | 29/04/2019  | 26043            | Reset and test circuit Medina Hall                         | 23.64         |
|                |                 |                          |               | INV         | 29/04/2019  | 26046            | Service power points Recquatic                             | 77.86         |
|                |                 |                          |               | INV         | 29/04/2019  | 26032            | Repair external lighting Medina Oval                       | 275.55        |
|                |                 |                          |               | INV         | 29/04/2019  | 26035            | Maintenance repairs Koorliny Art Centre                    | 190.30        |
|                |                 |                          |               | INV         | 29/04/2019  | 25936            | Wandi Pavilion external lighting repairs                   | 177.88        |
|                |                 |                          |               | INV         | 29/04/2019  | 25935            | Wells Park BBQ repair                                      | 77.86         |
|                |                 |                          |               | INV         | 29/04/2019  | 25932            | Medina Hall light fitting repair                           | 189.07        |
|                |                 |                          |               | INV         | 29/04/2019  | 25950            | Wells Park ablutions carpark light repairs                 | 891.73        |
|                |                 |                          |               | INV         | 29/04/2019  | 25949            | Recquatic garden BBQ repair                                | 636.10        |
|                |                 |                          |               | INV         | 29/04/2019  | 25939            | Hewison Park solar light repair                            | 250.24        |
|                |                 |                          |               | INV         | 29/04/2019  | 25937            | Fiona Harris Pavilion security light repairs               | 188.60        |
|                |                 |                          |               | INV         | 29/04/2019  | 26080            | Electrical works Callistemon Court U29                     | 252.70        |
|                |                 |                          |               | INV         | 29/04/2019  | 26067            | Electrical works Callistemon Court U34                     | 258.58        |
|                |                 |                          |               | INV         | 01/05/2019  | 26137            | Install wall mounted rack Family Day Care                  | 1,551.10      |
|                |                 |                          |               | INV         | 01/05/2019  | 25951            | Electrical services Depot                                  | 1,408.18      |
|                |                 |                          |               | INV         | 01/05/2019  | 25933            | Service fan Wandi Hall                                     | 552.10        |
| 3868.6576-01   |                 | Kylie Ilana Jesus        | 180.00        | INV         | 30/04/2019  | 19-03/04/19      | Facilitation fees Term 1 to 030419                         | 180.00        |
| 3868.665-01    |                 | Gregs Glass              | 2,895.00      | INV         | 01/05/2019  | 6949-19          | Reglaze window Parmelia House                              | 1,960.00      |

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|----------------|-----------------|------------------------------------|---------------|-------------|-------------|----------------|--|---------------|
|                |                 |                                    |               | INV         | 01/05/2019  | 7077-19        | Reglaze window Parmelia House                    | 935.00        |
| 3868.6832-01   |                 | Hobart Food Equipment              | 1,927.59      | INV         | 23/04/2019  | 150228         | Service dishwasher                               | 1,927.59      |
| 3868.6872-01   |                 | Schindler Lifts Australia Pty Ltd  | 231.00        | INV         | 29/04/2019  | 4678704722     | John Wellard Community Centre lift repairs       | 231.00        |
| 3868.7-01      |                 | AAA Windscreens & Tinting          | 639.00        | INV         | 01/05/2019  | INV-43508      | Replace rear screen 1EWZ823                      | 328.00        |
|                |                 |                                    |               | INV         | 01/05/2019  | INV-43507      | Replace windscreen KWN2063                       | 311.00        |
| 3868.7168-01   |                 | Exit Waste                         | 1,667.60      | INV         | 01/05/2019  | 1219           | Service grease traps various locations           | 1,667.60      |
| 3868.7436-01   |                 | Action Glass Pty Ltd               | 461.45        | INV         | 29/04/2019  | B22750         | Replace broken glass Admin building              | 461.45        |
| 3868.7604-01   |                 | Tanya Halliday                     | 98.00         | INV         | 29/04/2019  | 23rdApril2019  | Reimbursement of birth certificate for the Zone  | 98.00         |
| 3868.762-01    |                 | Blackwood & Sons Ltd               | 758.40        | INV         | 29/04/2019  | KW4830SQ       | Cleaning odour control various locations         | 632.00        |
|                |                 |                                    |               | INV         | 29/04/2019  | KW4242SR       | Cleaning odour control Medina Hall               | 126.40        |
| 3868.7625-01   |                 | Flex Industries Pty Ltd            | 391.33        | INV         | 01/05/2019  | 2060914        | Service KWN2035                                  | 391.33        |
| 3868.7696-01   |                 | Allied Pumps Pty Ltd               | 2,662.44      | INV         | 29/04/2019  | 79291          | Repair rainwater pump system Wandi Pavilion      | 786.94        |
|                |                 |                                    |               | INV         | 29/04/2019  | 79294          | Stormwater pump service Wandi Pavilion           | 1,875.50      |
| 3868.7834-01   |                 | Integrity Management Solutions Pty | 19,184.00     | INV         | 30/04/2019  | INV-0095       | Attain annual licence and delegations management | 19,184.00     |
| 3868.795-01    |                 | K Mart                             | 87.65         | INV         | 29/04/2019  | 188533         | Items for Zone program                           | 87.65         |
| 3868.8243-01   |                 | Brackson Construction Pty Ltd      | 8,013.26      | INV         | 29/04/2019  | 00002009       | Repair roof Thomas Oval Netball clubrooms        | 8,013.26      |
| 3868.828-01    |                 | Koorliny Arts Centre               | 111,983.29    | INV         | 29/04/2019  | 00003905       | Quarter 4 operating subsidy 2018/19              | 111,983.29    |
| 3868.8302-01   |                 | Chris Kershaw Photography          | 440.00        | INV         | 29/04/2019  | L2442          | Photography Citizenship Ceremony 090419          | 440.00        |
| 3868.8474-01   |                 | Volunteer Task Force               | 242.50        | INV         | 30/04/2019  | SI002133       | Mowing services July 2018                        | 242.50        |
| 3868.8649-01   |                 | Ezy2c GPS Tracking                 | 788.04        | INV         | 30/04/2019  | 65180          | Website Subscription Renewal April 19            | 788.04        |
| 3868.8899-01   |                 | Majestic Plumbing                  | 5,058.00      | INV         | 29/04/2019  | 232578         | Recquatic changerooms toilet repairs             | 189.99        |
|                |                 |                                    |               | INV         | 29/04/2019  | 232579         | Darius Wells zip tap repair                      | 97.75         |
|                |                 |                                    |               | INV         | 01/05/2019  | 232670         | Service UV lamp Adventure Park                   | 525.49        |
|                |                 |                                    |               | INV         | 01/05/2019  | 232698         | Service kitchen sink William Bertram             | 425.39        |
|                |                 |                                    |               | INV         | 01/05/2019  | 232699         | Service drink fountain Recquatic                 | 86.75         |
|                |                 |                                    |               | INV         | 01/05/2019  | 232667         | Service plumbing at Fiona Harris Pavilion        | 344.63        |
|                |                 |                                    |               | INV         | 01/05/2019  | 232666         | Install backflow device Wellard Pavilion         | 3,388.00      |
| 3868.8996-01   |                 | Fridgair Industries Pty Ltd        | 338.01        | INV         | 01/05/2019  | 32382          | Service fridge Thomas Oval Pavilion              | 338.01        |



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|---------------|------------|-------------------------------------|------------|------|------------|------------------|--|------------|
| 3868.903-01   |            | Lo-Go Appointments                  | 3,852.20   | INV  | 30/04/2019 | 00419557         | Temp staff week ending 200419                  | 1,379.40   |
|               |            |                                     |            | INV  | 29/04/2019 | 0419497          | Temp staff week ending 130419                  | 1,093.40   |
|               |            |                                     |            | INV  | 29/04/2019 | 00419495         | Temp staff week ending 130419                  | 1,379.40   |
| 3868.9081-01  |            | Kwinana Smash Repairs               | 1,050.00   | INV  | 29/04/2019 | 15,188           | Repair and respray vehicle 1GJX593             | 550.00     |
|               |            |                                     |            | INV  | 29/04/2019 | 15,186           | Repairs 1GJX593                                | 500.00     |
| 3868.9116-01  |            | Tutai-o-Maara Pakitoa-Upu           | 2,000.00   | RFD  | 30/04/2019 | 1468335          | Refund bond Hall hire 180419                   | 2,000.00   |
| 3868.9431-01  |            | Perth Energy                        | 6,074.79   | INV  | 30/04/2019 | 110123410        | 42.5U Orelia Sports Pavilion                   | 74.32      |
|               |            |                                     |            | INV  | 30/04/2019 | 110123411        | 118531U Recquatic                              | 5,869.16   |
|               |            |                                     |            | INV  | 30/04/2019 | 110123412        | 1207.7U New Thomas Oval Pavilion               | 131.31     |
| 3868.9698-01  |            | Renee Harel                         | 100.00     | RFD  | 30/04/2019 | 1452175          | Refund bond Patio hire 210319                  | 100.00     |
| 3868.9862-01  |            | Jane Lightfoot                      | 1,000.00   | RFD  | 30/04/2019 | 1462612          | Refund bond hall hire 100419                   | 1,000.00   |
| 3869          | 02/05/2019 | EFT TRANSFER: - 02/05/2019          | 29,412.85  |      |            |                  |  |            |
| 3869.1621-01  |            | Western Australian Treasury Corpora | 29,412.85  | INV  | 02/05/2019 | Loan94-06/05/19  | Loan #94 due 060519 capital and interest       | 29,412.85  |
| 3870          | 09/05/2019 | EFT TRANSFER: - 09/05/2019          | 213,551.08 |      |            |                  |  |            |
| 3870.153-01   |            | Australian Taxation Office          | 200,282.00 | INV  | 05/05/2019 | PY99-23-Australi | Payroll Deduction                              | 172.00     |
|               |            |                                     |            | INV  | 05/05/2019 | PY01-23-Australi | Payroll Deduction PAYG Tax Withheld            | 200,110.00 |
| 3870.2853-01  |            | Maxxia Pty Ltd                      | 3,903.58   | INV  | 05/05/2019 | PY01-23-Maxxia P | Payroll Deduction                              | 1,789.44   |
|               |            |                                     |            | INV  | 05/05/2019 | PY01-23-Maxxia P | Payroll Deduction                              | 2,114.14   |
| 3870.3376-01  |            | Health Insurance Fund of WA (HIF)   | 1,115.50   | INV  | 05/05/2019 | PY01-23-Health I | Payroll Deduction                              | 1,115.50   |
| 3870.3719-01  |            | City of Kwinana - Xmas fund         | 8,250.00   | INV  | 05/05/2019 | PY01-23-TOK Chri | Payroll Deduction                              | 8,250.00   |
| 3871          | 08/05/2019 | EFT TRANSFER: - 09/05/2019          | 878,143.69 |      |            |                  |  |            |
| 3871.10019-01 |            | BPA Consultants Pty Ltd             | 6,600.00   | INV  | 06/05/2019 | 1583             | Costing review Wellard Road Ultimate Upgrade   | 2,750.00   |
|               |            |                                     |            | INV  | 06/05/2019 | 1584             | Review Peel Main Drain                         | 1,100.00   |
|               |            |                                     |            | INV  | 06/05/2019 | 1582             | Review costing Bertram Road Ultimate Upgrade   | 2,750.00   |
| 3871.10077-01 |            | Broadtrans Civil Pty Ltd            | 38,894.86  | INV  | 08/05/2019 | 00001740         | Burlington Street Basin progress claim         | 38,894.86  |
| 3871.10094-01 |            | Monique Knudsen                     | 100.00     | RFD  | 07/05/2019 | 1436408          | Refund bond hall hire 260219                   | 100.00     |
| 3871.10146-01 |            | Legal Practice Board of WA          | 1,250.00   | INV  | 07/05/2019 | 1stMay2019       | Annual Practising Certificate                  | 1,250.00   |
| 3871.10311-01 |            | Go Doors Pty Ltd                    | 3,468.30   | INV  | 03/05/2019 | 81798            | Repair roller doors Kwinana South Fire Brigade | 801.90     |



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|                |                 |                                     |               | INV         | 03/05/2019  | 81794          | Replace door controller Kwinana Fire Brigade   | 2,085.60      |
|                |                 |                                     |               | INV         | 02/05/2019  | 81796          | Service roller door Kwinana South Fire Brigade | 580.80        |
| 3871.1033-01   |                 | Nilfisk Pty Ltd                     | 2,666.40      | INV         | 07/05/2019  | PRI0001640     | Service charge Zone/Recquatic April 2019       | 1,333.20      |
|                |                 |                                     |               | INV         | 07/05/2019  | PRI0001566     | Service charge Zone/Recquatic March 2019       | 1,333.20      |
| 3871.1034-01   |                 | North Lake Electrical Pty Ltd       | 12,320.00     | INV         | 08/05/2019  | 53456          | Install starter pump control McGoldrick Park   | 12,320.00     |
| 3871.10344-01  |                 | Matting Solutions WA                | 1,684.69      | INV         | 06/05/2019  | 00010845       | Mats for hydro pool Recquatic                  | 1,684.69      |
| 3871.10373-01  |                 | Green Willows Industrial Cleaning a | 200.00        | INV         | 07/05/2019  | 6              | Clubhouse and office cleaning                  | 200.00        |
| 3871.10409-01  |                 | Bon Leisure                         | 15,678.81     | INV         | 07/05/2019  | 364            | Consultancy fee Recquatic business case        | 15,678.81     |
| 3871.10506-01  |                 | Shred-X Pty Ltd                     | 20.24         | INV         | 06/05/2019  | 01258202       | Shredding of confidential information          | 20.24         |
| 3871.10649-01  |                 | Alex Krsnik                         | 110.00        | INV         | 03/05/2019  | SQ190050       | Bush clearing Tain Way                         | 110.00        |
| 3871.10670-01  |                 | Wheelie Clean                       | 596.20        | INV         | 02/05/2019  | 5203           | Bin cleaning 100419 and 240419 Darius Wells    | 349.25        |
|                |                 |                                     |               | INV         | 02/05/2019  | 5204           | Bin cleaning 240419 Admin                      | 246.95        |
| 3871.10871-01  |                 | Janice Rosalind Jennings            | 614.10        | INV         | 07/05/2019  | 16.0           | Rates refund                                   | 614.10        |
| 3871.11049-01  |                 | QTM Pty Ltd                         | 587.90        | INV         | 08/05/2019  | INV-0388       | Traffic management Burlington Street 020419    | 587.90        |
| 3871.11090-01  |                 | Health With Flair                   | 275.00        | INV         | 08/05/2019  | KWI240419      | Keynote Speaker 240419                         | 275.00        |
| 3871.11101-01  |                 | Atwork Australia                    | 139.20        | INV         | 07/05/2019  | 30thApril2019  | Refund cancelled booking hire 030619           | 139.20        |
| 3871.11137-01  |                 | Reconciliation WA                   | 1,650.00      | INV         | 08/05/2019  | 00000308       | Reconciliation WA Membership Renewal           | 1,650.00      |
| 3871.11143-01  |                 | M Watts Legal                       | 3,358.30      | INV         | 06/05/2019  | 1485           | Professional services Matter No MW0135         | 3,358.30      |
| 3871.11168-01  |                 | Pamela Lynch                        | 350.00        | INV         | 08/05/2019  | 01952          | Presentation Darius Wells Library 010519       | 350.00        |
| 3871.11171-01  |                 | Sonja Maree Roncevich               | 83.42         | INV         | 03/05/2019  | 17thApril2019  | Refund cancelled swimming lessons              | 83.42         |
| 3871.11173-01  |                 | Andrew Mathers                      | 582.19        | INV         | 07/05/2019  | 16.0           | Rates refund                                   | 582.19        |
| 3871.11174-01  |                 | David Anthony Carroll               | 1,800.00      | INV         | 07/05/2019  | 16.0           | Rates refund                                   | 1,800.00      |
| 3871.11175-01  |                 | Bill Bunbury Productions            | 223.00        | INV         | 07/05/2019  | 6thMay2019     | Refund cancelled booking 110519                | 23.00         |
|                |                 |                                     |               | RFD         | 07/05/2019  | 1470285        | Refund bond hall hire 260419                   | 200.00        |
| 3871.11176-01  |                 | Helen Fahey                         | 100.00        | RFD         | 07/05/2019  | 1428556        | Refund bond Patio hire 040519                  | 100.00        |
| 3871.11177-01  |                 | Rebecca Durham                      | 100.00        | RFD         | 07/05/2019  | 1428643        | Refund bond Patio hire 050519                  | 100.00        |

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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|----------------|---|---------------|
| 3871.11178-01  |                 | Sue-Ellen Lamont                    | 2,000.00      | RFD         | 07/05/2019  | 1462972        | Refund bond hall hire 040519                      | 2,000.00      |
| 3871.11179-01  |                 | Marlana Mary Dorkin                 | 1,000.00      | RFD         | 07/05/2019  | 1470411        | Refund bond hall hire 040519                      | 1,000.00      |
| 3871.11180-01  |                 | Solomons Clouds                     | 300.00        | RFD         | 07/05/2019  | 1320594        | Refund bond hall hire 010818                      | 300.00        |
| 3871.11181-01  |                 | Aija Mandela Bent-Trinder           | 85.00         | INV         | 07/05/2019  | 29thApril2019  | Reimbursement for Working With Children Check     | 85.00         |
| 3871.11182-01  |                 | Sophie Belle Halfpenny              | 175.00        | INV         | 07/05/2019  | 30thApril2019  | Financial Assistance for Gymnastics Championships | 175.00        |
| 3871.11185-01  |                 | Jarod Rowe                          | 150.00        | INV         | 08/05/2019  | 7thMay2019     | Community Event Neighbour Day expenses            | 150.00        |
| 3871.11186-01  |                 | Paula Tumai                         | 500.00        | RFD         | 08/05/2019  | 1475957        | Refund bond hall hire 060519                      | 500.00        |
| 3871.11187-01  |                 | Nico Dowding                        | 138.25        | RFD         | 08/05/2019  | 1428525        | Refund bond Patio hire 120519                     | 100.00        |
|                |                 |                                     |               | INV         | 08/05/2019  | 6thMay2019     | Refund cancelled booking 190519                   | 38.25         |
| 3871.11188-01  |                 | Oscar Canas                         | 399.85        | INV         | 08/05/2019  | 8thMay2019     | Refund of cancelled Recquatic membership          | 399.85        |
| 3871.1178-01   |                 | Holcim (Australia) Pty Ltd          | 1,291.84      | INV         | 06/05/2019  | 9406295152     | 1m3 concrete Whyatt Green Leda                    | 376.20        |
|                |                 |                                     |               | INV         | 06/05/2019  | 9406300404     | 2.10m3 concrete Inkpen /Nye Way Orelia            | 619.52        |
|                |                 |                                     |               | INV         | 02/05/2019  | 9406305460     | .60m3 concrete The Strand Wellard Village         | 296.12        |
| 3871.1187-01   |                 | Red Sand Supplies Pty Ltd           | 1,787.50      | INV         | 08/05/2019  | 00012003       | Concrete tipping Harlow Rd 280219                 | 1,292.50      |
|                |                 |                                     |               | INV         | 08/05/2019  | 00012100       | Concrete tipping Burlington Street 090419         | 495.00        |
| 3871.1197-01   |                 | Repco Auto Parts                    | 26.68         | INV         | 07/05/2019  | 43301277037    | Cabin Air Filter                                  | 26.68         |
| 3871.1266-01   |                 | Salmat Targeted Media Pty Ltd       | 363.00        | INV         | 08/05/2019  | 1000651094     | Distribute bird feeding flyers                    | 363.00        |
| 3871.1276-01   |                 | Satellite Security Services         | 1,383.51      | INV         | 06/05/2019  | IV005262       | Replace security device Family Day Care           | 410.01        |
|                |                 |                                     |               | INV         | 06/05/2019  | IV005324       | Upgrade security panel Family Day Care            | 973.50        |
| 3871.1297-01   |                 | Shenton Enterprises Pty Ltd         | 360.62        | INV         | 06/05/2019  | 167111         | Dolphin repairs Recquatic                         | 360.62        |
| 3871.1338-01   |                 | South West Group                    | 25,850.00     | INV         | 08/05/2019  | 181916         | NRM Facilitator Contribution to South West Group  | 25,850.00     |
| 3871.134-01    |                 | Australia Post                      | 388.24        | INV         | 06/05/2019  | 1008498824     | Agency commission period ending 300419            | 388.24        |
| 3871.1360-01   |                 | St John Ambulance Australia (WA) In | 264.00        | INV         | 07/05/2019  | EHSINV00090419 | Event Health Services Club ReZonate               | 264.00        |
| 3871.1375-01   |                 | Stewart & Heaton Clothing Co Pty Lt | 1,876.11      | INV         | 07/05/2019  | SIN-3026856    | Emergency Services Uniform                        | 1,201.27      |
|                |                 |                                     |               | INV         | 07/05/2019  | SIN-3025374    | Emergency Services Uniform                        | 214.84        |
|                |                 |                                     |               | INV         | 07/05/2019  | SIN-3016247    | Emergency Services Uniform                        | 460.00        |
| 3871.1393-01   |                 | Sunny Sign Company Pty Ltd          | 1,265.00      | INV         | 08/05/2019  | 408527         | Install 10 x signs                                | 1,265.00      |

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|----------------|-------------------------------------|-------------------------------------|---------------|-------------|-------------|-----------------|---|---------------|
| 3871.1423-01   | Telstra                             |                                     | 49,416.58     | INV         | 07/05/2019  | 3752384000Apr19 | FDC to 210519                                     | 19.25         |
|                |                                     |                                     |               | INV         | 07/05/2019  | 3764775000Apr19 | Depot direct line to 210519                       | 19.25         |
|                |                                     |                                     |               | INV         | 07/05/2019  | 1170168000Apr19 | Usage to 160419 corporate phone account           | 39,897.31     |
|                |                                     |                                     |               | INV         | 08/05/2019  | 1355246271Apr19 | Mobiles/Devices for whole organisation to 260419  | 9,480.77      |
| 3871.1455-01   |                                     | Returned Services League Of Austral | 178.00        | INV         | 06/05/2019  | 23              | Wreath for Anzac Day                              | 178.00        |
| 3871.1485-01   | T-Quip                              |                                     | 1,159.25      | INV         | 07/05/2019  | 83509#12        | Assorted parts                                    | 251.40        |
|                |                                     |                                     |               | INV         | 07/05/2019  | 83552#7         | Assorted parts                                    | 74.45         |
|                |                                     |                                     |               | INV         | 07/05/2019  | 83672#7         | Assorted parts                                    | 507.35        |
|                |                                     |                                     |               | INV         | 07/05/2019  | 83617#12        | Assorted parts                                    | 319.60        |
|                |                                     |                                     |               | INV         | 07/05/2019  | 83752#7         | Hardware items                                    | 6.45          |
| 3871.1530-01   |                                     | Wormald Australia Pty Ltd           | 2,464.00      | INV         | 02/05/2019  | 7957297         | Replace booster and hydrant Fiona Harris Pavilion | 2,464.00      |
| 3871.1589-01   |                                     | Waste Stream Management Pty Ltd     | 5,775.00      | INV         | 03/05/2019  | 00422468        | Tipping fees to 150319                            | 5,775.00      |
| 3871.1614-01   | Westbooks                           |                                     | 153.66        | INV         | 07/05/2019  | 305577          | Library items                                     | 24.41         |
|                |                                     |                                     |               | INV         | 07/05/2019  | 305574          | Library items                                     | 50.28         |
|                |                                     |                                     |               | INV         | 07/05/2019  | 305575          | Library items                                     | 33.28         |
|                |                                     |                                     |               | INV         | 07/05/2019  | 305576          | Library items                                     | 45.69         |
| 3871.1617-01   |                                     | Australian Medical Supplies         | 92.40         | INV         | 06/05/2019  | 78570           | Tyket bands for Recquatic                         | 92.40         |
| 3871.1726-01   | Kyocera Document Solutions Australi |                                     | 3,964.43      | INV         | 03/05/2019  | 2852411430      | Copy cost Darius Community Centre April 19        | 136.58        |
|                |                                     |                                     |               | INV         | 03/05/2019  | 2852411436      | Copy cost Admin Finance April 19                  | 178.44        |
|                |                                     |                                     |               | INV         | 03/05/2019  | 2852411442      | Copy cost Wellard Community Centre April 19       | 175.09        |
|                |                                     |                                     |               | INV         | 03/05/2019  | 2852411431      | Copy cost Library Staff April 19                  | 111.60        |
|                |                                     |                                     |               | INV         | 03/05/2019  | 2852411437      | Copy cost Family Day Care April 19                | 70.82         |
|                |                                     |                                     |               | INV         | 03/05/2019  | 2852411443      | Copy cost Admin Records April 19                  | 369.84        |
|                |                                     |                                     |               | INV         | 03/05/2019  | 2852411432      | Copy cost Zone Multimedia Room April 19           | 29.44         |
|                |                                     |                                     |               | INV         | 03/05/2019  | 2852411438      | Copy cost Depot Admin April 19                    | 136.07        |
|                |                                     |                                     |               | INV         | 03/05/2019  | 2852411444      | Copy cost Darius Downstairs Reception April 19    | 78.17         |
|                |                                     |                                     |               | INV         | 03/05/2019  | 2852411427      | Copy cost Depot April 19                          | 212.28        |
|                |                                     |                                     |               | INV         | 03/05/2019  | 2852411433      | Copy cost Zone April 19                           | 148.61        |
|                |                                     |                                     |               | INV         | 03/05/2019  | 2852411439      | Copy cost Recquatic April 19                      | 352.78        |
|                |                                     |                                     |               | INV         | 03/05/2019  | 2852411445      | Copy cost Zone Reception April 19                 | 228.28        |
|                |                                     |                                     |               | INV         | 03/05/2019  | 2852411428      | Copy cost Admin CEO April 19                      | 103.63        |

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|                |                 |                                     |               | INV         | 03/05/2019  | 2852411434     | Copy cost Admin Planning April 19                 | 759.96        |
|                |                 |                                     |               | INV         | 03/05/2019  | 2852411440     | Copy cost Library Public April 19                 | 67.11         |
|                |                 |                                     |               | INV         | 03/05/2019  | 2852411446     | Copy cost Bertram Community Centre April 19       | 31.72         |
|                |                 |                                     |               | INV         | 03/05/2019  | 2852411429     | Copy cost Business Incubator April 19             | 104.27        |
|                |                 |                                     |               | INV         | 03/05/2019  | 2852411435     | Copy cost Admin Governance April 19               | 543.16        |
|                |                 |                                     |               | INV         | 03/05/2019  | 2852411441     | Copy cost Admin CSO April 19                      | 67.66         |
|                |                 |                                     |               | INV         | 03/05/2019  | 2852411447     | Copy cost Banksia Park April 19                   | 58.92         |
| 3871.1762-01   |                 | Officeworks BusinessDirect          | 22.80         | INV         | 06/05/2019  | 42932969       | Supplies for Kwinana South Fire Brigade           | 22.80         |
| 3871.1814-01   |                 | P Rond & Co                         | 3,732.26      | INV         | 08/05/2019  | 00000617       | Redevelop bore and new threads McGoldrick Place   | 3,732.26      |
| 3871.1820-01   |                 | Cardno (WA) Pty Ltd                 | 25,575.00     | INV         | 06/05/2019  | ICW191632      | Integrated Land User and Transport Study          | 25,575.00     |
| 3871.1856-01   |                 | Cornerstone Legal                   | 2,619.80      | INV         | 06/05/2019  | 16137          | Legal fees Matter No 004881                       | 823.50        |
|                |                 |                                     |               | INV         | 06/05/2019  | 16122          | Legal fees Matter No 16122                        | 1,152.80      |
|                |                 |                                     |               | INV         | 08/05/2019  | 16151          | Legal fees Matter No 004670                       | 643.50        |
| 3871.2048-01   |                 | Palm Lakes Gardens & Landscape Serv | 3,700.00      | INV         | 07/05/2019  | 6thMay2019     | Carpark path repairs Callistemon Court            | 3,700.00      |
| 3871.2097-01   |                 | Beaver Tree Services Aust Pty Ltd   | 52,266.92     | INV         | 03/05/2019  | 69012          | Blanket watering week ending 190419 Mortimer Road | 1,283.21      |
|                |                 |                                     |               | INV         | 03/05/2019  | 68974          | Vegetation clearance various locations            | 9,921.81      |
|                |                 |                                     |               | INV         | 03/05/2019  | 68975          | Vegetation clearance Mandogalup Road              | 1,955.40      |
|                |                 |                                     |               | INV         | 03/05/2019  | 68972          | Tree removals Lambeth and Beauchamp Road          | 524.68        |
|                |                 |                                     |               | INV         | 03/05/2019  | 68973          | Tree removal Beauchamp and Frinton Road           | 306.05        |
|                |                 |                                     |               | INV         | 03/05/2019  | 68984          | Stump grinding various locations                  | 788.59        |
|                |                 |                                     |               | INV         | 03/05/2019  | 69009          | Tree removal and replaced various locations       | 911.96        |
|                |                 |                                     |               | INV         | 03/05/2019  | 68967          | Tree watering week ending 120419                  | 4,089.99      |
|                |                 |                                     |               | INV         | 03/05/2019  | 69074          | Tree watering week ending 260419                  | 4,093.21      |
|                |                 |                                     |               | INV         | 03/05/2019  | 69025          | Tree removal Henley Street                        | 3,004.74      |
|                |                 |                                     |               | INV         | 03/05/2019  | 69113          | Climbing works Wellard Road                       | 1,681.68      |
|                |                 |                                     |               | INV         | 03/05/2019  | 69116          | Tree works Mounsey Road                           | 1,681.67      |
|                |                 |                                     |               | INV         | 03/05/2019  | 69041          | Vegetation clearance Macedonia Street             | 3,403.33      |
|                |                 |                                     |               | INV         | 03/05/2019  | 69115          | Tree pruning Woolcoot Road                        | 437.24        |
|                |                 |                                     |               | INV         | 03/05/2019  | 69117          | Ttee works Beauchamp Loop                         | 660.00        |
|                |                 |                                     |               | INV         | 03/05/2019  | 68957          | Tree removal and grinding John Wellard Centre     | 961.82        |

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|                |                 |              |               | INV         | 03/05/2019  | 68956          | Vegetation clearance Mason Road        | 490.49        |
|                |                 |              |               | INV         | 03/05/2019  | 68943          | Vegetation clearance various locations | 6,614.54      |
|                |                 |              |               | INV         | 03/05/2019  | 68942          | Tree climbing works Runymede Gate      | 2,654.72      |
|                |                 |              |               | INV         | 06/05/2019  | 69011          | Tree watering week ending 190419       | 4,093.21      |
|                |                 |              |               | INV         | 06/05/2019  | 68971          | Tree removal Gilmore Avenue            | 2,708.58      |
| 3871.2125-01   |                 | Synergy      | 55,331.20     | INV         | 07/05/2019  | 461218120Apr19 | 1333U Nye Way retic                    | 351.70        |
|                |                 |              |               | INV         | 07/05/2019  | 832505320Apr19 | 1513U Ascot Park                       | 510.25        |
|                |                 |              |               | INV         | 07/05/2019  | 272150100Apr19 | 781U Prince Regent Gate Reserve        | 292.00        |
|                |                 |              |               | INV         | 07/05/2019  | 544003140Apr19 | 127U Wellard Road Verge                | 85.85         |
|                |                 |              |               | INV         | 07/05/2019  | 543072120Apr19 | 1436U Pump 2 near Thomas               | 361.55        |
|                |                 |              |               | INV         | 08/05/2019  | 285940430May19 | 1711U Rhodes Park                      | 419.10        |
|                |                 |              |               | INV         | 08/05/2019  | 422268910May19 | 5313U Depot                            | 1,489.35      |
|                |                 |              |               | INV         | 08/05/2019  | 685078510May19 | 194U Gawler Way                        | 161.60        |
|                |                 |              |               | INV         | 08/05/2019  | 700373810May19 | 491U Rutherford Park                   | 240.85        |
|                |                 |              |               | INV         | 08/05/2019  | 882732750May19 | 0U Harrison way                        | 109.80        |
|                |                 |              |               | INV         | 08/05/2019  | 185126570May19 | 236U Borthwick Park retic              | 172.80        |
|                |                 |              |               | INV         | 08/05/2019  | 221037310May19 | 2186U Thomas Oval Pavilion             | 703.60        |
|                |                 |              |               | INV         | 08/05/2019  | 925767370May19 | 1993U Gilmore Ave retic                | 434.40        |
|                |                 |              |               | INV         | 08/05/2019  | 856518550May19 | Decorative lighting                    | 2,628.35      |
|                |                 |              |               | INV         | 08/05/2019  | 118367820May19 | 4829U New Thomas Oval Pavilion         | 1,161.70      |
|                |                 |              |               | INV         | 08/05/2019  | 149872970May19 | 3729U Incubator                        | 998.05        |
|                |                 |              |               | INV         | 08/05/2019  | 141057240May19 | 11928U Zone                            | 3,460.15      |
|                |                 |              |               | INV         | 08/05/2019  | 135567600May19 | 38280U Darius Library/Resource Centre  | 10,621.75     |
|                |                 |              |               | INV         | 08/05/2019  | 177581220May19 | 75559U Recquatic                       | 18,243.55     |
|                |                 |              |               | INV         | 08/05/2019  | 258360080May19 | 4777U Kwinana Adventure Park           | 988.80        |
|                |                 |              |               | INV         | 08/05/2019  | 098975100May19 | 1194U Sandringham Park                 | 385.80        |
|                |                 |              |               | INV         | 08/05/2019  | 223615720May19 | 1344U BP Clubhouse                     | 468.55        |
|                |                 |              |               | INV         | 07/05/2019  | 845563650May19 | 101U BBQ Apex Park                     | 136.75        |
|                |                 |              |               | INV         | 07/05/2019  | 168917550May19 | 4267U Wells Park toilets               | 805.20        |
|                |                 |              |               | INV         | 07/05/2019  | 219451580May19 | 503U Bore Pump POS                     | 244.05        |
|                |                 |              |               | INV         | 07/05/2019  | 219451200May19 | 359U Bore Pump POS                     | 205.60        |
|                |                 |              |               | INV         | 07/05/2019  | 219451010May19 | 1375U Bore Pump POS                    | 476.85        |
|                |                 |              |               | INV         | 07/05/2019  | 412205870May19 | 0U Oakley Hollow                       | 109.80        |
|                |                 |              |               | INV         | 07/05/2019  | 192738060May19 | 0U Price Parkway floodlights           | 109.80        |
|                |                 |              |               | INV         | 07/05/2019  | 157165580May19 | 1041U Thomas Oval Pavilion lights      | 387.70        |

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|                |                 |                                     |               | INV         | 07/05/2019  | 526240500Apr19  | 1437U Thomas Road pump 2                     | 371.50        |
|                |                 |                                     |               | INV         | 07/05/2019  | 023172940May19  | 755U Bertram Park POS                        | 311.35        |
|                |                 |                                     |               | INV         | 07/05/2019  | 191359550May19  | 2141U Ridley Park                            | 452.10        |
|                |                 |                                     |               | INV         | 07/05/2019  | 224882670May19  | 904U Little Rascals                          | 351.10        |
|                |                 |                                     |               | INV         | 07/05/2019  | 312758410Apr19  | 651U Epidote Park/Emerald Park               | 287.00        |
|                |                 |                                     |               | INV         | 07/05/2019  | 450583710Apr19  | 2515U Bertram Oval                           | 503.50        |
|                |                 |                                     |               | INV         | 07/05/2019  | 187992920Apr19  | 676U Bertram Rd Bore for retic               | 293.65        |
|                |                 |                                     |               | INV         | 07/05/2019  | 169026580Apr19  | 1978U Johnson Rd/Gemstone Pde Bore           | 641.25        |
|                |                 |                                     |               | INV         | 07/05/2019  | 765774910Apr19  | 1820U FDC                                    | 600.90        |
|                |                 |                                     |               | INV         | 07/05/2019  | 382919470Apr19  | 301U Medina Centre Reserve                   | 186.70        |
|                |                 |                                     |               | INV         | 07/05/2019  | 2040649358Apr19 | 1975U Pump 1 near Thomas                     | 421.05        |
|                |                 |                                     |               | INV         | 07/05/2019  | 256732610Apr19  | 938U Hoyle Rd Park                           | 356.75        |
|                |                 |                                     |               | INV         | 07/05/2019  | 282690350Apr19  | 4685U Casuarina/Fire Stn/Hall/Station Bore   | 1,358.70      |
|                |                 |                                     |               | INV         | 07/05/2019  | 165493420May19  | 259U Smirks Museum                           | 178.95        |
|                |                 |                                     |               | INV         | 07/05/2019  | 566336000Apr19  | 5U Fire pump water tanker                    | 114.55        |
|                |                 |                                     |               | INV         | 07/05/2019  | 766868640May19  | 350U Smirks Cottage                          | 203.25        |
|                |                 |                                     |               | INV         | 07/05/2019  | 316580380Apr19  | 1277U Medina Oval lighting                   | 453.60        |
|                |                 |                                     |               | INV         | 07/05/2019  | 86150150Apr19   | 5218U Medina Oval                            | 963.90        |
|                |                 |                                     |               | INV         | 07/05/2019  | 819683070Apr19  | 1U Carpark lighting Medina                   | 106.60        |
|                |                 |                                     |               | INV         | 07/05/2019  | 113658350Apr19  | 279U Hennessy Park                           | 184.25        |
|                |                 |                                     |               | INV         | 02/05/2019  | 254890320Apr19  | 6U Rushbrooke Park BBQs                      | 107.95        |
|                |                 |                                     |               | INV         | 02/05/2019  | 254890650Apr19  | 41U Malden Park BBQs                         | 117.30        |
| 3871.218-01    |                 | Bob Jane T-Mart                     | 1,443.00      | INV         | 07/05/2019  | 140711          | Tyres and alignment                          | 773.00        |
|                |                 |                                     |               | INV         | 07/05/2019  | 140550          | Tyres and repairs                            | 670.00        |
| 3871.2256-01   |                 | GlobalX Information Services Pty Lt | 47.30         | INV         | 06/05/2019  | PSI0133367      | Name searches Planning Compliance            | 47.30         |
| 3871.235-01    |                 | Bristol Cleaning Services           | 240.00        | INV         | 07/05/2019  | 0419C           | Window cleaning Clubhouse                    | 240.00        |
| 3871.2410-01   |                 | ABCO Products                       | 1,632.41      | INV         | 06/05/2019  | 400623          | Cleaning items for Adventure Park            | 1,611.25      |
|                |                 |                                     |               | INV         | 06/05/2019  | 402798          | Insect spray for Adventure Park              | 21.16         |
| 3871.248-01    |                 | Bunnings Building Supplies          | 612.05        | INV         | 07/05/2019  | 2163/01672012   | Hardware items                               | 29.06         |
|                |                 |                                     |               | INV         | 07/05/2019  | 2163/01672010   | Hardware items                               | 43.33         |
|                |                 |                                     |               | INV         | 07/05/2019  | 2163/01671552   | Kwinana Adventure Park timber plus fasteners | 264.32        |
|                |                 |                                     |               | INV         | 06/05/2019  | 2163/01121371   | Plants for Family Day Care                   | 184.82        |
|                |                 |                                     |               | INV         | 02/05/2019  | 2163/01671094   | Hardware items                               | 90.52         |

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|----------------|-----------------|-----------------------------------|---------------|-------------|-------------|----------------|---|---------------|
| 3871.2507-01   |                 | Ixom Operations Pty Ltd           | 1,114.37      | INV         | 06/05/2019  | 6104820        | Supply of chlorine gas Recquatic                | 125.49        |
|                |                 |                                   |               | INV         | 06/05/2019  | 6101934        | Supply of chlorine gas Recquatic                | 988.88        |
| 3871.2512-01   |                 | Konnect                           | 39.28         | INV         | 07/05/2019  | 1680545242     | Parts   | 39.28         |
| 3871.2565-01   |                 | Ausco Modular Pty Ltd             | 1,435.50      | INV         | 02/05/2019  | 7173225        | Demountable hire for May 2019                   | 1,435.50      |
| 3871.264-01    |                 | Cabcharge Australia Ltd           | 578.96        | INV         | 06/05/2019  | 00989066P1904  | Cab charges 250319 to 210419                    | 578.96        |
| 3871.2698-01   |                 | Wilson Security Pty Ltd           | 956.33        | INV         | 07/05/2019  | W00240017      | Mobile security Callistemon Court April 2019    | 840.28        |
|                |                 |                                   |               | INV         | 07/05/2019  | W00240285      | Emergency security call out 220419 Banksia Park | 116.05        |
| 3871.29-01     |                 | Acurix Networks Pty Ltd           | 156.20        | INV         | 02/05/2019  | 00002157       | NBN & ADLS monitoring May 2019                  | 156.20        |
| 3871.3105-01   |                 | Poly Pipe Traders                 | 3,826.57      | INV         | 07/05/2019  | 00097718       | Reticulation items                              | 24.45         |
|                |                 |                                   |               | INV         | 07/05/2019  | 00097479       | Reticulation items                              | 16.48         |
|                |                 |                                   |               | INV         | 07/05/2019  | 00097443       | Reticulation items                              | 35.36         |
|                |                 |                                   |               | INV         | 03/05/2019  | 00098035       | Reticulation items                              | 3,102.40      |
|                |                 |                                   |               | INV         | 03/05/2019  | 00097899       | Reticulation items                              | 647.88        |
| 3871.3117-01   |                 | Western Power Connections Manager | 11,831.00     | INV         | 06/05/2019  | CORPB0455587   | Street lighting McWhirter Promenade             | 11,831.00     |
| 3871.3155-01   |                 | PFD Food Services Pty Ltd         | 107.75        | INV         | 08/05/2019  | KP237382       | Items for Recquatic Cafe                        | 107.75        |
| 3871.3212-01   |                 | Marketforce Pty Ltd               | 7,332.00      | INV         | 06/05/2019  | 27366          | Advertisement 300319                            | 790.77        |
|                |                 |                                   |               | INV         | 06/05/2019  | 27368          | Advertisement 130419                            | 610.31        |
|                |                 |                                   |               | INV         | 07/05/2019  | 27363          | Advertisement 240419                            | 720.04        |
|                |                 |                                   |               | INV         | 07/05/2019  | 27365          | Advertisement x 3 260419                        | 2,066.06      |
|                |                 |                                   |               | INV         | 07/05/2019  | 27360          | Advertisement 120419                            | 379.65        |
|                |                 |                                   |               | INV         | 07/05/2019  | 27335          | Advertisement x 2 100419                        | 1,076.73      |
|                |                 |                                   |               | INV         | 07/05/2019  | 27357          | Advertisement 170419                            | 423.16        |
|                |                 |                                   |               | INV         | 06/05/2019  | 27362          | Advertisement 120419                            | 432.06        |
|                |                 |                                   |               | INV         | 06/05/2019  | 27367          | Advertisement 130419                            | 833.22        |
| 3871.3312-01   |                 | Daniels Printing Craftsmen        | 319.00        | INV         | 08/05/2019  | 59575          | Feeding birds flyer                             | 319.00        |
| 3871.335-01    |                 | City of Rockingham                | 53,805.39     | INV         | 03/05/2019  | 104727         | Tip fees to 160419                              | 53,805.39     |
| 3871.3452-01   |                 | Western Maze Pty Ltd              | 66,307.07     | INV         | 06/05/2019  | 00016539       | Hardwaste collection Area 3                     | 64,704.15     |
|                |                 |                                   |               | INV         | 08/05/2019  | 00016559       | Hardwaste collection 020519                     | 1,602.92      |
| 3871.349-01    |                 | Clever Designs                    | 187.10        | INV         | 08/05/2019  | 17800          | Uniforms for Recquatic                          | 187.10        |
| 3871.358-01    |                 | Coastline Mowers                  | 12.00         | INV         | 07/05/2019  | 19814#12       | Hydro fan                                       | 12.00         |



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| 3871.3596-01   |                 | KLMedia Pty Ltd                     | 213.40        | INV         | 06/05/2019  | 1137854         | Library items                                      | 213.40        |
| 3871.3608-01   |                 | Foreshore Rehabilitation & Fencing  | 13,336.73     | INV         | 03/05/2019  | INV-4395        | Fencing works Karlack Close                        | 12,836.23     |
|                |                 |                                     |               | INV         | 06/05/2019  | INV-4418        | Install boom gate Mandogalup                       | 500.50        |
| 3871.380-01    |                 | Community Newspaper Group           | 880.00        | INV         | 08/05/2019  | 434698          | Advertising April 2019                             | 880.00        |
| 3871.3977-01   |                 | MRP Osborne Park-General Pest/Termi | 195.00        | INV         | 02/05/2019  | 81200           | Pest control Challenger Beach                      | 195.00        |
| 3871.407-01    |                 | Winc Australia Pty Ltd              | 312.46        | INV         | 07/05/2019  | 9027066120      | Stationery Depot                                   | 194.68        |
|                |                 |                                     |               | INV         | 08/05/2019  | 9027159297      | Custom Stamp                                       | 117.78        |
| 3871.4112-01   |                 | Cleverpatch Pty Ltd                 | 196.26        | INV         | 07/05/2019  | 327946          | Materials for School Holiday Program               | 196.26        |
| 3871.4245-01   |                 | ED Property Services                | 3,740.00      | INV         | 07/05/2019  | 00001251        | Gutter cleaning Callistemon Court                  | 3,740.00      |
| 3871.4692-01   |                 | Elliotts Irrigation Pty Ltd         | 1,614.80      | INV         | 08/05/2019  | B13752          | Service iron filters April 2019                    | 1,124.20      |
|                |                 |                                     |               | INV         | 08/05/2019  | B13753          | Service iron filters April 2019                    | 490.60        |
| 3871.4719-01   |                 | Complete Office Supplies Pty Ltd    | 563.75        | INV         | 07/05/2019  | 08298572        | Stationery The Zone                                | 116.03        |
|                |                 |                                     |               | INV         | 07/05/2019  | 08299562        | Stationery Darius Wells                            | 447.72        |
| 3871.4808-01   |                 | Simply Headsets                     | 108.00        | INV         | 03/05/2019  | INV-20080       | Headset  | 108.00        |
| 3871.483-01    |                 | Landgate                            | 1,554.49      | INV         | 06/05/2019  | 347301-10001098 | GRV chargeable Schedule G2019/7                    | 984.60        |
|                |                 |                                     |               | INV         | 06/05/2019  | 347118-10001098 | GRV chargeable Schedule G2019/6                    | 569.89        |
| 3871.4861-01   |                 | Big W                               | 68.65         | INV         | 08/05/2019  | 176756          | Dog food for Animal Pound                          | 68.65         |
| 3871.5259-01   |                 | Buswest                             | 775.50        | INV         | 06/05/2019  | 100469          | Bus hire for Recquatic School Holiday program      | 775.50        |
| 3871.5387-01   |                 | Woodlands Distributors & Agencies   | 1,757.25      | INV         | 07/05/2019  | KWA1-012        | Dog waste bags                                     | 1,757.25      |
| 3871.5520-01   |                 | Master Lock Service                 | 635.00        | INV         | 07/05/2019  | 00005921        | Repair flyscreens Banksia Park & Callistemon Court | 205.00        |
|                |                 |                                     |               | INV         | 08/05/2019  | 00005900        | Supply padlock shackles                            | 230.00        |
|                |                 |                                     |               | INV         | 08/05/2019  | 00005849        | Replace flush bolt                                 | 165.00        |
|                |                 |                                     |               | INV         | 08/05/2019  | 00005843        | Rekey screen door Depot Crib Room                  | 35.00         |
| 3871.5546-01   |                 | 4 Signs Pty Ltd                     | 45.00         | INV         | 07/05/2019  | 00010381        | Plaque   | 45.00         |
| 3871.5743-01   |                 | Programmed Maintenance Services Ltd | 10,017.52     | INV         | 07/05/2019  | SINV550827      | BP and APU garden and turf maintenance April 19    | 10,017.52     |
| 3871.5750-01   |                 | Kev's Wheelie Kleen                 | 352.00        | INV         | 08/05/2019  | 4237            | Bin cleaning 050319 John Wellard Centre            | 121.00        |
|                |                 |                                     |               | INV         | 08/05/2019  | 4473            | Bin cleaning 270319 William Bertram Centre         | 77.00         |
|                |                 |                                     |               | INV         | 08/05/2019  | 4588            | Bin cleaning 100419 William Bertram Centre         | 44.00         |
|                |                 |                                     |               | INV         | 08/05/2019  | 4637            | Bin cleaning 160419 John Wellard Centre            | 110.00        |



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|----------------|-----------------|---------------------------|---------------|-------------|-------------|----------------|--|---------------|
| 3871.5754-01   |                 | Talis Consultants Pty Ltd | 16,346.00     | INV         | 06/05/2019  | 18392          | Consultancy services                               | 3,872.00      |
|                |                 |                           |               | INV         | 06/05/2019  | 18393          | Consultancy services                               | 12,474.00     |
| 3871.5823-01   |                 | Accord Security Pty Ltd   | 2,548.81      | INV         | 07/05/2019  | 00023479       | Security services period ending 280419             | 2,548.81      |
| 3871.5958-01   |                 | West Coast Profilers      | 2,079.00      | INV         | 08/05/2019  | 20711          | Hire of profiler and bobcat Clement Road 100419    | 2,079.00      |
| 3871.5996-01   |                 | CMS Engineering Pty Ltd   | 6,961.90      | INV         | 02/05/2019  | 32276          | Service air conditioner Incubator                  | 739.20        |
|                |                 |                           |               | INV         | 02/05/2019  | 32281          | Replace air conditioner unit Mandogalup Station    | 556.60        |
|                |                 |                           |               | INV         | 02/05/2019  | 32277          | Service air conditioner Recquatic                  | 1,023.00      |
|                |                 |                           |               | INV         | 02/05/2019  | 32275          | Service air conditioner Recquatic Stadium          | 434.50        |
|                |                 |                           |               | INV         | 02/05/2019  | 32279          | Service air conditioner Recquatic Swim Club office | 578.60        |
|                |                 |                           |               | INV         | 02/05/2019  | 32280          | Service air conditioner Recquatic                  | 3,630.00      |
| 3871.6018-01   |                 | ALSCO Pty Ltd             | 306.73        | INV         | 02/05/2019  | CPER1933041    | Linen for catering                                 | 77.26         |
|                |                 |                           |               | INV         | 02/05/2019  | CPer1931824    | Linen for catering                                 | 108.96        |
|                |                 |                           |               | INV         | 08/05/2019  | CPER1935333    | Linen for catering                                 | 48.35         |
|                |                 |                           |               | INV         | 08/05/2019  | CPER1935680    | Linen for catering                                 | 72.16         |
| 3871.6267-01   |                 | Woolworths Group Limited  | 1,305.78      | INV         | 08/05/2019  | 35424919       | Items for Admin                                    | 301.34        |
|                |                 |                           |               | INV         | 08/05/2019  | 35509311       | Items for Admin                                    | 157.65        |
|                |                 |                           |               | INV         | 09/05/2019  | 35398906       | Items for Recquatic Cafe                           | 121.86        |
|                |                 |                           |               | INV         | 02/05/2019  | 3413485        | Morning tea City Operations                        | 119.40        |
|                |                 |                           |               | INV         | 07/05/2019  | 3413404        | Morning tea City Operations                        | 93.16         |
|                |                 |                           |               | INV         | 07/05/2019  | 3413490        | Milk for The Zone                                  | 6.60          |
|                |                 |                           |               | INV         | 06/05/2019  | 3413476        | Items for Recquatic Cafe                           | 22.00         |
|                |                 |                           |               | INV         | 06/05/2019  | 3413483        | Items for catering Local Planning Strategy         | 80.69         |
|                |                 |                           |               | INV         | 07/05/2019  | 3371806        | Food for Kadadjiny Bidi program                    | 42.97         |
|                |                 |                           |               | INV         | 07/05/2019  | 3371829        | Food for Kadadjiny Bidi program                    | 35.15         |
|                |                 |                           |               | INV         | 07/05/2019  | 3413465        | Food for Community Liaison Officer to hand out     | 67.80         |
|                |                 |                           |               | INV         | 07/05/2019  | 3413496        | Food for Drop In                                   | 51.34         |
|                |                 |                           |               | INV         | 07/05/2019  | 3371799        | Animal control program supplies                    | 2.19          |
|                |                 |                           |               | INV         | 07/05/2019  | 3413442        | Animal control program supplies                    | 26.50         |
|                |                 |                           |               | INV         | 03/05/2019  | 3413470        | Items for Recquatic Easter activity                | 60.55         |
|                |                 |                           |               | INV         | 03/05/2019  | 3413472        | Items for Recquatic Easter activity                | 35.00         |
|                |                 |                           |               | INV         | 06/05/2019  | 3413484        | Items for Moorditj Kulungars                       | 81.58         |

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|----------------|-----------------|----------------------------------|---------------|-------------|-------------|----------------|---|---------------|
| 3871.6274-01   |                 | Priority 1 Fire & Safety Pty Ltd | 440.00        | INV         | 06/05/2019  | 1819-239       | Breathing apparatus refresher course x 3 staff    | 440.00        |
| 3871.6368-01   |                 | ATI-Mirage Pty Ltd               | 200.00        | RFD         | 07/05/2019  | 1436409        | Refund bond hall hire 180219                      | 200.00        |
| 3871.6370-01   |                 | Elexacom                         | 7,642.76      | INV         | 03/05/2019  | 26143          | Remove data and power points Admin                | 272.48        |
|                |                 |                                  |               | INV         | 03/05/2019  | 26144          | Replace exit light Wandi Hall                     | 584.24        |
|                |                 |                                  |               | INV         | 07/05/2019  | 26158          | Replace light fitting Banksia Park U64            | 142.59        |
|                |                 |                                  |               | INV         | 07/05/2019  | 26145          | Service smoke alarm Callistemon Court U46         | 261.71        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26036          | Test emergency and exit lights William Bertram    | 311.41        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26053          | Electrical checks Adventure Park                  | 239.81        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26037          | Test emergency and exit lights Margaret Feilman 6 | 212.71        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26121          | monthly RCD test Margaret Feilman Centre          | 116.78        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26038          | Test emergency and exit lights Koorliny Centre    | 189.07        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26039          | Test emergency and exit lights Fiona Harris Test  | 165.44        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26105          | emergency and exit lights Girl Guides Hall        | 311.41        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26104          | Test emergency and exit lights Parmelia House     | 189.07        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26040          | Test emergency and exit lights Recquatic          | 428.19        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26122          | 6 monthly RCD test Sloan Cottages                 | 38.93         |
|                |                 |                                  |               | INV         | 06/05/2019  | 26041          | Test emergency and exit lights Senior Citizens    | 155.71        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26123          | 6 monthly RCD testing Sloan Reserve toilets       | 38.93         |
|                |                 |                                  |               | INV         | 06/05/2019  | 26103          | Test emergency and exit lights Smirk Cottage      | 189.07        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26124          | 6 monthly RCD test Smirk Cottage                  | 155.71        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26102          | Test emergency and exit lights Thomas Kelly       | 189.07        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26096          | 6 monthly RCD test Thomas Kelly Pavilion          | 194.63        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26101          | Test emergency and exit lights Thomas Oval        | 141.80        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26126          | 6 monthly RCD test Thomas Oval                    | 77.86         |
|                |                 |                                  |               | INV         | 06/05/2019  | 26127          | 6 monthly RCD test Thomas Netball changerooms     | 77.86         |
|                |                 |                                  |               | INV         | 06/05/2019  | 114287         | Test emergency and exit lights Rotary Club        | 233.56        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26099          | Test emergency and exit lights John Wellard Ctre  | 272.48        |
|                |                 |                                  |               | INV         | 06/05/2019  | 26098          | Test emergency and exit lights Wellard Pavilion   | 165.44        |

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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|----------------|--|---------------|
|                |                 |                                     |               | INV         | 06/05/2019  | 26128          | 6 monthly RCD test Wells Park toilets              | 155.71        |
|                |                 |                                     |               | INV         | 06/05/2019  | 26097          | Test emergency and exit lights Bertram Oval        | 233.56        |
|                |                 |                                     |               | INV         | 06/05/2019  | 26129          | 6 monthly RCD test Bertram Oval Club               | 77.86         |
|                |                 |                                     |               | INV         | 06/05/2019  | 26130          | Inspect damaged street lights 090419               | 164.04        |
|                |                 |                                     |               | INV         | 02/05/2019  | 26073          | Repair external lighting Medina Hall               | 658.88        |
|                |                 |                                     |               | INV         | 02/05/2019  | 26072          | Service exit lights Darius Wells                   | 626.03        |
|                |                 |                                     |               | INV         | 02/05/2019  | 26095          | Repair external lights The Zone                    | 103.79        |
|                |                 |                                     |               | INV         | 08/05/2019  | 25873          | Service door to meter reading Darius Wells         | 189.07        |
|                |                 |                                     |               | INV         | 08/05/2019  | 26157          | Re-install access points John Wellard Centre       | 77.86         |
| 3871.6440-01   |                 | Wellard Residential Pty Ltd         | 38,893.47     | RFD         | 07/05/2019  | 856947         | Refund bond Providence Stage 7A                    | 27,124.75     |
|                |                 |                                     |               | RFD         | 07/05/2019  | 836454         | Refund bond Providence Stage 7B                    | 11,768.72     |
| 3871.6707-01   |                 | Labourforce Impex Personnel Pty Ltd | 2,063.35      | INV         | 06/05/2019  | 150753         | Temp staff week ending 210419                      | 1,257.67      |
|                |                 |                                     |               | INV         | 06/05/2019  | 150940         | Temp staff week ending 280419                      | 805.68        |
| 3871.6762-01   |                 | Muldoon Tiles Supply & Fix          | 299.86        | INV         | 07/05/2019  | 33869          | Tiles for Recquatic                                | 299.86        |
| 3871.6872-01   |                 | Schindler Lifts Australia Pty Ltd   | 115.50        | INV         | 07/05/2019  | 4678704598     | Lift servicing John Wellard Centre Jan to Mar 2019 | 115.50        |
| 3871.69-01     |                 | Alinta Gas                          | 1,172.55      | INV         | 07/05/2019  | 474997486Apr19 | 9789U Darius Wells Library/Resource Centre         | 1,172.55      |
| 3871.7096-01   |                 | Wandi Developments Pty Ltd T/As     | 156,008.16    | RFD         | 16/04/2019  | 787323         | Refund maintenance bond Whistling Grove            | 156,008.16    |
| 3871.72-01     |                 | All Lines & Signs                   | 2,860.00      | INV         | 06/05/2019  | I0150419       | Line marking at Depot                              | 2,860.00      |
| 3871.7384-01   |                 | S J Rural Supplies                  | 122.00        | INV         | 06/05/2019  | 87973          | Hardware items                                     | 122.00        |
| 3871.7388-01   |                 | Morris Jacobs                       | 155.00        | INV         | 08/05/2019  | 1-070519       | Facilitation service 070519                        | 155.00        |
| 3871.7522-01   |                 | GPS Linemarking                     | 357.50        | INV         | 02/05/2019  | INV-960        | Cricket boundary and linemarking Bertram Oval      | 357.50        |
| 3871.7557-01   |                 | Sheila Mills                        | 69.25         | INV         | 06/05/2019  | April2019      | Reimbursement of travel expenses April 19          | 69.25         |
| 3871.762-01    |                 | Blackwood & Sons Ltd                | 1,207.13      | INV         | 06/05/2019  | PE9525RC       | Eyewash solution                                   | 49.76         |
|                |                 |                                     |               | INV         | 06/05/2019  | KW8033SE       | Gloves and sunscreens                              | 366.63        |
|                |                 |                                     |               | INV         | 06/05/2019  | KW4094SF       | Gloves   | 37.84         |
|                |                 |                                     |               | INV         | 06/05/2019  | KW006SG        | Galvanised coil                                    | 57.28         |
|                |                 |                                     |               | INV         | 06/05/2019  | GS9916RX       | Polo shirt Depot                                   | 57.32         |
|                |                 |                                     |               | INV         | 03/05/2019  | KW8619SU       | Storage boxes and tapes                            | 188.94        |
|                |                 |                                     |               | INV         | 03/05/2019  | PE8621SU       | Stainless steel scourer                            | 34.52         |
|                |                 |                                     |               | INV         | 03/05/2019  | KW5452SQ       | Uniform Depot                                      | 47.45         |
|                |                 |                                     |               | INV         | 03/05/2019  | KW4603SS       | Pants Depot  | 96.54         |

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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|----------------|---|---------------|
|                |                 |                                     |               | INV         | 03/05/2019  | KW4628SS       | Safety glasses                                  | 190.59        |
|                |                 |                                     |               | INV         | 08/05/2019  | PE6096SH       | Disposal gloves Recquatic                       | 33.40         |
|                |                 |                                     |               | INV         | 09/05/2019  | KW4620SS       | Earmuffs Depot                                  | 46.86         |
| 3871.7625-01   |                 | Flex Industries Pty Ltd             | 6,517.50      | INV         | 07/05/2019  | 700742         | Assembly torque                                 | 6,517.50      |
| 3871.7743-01   |                 | Denise Walker                       | 175.00        | INV         | 07/05/2019  | 30thApril2019  | Financial assistance National BMX Championships | 175.00        |
| 3871.7809-01   |                 | Frontline Fire and Rescue Equipment | 105.38        | INV         | 03/05/2019  | 63715          | Scott Pro2 filters                              | 105.38        |
| 3871.8325-01   |                 | Envirosweep                         | 1,361.25      | INV         | 08/05/2019  | 64762          | Extra road sweeping                             | 1,361.25      |
| 3871.8421-01   |                 | Back Beach Co                       | 65.80         | INV         | 08/05/2019  | 16612          | Bath robes Recquatic                            | 65.80         |
| 3871.8595-01   |                 | Purearth                            | 2,521.42      | INV         | 06/05/2019  | 00001105       | Road sweepings 210319                           | 2,521.42      |
| 3871.8714-01   |                 | Warwick McKim Carter                | 135.97        | INV         | 08/05/2019  | 11thApril2019  | Reimbursement Beijing Conference expenses       | 135.97        |
| 3871.8756-01   |                 | Ohura Consulting                    | 4,224.00      | INV         | 08/05/2019  | 509            | New Position Descriptions Project               | 4,224.00      |
| 3871.8818-01   |                 | Sienna Properties Pty Ltd           | 3,845.46      | INV         | 07/05/2019  | 16.0           | Rates refund                                    | 1,281.82      |
|                |                 |                                     |               | INV         | 07/05/2019  | 16.0           | Rates refund                                    | 1,281.82      |
|                |                 |                                     |               | INV         | 07/05/2019  | 16.0           | Rates refund                                    | 1,281.82      |
| 3871.888-01    |                 | Les Mills Australia                 | 452.22        | INV         | 08/05/2019  | 990121         | License fees May 2019                           | 452.22        |
| 3871.8884-01   |                 | Coffee Works                        | 370.48        | INV         | 08/05/2019  | 2835           | Coffee servicing March 2019                     | 370.48        |
| 3871.8899-01   |                 | Majestic Plumbing                   | 3,226.59      | INV         | 03/05/2019  | 232739         | Install new basin Chisham Oval                  | 462.00        |
|                |                 |                                     |               | INV         | 03/05/2019  | 232738         | Service toilet Recquatic                        | 530.68        |
|                |                 |                                     |               | INV         | 07/05/2019  | 232817         | Plumbing service Callistemon Court U33          | 233.99        |
|                |                 |                                     |               | INV         | 07/05/2019  | 232813         | Service garden water valve Banksia Park U12     | 279.49        |
|                |                 |                                     |               | INV         | 07/05/2019  | 232861         | Service water fountain Bulrish Park             | 471.42        |
|                |                 |                                     |               | INV         | 07/05/2019  | 232860         | Service drink fountain Calista Oval             | 184.49        |
|                |                 |                                     |               | INV         | 07/05/2019  | 232859         | Service toilet Recquatic                        | 97.75         |
|                |                 |                                     |               | INV         | 02/05/2019  | 232814         | Service sink in toilet The Zone                 | 325.69        |
|                |                 |                                     |               | INV         | 02/05/2019  | 232815         | Service hot water system Tennis Clubrooms       | 173.49        |
|                |                 |                                     |               | INV         | 02/05/2019  | 232816         | Repair taps Challenger Beach toilets            | 467.59        |
| 3871.8979-01   |                 | Vocus Communications                | 1,694.00      | INV         | 08/05/2019  | P413749        | Monthly internet services May 19                | 1,694.00      |
| 3871.8984-01   |                 | Baldivis Transport Pty Ltd          | 175.00        | INV         | 03/05/2019  | 1844           | Bulk water supply 260319                        | 175.00        |
| 3871.8998-01   |                 | McLeods                             | 4,991.25      | INV         | 08/05/2019  | 108157         | Legal fees Matter No 42801                      | 4,991.25      |

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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|------------------|--|---------------|
| 3871.9013-01   |                 | Department of Mines, Industry       | 10,074.10     | INV         | 06/05/2019  | April2019        | Building Services Levy April 2019          | 10,074.10     |
| 3871.9019-01   |                 | Kearns Garden Supplies              | 311.55        | INV         | 06/05/2019  | 24-31/03/2019    | Hardware items Depot                       | 179.57        |
|                |                 |                                     |               | INV         | 07/05/2019  | 37               | Silicone spray                             | 100.93        |
|                |                 |                                     |               | INV         | 07/05/2019  | 65               | Hardware items                             | 31.05         |
| 3871.9030-01   |                 | Air Liquide Australia               | 105.63        | INV         | 08/05/2019  | VO8652           | Hire of medical oxygen cylinder            | 105.63        |
| 3871.903-01    |                 | Lo-Go Appointments                  | 3,530.64      | INV         | 06/05/2019  | 00419607         | Temp staff week ending 270419              | 919.60        |
|                |                 |                                     |               | INV         | 06/05/2019  | 00419496         | Temp staff week ending 130419              | 1,495.77      |
|                |                 |                                     |               | INV         | 06/05/2019  | 00419608         | Temp staff week ending 270419              | 1,115.27      |
| 3871.9044-01   |                 | TenderLink                          | 201.30        | INV         | 02/05/2019  | AU-274356        | Tender service for April 2019              | 201.30        |
| 3871.905-01    |                 | Local Government Professionals      | 2,420.00      | INV         | 08/05/2019  | 10,998           | Executive Leadership Program event         | 2,420.00      |
| 3871.9076-01   |                 | Charles Service Company             | 59,117.80     | INV         | 07/05/2019  | 00031716         | Cleaning services 250319 to 300419         | 55,286.85     |
|                |                 |                                     |               | INV         | 07/05/2019  | 00031717         | Consumable items March 19 to April 19      | 3,830.95      |
| 3871.9547-01   |                 | Retech Rubber                       | 1,754.50      | INV         | 02/05/2019  | 00002793         | Repair soft fall John Wellard Centre       | 1,754.50      |
| 3871.9810-01   |                 | XLR8 Fitness (WA) Pty Ltd           | 159.50        | INV         | 06/05/2019  | 629              | Excursion 230419 balance of payment        | 159.50        |
| 3871.987-01    |                 | Miracle Recreation Equipment        | 1,595.00      | INV         | 06/05/2019  | 38385            | Install gate to suit new ramp Calista Oval | 1,595.00      |
| 3872           | 08/05/2019      | EFT TRANSFER: - 10/05/2019          | 125,523.61    |             |             |                  |  |               |
| 3872.565-01    |                 | Bright Futures Family Day Care - Pa | 125,523.61    | INV         | 08/05/2019  | 220419 to 050519 | FDC Payroll 220419 to 050519               | 125,523.61    |
| 3873           | 08/05/2019      | EFT TRANSFER: - 10/05/2019          | 18,544.62     |             |             |                  |  |               |
| 3873.568-01    |                 | Bright Futures In Home Care - Payro | 18,544.62     | INV         | 05/05/2019  | 220419 to 050519 | IHC Payroll 220419 to 050519               | 18,544.62     |
| 3874           | 10/05/2019      | EFT TRANSFER: - 10/05/2019          | 251,987.52    |             |             |                  |  |               |
| 3874.10152-01  |                 | SuperChoice                         | 251,987.52    | INV         | 30/04/2019  | April2019*-01    | Superannuation-April2019*-01               | 180,888.32    |
|                |                 |                                     |               | INV         | 30/04/2019  | April2019*-03    | Superannuation-April2019*-03               | 5,687.92      |
|                |                 |                                     |               | INV         | 30/04/2019  | April2019*-06    | Superannuation-April2019*-06               | 2,651.68      |
|                |                 |                                     |               | INV         | 30/04/2019  | April2019*-07    | Superannuation-April2019*-07               | 3,593.52      |
|                |                 |                                     |               | INV         | 30/04/2019  | April2019*-13    | Superannuation-April2019*-13               | 1,737.75      |
|                |                 |                                     |               | INV         | 30/04/2019  | April2019*-14    | Superannuation-April2019*-14               | 8,637.82      |
|                |                 |                                     |               | INV         | 30/04/2019  | April2019*-16    | Superannuation-April2019*-16               | 1,165.58      |
|                |                 |                                     |               | INV         | 30/04/2019  | April2019*-17    | Superannuation-April2019*-17               | 14,425.59     |
|                |                 |                                     |               | INV         | 30/04/2019  | April2019*-18    | Superannuation-April2019*-18               | 2,018.17      |
|                |                 |                                     |               | INV         | 30/04/2019  | April2019*-20    | Superannuation-April2019*-20               | 1,271.20      |
|                |                 |                                     |               | INV         | 30/04/2019  | April2019*-21    | Superannuation-April2019*-21               | 940.27        |
|                |                 |                                     |               | INV         | 30/04/2019  | April2019*-22    | Superannuation-April2019*-22               | 442.71        |

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|                |                 |                            |               | INV         | 30/04/2019  | April2019*-24  | Superannuation-April2019*-24  | 695.13        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-28  | Superannuation-April2019*-28  | 89.04         |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-29  | Superannuation-April2019*-29  | 464.70        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-30  | Superannuation-April2019*-30  | 1,058.55      |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-37  | Superannuation-April2019*-37  | 1,680.55      |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-43  | Superannuation-April2019*-43  | 218.13        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-46  | Superannuation-April2019*-46  | 1,449.84      |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-48  | Superannuation-April2019*-48  | 1,138.17      |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-50  | Superannuation-April2019*-50  | 2,144.34      |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-54  | Superannuation-April2019*-54  | 1,208.22      |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-55  | Superannuation-April2019*-55  | 3,088.92      |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-56  | Superannuation-April2019*-56  | 1,070.22      |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-58  | Superannuation-April2019*-58  | 474.02        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-59  | Superannuation-April2019*-59  | 2,060.01      |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-60  | Superannuation-April2019*-60  | 1,009.71      |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-63  | Superannuation-April2019*-63  | 355.28        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-64  | Superannuation-April2019*-64  | 742.84        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-65  | Superannuation-April2019*-65  | 613.64        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-66  | Superannuation-April2019*-66  | 447.74        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-70  | Superannuation-April2019*-70  | 384.38        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-72  | Superannuation-April2019*-72  | 946.14        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-73  | Superannuation-April2019*-73  | 1,371.19      |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-75  | Superannuation-April2019*-75  | 110.13        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-76  | Superannuation-April2019*-76  | 97.05         |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-78  | Superannuation-April2019*-78  | 533.19        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-79  | Superannuation-April2019*-79  | 1,078.00      |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-80  | Superannuation-April2019*-80  | 1,779.80      |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-81  | Superannuation-April2019*-81  | 533.20        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-82  | Superannuation-April2019*-82  | 295.39        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-83  | Superannuation-April2019*-83  | 407.88        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-84  | Superannuation-April2019*-84  | 162.39        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-85  | Superannuation-April2019*-85  | 268.86        |
|                |                 |                            |               | INV         | 30/04/2019  | April2019*-86  | Superannuation-April2019*-86  | 550.34        |
| <hr/>          |                 |                            |               |             |             |                |                               |               |
| 3875           | 15/05/2019      | EFT TRANSFER: - 16/05/2019 | 465,711.91    |             |             |                |                               |               |
| 3875.10146-01  |                 | Legal Practice Board of WA | 1,270.00      | INV         | 15/05/2019  | 14thMay2019    | Annual Practising Certificate | 1,270.00      |

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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|----------------|--|---------------|
| 3875.10311-01  |                 | Go Doors Pty Ltd                    | 1,611.50      | INV         | 13/05/2019  | 81852          | Repair roller shutter Adventure Park               | 1,424.50      |
|                |                 |                                     |               | INV         | 13/05/2019  | 81840          | Repair automatic door Darius Wells                 | 187.00        |
| 3875.1034-01   |                 | North Lake Electrical Pty Ltd       | 17,297.50     | INV         | 10/05/2019  | 53587          | Install new 13kw cubicle                           | 17,297.50     |
| 3875.10590-01  |                 | Danber Technical Services           | 76,886.70     | INV         | 06/05/2019  | 00156          | Replace solar lights Latitude 32                   | 76,886.70     |
| 3875.10756-01  |                 | Retech Rubber                       | 588.50        | INV         | 13/05/2019  | 00002811       | Thomas Oval repair hole in rubber soft fall        | 313.50        |
|                |                 |                                     |               | INV         | 15/05/2019  | 00002828       | Repair hole on soft fall surface                   | 275.00        |
| 3875.10802-01  |                 | Safemaster Safety Products Pty Ltd  | 6,488.00      | INV         | 13/05/2019  | 00009477       | Height safety inspections various locations        | 6,488.00      |
| 3875.109-01    |                 | ARRB Group Ltd                      | 75,132.20     | INV         | 10/05/2019  | 80670          | Footpath and kerb inspections                      | 75,132.20     |
| 3875.11049-01  |                 | QTM Pty Ltd                         | 6,884.87      | INV         | 13/05/2019  | INV-0587       | Traffic control 290319 Thomas Road                 | 841.50        |
|                |                 |                                     |               | INV         | 13/05/2019  | INV-0359       | Traffic control 290319 Clementi Road               | 1,273.87      |
|                |                 |                                     |               | INV         | 13/05/2019  | INV-0380       | Traffic control 010419 Clementi Road               | 1,310.27      |
|                |                 |                                     |               | INV         | 13/05/2019  | INV-0393       | Traffic control 020419 Clementi Road               | 1,310.27      |
|                |                 |                                     |               | INV         | 13/05/2019  | INV-0859       | Traffic control 250419 Medina Avenue               | 2,148.96      |
| 3875.11154-01  |                 | WA Primary Health Alliance          | 422.00        | INV         | 13/05/2019  | 2ndMay2019     | Refund overpayment Links booking L3927             | 422.00        |
| 3875.11172-01  |                 | McGees Property                     | 3,300.00      | INV         | 13/05/2019  | 26128          | Market Rental Valuation fee 1st Floor Darius Wells | 3,300.00      |
| 3875.11183-01  |                 | CIVIQ Pty Ltd                       | 4,568.30      | INV         | 10/05/2019  | INV-30808      | Drink fountain and bottle refill station           | 4,568.30      |
| 3875.11189-01  |                 | The Lucy Saw Centre                 | 784.95        | INV         | 10/05/2019  | 8thMay2019     | Staff donations 3rd Quarter                        | 784.95        |
| 3875.11191-01  |                 | Su Jin Jung                         | 100.00        | RFD         | 14/05/2019  | 1455747        | Refund bond hall hire 030419                       | 100.00        |
| 3875.11192-01  |                 | Julie Anne Koenig                   | 100.00        | RFD         | 14/05/2019  | 1405289        | Refund bond Patio hire 110519                      | 100.00        |
| 3875.11193-01  |                 | Syke Summers                        | 100.00        | RFD         | 14/05/2019  | 1436220        | Refund bond Patio hire 110519                      | 100.00        |
| 3875.11194-01  |                 | Mandeep Singh                       | 1,902.55      | RFD         | 14/05/2019  | 1476118        | Refund bond hall hire 070519                       | 1,902.55      |
| 3875.11197-01  |                 | Courtney Patterson                  | 152.80        | INV         | 15/05/2019  | 15thMay2019    | Refund overcharge of cancelled membership          | 152.80        |
| 3875.1130-01   |                 | Port Printing Works                 | 106.70        | INV         | 10/05/2019  | INV036787      | Flyers for LyriK awards                            | 106.70        |
| 3875.1272-01   |                 | Sanity Music Stores Pty Limited     | 71.97         | INV         | 13/05/2019  | 47671          | DVDs for Library                                   | 39.99         |
|                |                 |                                     |               | INV         | 13/05/2019  | 47670          | CDs for Library                                    | 31.98         |
| 3875.1360-01   |                 | St John Ambulance Australia (WA) In | 128.00        | INV         | 15/05/2019  | FAINV00192863  | Provide First Aid 240419                           | 128.00        |
| 3875.1393-01   |                 | Sunny Sign Company Pty Ltd          | 445.50        | INV         | 10/05/2019  | 409143         | Sign   | 74.25         |
|                |                 |                                     |               | INV         | 10/05/2019  | 409142         | Signs  | 371.25        |



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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|-----------------|---|---------------|
| 3875.1423-01   |                 | Telstra                             | 2,491.62      | INV         | 13/05/2019  | 9385375010May19 | Internet and data to 240519                     | 2,491.62      |
| 3875.1485-01   |                 | T-Quip                              | 266.50        | INV         | 13/05/2019  | 83939#7         | Rubber deflectors                               | 133.25        |
|                |                 |                                     |               | INV         | 13/05/2019  | 83908#12        | Rubber deflectors                               | 133.25        |
| 3875.1512-01   |                 | S & F Treeby                        | 180.00        | INV         | 09/05/2019  | 3rdMay2019      | FCO phone allowance December 18 to May 19       | 180.00        |
| 3875.1530-01   |                 | Wormald Australia Pty Ltd           | 104.50        | INV         | 09/05/2019  | 7959570         | John Wellard transition to Quickpoll monitoring | 104.50        |
| 3875.1536-01   |                 | Ulverscroft Large Print Books       | 57.41         | INV         | 13/05/2019  | I126819AU       | Library items                                   | 57.41         |
| 3875.1561-01   |                 | WA Limestone Co                     | 388.50        | INV         | 10/05/2019  | MI2789/01       | 26.96 tonne lawn sand                           | 388.50        |
| 3875.1592-01   |                 | Water Corporation of Western Austra | 22,236.37     | INV         | 13/05/2019  | 9013156996May19 | 241U Fire Services Library/Darius Wells         | 2,023.25      |
|                |                 |                                     |               | INV         | 13/05/2019  | 9000340874May19 | 880U APU  | 3,663.37      |
|                |                 |                                     |               | INV         | 13/05/2019  | 9000341201May19 | 1111U Banksia Park                              | 4,432.76      |
|                |                 |                                     |               | INV         | 13/05/2019  | 9012543409May19 | 164U Admin/Arts/Parmelia                        | 2,281.40      |
|                |                 |                                     |               | INV         | 13/05/2019  | 9000340559May19 | 274U Calista Oval Tennis Club/Public toilets    | 673.22        |
|                |                 |                                     |               | INV         | 13/05/2019  | 9000334589May19 | 5U Feilman Building                             | 682.92        |
|                |                 |                                     |               | INV         | 13/05/2019  | 9000341578May19 | 1172U Recquatic/Zone                            | 6,368.47      |
|                |                 |                                     |               | INV         | 13/05/2019  | 9012573982May19 | 12U Incubator                                   | 297.51        |
|                |                 |                                     |               | INV         | 13/05/2019  | 900341914May19  | Service Charge Shop 23/40 Meares                | 147.86        |
|                |                 |                                     |               | INV         | 09/05/2019  | 9000295305May19 | 102U Sloans Cottage                             | 250.61        |
|                |                 |                                     |               | INV         | 09/05/2019  | 9000334597May19 | Service charges Feilman Building                | 313.14        |
|                |                 |                                     |               | INV         | 09/05/2019  | 9000294409May19 | 16U Leda Hall                                   | 321.44        |
|                |                 |                                     |               | INV         | 13/05/2019  | 9000374062May19 | 34U Wells Park toilets                          | 83.54         |
|                |                 |                                     |               | INV         | 13/05/2019  | 9000342570May19 | 31U Rhodes Park                                 | 255.11        |
|                |                 |                                     |               | INV         | 13/05/2019  | 9000339427May19 | 65U Victory for Life                            | 293.91        |
|                |                 |                                     |               | INV         | 13/05/2019  | 9000341922May19 | Service Charge Shop 24/40 Meares                | 147.86        |
| 3875.1623-01   |                 | Western Irrigation Pty Ltd          | 3,465.00      | INV         | 10/05/2019  | P42514          | Onsite calibration of hydrometers               | 3,465.00      |
| 3875.1655-01   |                 | Bunzl Brands & Operations Pty Ltd   | 180.35        | INV         | 13/05/2019  | 2594722         | Uniform Depot                                   | 180.35        |
| 3875.1767-01   |                 | Construction Training Fund          | 1,789.49      | INV         | 13/05/2019  | April19         | CTF Levy for April 2019                         | 1,789.49      |
| 3875.1830-01   |                 | Biffa Bins                          | 310.00        | INV         | 13/05/2019  | 0859329         | Skip bin Callistemon Court                      | 310.00        |
| 3875.188-01    |                 | Beaurepaires Tyres Kwinana          | 2,380.10      | INV         | 14/05/2019  | 6410586978      | Tyres and wheel balancing                       | 1,556.24      |
|                |                 |                                     |               | INV         | 13/05/2019  | U548352575      | Tyres   | 823.86        |
| 3875.2097-01   |                 | Beaver Tree Services Aust Pty Ltd   | 5,376.42      | INV         | 10/05/2019  | 69142           | Tree watering week ending 030519                | 4,093.21      |



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|----------------|-----------------|----------------------------------|---------------|-------------|-------------|-----------------|---|---------------|
|                |                 |                                  |               | INV         | 10/05/2019  | 69143           | Blanket watering Mortimer Road week ending 030519 | 1,283.21      |
| 3875.2125-01   |                 | Synergy                          | 122,038.10    | INV         | 13/05/2019  | 652922630May19  | 226U Model railways changerooms                   | 170.15        |
|                |                 |                                  |               | INV         | 13/05/2019  | 107029100May19  | 5027U Wellard Community Centre                    | 1,237.20      |
|                |                 |                                  |               | INV         | 13/05/2019  | 179469390May19  | 4328U Bertram Community Centre                    | 1,207.20      |
|                |                 |                                  |               | INV         | 09/05/2019  | 792417950May19  | Street Lighting                                   | 115,911.75    |
|                |                 |                                  |               | INV         | 13/05/2019  | 884861450May19  | Usage to 020519 Callistemon Court                 | 1,640.55      |
|                |                 |                                  |               | INV         | 13/05/2019  | 320970650May19  | Usage to 020519 Callistemon Court                 | 93.60         |
|                |                 |                                  |               | INV         | 13/05/2019  | 130957780May19  | Usage to 020519 Banksia Park & Callistemon Court  | 182.25        |
|                |                 |                                  |               | INV         | 13/05/2019  | 277773560May19  | Usage to 020519 Banksia Park                      | 1,500.05      |
|                |                 |                                  |               | INV         | 13/05/2019  | 320874290May19  | Usage to 030519 Callistemon Court                 | 95.35         |
| 3875.218-01    |                 | Bob Jane T-Mart                  | 179.00        | INV         | 13/05/2019  | 140737          | Tyre for KWN2054                                  | 179.00        |
| 3875.2224-01   |                 | Prestige Catering & Event Hire   | 1,409.20      | INV         | 13/05/2019  | 00024424        | OCM dinner 080519                                 | 435.00        |
|                |                 |                                  |               | INV         | 13/05/2019  | 00024419        | Catering at briefing dinner 010519                | 417.00        |
|                |                 |                                  |               | INV         | 13/05/2019  | 00024421        | Catering Public Health Plan consultation 060519   | 178.80        |
|                |                 |                                  |               | INV         | 13/05/2019  | 00024422        | Catering at briefing dinner 060519                | 378.40        |
| 3875.248-01    |                 | Bunnings Building Supplies       | 782.31        | INV         | 13/05/2019  | 2163/01019378   | Kwinana Adventure Park hardware                   | 39.39         |
|                |                 |                                  |               | INV         | 13/05/2019  | 2442/01409721   | Pool safety gate kits                             | 324.90        |
|                |                 |                                  |               | INV         | 13/05/2019  | 2163/01554263   | Mortar  | 8.22          |
|                |                 |                                  |               | INV         | 13/05/2019  | 2163/01554261   | 75L rubbish bins                                  | 318.00        |
|                |                 |                                  |               | INV         | 10/05/2019  | 2163/01125944   | Bin kitchen maze                                  | 91.80         |
| 3875.2483-01   |                 | Picton Press                     | 140.39        | INV         | 09/05/2019  | 40702           | What's on and Wellness bookmarks                  | 140.39        |
| 3875.2512-01   |                 | Konnect                          | 105.04        | INV         | 13/05/2019  | 1681914676      | Assorted parts                                    | 105.04        |
| 3875.2652-01   |                 | Modern Teaching Aids Pty Ltd     | 113.08        | INV         | 13/05/2019  | 43645368        | Items for July School Holidays                    | 113.08        |
| 3875.2659-01   |                 | Department of Health             | 505.00        | INV         | 14/05/2019  | Licence No 4099 | Renewal Pest Management Licence No 4099           | 190.00        |
|                |                 |                                  |               | INV         | 14/05/2019  | Licence No 6106 | Renewal Pest Management Licence No 6106           | 190.00        |
|                |                 |                                  |               | INV         | 10/05/2019  | Permit 1802     | Renewal of chlorine gas Permit 1802               | 125.00        |
| 3875.2852-01   |                 | Downer EDI Works Pty Ltd         | 215.04        | INV         | 09/05/2019  | 6006941         | Asphalt The Spectacles April 2019                 | 69.37         |
|                |                 |                                  |               | INV         | 09/05/2019  | 6006966         | Asphalt Wandi April 2019                          | 145.67        |
| 3875.3032-01   |                 | Celebration Nominees Pty Ltd T/A | 324.00        | INV         | 13/05/2019  | 7thMay2019      | Refund of material usage fee VP2018/290           | 324.00        |
| 3875.3130-01   |                 | Craig Treeby                     | 360.00        |             |             |                 |   |               |

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|                |                 |                                     |               | INV         | 13/05/2019  | 3rdMay2019       | Balance of phone & internet allowance 2018/2019 | 360.00        |
| 3875.3243-01   |                 | Grant Thornton Audit Pty Ltd        | 5,886.14      | INV         | 13/05/2019  | 1380692          | Interim audit for Developer Contributions 2018  | 5,886.14      |
| 3875.339-01    |                 | Civica Pty Ltd                      | 13,401.76     | INV         | 09/05/2019  | M/LG011451       | Licence Support and Maintenance to 310520       | 13,401.76     |
| 3875.358-01    |                 | Coastline Mowers                    | 1,403.22      | INV         | 13/05/2019  | 20134#5          | Chainsaw combo file holder                      | 1,403.22      |
| 3875.3601-01   |                 | Family Day Care Australia           | 1,000.00      | RFD         | 14/05/2019  | 1455143          | Refund bond hall hire                           | 1,000.00      |
| 3875.3608-01   |                 | Foreshore Rehabilitation & Fencing  | 1,005.40      | INV         | 09/05/2019  | INV-4417         | Clementi Road fence reinstatement               | 1,005.40      |
| 3875.3877-01   |                 | Schweppes Australia Pty Ltd         | 1,143.11      | INV         | 15/05/2019  | 9005976524       | Recquatic cafe supplies                         | 882.35        |
|                |                 |                                     |               | INV         | 15/05/2019  | 9005943795       | Recquatic cafe supplies                         | 260.76        |
| 3875.3977-01   |                 | MRP Osborne Park-General Pest/Termi | 1,120.00      | INV         | 13/05/2019  | 79791            | Pest control Ascot Parkway                      | 1,120.00      |
| 3875.412-01    |                 | Courier Australia                   | 54.78         | INV         | 10/05/2019  | 0376             | Courier to 180419                               | 54.78         |
| 3875.4179-01   |                 | Australian Office Leading Brands    | 144.65        | INV         | 13/05/2019  | 96154687         | DL envelopes                                    | 89.87         |
|                |                 |                                     |               | INV         | 13/05/2019  | 96154686         | DL window face envelopes                        | 54.78         |
| 3875.4245-01   |                 | ED Property Services                | 6,160.00      | INV         | 13/05/2019  | 00001256         | Wardrobe renewal Callistemon Court U20          | 3,080.00      |
|                |                 |                                     |               | INV         | 13/05/2019  | 00001257         | Wardrobe renewal Callistemon Court U29          | 3,080.00      |
| 3875.4279-01   |                 | Data #3 Limited                     | 197.06        | INV         | 09/05/2019  | 01819796         | Commercial grade case and tablet                | 197.06        |
| 3875.4350-01   |                 | T J Depiazzi & Sons                 | 3,259.85      | INV         | 10/05/2019  | 100072           | 50m3 mulch                                      | 3,259.85      |
| 3875.469-01    |                 | Department of Biodiversity,         | 544.50        | INV         | 10/05/2019  | 3258             | Supply gate legs and parts                      | 544.50        |
| 3875.4861-01   |                 | Big W                               | 113.88        | INV         | 10/05/2019  | 176749           | Items for John Wellard sensory play Term 2      | 55.00         |
|                |                 |                                     |               | INV         | 10/05/2019  | 176750           | Items for Thank A Volunteer event               | 58.88         |
| 3875.5071-01   |                 | JB HiFi Commercial Division         | 396.36        | INV         | 13/05/2019  | DE001-6983660-1C | 2 x Webcams and 5 x Lightning Cables            | 396.36        |
| 3875.5389-01   |                 | Shaw Grading & Contracting Pty Ltd  | 10,395.00     | INV         | 15/05/2019  | 1889             | Hire of grader with operator Postans Road       | 3,888.50      |
|                |                 |                                     |               | INV         | 15/05/2019  | 1888             | Hire of grader with operator various locations  | 6,506.50      |
| 3875.5581-01   |                 | Totally Workwear Rockingham         | 2,042.47      | INV         | 09/05/2019  | RK6448.D1        | Uniforms Environment                            | 2,042.47      |
| 3875.5754-01   |                 | Talis Consultants Pty Ltd           | 1,100.00      | INV         | 13/05/2019  | 18595            | Consultancy services period ending 300419       | 1,100.00      |
| 3875.5776-01   |                 | Eddie Mouna                         | 360.00        | INV         | 09/05/2019  | 3rdMay2019       | Balance of phone & internet allowance 2018/2019 | 360.00        |
| 3875.5823-01   |                 | Accord Security Pty Ltd             | 902.00        | INV         | 13/05/2019  | 00023220         | Security guard for Australia Day event 250119   | 902.00        |

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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|----------------|--|---------------|
| 3875.583-01    |                 | Flexi Staff Pty Ltd                 | 3,179.34      | INV         | 14/05/2019  | 207412         | Temp staff week ending 140419                    | 2,136.95      |
|                |                 |                                     |               | INV         | 10/05/2019  | 207745         | Temp staff week ending 280419                    | 1,042.39      |
| 3875.5937-01   |                 | Duane Mark Fryer                    | 180.00        | INV         | 13/05/2019  | 3rdMay2019     | FCO phone allowance Dec 18 to May 19             | 180.00        |
| 3875.5958-01   |                 | West Coast Profilers                | 2,310.00      | INV         | 13/05/2019  | 20391          | Hire of machinery 220219                         | 2,310.00      |
| 3875.598-01    |                 | Forpark Australia Pty Ltd           | 7,414.00      | INV         | 13/05/2019  | 43339          | Djilba Reserve Swing-a-way seat and ropes        | 2,170.30      |
|                |                 |                                     |               | INV         | 10/05/2019  | 43310          | Polished drums                                   | 5,243.70      |
| 3875.6157-01   |                 | Frank James Gorman                  | 44.05         | INV         | 10/05/2019  | 9thMay2019     | Reimbursement of HC Licence                      | 44.05         |
| 3875.6267-01   |                 | Woolworths Group Limited            | 327.76        | INV         | 10/05/2019  | 3413482        | Items for John Wellard Sensory Play Term 2       | 108.66        |
|                |                 |                                     |               | INV         | 10/05/2019  | 3413494        | Items for Volunteer Event                        | 83.80         |
|                |                 |                                     |               | INV         | 09/05/2019  | 3413497        | Cafe stock for Cafe Splash                       | 22.70         |
|                |                 |                                     |               | INV         | 13/05/2019  | 3346308        | Depot morning tea supplies                       | 112.60        |
| 3875.6289-01   |                 | Clockwork Print                     | 929.50        | INV         | 13/05/2019  | INV-0057743    | Bertram multilingual welcome stickers            | 929.50        |
| 3875.6370-01   |                 | Elexacom                            | 1,013.31      | INV         | 09/05/2019  | 26136          | The Shed electrical repairs                      | 193.19        |
|                |                 |                                     |               | INV         | 09/05/2019  | 26134          | Department of Housing Building car park lighting | 725.59        |
|                |                 |                                     |               | INV         | 13/05/2019  | 26159          | Service lights Mandogalup Fire Station           | 94.53         |
| 3875.6395-01   |                 | Purpose Built Pty Ltd               | 891.00        | INV         | 13/05/2019  | INV-170617     | Facilitating technology programs                 | 495.00        |
|                |                 |                                     |               | INV         | 13/05/2019  | INV-170625     | 8 x Facilitated Coderdojo sessions               | 396.00        |
| 3875.664-01    |                 | StrataGreen                         | 4,355.51      | INV         | 13/05/2019  | 107407         | Assorted plants Pimlico crescent                 | 3,046.73      |
|                |                 |                                     |               | INV         | 10/05/2019  | 107340         | Fertilisers                                      | 1,308.78      |
| 3875.665-01    |                 | Gregs Glass                         | 865.60        | INV         | 10/05/2019  | 7163-19        | Reglaze door panels                              | 527.00        |
|                |                 |                                     |               | INV         | 10/05/2019  | 7164-19        | Reglaze window                                   | 138.60        |
|                |                 |                                     |               | INV         | 14/05/2019  | 6520-19        | Rerubber and reblock door Darius Wells           | 200.00        |
| 3875.6700-01   |                 | Sprayking WA Pty Ltd                | 440.00        | INV         | 13/05/2019  | 00001713       | Weeds treatment Daintree Park                    | 440.00        |
| 3875.6707-01   |                 | Labourforce Impex Personnel Pty Ltd | 1,838.42      | INV         | 13/05/2019  | 151057         | Contract Building Surveyor Position w/e 050519   | 1,838.42      |
| 3875.6812-01   |                 | Australian Grown                    | 3,036.18      | INV         | 10/05/2019  | SI24342        | Promotional items Family Day Care                | 1,653.48      |
|                |                 |                                     |               | INV         | 10/05/2019  | SI24321        | Promotional items Family Day Care                | 1,382.70      |
| 3875.682-01    |                 | Harmony Software                    | 1,488.30      | INV         | 13/05/2019  | I3-223         | Harmony subscription for educators March 2019    | 1,488.30      |
| 3875.693-01    |                 | Mark David Heath                    | 180.00        | INV         | 09/05/2019  | 3rdMay2019     | FCO phone allowance December 18 to May 19        | 180.00        |

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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|----------------|--|---------------|
| 3875.72-01     |                 | All Lines & Signs                   | 990.00        | INV         | 14/05/2019  | I0160419       | Line marking Depot yard                            | 990.00        |
| 3875.7388-01   |                 | Morris Jacobs                       | 265.00        | INV         | 14/05/2019  | 3-14/05/2019   | Facilitation service 140519                        | 155.00        |
|                |                 |                                     |               | INV         | 14/05/2019  | 2-130519       | Facilitate Monday Boredom Busters                  | 110.00        |
| 3875.7522-01   |                 | GPS Linemarking                     | 4,471.50      | INV         | 13/05/2019  | INV-944        | Line marking at various ovals                      | 4,471.50      |
| 3875.762-01    |                 | Blackwood & Sons Ltd                | 1,494.48      | INV         | 13/05/2019  | KW0829SE       | Uniform Depot                                      | 365.53        |
|                |                 |                                     |               | INV         | 13/05/2019  | KW3038SF       | Uniforms Depot                                     | 812.15        |
|                |                 |                                     |               | INV         | 15/05/2019  | KW5709SQ       | Lanyards Depot                                     | 316.80        |
| 3875.7669-01   |                 | Calibre Professional Services       | 1,078.00      | INV         | 13/05/2019  | 033541         | Review of Parkfield Basin relocation               | 1,078.00      |
| 3875.7689-01   |                 | VARIDESK                            | 1,700.50      | INV         | 09/05/2019  | IVC-2-1157171  | Stand up desk                                      | 1,700.50      |
| 3875.8134-01   |                 | Ecospill Pty Ltd                    | 269.50        | INV         | 13/05/2019  | INV00771888E   | Absorbent mats                                     | 269.50        |
| 3875.8319-01   |                 | Poolwerx Spearwood                  | 2,257.35      | INV         | 10/05/2019  | 111949-1       | Service and test water Adventure Park              | 2,257.35      |
| 3875.854-01    |                 | Kwinana Swimming Club               | 2,000.00      | RFD         | 14/05/2019  | 1462847        | Refund bond Hall hire 040519                       | 2,000.00      |
| 3875.8595-01   |                 | Purearth                            | 1,986.05      | INV         | 10/05/2019  | 00001186       | Collection of road sweepings 23 tonne              | 1,986.05      |
| 3875.8815-01   |                 | AD Engineering International Pty Lt | 880.00        | INV         | 13/05/2019  | 22071          | Repairs transportable radar speed display trailer  | 880.00        |
| 3875.8899-01   |                 | Majestic Plumbing                   | 1,421.70      | INV         | 09/05/2019  | 232901         | Compressor repair/investigation at Pound           | 1,421.70      |
| 3875.8996-01   |                 | Fridgair Industries Pty Ltd         | 192.50        | INV         | 10/05/2019  | 32186          | Service freezer The Zone                           | 192.50        |
| 3875.9019-01   |                 | Kearns Garden Supplies              | 19.82         | INV         | 10/05/2019  | 38             | Hardware items                                     | 19.82         |
| 3875.903-01    |                 | Lo-Go Appointments                  | 765.38        | INV         | 10/05/2019  | 00419609       | Temp staff week ending 270419                      | 765.38        |
| 3875.928-01    |                 | Major Motors                        | 729.20        | INV         | 13/05/2019  | 761881         | Rubber mat   | 60.49         |
|                |                 |                                     |               | INV         | 13/05/2019  | 753481         | Assorted parts                                     | 190.57        |
|                |                 |                                     |               | INV         | 13/05/2019  | 754658         | Assorted parts                                     | 239.07        |
|                |                 |                                     |               | INV         | 13/05/2019  | 760669         | Assorted parts                                     | 239.07        |
| 3875.9345-01   |                 | Accidental Health & Safety Perth    | 103.98        | INV         | 13/05/2019  | 616781         | John Wellard Community Centre restock of first aid | 103.98        |
| 3875.9534-01   |                 | Strong Tower Apostolic Oneness Chur | 142.10        | INV         | 15/05/2019  | 8thMay2019     | Refund overpayment Links invoice L1751 & L1752     | 142.10        |
| 3875.9572-01   |                 | Aaron Thomas                        | 650.00        | INV         | 13/05/2019  | 114            | Open Mic event 020519                              | 650.00        |
| 3875.9590-01   |                 | My Media Intelligence Pty Ltd       | 845.94        | INV         | 13/05/2019  | INV-1132       | Media Monitoring coverage                          | 845.94        |
| 3875.9931-01   |                 | Monsido Pty Ltd                     | 586.30        | INV         | 09/05/2019  | INV0427        | Web & Accessibility Compliance May/June 2019       | 586.30        |

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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|----------------|---|---------------|
| 3876           | 22/05/2019      | EFT TRANSFER: - 23/05/2019          | 937,572.97    |             |             |                |   |               |
| 3876.10077-01  |                 | Broadtrans Civil Pty Ltd            | 10,642.68     | INV         | 17/05/2019  | 00001747       | Drainage works Burlington Street                  | 10,642.68     |
| 3876.10216-01  |                 | Powerlyt                            | 2,365.00      | INV         | 17/05/2019  | 2086           | Streetlight lighting design                       | 2,365.00      |
| 3876.10373-01  |                 | Green Willows Industrial Cleaning a | 400.00        | INV         | 17/05/2019  | 7              | Clubhouse and office cleaning                     | 200.00        |
|                |                 |                                     |               | INV         | 22/05/2019  | 8              | Clubhouse and office cleaning                     | 200.00        |
| 3876.1046-01   |                 | OCE Australia Ltd                   | 233.79        | INV         | 21/05/2019  | 1473130        | Printer Charges ColorWave 550 April 19            | 233.79        |
| 3876.10461-01  |                 | The People Catalyst Pty Ltd         | 2,530.00      | INV         | 21/05/2019  | 1150           | Professional service                              | 550.00        |
|                |                 |                                     |               | INV         | 21/05/2019  | 1151           | Professional service                              | 1,980.00      |
| 3876.10483-01  |                 | Q2 Online                           | 8,415.00      | INV         | 21/05/2019  | 0519-002       | Website Strategy Consultancy Services             | 1,650.00      |
|                |                 |                                     |               | INV         | 17/05/2019  | 0519-001       | Website consultancy services                      | 6,765.00      |
| 3876.10508-01  |                 | FE Technologies Pty Ltd             | 1,028.50      | INV         | 17/05/2019  | 1006954        | RFID tags   | 1,028.50      |
| 3876.10578-01  |                 | Swiftworks Pty Ltd                  | 400.00        | INV         | 21/05/2019  | 00002296       | Volunteer Management                              | 400.00        |
| 3876.1071-01   |                 | Pagett & Co Barrister & Solicitor   | 231.00        | INV         | 21/05/2019  | K52/5842       | Legal services for Banksia Park Retirement Estate | 231.00        |
| 3876.1092-01   |                 | Peerless Jal Pty Ltd                | 120.01        | INV         | 21/05/2019  | SI257485       | Cleaning items                                    | 120.01        |
| 3876.11049-01  |                 | QTM Pty Ltd                         | 8,393.67      | INV         | 17/05/2019  | INV-0962       | Traffic management Millar Road                    | 841.04        |
|                |                 |                                     |               | INV         | 17/05/2019  | INV-0764       | Traffic control 090419 Burlington Street          | 951.94        |
|                |                 |                                     |               | INV         | 17/05/2019  | INV-0864       | Traffic control 100419 Clement Road               | 2,293.15      |
|                |                 |                                     |               | INV         | 17/05/2019  | INV-0865       | Traffic control 110419 Wandi Drive                | 2,046.68      |
|                |                 |                                     |               | INV         | 17/05/2019  | INV-0905       | Traffic control 190419 Beacham Crescent           | 2,260.86      |
| 3876.11056-01  |                 | Stoneham and Associates             | 8,092.00      | INV         | 17/05/2019  | One            | Professional service Stage 1                      | 8,092.00      |
| 3876.11087-01  |                 | CD & P Pty Ltd                      | 8,013.61      | INV         | 21/05/2019  | 5359           | SAT Representation of Council DA9199              | 4,122.80      |
|                |                 |                                     |               | INV         | 21/05/2019  | 5360           | Professional fees for Planning project            | 3,890.81      |
| 3876.11142-01  |                 | Oban Group Pty Ltd                  | 40,653.80     | INV         | 21/05/2019  | 19530          | Repair roof and lights Senior Citizens Centre     | 2,354.00      |
|                |                 |                                     |               | INV         | 21/05/2019  | 18339          | Remedial works Senior Citizens Centre             | 38,299.80     |
| 3876.11170-01  |                 | Base Fabrications Pty Ltd           | 2,145.00      | INV         | 21/05/2019  | 00001993       | Sanding and painting box trailer                  | 2,145.00      |
| 3876.11184-01  |                 | Dorma Hueppe Pty Ltd                | 2,178.00      | INV         | 17/05/2019  | 35MW-629869    | Repair lock Darius Wells                          | 2,178.00      |
| 3876.11196-01  |                 | Andrew Rennie Graham                | 756.36        | INV         | 20/05/2019  | 16.3           | Rates refund                                      | 756.36        |
| 3876.11198-01  |                 | Heidi Louise Edge                   | 17.96         | INV         | 17/05/2019  | 3rdMay2019     | Reimbursement of items for Purple Bench launch    | 17.96         |

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| 3876.11205-01  |                 | Dale Slater                         | 100.00        | RFD         | 22/05/2019  | 1455079         | Refund bond Patio hire 180519             | 100.00        |
| 3876.11206-01  |                 | Rachael Scott                       | 100.00        | RFD         | 22/05/2019  | 1462972         | Refund bond Patio hire 190519             | 100.00        |
| 3876.11207-01  |                 | Smiley's Out of School Care         | 100.00        | RFD         | 22/05/2019  | 1438675         | Refund bond Patio hire 260419             | 100.00        |
| 3876.11208-01  |                 | Sabut Malla                         | 99.13         | INV         | 22/05/2019  | 21stMay2019     | Reimbursement of fuel KWN2091             | 99.13         |
| 3876.11209-01  |                 | Joanna Grist                        | 377.66        | INV         | 22/05/2019  | 20thMay2019     | Refund of cancelled Recquatic membership  | 377.66        |
| 3876.11210-01  |                 | Solomon Brothers Law Practice       | 35,000.00     | INV         | 22/05/2019  | 20thMay2019     | Court order costs RO3468/2016             | 35,000.00     |
| 3876.11211-01  |                 | Caitriona Rynne                     | 600.32        | INV         | 22/05/2019  | 20thMay2019     | Refund of cancellation gym membership     | 600.32        |
| 3876.1130-01   |                 | Port Printing Works                 | 273.57        | INV         | 21/05/2019  | INV037101       | Resident welcome booklets                 | 273.57        |
| 3876.1178-01   |                 | Holcim (Australia) Pty Ltd          | 429.44        | INV         | 17/05/2019  | 9406325549      | Dunrobin Ave 1.20m3 concrete              | 429.44        |
| 3876.1227-01   |                 | Rockingham Holden                   | 171.56        | INV         | 21/05/2019  | 38080           | Vehicle parts                             | 171.56        |
| 3876.1276-01   |                 | Satellite Security Services         | 315.00        | INV         | 21/05/2019  | IV005436        | Recquatic replace alarm system battery    | 315.00        |
| 3876.1313-01   |                 | Daimler Trucks Perth                | 84,399.73     | INV         | 21/05/2019  | 6162330D        | Parts for vehicle                         | 128.73        |
|                |                 |                                     |               | INV         | 21/05/2019  | S1492           | New vehicle Fuso Canter truck             | 84,271.00     |
| 3876.1335-01   |                 | Rockingham Kwinana Chamber of Comme | 3,630.00      | INV         | 21/05/2019  | INV000105132    | Annual Subscription fee June 19 to May 20 | 3,630.00      |
| 3876.1393-01   |                 | Sunny Sign Company Pty Ltd          | 26.95         | INV         | 17/05/2019  | 409333          | Boat ramp warning sign                    | 26.95         |
| 3876.1474-01   |                 | Toll Transport Pty Ltd              | 33.49         | INV         | 21/05/2019  | 0377-T221490    | Courier charges to 010519                 | 33.49         |
| 3876.1481-01   |                 | Total Eden Pty Ltd                  | 623.63        | INV         | 17/05/2019  | 408108803       | Reticulation parts                        | 623.63        |
| 3876.1485-01   |                 | T-Quip                              | 41.50         | INV         | 21/05/2019  | 83925#7         | Parts                                     | 28.90         |
|                |                 |                                     |               | INV         | 21/05/2019  | 83965#7         | Parts                                     | 6.30          |
|                |                 |                                     |               | INV         | 21/05/2019  | 83807#7         | Parts                                     | 6.30          |
| 3876.1516-01   |                 | Trisley's Hydraulic Services Pty Lt | 913.00        | INV         | 21/05/2019  | 80203239        | Install vacuum breakers Recquatic         | 913.00        |
| 3876.1528-01   |                 | Twights Plumbing Pty Ltd            | 134.20        | INV         | 21/05/2019  | G0855           | Banksia Park 17 Repair to rear garden tap | 134.20        |
| 3876.1530-01   |                 | Wormald Australia Pty Ltd           | 1,277.25      | INV         | 17/05/2019  | 7965924         | Routines inspection and testing Admin     | 1,024.25      |
|                |                 |                                     |               | INV         | 17/05/2019  | 7962925         | Service fire alarm system Recquatic       | 253.00        |
| 3876.1572-01   |                 | Western Australian Local Government | 1,012.00      | INV         | 21/05/2019  | I3076398        | Short course 27-28 June 2019              | 1,012.00      |
| 3876.1592-01   |                 | Water Corporation of Western Austra | 147.42        | INV         | 22/05/2019  | 9000313235May19 | 6U Peace Park                             | 14.74         |
|                |                 |                                     |               | INV         | 22/05/2019  | 9000319469May19 | 11U Chisham Oval toilets                  | 27.03         |
|                |                 |                                     |               | INV         | 22/05/2019  | 9023167656May19 | 43U Hawkeswood Park drink fountains       | 105.65        |
| 3876.1614-01   |                 | Westbooks                           | 773.68        | INV         | 17/05/2019  | 305742          | Library items                             | 181.46        |

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|                |                 |                                   |               | INV         | 17/05/2019  | 305738         | Library items                                    | 129.36        |
|                |                 |                                   |               | INV         | 17/05/2019  | 305741         | Library items                                    | 90.24         |
|                |                 |                                   |               | INV         | 17/05/2019  | 305743         | Library items                                    | 155.26        |
|                |                 |                                   |               | INV         | 17/05/2019  | 305739         | Library items                                    | 11.83         |
|                |                 |                                   |               | INV         | 17/05/2019  | 305740         | Library items                                    | 205.53        |
| 3876.1617-01   |                 | Australian Medical Supplies       | 575.30        | INV         | 21/05/2019  | 78706          | Watch Around Water bands Recquatic               | 575.30        |
| 3876.1798-01   |                 | Griffin Valuation Advisory        | 1,760.00      | INV         | 21/05/2019  | 1641           | Valuation advisory 2019 desktop valuation report | 1,760.00      |
| 3876.2097-01   |                 | Beaver Tree Services Aust Pty Ltd | 7,936.43      | INV         | 17/05/2019  | 69228          | Tree removal and stumping Beauchamp Loop         | 524.68        |
|                |                 |                                   |               | INV         | 17/05/2019  | 69195          | Tree pruning Lambeth Circle                      | 437.24        |
|                |                 |                                   |               | INV         | 17/05/2019  | 69194          | Tree planting and watering Wolgan Loop           | 389.25        |
|                |                 |                                   |               | INV         | 17/05/2019  | 69202          | Tree pruning Hume Court                          | 113.21        |
|                |                 |                                   |               | INV         | 17/05/2019  | 69203          | Tree removal Sulphur/Riley                       | 874.48        |
|                |                 |                                   |               | INV         | 17/05/2019  | 69204          | Tree pruning Cnr Somerford & Holystone Approach  | 339.64        |
|                |                 |                                   |               | INV         | 17/05/2019  | 69205          | Tree pruning Hendon Vista                        | 260.05        |
|                |                 |                                   |               | INV         | 17/05/2019  | 69207          | Tree pruning Wellard Road                        | 336.27        |
|                |                 |                                   |               | INV         | 17/05/2019  | 69227          | Tree removal and grinding Gilmore High School    | 568.40        |
|                |                 |                                   |               | INV         | 17/05/2019  | 69231          | Tree watering week ending 100519                 | 4,093.21      |
| 3876.2121-01   |                 | Suez                              | 293,342.98    | INV         | 17/05/2019  | 31719704       | Green waste April 2019                           | 1,803.70      |
|                |                 |                                   |               | INV         | 17/05/2019  | 31710646       | Mixed waste April 2019                           | 151,146.39    |
|                |                 |                                   |               | INV         | 17/05/2019  | 31754577       | General waste April 2019                         | 1,921.92      |
|                |                 |                                   |               | INV         | 17/05/2019  | 164535         | Commercial recycle waste April 2019              | 138,470.97    |
| 3876.2125-01   |                 | Synergy                           | 19,090.65     | INV         | 17/05/2019  | 320970650May19 | Usage to 090519 Callistemon Court                | 9.25          |
|                |                 |                                   |               | INV         | 22/05/2019  | 198694990May19 | 43140U Admin/Arts/Parmelia                       | 11,315.20     |
|                |                 |                                   |               | INV         | 22/05/2019  | 921049150May19 | 1749U Medina Hall                                | 574.95        |
|                |                 |                                   |               | INV         | 22/05/2019  | 169027380May19 | 780U Entry statement lighting Gemstone/Johnson   | 316.30        |
|                |                 |                                   |               | INV         | 22/05/2019  | 169027190May19 | 932U Entry statement lighting Johnson Rd         | 328.00        |
|                |                 |                                   |               | INV         | 22/05/2019  | 676621320May19 | 4797U Feilman Building                           | 1,385.20      |
|                |                 |                                   |               | INV         | 22/05/2019  | 127609840May19 | 803U Darius top floor                            | 334.45        |
|                |                 |                                   |               | INV         | 22/05/2019  | 970964040May19 | 24U Conference/Darius                            | 58.10         |
|                |                 |                                   |               | INV         | 22/05/2019  | 566370150May19 | 4204U Chipperton Park                            | 1,306.10      |
|                |                 |                                   |               | INV         | 22/05/2019  | 129764890May19 | 4777U Lambeth Park POS                           | 1,097.05      |



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|                |                 |                                     |               | INV         | 22/05/2019  | 144372270May19 | 951U Thomas Oval retic                           | 223.00        |
|                |                 |                                     |               | INV         | 22/05/2019  | 958335710May19 | 7825U Orelia Oval                                | 2,143.05      |
| 3876.2224-01   |                 | Prestige Catering & Event Hire      | 1,260.75      | INV         | 22/05/2019  | 00024437       | Catering 200519                                  | 358.50        |
|                |                 |                                     |               | INV         | 21/05/2019  | 00024433       | Catering 160519                                  | 902.25        |
| 3876.248-01    |                 | Bunnings Building Supplies          | 2,243.47      | INV         | 17/05/2019  | 2163/01675854  | Painting items                                   | 209.48        |
|                |                 |                                     |               | INV         | 17/05/2019  | 2163/01125768  | Hardware items                                   | 1,380.71      |
|                |                 |                                     |               | INV         | 21/05/2019  | 2163/01676068  | Paint for Darius Wells and Recquatic             | 162.45        |
|                |                 |                                     |               | INV         | 21/05/2019  | 2163/01675607  | Hardware for Bertram Oval clubrooms/Girl Guides  | 262.34        |
|                |                 |                                     |               | INV         | 21/05/2019  | 2163/01676150  | Hardware Bertram Oval clubrooms/Darius Wells     | 106.79        |
|                |                 |                                     |               | INV         | 21/05/2019  | 2163/01105642  | Hardware items                                   | 55.10         |
|                |                 |                                     |               | INV         | 17/05/2019  | 2163/01673853  | Hardware items                                   | 66.60         |
| 3876.2483-01   |                 | Picton Press                        | 156.54        | INV         | 17/05/2019  | 40818          | Happy Bin tags                                   | 156.54        |
| 3876.2510-01   |                 | Technology One Limited              | 57,585.00     | INV         | 17/05/2019  | 180329         | One Council implementation                       | 57,585.00     |
| 3876.2652-01   |                 | Modern Teaching Aids Pty Ltd        | 37.43         | INV         | 21/05/2019  | 43645266       | Junior jigsaw puzzle                             | 37.43         |
| 3876.2678-01   |                 | Natural Area Holdings P/L t/as Natu | 649.00        | INV         | 21/05/2019  | 00011209       | Weed control Newbold Road drain                  | 649.00        |
| 3876.2812-01   |                 | Tripsafe                            | 161.49        | INV         | 21/05/2019  | 128863         | Carpet cable covers                              | 161.49        |
| 3876.2903-01   |                 | Connect CCS                         | 2,792.79      | INV         | 21/05/2019  | 00096503       | Overcalls fee April 2019                         | 2,792.79      |
| 3876.3212-01   |                 | Marketforce Pty Ltd                 | 1,244.52      | INV         | 21/05/2019  | 27358          | Advertising 290319                               | 185.36        |
|                |                 |                                     |               | INV         | 21/05/2019  | 27359          | Advertising 050419                               | 185.36        |
|                |                 |                                     |               | INV         | 21/05/2019  | 27364          | Advertising 200419                               | 466.71        |
|                |                 |                                     |               | INV         | 21/05/2019  | 27361          | Advertising 120419                               | 407.09        |
| 3876.3338-01   |                 | AAA Blinds Port Kennedy             | 380.00        | INV         | 17/05/2019  | 7110           | Vertical blinds for Medina Hall                  | 380.00        |
| 3876.335-01    |                 | City of Rockingham                  | 43,974.04     | INV         | 21/05/2019  | 105033         | Tip fees to 020519                               | 43,974.04     |
| 3876.339-01    |                 | Civica Pty Ltd                      | 12,505.36     | INV         | 21/05/2019  | M/LG011725     | Licence support & maintenance July 18 to June 19 | 12,505.36     |
| 3876.357-01    |                 | BullAnt Security Pty                | 266.65        | INV         | 17/05/2019  | 10,186,200     | Remove and replace broken lock                   | 266.65        |
| 3876.3607-01   |                 | Hays Specialist Recruitment Pty Ltd | 2,368.61      | INV         | 17/05/2019  | 8290121        | Temp staff week ending 050519                    | 592.15        |
|                |                 |                                     |               | INV         | 22/05/2019  | 8249939        | Temp staff week ending 210419                    | 888.23        |
|                |                 |                                     |               | INV         | 22/05/2019  | 8272483        | Temp staff week ending 280419                    | 888.23        |
| 3876.3632-01   |                 | Eclipse Soils Pty Ltd               | 4,235.00      | INV         | 22/05/2019  | KWIN01R043586  | Tip fees to 13 May 2019                          | 4,235.00      |



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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|----------------|---|---------------|
| 3876.3805-01   |                 | Officeworks Superstores Pty Ltd     | 295.11        | INV         | 17/05/2019  | 620412233      | Stationery                                  | 295.11        |
| 3876.3965-01   |                 | Fulton Hogan Industries Pty Ltd     | 20,162.34     | INV         | 17/05/2019  | 12807754RI     | 1850m2 bitumen Clementi Road                | 11,697.40     |
|                |                 |                                     |               | INV         | 17/05/2019  | 12807758RI     | 1412m2 emulsion Duckpond Road               | 8,464.94      |
| 3876.3977-01   |                 | MRP Osborne Park-General Pest/Termi | 4,512.84      | INV         | 21/05/2019  | 81520          | Pest control Sloan Cottage                  | 450.87        |
|                |                 |                                     |               | INV         | 21/05/2019  | 81517          | Pest control Sloan House                    | 341.03        |
|                |                 |                                     |               | INV         | 21/05/2019  | 81518          | Pest control Leda Hall                      | 283.25        |
|                |                 |                                     |               | INV         | 21/05/2019  | 81521          | Pest control The Zone                       | 217.00        |
|                |                 |                                     |               | INV         | 17/05/2019  | 81391          | Pest control Leda Hall                      | 195.00        |
|                |                 |                                     |               | INV         | 17/05/2019  | 81478          | Pest control Thomas Kelly Pavilion          | 257.08        |
|                |                 |                                     |               | INV         | 17/05/2019  | 81472          | Pest control Thomas Oval Pavilion           | 235.66        |
|                |                 |                                     |               | INV         | 17/05/2019  | 81480          | Pest control The Zone                       | 217.00        |
|                |                 |                                     |               | INV         | 17/05/2019  | 81473          | Pest control Admin                          | 387.79        |
|                |                 |                                     |               | INV         | 17/05/2019  | 81474          | Pest control Depot                          | 627.94        |
|                |                 |                                     |               | INV         | 17/05/2019  | 81475          | Pest control Medina Hall                    | 289.97        |
|                |                 |                                     |               | INV         | 17/05/2019  | 81476          | Pest control Smirk Cottage                  | 624.21        |
|                |                 |                                     |               | INV         | 17/05/2019  | 81477          | Pest control Out of School Care             | 128.54        |
|                |                 |                                     |               | INV         | 17/05/2019  | 81479          | Pest control Sloan Cottage                  | 257.50        |
| 3876.412-01    |                 | Courier Australia                   | 70.23         | INV         | 21/05/2019  | 0375           | Courier charges to 160419                   | 54.83         |
|                |                 |                                     |               | INV         | 21/05/2019  | 0373           | Courier charges 030419                      | 15.40         |
| 3876.4125-01   |                 | LD Total                            | 102,294.23    | INV         | 13/05/2019  | 98399          | Black mulch Lichfield Circle                | 2,904.00      |
|                |                 |                                     |               | INV         | 13/05/2019  | 98451          | Install Lake Pak Wellard Village            | 179.96        |
|                |                 |                                     |               | INV         | 13/05/2019  | 98452          | Supply 10m3 pine bark mulch Wellard         | 1,650.00      |
|                |                 |                                     |               | INV         | 10/05/2019  | 98408          | Maintenance work Belgravia April 19         | 371.81        |
|                |                 |                                     |               | INV         | 10/05/2019  | 97852          | Maintenance work Wellard April 2019         | 2,010.31      |
|                |                 |                                     |               | INV         | 10/05/2019  | 97853          | Maintenance work Honeywood April 2019       | 1,680.27      |
|                |                 |                                     |               | INV         | 10/05/2019  | 97854          | Maintenance work Honeywood Rise April 2019  | 354.50        |
|                |                 |                                     |               | INV         | 10/05/2019  | 98433          | Maintenance work Emerald Park April 2019    | 431.13        |
|                |                 |                                     |               | INV         | 10/05/2019  | 98409          | Maintenance work Whistling Grove April 2019 | 234.34        |
|                |                 |                                     |               | INV         | 10/05/2019  | 98434          | Maintenance work Providence April 2019      | 198.41        |
|                |                 |                                     |               | INV         | 03/05/2019  | 98658          | Landscape maintenance various locations     | 5,223.74      |
|                |                 |                                     |               | INV         | 03/05/2019  | 98664          | Landscape maintenance various locations     | 15,807.73     |
|                |                 |                                     |               | INV         | 03/05/2019  | 98666          | Landscape maintenance various locations     | 2,533.52      |
|                |                 |                                     |               | INV         | 03/05/2019  | 68669          | Landscape maintenance various locations     | 2,725.49      |
|                |                 |                                     |               | INV         | 03/05/2019  | 98679          | Landscape maintenance Daybreak Park         | 999.58        |

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|----------------|-----------------|----------------------------------|---------------|-------------|-------------|-----------------|--|---------------|
|                |                 |                                  |               | INV         | 03/05/2019  | 98681           | Landscape maintenance various locations            | 28,841.53     |
|                |                 |                                  |               | INV         | 03/05/2019  | 98683           | Landscape maintenance Wellard Glen                 | 978.62        |
|                |                 |                                  |               | INV         | 03/05/2019  | 98685           | Landscape maintenance Whistling Grove              | 1,965.14      |
|                |                 |                                  |               | INV         | 03/05/2019  | 98655           | Landscape maintenance various locations            | 5,023.14      |
|                |                 |                                  |               | INV         | 03/05/2019  | 98688           | Landscape maintenance Living Edge                  | 341.09        |
|                |                 |                                  |               | INV         | 03/05/2019  | 98690           | Landscape maintenance various locations            | 9,268.25      |
|                |                 |                                  |               | INV         | 03/05/2019  | 98689           | Landscape maintenance various locations            | 2,783.18      |
|                |                 |                                  |               | INV         | 03/05/2019  | 98687           | Irrigation maintenance Living Edge                 | 92.73         |
|                |                 |                                  |               | INV         | 03/05/2019  | 98665           | Irrigation maintenance Honeywood Rise              | 646.45        |
|                |                 |                                  |               | INV         | 03/05/2019  | 98663           | Irrigation maintenance various locations           | 4,693.69      |
|                |                 |                                  |               | INV         | 03/05/2019  | 98657           | Irrigation maintenance various locations           | 1,615.39      |
|                |                 |                                  |               | INV         | 03/05/2019  | 98684           | Irrigation maintenance Whistling Grove             | 348.34        |
|                |                 |                                  |               | INV         | 03/05/2019  | 98682           | Irrigation maintenance Wellard Glen                | 367.22        |
|                |                 |                                  |               | INV         | 03/05/2019  | 98680           | Irrigation maintenance various locations           | 6,703.02      |
|                |                 |                                  |               | INV         | 03/05/2019  | 98678           | Irrigation maintenance Daybreak Park               | 202.86        |
|                |                 |                                  |               | INV         | 03/05/2019  | 98654           | Irrigation landscape various locations             | 1,118.79      |
| 3876.413-01    |                 | Covs Parts Pty Ltd               | 159.45        | INV         | 17/05/2019  | 1650112254      | Tyre chuck clips                                   | 49.43         |
|                |                 |                                  |               | INV         | 21/05/2019  | 1650113176      | Parts  | 110.02        |
| 3876.4279-01   |                 | Data #3 Limited                  | 4,782.45      | INV         | 21/05/2019  | 01822540        | Support and subscription for Malware workspace     | 4,782.45      |
| 3876.4382-01   |                 | Stonehenge Ceramics              | 3,334.50      | INV         | 22/05/2019  | C1375           | Service laundry tiles Callistemon Court U29        | 3,334.50      |
| 3876.4719-01   |                 | Complete Office Supplies Pty Ltd | 584.18        | INV         | 21/05/2019  | 08333531        | Stationery Depot                                   | 183.58        |
|                |                 |                                  |               | INV         | 17/05/2019  | 08313425        | Stationery Zone                                    | 400.60        |
| 3876.483-01    |                 | Landgate                         | 1,130.14      | INV         | 21/05/2019  | 347682-10001098 | GRV chargeable Schedule G2019/8                    | 1,130.14      |
| 3876.4861-01   |                 | Big W                            | 307.25        | INV         | 21/05/2019  | 176657          | Party speaker with DVD player Zone                 | 299.00        |
|                |                 |                                  |               | INV         | 22/05/2019  | 176908          | Safety lock for depot freezer                      | 8.25          |
| 3876.5321-01   |                 | Animal Pest Management Services  | 2,312.00      | INV         | 21/05/2019  | A-17747         | Pest control management                            | 2,312.00      |
| 3876.5381-01   |                 | Centrecare                       | 1,026.66      | INV         | 22/05/2019  | 20805           | EAP Annual fee April 2019                          | 1,026.66      |
| 3876.5439-01   |                 | Redfish Technologies Pty Ltd     | 528.00        | INV         | 21/05/2019  | IV00003001      | Call out fee for issues with speaker and amplifier | 528.00        |
| 3876.5516-01   |                 | CSIRO Publishing                 | 45.00         | INV         | 21/05/2019  | 307620          | Library items                                      | 45.00         |
| 3876.5520-01   |                 | Master Lock Service              | 3,505.00      | INV         | 21/05/2019  | 00005936        | Supply 20 x 334 Lockwood 48mm shackles Admin build | 180.00        |

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|                |                 |                                     |               | INV         | 21/05/2019  | 00005933       | Recquatic repair digital lock to offices          | 155.00        |
|                |                 |                                     |               | INV         | 17/05/2019  | 00005967       | Install door closers Darius Wells                 | 3,170.00      |
| 3876.560-01    |                 | Goodchild Enterprises               | 365.20        | INV         | 21/05/2019  | 415778         | Battery   | 196.90        |
|                |                 |                                     |               | INV         | 21/05/2019  | 547214         | Bosch battery                                     | 168.30        |
| 3876.583-01    |                 | Flexi Staff Pty Ltd                 | 2,305.30      | INV         | 21/05/2019  | 207962         | Temp staff week ending                            | 2,305.30      |
| 3876.5995-01   |                 | Zenien Pty Ltd T/as ATFT Astuta Tru | 39,855.93     | INV         | 21/05/2019  | l6391          | Camera upgrade Recquatic Centre                   | 39,855.93     |
| 3876.5996-01   |                 | CMS Engineering Pty Ltd             | 5,724.07      | INV         | 17/05/2019  | 32353          | Air conditioner maintenance April 19              | 3,093.22      |
|                |                 |                                     |               | INV         | 17/05/2019  | 32354          | Air conditioner maintenance April 19              | 1,570.21      |
|                |                 |                                     |               | INV         | 17/05/2019  | 32355          | Air conditioner maintenance April 19              | 1,060.64      |
| 3876.6018-01   |                 | ALSCO Pty Ltd                       | 72.16         | INV         | 21/05/2019  | CPER1938708    | Linen for catering                                | 72.16         |
| 3876.6267-01   |                 | Woolworths Group Limited            | 1,256.94      | INV         | 21/05/2019  | 3346325        | Items for Mooditj Kulungars and Family Day Care   | 94.08         |
|                |                 |                                     |               | INV         | 22/05/2019  | 36005780       | Admin items                                       | 36.92         |
|                |                 |                                     |               | INV         | 22/05/2019  | 36011194       | Admin items                                       | 129.73        |
|                |                 |                                     |               | INV         | 22/05/2019  | 35903609       | Admin items                                       | 223.42        |
|                |                 |                                     |               | INV         | 22/05/2019  | 35688742       | Admin items                                       | 201.31        |
|                |                 |                                     |               | INV         | 22/05/2019  | 3346312        | Cafe stock  | 45.99         |
|                |                 |                                     |               | INV         | 22/05/2019  | 35802458       | Cafe stock  | 108.45        |
|                |                 |                                     |               | INV         | 22/05/2019  | 3346320        | Cafe stock  | 30.34         |
|                |                 |                                     |               | INV         | 21/05/2019  | 3346306        | Milk The Zone                                     | 6.60          |
|                |                 |                                     |               | INV         | 21/05/2019  | 3346331        | Milk  | 6.60          |
|                |                 |                                     |               | INV         | 21/05/2019  | 3346307        | Food items for Mothers Day Morning tea            | 45.68         |
|                |                 |                                     |               | INV         | 21/05/2019  | 35625393       | Items for Mother's Day morning tea                | 103.30        |
|                |                 |                                     |               |             |             |                | Recquatic   |               |
|                |                 |                                     |               | INV         | 21/05/2019  | 3346327        | Items for Zone program                            | 99.77         |
|                |                 |                                     |               | INV         | 17/05/2019  | 3346310        | Items for Kadadjiny Bidi program                  | 21.75         |
|                |                 |                                     |               | INV         | 17/05/2019  | 3346301        | Items for Mooditj Kulungars                       | 103.00        |
| 3876.6289-01   |                 | Clockwork Print                     | 202.40        | INV         | 22/05/2019  | INV-0057711    | Instagram frame for LyriK Awards                  | 202.40        |
| 3876.6370-01   |                 | Elexacom                            | 3,252.65      | INV         | 21/05/2019  | 26213          | Adventure Park BBQ repairs                        | 743.19        |
|                |                 |                                     |               | INV         | 21/05/2019  | 26211          | Electrician for ANZAC Day event                   | 424.60        |
|                |                 |                                     |               | INV         | 21/05/2019  | 26212          | Dept of Housing vandalised light fitting repaired | 397.28        |
|                |                 |                                     |               | INV         | 21/05/2019  | 26215          | John Wellard preventative maintenance             | 110.75        |
|                |                 |                                     |               | INV         | 21/05/2019  | 26210          | Rhodes Park install pole and lighting             | 1,576.83      |

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| 3876.6382-01   |                 | Zip Heaters                         | 342.09        | INV         | 17/05/2019  | 3153334        | Service hot water unit Thomas Oval Pavilion | 342.09        |
| 3876.6457-01   |                 | Total Green Recycling               | 1,562.88      | INV         | 21/05/2019  | INV5912        | E Waste Recycling                           | 1,562.88      |
| 3876.6583-01   |                 | ALS Library Services Pty Ltd        | 196.00        | INV         | 21/05/2019  | 00062754       | Library items                               | 16.49         |
|                |                 |                                     |               | INV         | 21/05/2019  | 00062404       | Library items                               | 39.73         |
|                |                 |                                     |               | INV         | 21/05/2019  | 00062753       | Library items                               | 36.23         |
|                |                 |                                     |               | INV         | 17/05/2019  | 00062833       | Library items                               | 43.86         |
|                |                 |                                     |               | INV         | 17/05/2019  | 00062834       | Library items                               | 59.69         |
| 3876.665-01    |                 | Gregs Glass                         | 1,080.00      | INV         | 17/05/2019  | 7177-19        | Reglaze windows Sloan House                 | 190.00        |
|                |                 |                                     |               | INV         | 17/05/2019  | 7063-19        | Reglaze window Koorliny Arts Centre         | 890.00        |
| 3876.6707-01   |                 | Labourforce Impex Personnel Pty Ltd | 2,061.75      | INV         | 21/05/2019  | 151385         | Temp staff week ending 120519               | 2,061.75      |
| 3876.6749-01   |                 | Australia Post                      | 3,457.26      | INV         | 21/05/2019  | 1008509073     | Postage for period ended 30 April 2019      | 3,457.26      |
| 3876.6760-01   |                 | Veolia Environmental Services       | 1,072.50      | INV         | 21/05/2019  | 2600661314     | Waste removal from Depot                    | 1,072.50      |
| 3876.682-01    |                 | Harmony Software                    | 1,191.30      | INV         | 21/05/2019  | I3-244         | Educator Subscription April 2019            | 1,191.30      |
| 3876.684-01    |                 | Hart Sport                          | 807.00        | INV         | 21/05/2019  | 20029316A      | Equipment for Zone                          | 807.00        |
| 3876.7605-01   |                 | Flying Canape                       | 4,453.50      | INV         | 21/05/2019  | 11503          | Catering 080519                             | 946.00        |
|                |                 |                                     |               | INV         | 21/05/2019  | 11502          | Catering 070519                             | 2,879.50      |
|                |                 |                                     |               | INV         | 21/05/2019  | 11504          | Catering 160519                             | 628.00        |
| 3876.7675-01   |                 | Wesfarmers Chemicals, Energy &      | 200.00        | RFD         | 22/05/2019  | 1461079        | Refund bond hall hire 090419                | 200.00        |
| 3876.7849-01   |                 | Murdoch Pines Golf & Recreation Par | 418.00        | INV         | 17/05/2019  | 52             | Recquatic School Holiday excursion 160419   | 418.00        |
| 3876.7911-01   |                 | Coulson and Co                      | 100.00        | RFD         | 22/05/2019  | 1265478        | Refund bond hall hire 070318                | 100.00        |
| 3876.8125-01   |                 | Xpresso Delight Midland             | 440.00        | INV         | 21/05/2019  | INV-0183       | Coffee machine service April 19             | 440.00        |
| 3876.8234-01   |                 | Fire And Safety Australia Pty Ltd   | 2,000.00      | INV         | 17/05/2019  | T1026865       | Fire Warden combo training 020519           | 2,000.00      |
| 3876.8582-01   |                 | Bushfire Prone Planning             | 1,287.00      | INV         | 17/05/2019  | BPP18901       | Consulting fee site visit and review        | 1,287.00      |
| 3876.8894-01   |                 | Landscape and Maintenance Solutions | 24,087.77     | INV         | 17/05/2019  | INV-1118       | Mowing services 220419                      | 1,878.58      |
|                |                 |                                     |               | INV         | 17/05/2019  | INV-1120       | Mowing of sports grounds April 2019         | 13,718.35     |
|                |                 |                                     |               | INV         | 17/05/2019  | INV-1119       | Mowing service of Streetscape April 2019    | 8,490.84      |
| 3876.8899-01   |                 | Majestic Plumbing                   | 2,687.65      | INV         | 17/05/2019  | 232970         | Service toilet Depot                        | 1,320.00      |
|                |                 |                                     |               | INV         | 17/05/2019  | 232966         | Service water fountain Bulrush Park         | 518.08        |
|                |                 |                                     |               | INV         | 17/05/2019  | 232969         | Service male toilet Recquatic               | 196.04        |
|                |                 |                                     |               | INV         | 17/05/2019  | 232968         | Service tap Dog Pound                       | 86.75         |

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|                |                 |                                     |               | INV         | 17/05/2019  | 232967           | Replace kitchen sink spout Callistemon Court U34 | 215.84        |
|                |                 |                                     |               | INV         | 17/05/2019  | 232965           | Service tap Banksia Park U46                     | 350.94        |
| 3876.8998-01   |                 | McLeods                             | 4,769.49      | INV         | 21/05/2019  | 108066           | Legal fees Matter No 44065                       | 2,076.14      |
|                |                 |                                     |               | INV         | 21/05/2019  | 107960           | Legal fees Matter No 43446                       | 2,693.35      |
| 3876.9019-01   |                 | Kearns Garden Supplies              | 211.26        | INV         | 21/05/2019  | 24-30/04/2019    | Hardware items                                   | 211.26        |
| 3876.903-01    |                 | Lo-Go Appointments                  | 3,794.77      | INV         | 17/05/2019  | 00419659         | Temp staff week ending 040519                    | 1,379.40      |
|                |                 |                                     |               | INV         | 21/05/2019  | 00419715         | Temp staff week ending 110519                    | 919.60        |
|                |                 |                                     |               | INV         | 17/05/2019  | 00419660         | Temp staff week ending 040519                    | 1,495.77      |
| 3876.9043-01   |                 | Ruckus Scooters Pty Ltd             | 660.00        | INV         | 17/05/2019  | INV-0042         | Scooter clinic 180419                            | 660.00        |
| 3876.9226-01   |                 | Western Warriors Basketball Club    | 2,000.00      | RFD         | 22/05/2019  | 1462847          | Refund bond hall hire 180519                     | 2,000.00      |
| 3876.9354-01   |                 | Local Government Compliance Assoc I | 125.00        | INV         | 21/05/2019  | INV-029          | LG Compliance Association Seminar                | 125.00        |
| 3876.9371-01   |                 | Kelly Ann Matthews                  | 86.20         | INV         | 22/05/2019  | 20thMay2019      | Refund cancellation of swimming lessons          | 86.20         |
| 3876.9534-01   |                 | Strong Tower Apostolic Oneness Chur | 426.60        | INV         | 22/05/2019  | 21stMay 2019     | Refund overpayment of booking L1752              | 426.60        |
| 3876.9941-01   |                 | Malaga Print & Copy                 | 209.00        | INV         | 17/05/2019  | 26518            | Child personal information forms                 | 209.00        |
| 3878           | 22/05/2019      | EFT TRANSFER: - 24/05/2019          | 114,372.27    |             |             |                  |  |               |
| 3878.565-01    |                 | Bright Futures Family Day Care - Pa | 114,372.27    | INV         | 22/05/2019  | 060519 to 190519 | FDC Payroll 060519 to 190519                     | 114,372.27    |
| 3879           | 22/05/2019      | EFT TRANSFER: - 24/05/2019          | 25,636.49     |             |             |                  |  |               |
| 3879.568-01    |                 | Bright Futures In Home Care - Payro | 25,636.49     | INV         | 22/05/2019  | 080419 to 190419 | IHC Payroll 080419 to 190419                     | 25,636.49     |
| 3880           | 23/05/2019      | EFT TRANSFER: - 24/05/2019          | 13,586.01     |             |             |                  |  |               |
| 3880.2853-01   |                 | Maxxia Pty Ltd                      | 4,250.51      | INV         | 19/05/2019  | PY01-24-Maxxia P | Payroll Deduction                                | 1,789.44      |
|                |                 |                                     |               | INV         | 19/05/2019  | PY01-24-Maxxia P | Payroll Deduction                                | 2,114.14      |
|                |                 |                                     |               | INV         | 10/05/2019  | April19          | Being employee Net ITC for period April 2019     | 346.93        |
| 3880.3376-01   |                 | Health Insurance Fund of WA (HIF)   | 1,115.50      | INV         | 19/05/2019  | PY01-24-Health I | Payroll Deduction                                | 1,115.50      |
| 3880.3719-01   |                 | City of Kwinana - Xmas fund         | 8,220.00      | INV         | 19/05/2019  | PY01-24-TOK Chri | Payroll Deduction                                | 8,220.00      |
| 3881           | 27/05/2019      | EFT TRANSFER: - 27/05/2019          | 211,233.00    |             |             |                  |  |               |
| 3881.153-01    |                 | Australian Taxation Office          | 211,233.00    | INV         | 19/05/2019  | PY01-24-Australi | Payroll Deduction PAYG Tax Withheld              | 211,233.00    |
| 3882           | 29/05/2019      | EFT TRANSFER: - 30/05/2019          | 702,885.21    |             |             |                  |  |               |
| 3882.10067-01  |                 | Tangent Nominees Pty Ltd            | 1,840.00      | RFD         | 29/05/2019  | 41687            | Refund security bond                             | 940.00        |
|                |                 |                                     |               | RFD         | 29/05/2019  | 172126           | Refund security bond                             | 100.00        |

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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|----------------|--|---------------|
|                |                 |                                     |               | RFD         | 29/05/2019  | 12447          | Refund security bond                               | 450.00        |
|                |                 |                                     |               | RFD         | 29/05/2019  | 23114          | Refund security bond                               | 350.00        |
| 3882.10078-01  |                 | Web Track                           | 253.00        | INV         | 27/05/2019  | INV-3260       | Remove & refit of tracking units                   | 253.00        |
| 3882.10158-01  |                 | Spydus Users Network Inc            | 200.00        | INV         | 28/05/2019  | SPUNMEM19      | Annual membership to Spydus Users Network          | 200.00        |
| 3882.10311-01  |                 | Go Doors Pty Ltd                    | 319.00        | INV         | 28/05/2019  | 82052          | Door repair Margaret Feilman Building              | 319.00        |
| 3882.1033-01   |                 | Nilfisk Pty Ltd                     | 2,126.30      | INV         | 23/05/2019  | PSVI009530     | Repairs and replacement parts Recquatic Nilfisk    | 793.10        |
|                |                 |                                     |               | INV         | 28/05/2019  | PRI0001731     | Rental service charge The Zone/Recquatic May 19    | 1,333.20      |
| 3882.1034-01   |                 | North Lake Electrical Pty Ltd       | 35,282.50     | INV         | 29/05/2019  | 53742          | Install 18.5kw soft starter cubicle                | 13,310.00     |
|                |                 |                                     |               | INV         | 27/05/2019  | 53699          | Install pump cubicle                               | 21,972.50     |
| 3882.10373-01  |                 | Green Willows Industrial Cleaning a | 200.00        | INV         | 29/05/2019  | 9              | Clubhouse and office cleaning                      | 200.00        |
| 3882.10409-01  |                 | Bon Leisure                         | 15,678.81     | INV         | 27/05/2019  | 377            | 3rd Monthly Recquatic Business Case Consultant     | 15,678.81     |
| 3882.10452-01  |                 | Jaclyn Rhodes                       | 175.00        | INV         | 30/05/2019  | 28thMay2019    | Financial assistance gymnastics championships      | 175.00        |
| 3882.1059-01   |                 | Vodafone Messaging                  | 176.00        | INV         | 23/05/2019  | 11231272       | Network access fee to 310519                       | 176.00        |
| 3882.10630-01  |                 | Summers Consulting                  | 1,285.90      | INV         | 27/05/2019  | INV-679        | Mosquito monitoring 150519                         | 1,285.90      |
| 3882.10640-01  |                 | Perth Aquatic, Seed and Ecological  | 6,080.00      | INV         | 29/05/2019  | 00003651       | Revegetation and control of feral fish             | 3,040.00      |
|                |                 |                                     |               | INV         | 29/05/2019  | 00003652       | Revegetation and fish control Chipperton Lake      | 3,040.00      |
| 3882.10649-01  |                 | Alex Krsnik                         | 26,651.22     | INV         | 28/05/2019  | SQ190061       | City Centre litter collection May 2019             | 3,154.32      |
|                |                 |                                     |               | INV         | 28/05/2019  | SQ190060       | General litter collection urban areas              | 6,419.44      |
|                |                 |                                     |               | INV         | 28/05/2019  | SQ190058       | Maintenance public access ways 060519              | 1,650.00      |
|                |                 |                                     |               | INV         | 28/05/2019  | SQ190059       | Rural roads litter collection                      | 9,344.97      |
|                |                 |                                     |               | INV         | 28/05/2019  | SQ190057       | Service roundabouts 290419                         | 3,432.00      |
|                |                 |                                     |               | INV         | 28/05/2019  | SQ190054       | Litter pickup slashing and pruning Berthold Street | 649.00        |
|                |                 |                                     |               | INV         | 28/05/2019  | SQ190053       | Pruning Meares Ave and Chisham Avenue              | 291.50        |
|                |                 |                                     |               | INV         | 28/05/2019  | SQ190062       | Streetscape maintenance Hope Valley Road May 19    | 1,049.99      |
|                |                 |                                     |               | INV         | 28/05/2019  | SQ190056       | Litter pick up and slashing Wellard Road           | 110.00        |
|                |                 |                                     |               | INV         | 28/05/2019  | SQ190055       | Orelia shops clean up                              | 550.00        |
| 3882.10670-01  |                 | Wheelie Clean                       | 596.20        | INV         | 28/05/2019  | 5296           | Bin cleaning May 2019 Darius Wells                 | 349.25        |

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|----------------|-----------------|------------------------------------|---------------|-------------|-------------|----------------|---|---------------|
|                |                 |                                    |               | INV         | 28/05/2019  | 5297           | Bin cleaning May 2019 Admin                       | 246.95        |
| 3882.10685-01  |                 | Hi Speed Gas Pty Ltd               | 475.20        | INV         | 27/05/2019  | 20161076       | Fryer repairs Recquatic                           | 475.20        |
| 3882.10742-01  |                 | Studio Orange                      | 3,245.00      | INV         | 29/05/2019  | INV-0684       | Online video campaign for Rates Collection 2019   | 3,245.00      |
| 3882.10789-01  |                 | Couples for Christ Australia       | 300.00        | RFD         | 28/05/2019  | 1477829        | Refund bond Hall hire                             | 300.00        |
| 3882.11049-01  |                 | QTM Pty Ltd                        | 11,511.73     | INV         | 27/05/2019  | INV-1104       | 3 x Traffic Controllers 2 x Vehicles Chiswick Pde | 888.67        |
|                |                 |                                    |               | INV         | 27/05/2019  | INV-0997       | 2 xTraffic Controllers various locations          | 832.95        |
|                |                 |                                    |               | INV         | 27/05/2019  | INV-1100       | Traffic Management various locations 8/5/19       | 856.75        |
|                |                 |                                    |               | INV         | 27/05/2019  | INV-1115       | Traffic management Millar Road 100519             | 6,336.57      |
|                |                 |                                    |               | INV         | 28/05/2019  | INV-1116       | Traffic control 100519 Gilmore Avenue             | 2,596.79      |
| 3882.11057-01  |                 | Metro Traffic Planning Pty Ltd     | 616.00        | INV         | 29/05/2019  | INV-0708       | Traffic management 050519 Bertram and Miller Road | 616.00        |
| 3882.11131-01  |                 | Attila Gaspar Mathe                | 240.00        | INV         | 29/05/2019  | A/N18107       | Crossover subsidy rebate                          | 240.00        |
| 3882.11142-01  |                 | Oban Group Pty Ltd                 | 17,346.45     | INV         | 29/05/2019  | 19251          | Paint exterior of Senior Citizens Centre          | 17,346.45     |
| 3882.11190-01  |                 | Leda Security Products Pty Ltd     | 1,479.10      | INV         | 27/05/2019  | 19797          | 2x scooter racks for Zone                         | 1,479.10      |
| 3882.11199-01  |                 | Applied Graphics WA                | 124.30        | INV         | 29/05/2019  | 500            | Corflute signs                                    | 124.30        |
| 3882.11200-01  |                 | Metcash Food & Grocery Convenience | 543.36        | INV         | 27/05/2019  | 84308          | Recquatic cafe items                              | 543.36        |
| 3882.11201-01  |                 | Rustic and Rural Homemade Products | 150.00        | INV         | 28/05/2019  | 101            | Mini heat packs                                   | 150.00        |
| 3882.11212-01  |                 | Holey Moley Australia Pty Ltd      | 240.00        | INV         | 28/05/2019  | 60323243       | July School Holiday Program excursion Zone        | 240.00        |
| 3882.11215-01  |                 | Erin Kelly                         | 30.00         | INV         | 27/05/2019  | 13thMay2019    | Refund cancelled swimming lessons                 | 30.00         |
| 3882.11216-01  |                 | Danniza Ruiz                       | 61.10         | INV         | 27/05/2019  | 9thMay2019     | Refund cancelled swimming lessons                 | 61.10         |
| 3882.11217-01  |                 | Darek Goray                        | 100.00        | RFD         | 28/05/2019  | 1461162        | Refund bond Patio hire 250519                     | 100.00        |
| 3882.11218-01  |                 | Kelly Miller                       | 100.00        | RFD         | 28/05/2019  | 1462726        | Refund bond hall hire 110419                      | 100.00        |
| 3882.11219-01  |                 | Alisha Ven Der Werff               | 100.00        | RFD         | 28/05/2019  | 1462972        | Refund bond Patio hire 260519                     | 100.00        |
| 3882.11220-01  |                 | Aisha Gregory-Osborne              | 100.00        | RFD         | 28/05/2019  | 1483073        | Refund bond hall hire 160519                      | 100.00        |
| 3882.11221-01  |                 | Kiden James Biranga                | 200.00        | RFD         | 28/05/2019  | 1476125        | Refund bond hall hire 080519                      | 200.00        |
| 3882.11222-01  |                 | Jovelyn Gonzales                   | 2,000.00      | RFD         | 28/05/2019  | 1470400        | Refund bond hall hire 290419                      | 2,000.00      |
| 3882.11224-01  |                 | William O'Rourke                   | 250.00        | INV         | 29/05/2019  | 20thMay2019    | 2018/2019 Senior Security Subsidy Scheme          | 250.00        |



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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|-----------------|---|---------------|
| 3882.11225-01  |                 | Jeffrey Paul Williams               | 250.00        | INV         | 29/05/2019  | 20thMay2019     | 2018/2019 Senior Security Subsidy Scheme          | 250.00        |
| 3882.11226-01  |                 | Palm City Pools                     | 800.00        | RFD         | 29/05/2019  | 6968            | Refund security deposit bond                      | 100.00        |
|                |                 |                                     |               | RFD         | 29/05/2019  | 32522           | Refund security deposit bond                      | 100.00        |
|                |                 |                                     |               | RFD         | 29/05/2019  | 33806           | Refund security deposit bond                      | 100.00        |
|                |                 |                                     |               | RFD         | 29/05/2019  | 67300           | Refund security deposit bond                      | 100.00        |
|                |                 |                                     |               | RFD         | 29/05/2019  | 116933          | Refund security deposit bond                      | 100.00        |
|                |                 |                                     |               | RFD         | 29/05/2019  | 118417          | Refund security deposit bond                      | 150.00        |
|                |                 |                                     |               | RFD         | 29/05/2019  | 121197          | Refund security deposit bond                      | 150.00        |
| 3882.11227-01  |                 | Pooches Playroom and Doggy Daycare  | 1,039.50      | INV         | 29/05/2019  | 29thMay2019     | Local Commercial Activity improvement funding     | 1,039.50      |
| 3882.11228-01  |                 | Andrew William Glover               | 361.23        | INV         | 29/05/2019  | 27thMay2019     | Payment of principal and interest Christmas Saver | 361.23        |
| 3882.11229-01  |                 | Tanya Sander                        | 100.43        | INV         | 29/05/2019  | 27thMay2019     | Reimburse items Volunteer Appreciation event      | 100.43        |
| 3882.11230-01  |                 | Daniel Papiccio                     | 175.00        | INV         | 30/05/2019  | 20thMay2019     | Financial Assistance baseball championships       | 175.00        |
| 3882.1130-01   |                 | Port Printing Works                 | 388.30        | INV         | 29/05/2019  | INV037535       | Notice books City Assist                          | 328.90        |
|                |                 |                                     |               | INV         | 23/05/2019  | INV037399       | Invitations for LyriK awards ceremony             | 59.40         |
| 3882.1178-01   |                 | Holcim (Australia) Pty Ltd          | 256.08        | INV         | 27/05/2019  | 9406345314      | Concrete Parkfield Boulevard Bertram              | 256.08        |
| 3882.120-01    |                 | Curtain Gallery                     | 2,620.00      | INV         | 28/05/2019  | 11633           | Install curtains Banksia Park Clubhouse           | 2,620.00      |
| 3882.1227-01   |                 | Rockingham Holden                   | 38.81         | INV         | 24/05/2019  | 38134           | Radio antenna                                     | 38.81         |
| 3882.1276-01   |                 | Satellite Security Services         | 1,593.70      | INV         | 28/05/2019  | IV005513        | Repair security system Koorliny Arts Centre       | 235.00        |
|                |                 |                                     |               | INV         | 28/05/2019  | IV005512        | Service security system John Wellard Centre       | 356.40        |
|                |                 |                                     |               | INV         | 27/05/2019  | IV005468        | Maintenance security system Wellard Pavilion      | 687.80        |
|                |                 |                                     |               | INV         | 27/05/2019  | IV005460        | Business Incubator replace faulty PIR zone 22     | 314.50        |
| 3882.130-01    |                 | Australasian Performing Rights      | 1,618.04      | INV         | 28/05/2019  | 00119956/00074  | Annual licencing fees Recquatic 011017 to300918   | 1,618.04      |
| 3882.1315-01   |                 | Slater & Gartrell                   | 207.90        | INV         | 27/05/2019  | SG34291/01      | Netball bibs and whistles                         | 207.90        |
| 3882.1360-01   |                 | St John Ambulance Australia (WA) In | 188.88        | INV         | 27/05/2019  | STKINV00013440  | Personal monitoring first aid kit Depot           | 188.88        |
| 3882.1423-01   |                 | Telstra                             | 226.24        | INV         | 27/05/2019  | 0335568200May19 | Usage to 090519 Banksia Park                      | 44.85         |
|                |                 |                                     |               | INV         | 28/05/2019  | 1197198700May19 | Mandogalup Station charges to 160519              | 162.14        |
|                |                 |                                     |               | INV         | 28/05/2019  | 1548725500May19 | Alarm Feilman Building to 130619                  | 19.25         |



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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|-----------------|---|---------------|
| 3882.1444-01   |                 | The Good Guys                       | 595.00        | INV         | 27/05/2019  | D0921402565     | Gas upright cooker Leda Hall              | 595.00        |
| 3882.1474-01   |                 | Toll Transport Pty Ltd              | 13.05         | INV         | 24/05/2019  | 0378-T221490    | Courier charge 130519                     | 13.05         |
| 3882.1516-01   |                 | Trisley's Hydraulic Services Pty Lt | 6,097.74      | INV         | 27/05/2019  | 80203245        | Annual filter service Recquatic           | 4,546.08      |
|                |                 |                                     |               | INV         | 27/05/2019  | 80203249        | Annual hydro filter service Recquatic     | 1,551.66      |
| 3882.1524-01   |                 | Turfmaster Facility Management      | 1,468.50      | INV         | 29/05/2019  | 616533          | Turf vertimow Adventure Playground        | 1,468.50      |
| 3882.1528-01   |                 | Twights Plumbing Pty Ltd            | 385.00        | INV         | 27/05/2019  | G0928           | Service gas leak Banksia Park U12         | 385.00        |
| 3882.1530-01   |                 | Wormald Australia Pty Ltd           | 1,526.80      | INV         | 27/05/2019  | 7971368         | Replace panel glass Darius Wells          | 264.00        |
|                |                 |                                     |               | INV         | 28/05/2019  | 7975661         | Replace fire extinguisher Adventure Park  | 283.80        |
|                |                 |                                     |               | INV         | 28/05/2019  | 7975666         | New fire extinguisher John Wellard Centre | 341.00        |
|                |                 |                                     |               | INV         | 28/05/2019  | 7975675         | Install fire extinguisher Parmelia House  | 638.00        |
| 3882.1589-01   |                 | Waste Stream Management Pty Ltd     | 5,093.00      | INV         | 28/05/2019  | 00422757        | Tipping fees to 120419                    | 5,093.00      |
| 3882.1592-01   |                 | Water Corporation of Western Austra | 2,009.95      | INV         | 28/05/2019  | 9014249617May19 | 1U Bertram Oval club facility             | 539.26        |
|                |                 |                                     |               | INV         | 28/05/2019  | 9000323724May19 | 250U Frank Konecny                        | 882.66        |
|                |                 |                                     |               | INV         | 28/05/2019  | 9014051352May19 | 21U Bertram Community Centre              | 588.03        |
| 3882.1614-01   |                 | Westbooks                           | 530.82        | INV         | 28/05/2019  | 306044          | Library items                             | 23.86         |
|                |                 |                                     |               | INV         | 28/05/2019  | 306047          | Library items                             | 96.94         |
|                |                 |                                     |               | INV         | 28/05/2019  | 306045          | Library items                             | 87.38         |
|                |                 |                                     |               | INV         | 27/05/2019  | 306043          | High demand children's local stock        | 19.23         |
|                |                 |                                     |               | INV         | 27/05/2019  | 306046          | Library items                             | 108.76        |
|                |                 |                                     |               | INV         | 27/05/2019  | 306048          | Library items                             | 194.65        |
| 3882.1649-01   |                 | Dennis Cleve Wood                   | 2,905.34      | INV         | 20/05/2019  | ICTALLOW18/19   | ICT Allowance                             | 291.67        |
|                |                 |                                     |               | INV         | 20/05/2019  | MEETINGFEES18/  | Meeting Fees                              | 2,613.67      |
| 3882.1689-01   |                 | Sandra Elizabeth Lee                | 2,905.34      | INV         | 20/05/2019  | ICTALLOW18/19   | ICT Allowance                             | 291.67        |
|                |                 |                                     |               | INV         | 20/05/2019  | MEETINGFEES18/  | Meeting Fees                              | 2,613.67      |
| 3882.1696-01   |                 | DS Agencies                         | 4,070.00      | INV         | 27/05/2019  | 149494          | Install bin enclosure Edge Skate Park     | 4,070.00      |
| 3882.1814-01   |                 | P Rond & Co                         | 19,861.60     | INV         | 27/05/2019  | 00000621        | Redevelop bore Bertram Oval               | 5,073.40      |
|                |                 |                                     |               | INV         | 27/05/2019  | 00000622        | Redevelop bore Kelly Park                 | 4,674.63      |
|                |                 |                                     |               | INV         | 27/05/2019  | 00000619        | Redevelop bore Medina Oval                | 5,040.17      |
|                |                 |                                     |               | INV         | 27/05/2019  | 00000620        | Redevelop bore Medina Oval surrounds      | 5,073.40      |
| 3882.1856-01   |                 | Cornerstone Legal                   | 3,909.10      | INV         | 28/05/2019  | 16183           | Legal fees Matter No 004825               | 1,071.40      |
|                |                 |                                     |               | INV         | 28/05/2019  | 16184           | Legal fees Matter No 004869               | 1,011.00      |
|                |                 |                                     |               | INV         | 28/05/2019  | 16186           | Legal fees Matter No 004846               | 783.20        |

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|                |                 |                                     |               | INV         | 28/05/2019  | 16191          | Legal fees Matter No 004850                        | 1,043.50      |
| 3882.19-01     |                 | Absolute Painting Services          | 9,839.50      | INV         | 27/05/2019  | INV-0930       | Internal painting Callistemon Court U29            | 1,958.00      |
|                |                 |                                     |               | INV         | 27/05/2019  | INV-0941       | BP 34 Patch and re-paint one wall in spare bedroom | 181.50        |
|                |                 |                                     |               | INV         | 27/05/2019  | INV-0940       | Callistemon Court units 18-24 external painting    | 7,700.00      |
| 3882.194-01    |                 | Benara Nurseries                    | 212.96        | INV         | 27/05/2019  | 519749         | Assorted plants                                    | 212.96        |
| 3882.2048-01   |                 | Palm Lakes Gardens & Landscape Serv | 2,840.00      | INV         | 24/05/2019  | 64             | Repair reticulation Banksia Park U41               | 130.00        |
|                |                 |                                     |               | INV         | 24/05/2019  | 16/05/219-26   | Install flower bed Callistemon Court               | 1,685.00      |
|                |                 |                                     |               | INV         | 24/05/2019  | 25-14/05/2019  | Stump removal Banksia Park                         | 1,025.00      |
| 3882.2097-01   |                 | Beaver Tree Services Aust Pty Ltd   | 23,989.80     | INV         | 28/05/2019  | 69311          | Pick and install trees Harry McGuigan Park         | 1,150.05      |
|                |                 |                                     |               | INV         | 27/05/2019  | 69249          | Tree pruning Furness Loop                          | 339.64        |
|                |                 |                                     |               | INV         | 27/05/2019  | 69244          | Tree Pruning Coleford Road Wellard                 | 984.79        |
|                |                 |                                     |               | INV         | 27/05/2019  | 69252          | Vegetation clearance Various locations             | 3,307.27      |
|                |                 |                                     |               | INV         | 27/05/2019  | 69236          | Tree climbing works Adventure Playground           | 4,484.44      |
|                |                 |                                     |               | INV         | 27/05/2019  | 69246          | Tree Pruning Medina Avenue                         | 437.24        |
|                |                 |                                     |               | INV         | 27/05/2019  | 69247          | Tree Pruning Wittering Court                       | 1,933.90      |
|                |                 |                                     |               | INV         | 27/05/2019  | 69248          | Tree Pruning Woodley Way                           | 113.21        |
|                |                 |                                     |               | INV         | 27/05/2019  | 69287          | Blanket watering Mortimer Road week ending 170519  | 1,283.21      |
|                |                 |                                     |               | INV         | 27/05/2019  | 69288          | Tree watering week ending 170519                   | 4,093.21      |
|                |                 |                                     |               | INV         | 29/05/2019  | 69381          | Tree watering week ending 240519                   | 4,089.99      |
|                |                 |                                     |               | INV         | 29/05/2019  | 69363          | Tree removal and grinding Meares Avenue            | 524.68        |
|                |                 |                                     |               | INV         | 29/05/2019  | 69365          | Tree treatment Bellingham Parade                   | 330.00        |
|                |                 |                                     |               | INV         | 29/05/2019  | 69366          | Tree removal and stump grind                       | 306.05        |
|                |                 |                                     |               | INV         | 29/05/2019  | 69364          | Stump grinding                                     | 87.44         |
|                |                 |                                     |               | INV         | 29/05/2019  | 69367          | Tree removal and stump grinding                    | 524.68        |
| 3882.2115-01   |                 | Asbestos Masters WA                 | 14,300.00     | INV         | 27/05/2019  | 3288           | Asbestos removal Millar Rd Reserve                 | 14,300.00     |
| 3882.218-01    |                 | Bob Jane T-Mart                     | 135.00        | INV         | 27/05/2019  | 141137         | Puncture repairs                                   | 135.00        |
| 3882.2224-01   |                 | Prestige Catering & Event Hire      | 979.90        | INV         | 29/05/2019  | 00024523       | Catering 270519                                    | 466.90        |
|                |                 |                                     |               | INV         | 29/05/2019  | 00024521       | Catering 220519                                    | 513.00        |
| 3882.2410-01   |                 | ABCO Products                       | 102.60        | INV         | 27/05/2019  | 407589         | 12 x 2L Suma Max                                   | 102.60        |
| 3882.2460-01   |                 | Allcom Communications               | 733.48        | INV         | 27/05/2019  | 28718          | Uninstall and reinstall of radio                   | 733.48        |
| 3882.248-01    |                 | Bunnings Building Supplies          | 2,448.93      | INV         | 29/05/2019  | 2163/01556129  | Hardware items                                     | 242.00        |

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|----------------|-----------------|----------------------------------|---------------|-------------|-------------|----------------|---|---------------|
|                |                 |                                  |               | INV         | 29/05/2019  | 2163/01679145  | Buildex 14-10 x 65mm climaseal hex head with seal | 107.83        |
|                |                 |                                  |               | INV         | 29/05/2019  | 2163/01679046  | Hardware items depot                              | 216.38        |
|                |                 |                                  |               | INV         | 27/05/2019  | 2163/01284568  | 35L Storage Container                             | 19.00         |
|                |                 |                                  |               | INV         | 27/05/2019  | 2163/01284570  | Hardware items                                    | 22.43         |
|                |                 |                                  |               | INV         | 27/05/2019  | 2163/01026977  | Hardware items                                    | 35.61         |
|                |                 |                                  |               | INV         | 27/05/2019  | 2163/01678114  | Drill bit set                                     | 47.48         |
|                |                 |                                  |               | INV         | 27/05/2019  | 2163/01676526  | Shower heads x6                                   | 60.78         |
|                |                 |                                  |               | INV         | 27/05/2019  | 2163/01674183  | Hex head tool kit                                 | 11.14         |
|                |                 |                                  |               | INV         | 23/05/2019  | 2163/01676592  | Rubber matting for KWN2101                        | 135.70        |
|                |                 |                                  |               | INV         | 27/05/2019  | 2163/01677812  | Building Materials                                | 43.55         |
|                |                 |                                  |               | INV         | 27/05/2019  | 2163/01676590  | Ladder step 50kg                                  | 227.05        |
|                |                 |                                  |               | INV         | 28/05/2019  | 2163/01033039  | Hardware items                                    | 61.68         |
|                |                 |                                  |               | INV         | 28/05/2019  | 2163/01678546  | Hardware items                                    | 48.33         |
|                |                 |                                  |               | INV         | 28/05/2019  | 2163/01678548  | Hardware items                                    | 20.90         |
|                |                 |                                  |               | INV         | 28/05/2019  | 2163/01556902  | Hardware items                                    | 197.24        |
|                |                 |                                  |               | INV         | 28/05/2019  | 2163/01031330  | Hardware items                                    | 951.83        |
| 3882.2507-01   |                 | Ixom Operations Pty Ltd          | 988.88        | INV         | 27/05/2019  | 6110463        | Chlorine gas for Recquatic                        | 988.88        |
| 3882.2512-01   |                 | Konnect                          | 200.20        | INV         | 27/05/2019  | 1684266146     | Hardware items                                    | 200.20        |
| 3882.2544-01   |                 | QK Technologies Pty Ltd          | 1,320.00      | INV         | 27/05/2019  | INV00105101    | Qikkids Web license for Recquatic Vacation Care   | 1,320.00      |
| 3882.264-01    |                 | Cabcharge Australia Ltd          | 105.00        | INV         | 24/05/2019  | 00989066P1905  | Cab charges 220419 to 190519                      | 105.00        |
| 3882.2646-01   |                 | Neverfail Springwater            | 160.95        | INV         | 24/05/2019  | 864200         | Bottled water Admin                               | 75.50         |
|                |                 |                                  |               | INV         | 24/05/2019  | 863566         | Bottled water Admin                               | 30.20         |
|                |                 |                                  |               | INV         | 24/05/2019  | 863559         | Bottled water The Zone                            | 55.25         |
| 3882.2698-01   |                 | Wilson Security Pty Ltd          | 140.59        | INV         | 23/05/2019  | W00240713      | Emergency call out 070519                         | 140.59        |
| 3882.275-01    |                 | Cannon Hygiene Australia Pty Ltd | 1,493.13      | INV         | 28/05/2019  | 96381005       | Sanitary service 060619 to 050719                 | 1,493.13      |
| 3882.2852-01   |                 | Downer EDI Works Pty Ltd         | 25,496.88     | INV         | 29/05/2019  | 6007108        | Millar Road 88.05 tonne concrete                  | 25,496.88     |
| 3882.2981-01   |                 | Peter Edward Feasey              | 4,756.67      | INV         | 20/05/2019  | DEPMAYFEE18/19 | Deputy Mayoral Allowance                          | 1,851.33      |
|                |                 |                                  |               | INV         | 20/05/2019  | ICTALLOW18/19  | ICT Allowance                                     | 291.67        |
|                |                 |                                  |               | INV         | 20/05/2019  | MEETINGFEES18/ | Meeting Fees                                      | 2,613.67      |
| 3882.30-01     |                 | Carol Elizabeth Adams            | 11,617.50     | INV         | 20/05/2019  | ICTALLOW18/19  | ICT Allowance                                     | 291.67        |
|                |                 |                                  |               | INV         | 20/05/2019  | MAYALLOW18/19  | Mayoral Allowance                                 | 7,405.33      |

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|                |                 |                                    |               | INV         | 20/05/2019  | MEETING18/19   | Meeting Fees  | 3,920.50      |
| 3882.3105-01   |                 | Poly Pipe Traders                  | 1,411.64      | INV         | 29/05/2019  | 00098264       | Assorted reticulation items                           | 1,190.55      |
|                |                 |                                    |               | INV         | 29/05/2019  | 00098055       | Air release valves                                    | 125.50        |
|                |                 |                                    |               | INV         | 29/05/2019  | 00098385       | Reticulation items                                    | 5.27          |
|                |                 |                                    |               | INV         | 23/05/2019  | 00098386       | Solenoids for Adventure Park splash pad               | 90.32         |
| 3882.3155-01   |                 | PFD Food Services Pty Ltd          | 521.20        | INV         | 27/05/2019  | KP467928       | Assorted items for Recquatic Cafe                     | 451.60        |
|                |                 |                                    |               | INV         | 28/05/2019  | KP467929       | Items for Recquatic Cafe                              | 69.60         |
| 3882.3227-01   |                 | Ozscot Horticulture                | 4,146.45      | INV         | 29/05/2019  | 00007979       | Assorted plants                                       | 4,146.45      |
| 3882.3293-01   |                 | Signaltech                         | 2,057.00      | INV         | 23/05/2019  | 3479           | Banksia Park U6 Investigate and repair issues with TV | 2,057.00      |
| 3882.3314-01   |                 | Carroll & Richardson Flagworld Pty | 578.79        | INV         | 28/05/2019  | 25206          | Assorted flags  | 578.79        |
| 3882.3320-01   |                 | Arbor Logic                        | 506.00        | INV         | 29/05/2019  | 00004051       | Assessment fees                                       | 506.00        |
| 3882.3338-01   |                 | AAA Blinds Port Kennedy            | 1,074.00      | INV         | 23/05/2019  | 7114           | Callistemon Court U70 repair to blinds                | 128.00        |
|                |                 |                                    |               | INV         | 23/05/2019  | 7115           | Callistemon Court U29 replace all blinds and tracks   | 946.00        |
| 3882.3356-01   |                 | Gemmill Homes Pty Ltd              | 33,722.00     | RFD         | 27/05/2019  | 81760          | Refund footpath and kerbing deposit                   | 350.00        |
|                |                 |                                    |               | RFD         | 27/05/2019  | 92999          | Refund footpath and kerbing deposit                   | 740.00        |
|                |                 |                                    |               | RFD         | 27/05/2019  | 110310         | Refund footpath and kerbing deposit                   | 740.00        |
|                |                 |                                    |               | RFD         | 27/05/2019  | 116628         | Refund footpath and kerbing deposit                   | 350.00        |
|                |                 |                                    |               | RFD         | 27/05/2019  | 117970         | Refund footpath and kerbing deposit                   | 350.00        |
|                |                 |                                    |               | RFD         | 27/05/2019  | 165674         | Refund footpath and kerbing deposit                   | 1,400.00      |
|                |                 |                                    |               | RFD         | 27/05/2019  | 171520         | Refund footpath and kerbing deposit                   | 1,400.00      |
|                |                 |                                    |               | RFD         | 27/05/2019  | 174570         | Refund footpath and kerbing deposit                   | 1,400.00      |
|                |                 |                                    |               | RFD         | 27/05/2019  | 200639         | Refund footpath and kerbing deposit                   | 1,400.00      |
|                |                 |                                    |               | RFD         | 27/05/2019  | 290865         | Refund footpath and kerbing deposit                   | 1,400.00      |
|                |                 |                                    |               | RFD         | 27/05/2019  | 409154         | Refund footpath and kerbing deposit                   | 1,400.00      |
|                |                 |                                    |               | RFD         | 27/05/2019  | 550423         | Refund footpath and kerbing deposit                   | 1,400.00      |
|                |                 |                                    |               | RFD         | 27/05/2019  | 550521         | Refund footpath and kerbing deposit                   | 1,400.00      |
|                |                 |                                    |               | RFD         | 27/05/2019  | 558954         | Refund footpath and kerbing deposit                   | 1,400.00      |
|                |                 |                                    |               | RFD         | 27/05/2019  | 567913         | Refund footpath and kerbing deposit                   | 1,400.00      |
|                |                 |                                    |               | RFD         | 27/05/2019  | 568687         | Refund footpath and kerbing deposit                   | 1,400.00      |
|                |                 |                                    |               | RFD         | 27/05/2019  | 568690         | Refund footpath and kerbing deposit                   | 1,400.00      |
|                |                 |                                    |               | RFD         | 27/05/2019  | 568774         | Refund footpath and kerbing deposit                   | 1,400.00      |
|                |                 |                                    |               | RFD         | 27/05/2019  | 573956         | Refund footpath and kerbing deposit                   | 1,456.00      |
|                |                 |                                    |               | RFD         | 27/05/2019  | 624444         | Refund footpath and kerbing deposit                   | 1,456.00      |

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|                |                 |                            |               | RFD         | 27/05/2019  | 682355         | Refund footpath and kerbing deposit       | 1,456.00      |
|                |                 |                            |               | RFD         | 27/05/2019  | 714937         | Refund footpath and kerbing deposit       | 1,456.00      |
|                |                 |                            |               | RFD         | 27/05/2019  | 757922         | Refund footpath and kerbing deposit       | 1,456.00      |
|                |                 |                            |               | RFD         | 27/05/2019  | 890878         | Refund footpath and kerbing deposit       | 1,456.00      |
|                |                 |                            |               | RFD         | 27/05/2019  | 168025         | Refund footpath and kerbing deposit       | 1,400.00      |
|                |                 |                            |               | RFD         | 27/05/2019  | 170873         | Refund footpath and kerbing deposit       | 1,400.00      |
|                |                 |                            |               | RFD         | 27/05/2019  | 821332         | Refund footpath and kerbing deposit       | 1,456.00      |
| 3882.3359-01   |                 | J Corp Pty Ltd             | 3,490.00      | RFD         | 29/05/2019  | 114084         | Refund footpath bond                      | 350.00        |
|                |                 |                            |               | RFD         | 29/05/2019  | 217442         | Refund security bond                      | 1,400.00      |
|                |                 |                            |               | RFD         | 29/05/2019  | 17160          | Refund security bond                      | 800.00        |
|                |                 |                            |               | RFD         | 29/05/2019  | 54706          | Refund security bond                      | 940.00        |
| 3882.339-01    |                 | Civica Pty Ltd             | 12,717.41     | INV         | 29/05/2019  | C/LG014513     | Online animal registration utilised tasks | 3,999.60      |
|                |                 |                            |               | INV         | 27/05/2019  | M/LG011818     | License support & maintenance to 310719   | 8,717.81      |
| 3882.3424-01   |                 | Dale Alcock Homes Pty Ltd  | 12,846.00     | RFD         | 27/05/2019  | 656            | Refund footpath and kerbing deposit       | 900.00        |
|                |                 |                            |               | RFD         | 27/05/2019  | 4319           | Refund footpath and kerbing deposit       | 900.00        |
|                |                 |                            |               | RFD         | 27/05/2019  | 11996          | Refund footpath and kerbing deposit       | 700.00        |
|                |                 |                            |               | RFD         | 27/05/2019  | 17379          | Refund footpath and kerbing deposit       | 350.00        |
|                |                 |                            |               | RFD         | 27/05/2019  | 23253          | Refund footpath and kerbing deposit       | 700.00        |
|                |                 |                            |               | RFD         | 27/05/2019  | 33065          | Refund footpath and kerbing deposit       | 700.00        |
|                |                 |                            |               | RFD         | 27/05/2019  | 55043          | Refund footpath and kerbing deposit       | 100.00        |
|                |                 |                            |               | RFD         | 27/05/2019  | 55697          | Refund footpath and kerbing deposit       | 350.00        |
|                |                 |                            |               | RFD         | 27/05/2019  | 84563          | Refund footpath and kerbing deposit       | 740.00        |
|                |                 |                            |               | RFD         | 27/05/2019  | 120166         | Refund footpath and kerbing deposit       | 350.00        |
|                |                 |                            |               | RFD         | 27/05/2019  | 125175         | Refund footpath and kerbing deposit       | 1,400.00      |
|                |                 |                            |               | RFD         | 27/05/2019  | 198144         | Refund footpath and kerbing deposit       | 1,400.00      |
|                |                 |                            |               | RFD         | 27/05/2019  | 233884         | Refund footpath and kerbing deposit       | 1,400.00      |
|                |                 |                            |               | RFD         | 27/05/2019  | 837588         | Refund footpath and kerbing deposit       | 1,456.00      |
|                |                 |                            |               | RFD         | 27/05/2019  | 289431         | Refund footpath and kerbing deposit       | 1,400.00      |
| 3882.3447-01   |                 | Chefmaster Australia       | 4,245.17      | INV         | 27/05/2019  | 00033581       | Supply and deliver orange litter bags     | 2,827.92      |
|                |                 |                            |               | INV         | 24/05/2019  | 00033534       | Drum liner                                | 1,417.25      |
| 3882.3452-01   |                 | Western Maze Pty Ltd       | 400.51        | INV         | 24/05/2019  | 00016588       | E-Waste collection 140519                 | 400.51        |
| 3882.3472-01   |                 | Mary Annakin               | 250.00        | INV         | 29/05/2019  | 20thMay2019    | 2018/2019 Senior Security Subsidy Scheme  | 250.00        |
| 3882.3504-01   |                 | Paula Maria Josepha Geling | 250.00        | INV         | 29/05/2019  | 20thMay2019    | 2018/2019 Senior Security Subsidy Scheme  | 250.00        |

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| 3882.357-01    |                 | BullAnt Security Pty                | 540.00        | INV         | 27/05/2019  | 10,186,873     | Key cutting x 4 Thomas Kelly Pavilion             | 120.00        |
|                |                 |                                     |               | INV         | 28/05/2019  | 10,187,227     | Supply and engrave keys                           | 420.00        |
| 3882.358-01    |                 | Coastline Mowers                    | 537.10        | INV         | 29/05/2019  | 20285#1        | Harness for brushcutter                           | 240.00        |
|                |                 |                                     |               | INV         | 29/05/2019  | 19964#12       | Parts   | 185.60        |
|                |                 |                                     |               | INV         | 27/05/2019  | 20196          | Repairs to cylinder mower                         | 111.50        |
| 3882.3589-01   |                 | Envirocare Systems Pty Ltd          | 278.52        | INV         | 28/05/2019  | 44645          | Urinal servicing Recquatic                        | 278.52        |
| 3882.36-01     |                 | ADH Fencing                         | 264.00        | INV         | 28/05/2019  | 00005184       | Replaced 4 x pull through wheels                  | 264.00        |
| 3882.3608-01   |                 | Foreshore Rehabilitation & Fencing  | 21,297.65     | INV         | 29/05/2019  | INV-4429       | Works at Ascot Park                               | 20,835.65     |
|                |                 |                                     |               | INV         | 29/05/2019  | INV-4433       | Repair post and rail Thomas Kelly Oval            | 462.00        |
| 3882.3686-01   |                 | KAJ Installations & Services        | 122.00        | INV         | 23/05/2019  | 00005371       | Callistemon Court various repairs to garage doors | 122.00        |
| 3882.3863-01   |                 | Chamber Of Commerce & Industry      | 11,624.50     | INV         | 27/05/2019  | 351672         | Membership Renewal 010719 to 300620               | 11,624.50     |
| 3882.3877-01   |                 | Schweppes Australia Pty Ltd         | 687.96        | INV         | 27/05/2019  | 0808768744     | Assorted drinks for Recquatic Cafe                | 687.96        |
| 3882.3977-01   |                 | MRP Osborne Park-General Pest/Termi | 3,780.47      | INV         | 27/05/2019  | 81662          | Quarterly pest control John Wellard Centre        | 217.00        |
|                |                 |                                     |               | INV         | 28/05/2019  | 81773          | Pest control William Bertram Centre               | 247.00        |
|                |                 |                                     |               | INV         | 28/05/2019  | 81845          | Quarterly pest control William Bertram Centre     | 217.00        |
|                |                 |                                     |               | INV         | 28/05/2019  | 81844          | Quarterly pest control Wheatfield Cottage         | 257.50        |
|                |                 |                                     |               | INV         | 28/05/2019  | 81772          | 6 monthly pest control Wheatfield Cottage         | 323.50        |
|                |                 |                                     |               | INV         | 28/05/2019  | 81771          | Pest control Fiona Harris Pavilion                | 336.09        |
|                |                 |                                     |               | INV         | 28/05/2019  | 81843          | Quarterly Pest control Fiona Harris Pavilion      | 235.66        |
|                |                 |                                     |               | INV         | 28/05/2019  | 81519          | Termite spot treatment Out of School Care         | 95.00         |
|                |                 |                                     |               | INV         | 28/05/2019  | 81770          | Pest control Calista Tennis Club                  | 111.24        |
|                |                 |                                     |               | INV         | 28/05/2019  | 81842          | Pest control Admin Building                       | 337.00        |
|                |                 |                                     |               | INV         | 27/05/2019  | 81660          | Quarterly Pest Control Harley Way Medina          | 197.00        |
|                |                 |                                     |               | INV         | 27/05/2019  | 81659          | Annual termite inspection Margaret Feilman        | 451.17        |
|                |                 |                                     |               | INV         | 27/05/2019  | 81658          | 6 monthly pest treatment Incubator                | 187.00        |
|                |                 |                                     |               | INV         | 27/05/2019  | 81657          | 6 monthly pest control Recquatic                  | 247.00        |
|                |                 |                                     |               | INV         | 27/05/2019  | 81661          | 6 monthly termite inspection Wellard Oval         | 321.31        |
| 3882.4026-01   |                 | Redink Homes Pty Ltd                | 14,168.00     | RFD         | 28/05/2019  | 190386         | Refund footpath and kerbing deposit               | 1,400.00      |
|                |                 |                                     |               | RFD         | 28/05/2019  | 221901         | Refund footpath and kerbing deposit               | 1,400.00      |
|                |                 |                                     |               | RFD         | 28/05/2019  | 334249         | Refund footpath and kerbing deposit               | 1,400.00      |
|                |                 |                                     |               | RFD         | 28/05/2019  | 375657         | Refund footpath and kerbing deposit               | 1,400.00      |
|                |                 |                                     |               | RFD         | 28/05/2019  | 454234         | Refund footpath and kerbing deposit               | 1,400.00      |
|                |                 |                                     |               | RFD         | 28/05/2019  | 477145         | Refund footpath and kerbing deposit               | 1,400.00      |

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|----------------|-----------------|-------------------------------|---------------|-------------|-------------|----------------|--|---------------|
|                |                 |                               |               | RFD         | 28/05/2019  | 559141         | Refund footpath and kerbing deposit                | 1,400.00      |
|                |                 |                               |               | RFD         | 28/05/2019  | 571838         | Refund footpath and kerbing deposit                | 1,456.00      |
|                |                 |                               |               | RFD         | 28/05/2019  | 573984         | Refund footpath and kerbing deposit                | 1,456.00      |
|                |                 |                               |               | RFD         | 28/05/2019  | 601486         | Refund footpath and kerbing deposit                | 1,456.00      |
| 3882.4057-01   |                 | Kelyn Training Services       | 825.00        | INV         | 23/05/2019  | 00027983       | Work Safely and Follow WHS Policies and Procedures | 430.00        |
|                |                 |                               |               | INV         | 23/05/2019  | 00027984       | Renewal of Worksite Traffic Management 300519      | 395.00        |
| 3882.4059-01   |                 | Wai Kei Vicky Chui            | 76.15         | INV         | 28/05/2019  | 27thMay2019    | Reimburse food sampling expenses                   | 76.15         |
| 3882.407-01    |                 | Winc Australia Pty Ltd        | 2,201.95      | INV         | 29/05/2019  | 9027386908     | Stationery   | 588.81        |
|                |                 |                               |               | INV         | 29/05/2019  | 9027331218     | Stationery   | 125.00        |
|                |                 |                               |               | INV         | 24/05/2019  | 9027274147     | Stationery   | 137.28        |
|                |                 |                               |               | INV         | 23/05/2019  | 9027333478     | Stationery March Administration building           | 1,350.86      |
| 3882.4245-01   |                 | ED Property Services          | 7,337.00      | INV         | 23/05/2019  | 00001259       | Banksia Park gutter cleaning of all villas         | 3,960.00      |
|                |                 |                               |               | INV         | 23/05/2019  | 00001258       | Banksia Park Gutter cleaning of clubhouse          | 165.00        |
|                |                 |                               |               | INV         | 27/05/2019  | 00001261       | Replace damage fence Callistemon Court U74 & 75    | 2,200.00      |
|                |                 |                               |               | INV         | 29/05/2019  | 00001263       | Replace tiles Banksia Park U37                     | 242.00        |
|                |                 |                               |               | INV         | 29/05/2019  | 00001264       | Repair patio posts Banksia Park U37                | 770.00        |
| 3882.4251-01   |                 | Plunkett Homes (1903) Pty Ltd | 11,198.00     | RFD         | 28/05/2019  | 27908          | Refund footpath and kerbing deposit                | 100.00        |
|                |                 |                               |               | RFD         | 28/05/2019  | 37844          | Refund footpath and kerbing deposit                | 350.00        |
|                |                 |                               |               | RFD         | 28/05/2019  | 44729          | Refund footpath and kerbing deposit                | 740.00        |
|                |                 |                               |               | RFD         | 28/05/2019  | 52835          | Refund footpath and kerbing deposit                | 100.00        |
|                |                 |                               |               | RFD         | 28/05/2019  | 69610          | Refund footpath and kerbing deposit                | 1,040.00      |
|                |                 |                               |               | RFD         | 28/05/2019  | 74187          | Refund footpath and kerbing deposit                | 100.00        |
|                |                 |                               |               | RFD         | 28/05/2019  | 75687          | Refund footpath and kerbing deposit                | 100.00        |
|                |                 |                               |               | RFD         | 28/05/2019  | 75688          | Refund footpath and kerbing deposit                | 100.00        |
|                |                 |                               |               | RFD         | 28/05/2019  | 175145         | Refund footpath and kerbing deposit                | 1,400.00      |
|                |                 |                               |               | RFD         | 28/05/2019  | 193694         | Refund footpath and kerbing deposit                | 1,400.00      |
|                |                 |                               |               | RFD         | 28/05/2019  | 209134         | Refund footpath and kerbing deposit                | 1,400.00      |
|                |                 |                               |               | RFD         | 28/05/2019  | 606915         | Refund footpath and kerbing deposit                | 1,456.00      |
|                |                 |                               |               | RFD         | 28/05/2019  | 691894         | Refund footpath and kerbing deposit                | 1,456.00      |
|                |                 |                               |               | RFD         | 28/05/2019  | 779935         | Refund footpath and kerbing deposit                | 1,456.00      |
| 3882.4279-01   |                 | Data #3 Limited               | 31,131.96     | INV         | 27/05/2019  | 01823589       | Production support and subscription vSphere        | 1,069.35      |
|                |                 |                               |               | INV         | 27/05/2019  | 01824558       | Mimecast   | 30,062.61     |



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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|----------------|--|---------------|
| 3882.4413-01   |                 | Cranetech Australia Pty Ltd         | 135.93        | INV         | 28/05/2019  | 13561          | Cylinder hose                                  | 135.93        |
| 3882.4719-01   |                 | Complete Office Supplies Pty Ltd    | 1,184.15      | INV         | 29/05/2019  | 08320449       | Stationery Recquatic                           | 317.74        |
|                |                 |                                     |               | INV         | 29/05/2019  | 08321087       | Stationery Recquatic                           | 23.54         |
|                |                 |                                     |               | INV         | 23/05/2019  | 08271354       | John Wellard Community Centre stationery order | 198.47        |
|                |                 |                                     |               | INV         | 23/05/2019  | 07849655       | Darius Wells stationery order                  | 624.23        |
|                |                 |                                     |               | INV         | 23/05/2019  | 08122975       | Darius Wells stationery order                  | 20.17         |
| 3882.4749-01   |                 | Greensense Pty Ltd                  | 4,224.00      | INV         | 29/05/2019  | 19052          | Annual facility fee July 2018 to June 2019     | 4,224.00      |
| 3882.483-01    |                 | Landgate                            | 102.80        | INV         | 27/05/2019  | 929088         | Land enquiry April 2019                        | 102.80        |
| 3882.4861-01   |                 | Big W                               | 234.50        | INV         | 28/05/2019  | 176544         | Animal food for Pound                          | 58.00         |
|                |                 |                                     |               | INV         | 28/05/2019  | 057783/057785  | Items for Big Top event                        | 47.50         |
|                |                 |                                     |               | INV         | 27/05/2019  | 176534         | Toaster machine Recquatic                      | 50.00         |
|                |                 |                                     |               | INV         | 27/05/2019  | 176538         | Heaters for Recquatic                          | 79.00         |
| 3882.5035-01   |                 | Quell Cleen                         | 165.00        | INV         | 29/05/2019  | 00051719       | Vacate cleaning Banksia Park U37               | 165.00        |
| 3882.5143-01   |                 | Wendy Gaye Cooper                   | 2,905.34      | INV         | 20/05/2019  | ICTALLOW18/19  | ICT Allowance                                  | 291.67        |
|                |                 |                                     |               | INV         | 20/05/2019  | MEETINGFEES18/ | Meeting Fees                                   | 2,613.67      |
| 3882.5279-01   |                 | OCP Sales                           | 118.80        | INV         | 27/05/2019  | 00051553       | Two Way radio repairs Recquatic                | 118.80        |
| 3882.537-01    |                 | Educational Art Supplies Co         | 183.48        | INV         | 28/05/2019  | 3468642        | Assorted craft supplies Recquatic              | 183.48        |
| 3882.5387-01   |                 | Woodlands Distributors & Agencies   | 924.00        | INV         | 23/05/2019  | 924            | 5 x 300 bag dog waste bag dispensers           | 924.00        |
| 3882.5520-01   |                 | Master Lock Service                 | 190.00        | INV         | 23/05/2019  | 00005964       | Banksia Park rear gate lock repair             | 130.00        |
|                |                 |                                     |               | INV         | 23/05/2019  | 00005965       | Callistemon Court 17 rear gate lock repair     | 60.00         |
| 3882.5569-01   |                 | Shaun Davey                         | 780.45        | INV         | 28/05/2019  | 16.6           | Rates refund                                   | 780.45        |
| 3882.5581-01   |                 | Totally Workwear Rockingham         | 404.26        | INV         | 29/05/2019  | RK7497.D1      | Uniforms City Assist                           | 404.26        |
| 3882.560-01    |                 | Goodchild Enterprises               | 196.90        | INV         | 23/05/2019  | 547729         | 60038-S4 Battery                               | 196.90        |
| 3882.5743-01   |                 | Programmed Maintenance Services Ltd | 10,017.52     | INV         | 29/05/2019  | SINV553135     | Garden & turf maintenance May 2019             | 10,017.52     |
| 3882.583-01    |                 | Flexi Staff Pty Ltd                 | 3,514.82      | INV         | 27/05/2019  | 208086         | Temp staff week ending 120519                  | 1,403.62      |
|                |                 |                                     |               | INV         | 28/05/2019  | 208236         | Temp staff week ending 190519                  | 717.90        |
|                |                 |                                     |               | INV         | 28/05/2019  | 208269         | Temp staff week ending 190519                  | 1,393.30      |
| 3882.5858-01   |                 | Vizcom Technologies                 | 303.60        | INV         | 29/05/2019  | 19357          | Cables   | 303.60        |
| 3882.5958-01   |                 | West Coast Profilers                | 7,092.75      | INV         | 29/05/2019  | 20844          | Hire of profiler 210519                        | 7,092.75      |



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|----------------|-----------------|-------------------------------------|---------------|-------------|-------------|----------------|---|---------------|
| 3882.5971-01   |                 | Birdlife Australia WA               | 330.00        | INV         | 27/05/2019  | 372            | Provision of interpretative services for workshop | 330.00        |
| 3882.5995-01   |                 | Zenien Pty Ltd T/as ATFT Astuta Tru | 198.00        | INV         | 23/05/2019  | l6396          | Depot cameras network changes                     | 198.00        |
| 3882.5996-01   |                 | CMS Engineering Pty Ltd             | 9,105.21      | INV         | 28/05/2019  | 31999          | Air conditioner maintenance March 19              | 1,570.21      |
|                |                 |                                     |               | INV         | 28/05/2019  | 32527          | Replace air conditioner Mandogalup Fire Station   | 7,535.00      |
| 3882.5997-01   |                 | Evolution Sports Imports Pty Ltd    | 458.00        | INV         | 27/05/2019  | 51393          | Futsal balls Recquatic                            | 458.00        |
| 3882.6000-01   |                 | Scott Printers Pty Ltd              | 9,188.30      | INV         | 27/05/2019  | 133830         | Printing Spirit of Kwinana newsletter June 2019   | 5,836.60      |
|                |                 |                                     |               | INV         | 27/05/2019  | 133766         | Printing x 500 hero brochures                     | 3,351.70      |
| 3882.6018-01   |                 | ALSCO Pty Ltd                       | 207.32        | INV         | 29/05/2019  | CPER1941159    | Linen for catering                                | 80.22         |
|                |                 |                                     |               | INV         | 24/05/2019  | CPER1939898    | Linen for catering                                | 104.40        |
|                |                 |                                     |               | INV         | 24/05/2019  | CPER1930705    | Tablecloths for volunteer event                   | 22.70         |
| 3882.6091-01   |                 | Plants & Garden Rentals             | 110.00        | INV         | 28/05/2019  | 00013529       | Planter hire June 19 Darius Wells                 | 110.00        |
| 3882.6167-01   |                 | Dome Coffees                        | 540.50        | INV         | 29/05/2019  | 152            | Catering for Thank A Volunteer Event 25 May 2019  | 540.50        |
| 3882.6224-01   |                 | The Grant Finder                    | 820.60        | INV         | 28/05/2019  | 00143          | Facilitation services Darius Wells May 2019       | 820.60        |
| 3882.6267-01   |                 | Woolworths Group Limited            | 832.32        | INV         | 28/05/2019  | 3346343        | Items for Mooditj Kulungars and Family Day Care   | 117.48        |
|                |                 |                                     |               | INV         | 27/05/2019  | 3592906        | Food for Leadership Silver Valley Trail excursion | 45.07         |
|                |                 |                                     |               | INV         | 27/05/2019  | 3346347        | Items for Recquatic                               | 80.20         |
|                |                 |                                     |               | INV         | 27/05/2019  | 3346346        | Items for Recquatic                               | 131.84        |
|                |                 |                                     |               | INV         | 27/05/2019  | 3346350        | Morning Tea Supplies City Operations              | 156.60        |
|                |                 |                                     |               | INV         | 27/05/2019  | 3592912        | Items for Requatic                                | 123.10        |
|                |                 |                                     |               | INV         | 29/05/2019  | 3346338        | Items for Environment                             | 5.30          |
|                |                 |                                     |               | INV         | 29/05/2019  | 3413499        | Items for Environment workshop                    | 40.51         |
|                |                 |                                     |               | INV         | 28/05/2019  | 3592905        | Food for programs                                 | 50.83         |
|                |                 |                                     |               | INV         | 24/05/2019  | 3346313        | Food for Zone programs                            | 40.94         |
|                |                 |                                     |               | INV         | 27/05/2019  | 3346337        | Food for Drop In service The Zone                 | 40.45         |
| 3882.6289-01   |                 | Clockwork Print                     | 10,675.50     | INV         | 23/05/2019  | INV-0057896    | CCTV Signage vinyl stickers                       | 1,248.50      |
|                |                 |                                     |               | INV         | 23/05/2019  | INV-0057897    | Purchase of 4 banners                             | 1,655.50      |
|                |                 |                                     |               | INV         | 23/05/2019  | INV-0057895    | Mini Wellness banners 1x2m PVC banners            | 330.00        |
|                |                 |                                     |               | INV         | 23/05/2019  | INV-0057894    | Recycling pull up banners and large bin stickers  | 7,441.50      |

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|----------------|-------------------------------------|--------------|---------------|-------------|-------------|----------------|---|---------------|
| 3882.6370-01   | Elexacom                            |              | 5,989.94      | INV         | 23/05/2019  | 26214          | Callistemon Court U 47 various electrical repairs     | 466.71        |
|                |                                     |              |               |             | 28/05/2019  | 26303          | Repair electrical pole Wellard Pavilion               | 172.39        |
|                |                                     |              |               |             | 28/05/2019  | 26299          | Service solar isolator Darius Wells                   | 94.53         |
|                |                                     |              |               |             | 28/05/2019  | 26308          | Repair external lights Wells Park toilets             | 171.77        |
|                |                                     |              |               |             | 28/05/2019  | 26256          | Electrical service Recquatic 030419                   | 144.61        |
|                |                                     |              |               |             | 28/05/2019  | 26257          | Service lights timer Adventure Park                   | 116.78        |
|                |                                     |              |               |             | 28/05/2019  | 26251          | Service exit lights Admin                             | 110.59        |
|                |                                     |              |               |             | 29/05/2019  | 26358          | Inspection/repair solar lights<br>Bournan/Parmelia    | 2,556.17      |
|                |                                     |              |               |             | 28/05/2019  | 26219          | Service light Depot wash bay 180419                   | 155.71        |
|                |                                     |              |               |             | 28/05/2019  | 26218          | Service and replace BBQ parts Wellard Park            | 1,722.58      |
|                |                                     |              |               |             | 27/05/2019  | 26302          | Thomas Oval Pavilion investigate power supply         | 47.27         |
|                |                                     |              |               |             | 28/05/2019  | 26254          | Replace led lights Banksia Park Clubhouse             | 94.36         |
|                |                                     |              |               |             | 28/05/2019  | 26216          | Replace smoke alarm Callistemon Court U35             | 91.45         |
|                |                                     |              |               |             | 28/05/2019  | 26300          | Repair GPO Callistemon Court U34                      | 45.02         |
| 3882.6583-01   | ALS Library Services Pty Ltd        |              | 83.68         | INV         | 27/05/2019  | 00062996       | Library items   | 68.69         |
|                |                                     |              |               |             | 27/05/2019  | 00062995       | LETS storytime books                                  | 14.99         |
| 3882.662-01    | Green Skills Inc / Ecojobs          |              | 3,161.40      | INV         | 27/05/2019  | P1467          | Monthly greenstock maintenance May 2019               | 3,161.40      |
| 3882.665-01    | Gregs Glass                         |              | 581.00        | INV         | 27/05/2019  | 7265-19        | Reglaze glass window Fiona Harris Pavilion            | 581.00        |
| 3882.6700-01   | Sprayking WA Pty Ltd                |              | 16,938.09     | INV         | 27/05/2019  | 00001716       | Treatment of weeds May 2019                           | 12,891.70     |
|                |                                     |              |               |             | 27/05/2019  | 00001694       | Treatment of streetscape weeds March 2019             | 3,606.39      |
|                |                                     |              |               |             | 29/05/2019  | 00001719       | Daintree stream vegetation maintenance May 2019       | 440.00        |
| 3882.6832-01   | Hobart Food Equipment               |              | 627.00        | INV         | 29/05/2019  | Call No:153032 | Parts and labour to dishwasher                        | 627.00        |
| 3882.6973-01   | Invision Investigations & Consultin |              | 20,326.00     | INV         | 27/05/2019  | 030519T        | Professional service                                  | 20,326.00     |
| 3882.7-01      | AAA Windscreens & Tinting           |              | 327.80        | INV         | 29/05/2019  | INV-43771      | Replace doors and screen IGMX033                      | 327.80        |
| 3882.72-01     | All Lines & Signs                   |              | 1,760.00      | INV         | 29/05/2019  | I0270519       | Carpark linemarking various locations                 | 1,760.00      |
| 3882.7202-01   | Source My Parts Pty Ltd             |              | 949.58        | INV         | 27/05/2019  | 410147         | Auto parts  | 949.58        |
| 3882.7305-01   | Black Cockatoo Preservation Society |              | 440.00        | INV         | 27/05/2019  | 4110           | Provision educational services to promote<br>Kaarakin | 440.00        |
| 3882.7343-01   | Brayden Kelly                       |              | 250.00        | INV         | 28/05/2019  | 23rdMay2019    | Lyrik Incentive Award Round 23                        | 250.00        |
| 3882.7357-01   | Mobile Laser Quest                  |              | 460.00        | INV         | 23/05/2019  | 1899           | Incursion on 110719 Recquatic vacation care           | 460.00        |

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| 3882.7388-01   |                 | Morris Jacobs                       | 310.00        | INV         | 27/05/2019  | 4-21/05/2019     | Facilitation service 210519                     | 155.00        |
|                |                 |                                     |               | INV         | 29/05/2019  | 5-28/05/2019     | Facilitation service 280519                     | 155.00        |
| 3882.7557-01   |                 | Sheila Mills                        | 2,966.77      | INV         | 20/05/2019  | ICTALLOW18/19    | ICT Allowance                                   | 291.67        |
|                |                 |                                     |               | INV         | 20/05/2019  | MEETINGFEE18/19  | Meeting Fees                                    | 2,613.67      |
|                |                 |                                     |               | INV         | 29/05/2019  | May2019          | Reimbursement of travel expenses May 2019       | 61.43         |
| 3882.7575-01   |                 | Pickles Auctions                    | 110.00        | INV         | 29/05/2019  | DI000127429      | Towing pickup 1CNZ651                           | 110.00        |
| 3882.7604-01   |                 | Tanya Halliday                      | 49.00         | INV         | 24/05/2019  | 21stMay2019      | Reimbursement of birth certificate for The Zone | 49.00         |
| 3882.762-01    |                 | Blackwood & Sons Ltd                | 664.40        | INV         | 29/05/2019  | KW7545TB         | Uniform Depot                                   | 72.40         |
|                |                 |                                     |               | INV         | 27/05/2019  | KW8702SX         | Mirror John Wellard Community Centre            | 592.00        |
| 3882.770-01    |                 | Jason Signmakers                    | 17,310.70     | INV         | 23/05/2019  | 196884           | Various stickers Mandogalup/Kwinana South       | 719.40        |
|                |                 |                                     |               | INV         | 23/05/2019  | 195861           | Install bus shelter Orelia Ave                  | 16,591.30     |
| 3882.7783-01   |                 | Leederville Cameras                 | 417.95        | INV         | 29/05/2019  | 433653           | Tools for videography and photography           | 417.95        |
| 3882.7809-01   |                 | Frontline Fire and Rescue Equipment | 1,824.63      | INV         | 29/05/2019  | 64147            | Assorted fire boots                             | 1,824.63      |
| 3882.7812-01   |                 | Starbucks Flooring                  | 1,590.00      | INV         | 29/05/2019  | INV-000577       | Install new carpet Callistemon Court U29        | 1,480.00      |
|                |                 |                                     |               | INV         | 23/05/2019  | INV-000571       | APU 20 adjust carpet to suit new built-in robe  | 110.00        |
| 3882.7937-01   |                 | Kerb Direct Kerbing Pty Ltd         | 2,147.82      | INV         | 27/05/2019  | 9108             | Kerbing installations various locations         | 2,147.82      |
| 3882.805-01    |                 | Mervyn Thomas Kearney               | 2,905.34      | INV         | 20/05/2019  | ICTALLOW18/19    | ICT Allowance                                   | 291.67        |
|                |                 |                                     |               | INV         | 20/05/2019  | MEETINGFEES18/19 | Meeting Fees                                    | 2,613.67      |
| 3882.807-01    |                 | Keep Australia Beautiful Western    | 120.00        | INV         | 29/05/2019  | R1000241         | Orange roadside litter bags                     | 120.00        |
| 3882.8099-01   |                 | Total Tools Rockingham              | 1,074.63      | INV         | 28/05/2019  | 67984            | Assorted parts                                  | 1,074.63      |
| 3882.8108-01   |                 | Cannings Purple                     | 7,722.00      | INV         | 27/05/2019  | 13323            | Government relations support 30% installment    | 7,722.00      |
| 3882.8167-01   |                 | Mega Glow Yoga                      | 100.00        | INV         | 28/05/2019  | 001              | 1 hour yoga class 240519 Banksia Park           | 100.00        |
| 3882.8302-01   |                 | Chris Kershaw Photography           | 440.00        | INV         | 28/05/2019  | L2463            | Photography Citizenship Ceremony                | 440.00        |
| 3882.8325-01   |                 | Envirosweep                         | 15,299.35     | INV         | 28/05/2019  | 64761            | Footpath sweeping April 2019                    | 1,897.50      |
|                |                 |                                     |               | INV         | 28/05/2019  | 64759            | Road sweeping April 2019                        | 2,799.50      |
|                |                 |                                     |               | INV         | 28/05/2019  | 64763            | Extra road sweeping April 2019                  | 2,934.25      |
|                |                 |                                     |               | INV         | 24/05/2019  | 64353            | Carpark sweeping March 2019                     | 3,071.20      |
|                |                 |                                     |               | INV         | 24/05/2019  | 64352            | Road sweeping March 19                          | 1,797.40      |
|                |                 |                                     |               | INV         | 24/05/2019  | 64354            | Road sweeping March 19                          | 2,799.50      |

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|----------------|-----------------|-----------------------------------|---------------|-------------|-------------|----------------|---|---------------|
| 3882.8337-01   |                 | Cancer Council WA                 | 200.00        | RFD         | 28/05/2019  | 1477925        | Refund bond Hall hire 140519                      | 200.00        |
| 3882.8346-01   |                 | Skateboarding WA                  | 825.00        | INV         | 28/05/2019  | INV-0570       | Skateboarding Coaching Clinic April 19            | 825.00        |
| 3882.8421-01   |                 | Back Beach Co                     | 122.30        | INV         | 27/05/2019  | 16671          | Bath robes for Recquatic                          | 122.30        |
| 3882.867-01    |                 | Lamp Replacements                 | 1,128.16      | INV         | 28/05/2019  | IN1021154      | Driver Led lamps                                  | 206.36        |
|                |                 |                                   |               | INV         | 27/05/2019  | IN1020927      | 24x Globes - Darius Wells Library                 | 921.80        |
| 3882.8818-01   |                 | Sienna Properties Pty Ltd         | 17,608.22     | RFD         | 29/05/2019  | 1266576        | Refund maintenance bond Living Edge               | 17,608.22     |
| 3882.8899-01   |                 | Majestic Plumbing                 | 11,596.65     | INV         | 28/05/2019  | 233145         | Service dog fountain Darling Dog Park Investigate | 86.75         |
|                |                 |                                   |               | INV         | 28/05/2019  | 233112         | shower Fiona Harris Pavilion                      | 260.24        |
|                |                 |                                   |               | INV         | 28/05/2019  | 233061         | Install tapware & trough Callistemon Court U29    | 4,786.19      |
|                |                 |                                   |               | INV         | 28/05/2019  | 233147         | Service hot water system Casuarina Fire Station   | 348.24        |
|                |                 |                                   |               | INV         | 28/05/2019  | 233146         | Install new gas cooker Leda Hall                  | 346.98        |
|                |                 |                                   |               | INV         | 28/05/2019  | 233092         | Install urinal                                    | 3,382.50      |
|                |                 |                                   |               | INV         | 27/05/2019  | 233111         | Banksia Park 12 Redirect existing water service   | 286.00        |
|                |                 |                                   |               | INV         | 27/05/2019  | 233110         | Banksia Park 42 Supply and install a new HWS      | 2,002.00      |
|                |                 |                                   |               | INV         | 29/05/2019  | 211755         | Plumbing repairs Banksia Park 17                  | 97.75         |
| 3882.8905-01   |                 | Kelli Anne Hayward                | 735.00        | INV         | 28/05/2019  | 22ndMay2019    | Reimbursement Chartered Accountants Membership    | 735.00        |
| 3882.8984-01   |                 | Baldivis Transport Pty Ltd        | 175.00        | INV         | 28/05/2019  | 1876           | Bulk water supply 100419                          | 175.00        |
| 3882.8998-01   |                 | McLeods                           | 940.50        | INV         | 29/05/2019  | 108202         | Legal fees Matter No 42801                        | 940.50        |
| 3882.9019-01   |                 | Kearns Garden Supplies            | 19.00         | INV         | 27/05/2019  | 39             | Spindle   | 19.00         |
| 3882.903-01    |                 | Lo-Go Appointments                | 1,379.40      | INV         | 29/05/2019  | 00419773       | Temp staff week ending 180519                     | 1,379.40      |
| 3882.9043-01   |                 | Ruckus Scooters Pty Ltd           | 660.00        | INV         | 28/05/2019  | INV-0043       | Edge Skatepark Activation Scooter Coaching Clinic | 660.00        |
| 3882.9325-01   |                 | Manfred Surveys                   | 1,045.00      | INV         | 28/05/2019  | 01310          | Cadastral Boundary Survey Millar Road             | 1,045.00      |
| 3882.934-01    |                 | Mandogalup Volunteer Fire Brigade | 88.00         | INV         | 29/05/2019  | 28thMay2019    | Hazard reduction burn                             | 88.00         |
| 3882.9345-01   |                 | Accidental Health & Safety Perth  | 662.35        | INV         | 28/05/2019  | 617105         | 6 monthly first aid supply Recquatic              | 662.35        |
| 3882.9349-01   |                 | Tall Poppy Art Framers & Gallery  | 1,819.00      | INV         | 28/05/2019  | 12637          | Frames and banner                                 | 1,819.00      |
| 3882.9405-01   |                 | Matthew James Rowse               | 2,905.34      | INV         | 20/05/2019  | ICTALLOW18/19  | ICT Allowance                                     | 291.67        |
|                |                 |                                   |               | INV         | 20/05/2019  | MEETINGFEES18/ | Meeting Fees                                      | 2,613.67      |

## Cheque Listing

Payments made between  
01/05/2019 to 31/05/2019



| <u>Chq/Ref</u>   | <u>Pmt Date</u> | <u>Payee</u>                      | <u>Amount</u>       | <u>Tran</u> | <u>Date</u> | <u>Invoice</u>   | <u>Description</u>                            | <u>Amount</u> |
|------------------|-----------------|-----------------------------------|---------------------|-------------|-------------|------------------|---|---------------|
| 3882.9431-01     |                 | Perth Energy                      | 6,698.90            | INV         | 28/05/2019  | 110125814        | 1090.28U New Thomas Oval Pavilion             | 112.42        |
|                  |                 |                                   |                     | INV         | 28/05/2019  | 110125815        | 21.11U Orelia Sports Pavilion                 | 60.13         |
|                  |                 |                                   |                     | INV         | 28/05/2019  | 110125816        | 127851U Recquatic                             | 6,311.83      |
|                  |                 |                                   |                     | INV         | 28/05/2019  | 110125818        | OU Feilman Building                           | 214.52        |
| 3882.9572-01     |                 | Aaron Thomas                      | 650.00              | INV         | 28/05/2019  | 115              | Open Mic event 230519                         | 650.00        |
| 3882.9676-01     |                 | Sifting Sands                     | 1,709.40            | INV         | 28/05/2019  | INV-0826         | Mulch rotary hoe various locations            | 1,709.40      |
| 3882.9732-01     |                 | Builders Training of WA           | 463.94              | INV         | 23/05/2019  | 00006581         | Advanced Diploma of Building Surveying course | 463.94        |
| 3882.9764-01     |                 | Datacom Systems (AU) Pty Ltd - WA | 1,903.00            | INV         | 27/05/2019  | INV0014034       | Monthly Saas Fee Sphere Website May 2019      | 1,903.00      |
| 3883             | 30/05/2019      | EFT TRANSFER: - 30/05/2019        | 7,220.39            |             |             |                  |   |               |
| 3883.151-01      |                 | Australian Services Union         | 509.76              | INV         | 19/05/2019  | PY01-24-Aust Ser | Payroll Deduction                             | 233.10        |
|                  |                 |                                   |                     | INV         | 19/05/2019  | PY01-24-Aust Ser | Payroll Deduction                             | 21.66         |
|                  |                 |                                   |                     | INV         | 05/05/2019  | PY01-23-Aust Ser | Payroll Deduction                             | 207.20        |
|                  |                 |                                   |                     | INV         | 05/05/2019  | PY01-23-Aust Ser | Payroll Deduction                             | 47.80         |
| 3883.487-01      |                 | Child Support Agency              | 3,851.44            | INV         | 05/05/2019  | PY01-23-Child Su | Payroll Deduction                             | 1,762.22      |
|                  |                 |                                   |                     | INV         | 19/05/2019  | PY01-24-Child Su | Payroll Deduction                             | 2,089.22      |
| 3883.530-01      |                 | Easifleet                         | 2,021.73            | INV         | 30/05/2019  | 124263           | Novated lease for May 2019                    | 2,021.73      |
| 3883.892-01      |                 | LGRCEU                            | 837.46              | INV         | 19/05/2019  | PY01-24-LGREC U  | Payroll Deduction                             | 386.44        |
|                  |                 |                                   |                     | INV         | 19/05/2019  | PY01-24-LGREC U  | Payroll Deduction                             | 10.26         |
|                  |                 |                                   |                     | INV         | 05/05/2019  | PY01-23-LGREC U  | Payroll Deduction                             | 430.50        |
|                  |                 |                                   |                     | INV         | 05/05/2019  | PY01-23-LGREC U  | Payroll Deduction                             | 10.26         |
| 3884             | 31/05/2019      | EFT TRANSFER: - 31/05/2019        | 32,354.25           |             |             |                  |   |               |
| 3884.153-01      |                 | Australian Taxation Office        | 32,354.25           | INV         | 31/05/2019  | FBT2018/2019     | FBT owing for year ended 31/03/2019           | 32,354.25     |
| <b>Total EFT</b> |                 |                                   | <b>4,355,008.24</b> |             |             |                  |   |               |

### Payroll

|         |            |                   |            |
|---------|------------|-------------------|------------|
| PY01-23 | 05/05/2019 | Payroll           | 610,425.33 |
| PY01-24 | 19/05/2019 | Payroll           | 629,695.72 |
| PY99-24 | 30/05/2019 | Payroll - Interim | 3,820.31   |
| PY99-25 | 30/05/2019 | Payroll - Interim | 64.69      |

## Cheque Listing

Payments made between  
01/05/2019 to 31/05/2019



| <u>Chq/Ref</u> | <u>Pmt Date</u> | <u>Payee</u>  | <u>Amount</u> | <u>Tran</u> | <u>Date</u> | <u>Invoice</u> | <u>Description</u> | <u>Amount</u> |
|----------------|-----------------|---------------|---------------|-------------|-------------|----------------|--------------------|---------------|
|                |                 | Total Payroll | 1,244,006.05  |             |             |                |                    |               |
|                |                 | Grand Total   | -5,640,218.32 |             |             |                |                    |               |

# Credit Card Transactions

1/05/2019 to 31/05/2019

| Transaction No  | Tran Type | Tran Reference | Invoice Date | Actual            | Transaction Description                                       |
|---|-----------|----------------|--------------|-------------------|---|
| <b>Credit Card Functions Officer to 020519</b>        |           |                |              | <b>\$52.50</b>    |   |
| 4388032   | Invoice   | 020519B        | 02/05/2019   | \$47.73           | Printer cartridge for printing of citizenship pictures        |
| 4388032   | GST       | 020519B        | 02/05/2019   | \$4.77            | GST   |
| <b>Credit Card Director City Legal to 020519</b>      |           |                |              | <b>\$282.62</b>   |   |
| 4388037   | Invoice   | 020519C        | 02/05/2019   | \$11.29           | Parking for Information for PID Officers event                |
| 4388037   | Invoice   | 020519C        | 02/05/2019   | \$90.00           | Policy documentation Child Australia                          |
| 4388037   | Invoice   | 020519C        | 02/05/2019   | \$155.64          | Landgate land registration fee                                |
| 4388037   | GST       | 020519C        | 02/05/2019   | \$25.69           | GST   |
| <b>Credit Card Director Regulation to 020519</b>      |           |                |              | <b>\$19.59</b>    |   |
| 4388045   | Invoice   | 020519E        | 02/05/2019   | \$4.59            | Parking for meeting Department of Planning Lands and Heritage |
| 4388045   | Invoice   | 020519E        | 02/05/2019   | \$13.22           | Parking for Wesport Workstream briefing session               |
| 4388045   | GST       | 020519E        | 02/05/2019   | \$1.78            | GST   |
| <b>Credit Card Director Infrastructure to 020519</b>  |           |                |              | <b>\$146.00</b>   |   |
| 4388047   | Invoice   | 020519F        | 02/05/2019   | \$132.73          | Architecture Media 3 year subscription                        |
| 4388047   | GST       | 020519F        | 02/05/2019   | \$13.27           | GST   |
| <b>Credit Card Director City Engagement to 020519</b> |           |                |              | <b>\$1,021.31</b> |   |
| 4388050   | Invoice   | 020519H        | 02/05/2019   | \$467.00          | Facebook Youth Team promotion                                 |
| 4388050   | Invoice   | 020519H        | 02/05/2019   | \$503.92          | Newspaper Subscriptions to 080420                             |
| 4388050   | GST       | 020519H        | 02/05/2019   | \$50.39           | GST   |
| <b>Credit Card Chief Executive Officer to 020519</b>  |           |                |              | <b>\$563.58</b>   |   |
| 4388555   | Invoice   | 020519A        | 02/05/2019   | \$0.21            | International transaction fee                                 |
| 4388555   | Invoice   | 020519A        | 02/05/2019   | \$0.37            | International transaction fee                                 |
| 4388555   | Invoice   | 020519A        | 02/05/2019   | \$1.92            | International transaction fee                                 |
| 4388555   | Invoice   | 020519A        | 02/05/2019   | \$2.46            | International transaction fee                                 |
| 4388555   | Invoice   | 020519A        | 02/05/2019   | \$3.86            | International transaction fee                                 |
| 4388555   | Invoice   | 020519A        | 02/05/2019   | \$4.93            | International transaction fee                                 |
| 4388555   | Invoice   | 020519A        | 02/05/2019   | \$8.40            | Refreshments in China Mayor                                   |
| 4388555   | Invoice   | 020519A        | 02/05/2019   | \$14.80           | Meal in China CEO   |
| 4388555   | Invoice   | 020519A        | 02/05/2019   | \$77.02           | China accommodation Mayor                                     |

# Credit Card Transactions

1/05/2019 to 31/05/2019

| Transaction No                                      | Tran Type | Tran Reference | Invoice Date | Actual            | Transaction Description                                  |
|---|-----------|----------------|--------------|-------------------|--|
| 4388555   | Invoice   | 020519A        | 02/05/2019   | \$98.52           | Dezhou accommodation Mayor                               |
| 4388555   | Invoice   | 020519A        | 02/05/2019   | \$154.04          | China accommodation CEO/Economic Development Specialist  |
| 4388555   | Invoice   | 020519A        | 02/05/2019   | \$197.05          | Dezhou accommodation CEO/Economic Development Specialist |
| <b>Credit Card Executive Assistant to 020519</b>    |           |                |              | <b>\$146.46</b>   |  |
| 4388559   | Invoice   | 020519D        | 02/05/2019   | \$44.15           | Seminar Economic Development Specialist                  |
| 4388559   | Invoice   | 020519D        | 02/05/2019   | \$89.00           | Wreath for ANZAC ceremony                                |
| 4388559   | GST       | 020519D        | 02/05/2019   | \$13.31           | GST  |
| <b>Credit Card Director City Strategy to 020519</b> |           |                |              | <b>\$4,223.22</b> |  |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$0.22            | Facebook advertising                                     |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$0.70            | International transaction fee                            |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$1.12            | International transaction fee                            |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$5.78            | Facebook advertising                                     |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$13.15           | Facebook advertising                                     |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$13.99           | Facebook advertising                                     |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$17.85           | Facebook advertising                                     |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$17.98           | Facebook advertising                                     |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$18.75           | Facebook advertising                                     |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$28.01           | Zapier web app licence                                   |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$49.31           | Typeform subscription youth programs                     |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$50.00           | Facebook advertising                                     |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$91.31           | Google Adwords   |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$92.37           | Facebook advertising                                     |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$100.00          | Facebook advertising                                     |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$148.97          | Facebook advertising                                     |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$185.27          | Transmit SMS top up                                      |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$185.27          | Transmit SMS top up                                      |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$235.30          | Accommodation Cr Rowse LG National Summit                |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$248.70          | Facebook advertising                                     |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$255.81          | Mailchimp email marketing software                       |
| 4388581   | Invoice   | 020519G        | 02/05/2019   | \$291.12          | Facebook advertising                                     |



# Credit Card Transactions

1/05/2019 to 31/05/2019

| Transaction No                                       | Tran Type | Tran Reference | Invoice Date | Actual            | Transaction Description                          |
|--|-----------|----------------|--------------|-------------------|--|
| 4388581  | Invoice   | 020519G        | 02/05/2019   | \$305.47          | Facebook advertising                             |
| 4388581  | Invoice   | 020519G        | 02/05/2019   | \$370.55          | Transmit SMS top up                              |
| 4388581  | Invoice   | 020519G        | 02/05/2019   | \$600.00          | Registration Cr Rowse LG National Summit         |
| 4388581  | Invoice   | 020519G        | 02/05/2019   | \$663.03          | Flights Cr Rowse LG National Summit              |
| 4388581  | GST       | 020519G        | 02/05/2019   | \$233.19          | GST  |
| <b>Credit Card Manager Human Resources to 020519</b> |           |                |              | <b>\$2,972.02</b> |  |
| 4399153  | Invoice   | 020519I        | 02/05/2019   | \$18.18           | Conversations Matter course registration         |
| 4399153  | Invoice   | 020519I        | 02/05/2019   | \$18.18           | Conversations Matter course registration         |
| 4399153  | Invoice   | 020519I        | 02/05/2019   | \$50.00           | Smartrider autoloader                            |
| 4399153  | Invoice   | 020519I        | 02/05/2019   | \$50.00           | Smartrider autoloader                            |
| 4399153  | Invoice   | 020519I        | 02/05/2019   | \$68.14           | Congratulations flowers for employee             |
| 4399153  | Invoice   | 020519I        | 02/05/2019   | \$69.95           | Congratulations flowers for employee             |
| 4399153  | Invoice   | 020519I        | 02/05/2019   | \$70.86           | Condolence flowers for employee                  |
| 4399153  | Invoice   | 020519I        | 02/05/2019   | \$74.45           | Congratulations flowers for employee             |
| 4399153  | Invoice   | 020519I        | 02/05/2019   | \$77.23           | Condolence flowers for employee                  |
| 4399153  | Invoice   | 020519I        | 02/05/2019   | \$220.00          | Advertising for Design Engineer                  |
| 4399153  | Invoice   | 020519I        | 02/05/2019   | \$439.47          | Advertising for three positions                  |
| 4399153  | Invoice   | 020519I        | 02/05/2019   | \$761.90          | Gift Cards in accordance with Recognition Policy |
| 4399153  | Invoice   | 020519I        | 02/05/2019   | \$948.00          | Essential Library Services Tafe course           |
| 4399153  | GST       | 020519I        | 02/05/2019   | \$105.66          | GST  |
| <b>Grand Total:</b>                                  |           |                |              | <b>\$9,427.30</b> |  |

**16.3 Disposition by way of Lease, Reserve 28511, Lot C133 (18) Maydwell Way, Calista between the City of Kwinana and Victory Life Community Services Inc. operating as Margaret Court Community Outreach (ABN 71 515 544 058)**

**DECLARATION OF INTEREST:**

There were no declarations of interest declared.

**SUMMARY:**

The City of Kwinana (**the City**) has management of Reserve 28511, with power to lease for 21 years subject to the Minister for Lands' consent. The Department of Planning Lands and Heritage is the owner of 18 Maydwell Way, Calista, Western Australia being more particularly described as Reserve 28511, Lot C133 on Deposited Plan 206210 being the whole of the land comprised in Certificate of Crown Land Title Volume, LR3015 Folio 336 (**the Land**).

This report seeks Council to authorise the Chief Executive Officer to give disposition by way of lease and finalise the lease of the Land to Victory Life Community Services Inc. operating as Margaret Court Community Outreach (**the Proposed Tenant**).

The Proposed Tenant is a not-for-profit organisation, the objects of which are charitable. Accordingly, pursuant to section 30 (2)(b)(i) of the *Local Government (Functions and General) Regulations 1996*, the City is not required to advertise the Lease.

In accordance with section 18 of the *Land Administration Act 1997* Ministerial consent is required to lease the Land. In-principle consent was provided by the Minister on 21 May 2019 at **Attachment A**.

**OFFICER RECOMMENDATION:**

That Council:

1. Authorise the Chief Executive Officer to execute the lease agreement at Attachment B, between the City of Kwinana and Victory Life Community Services Inc operating as Margaret Court Community Outreach with the in-principle consent of the Minister for Lands, for 18 Maydwell Way, Calista, Western Australia being more particularly described as Reserve 28511, Lot C133 on Deposited Plan 206210 being the whole of the land comprised in Record of Certificate of Crown Land Title Volume LR3015 Folio 336 and make any modifications where the intent of the lease does not change.
2. In accordance with the City of Kwinana's Leasing of Community Facilities Policy and 2018/2019 Fees and Charges, approve the proposed peppercorn rent as \$109 per annum.

**DISCUSSION:**

The Proposed Tenant has been assisting and supporting struggling families and individuals that are suffering some form of hardship in Western Australia for over 15 years.

**16.3 DISPOSITION BY WAY OF LEASE, RESERVE 28511, LOT C133 (18) MAYDWELL WAY, CALISTA BETWEEN THE CITY OF KWINANA AND VICTORY LIFE COMMUNITY SERVICES INC. OPERATING AS MARGARET COURT COMMUNITY OUTREACH (ABN 71 515 544 058)**

Their operations in Osborne Park and Kwinana assist an average of 550 families and individuals in need each week, distributing around 3,000 meals (22 tonnes) weekly. They receive a substantial number of referrals from Centrelink, Red Cross, Outcare, Ruah and other emergency relief organisations, as well as drug and alcohol rehabilitation centres around the metropolitan area.

In Kwinana, one paid staff member and 25 volunteers assist with food packaging, preparing food hampers and distribution of clothing. They open to the public from 10am to 3pm Wednesday to Friday.

They provide:

- food hampers that provide a family enough food for a fortnight;
- a Soup Can programme in winter;
- emergency food hampers for families and singles;
- clothing, blankets and kitchenware;
- breakfast for primary and secondary schools;
- community hours for Correctional Services clients;
- basic warehouse volunteer job training; and
- monthly seniors' morning tea.

Their main request for assistance from the public is providing food hampers, with 24 tonnes of fresh, frozen, perishable and non-perishable food items distributed each week. Organisations such as IGA, British Sausages, National Food and Dobra Garden Trust donate food for distribution.

Their objective is to go beyond the basic need for food and clothing by providing support to encourage and empower people in need, giving them hope for a future to improve their current circumstances.

### **Reserve Change**

In order to lease the Land, the City was required to change the Reserve purpose. This was requested on 23 March 2018. The Reserve purpose was changed on 14 March 2019 from Kindergarten Site to Community Purposes. A new Management Order was registered on 14 March 2019. A copy of the Management Order and Certificate of Title are at **Attachment C**.

### **Proposed Rent – Peppercorn**

The City's Leasing of Community Facilities Policy (**the Policy**) provides for the circumstances in which an organisation is entitled to peppercorn rent. The question of entitlement to peppercorn rent, in light of the Policy, was determined in consultation with senior officers of the City Legal team and officers of City Engagement by evaluating the services provided by the Proposed Tenant in Kwinana.

On 5 June 2019, the City invoiced the Proposed Tenant for a new community and service group lease agreement (lease administration fee) of \$471.50. The fee was paid on 21 May 2019.

**16.3 DISPOSITION BY WAY OF LEASE, RESERVE 28511, LOT C133 (18) MAYDWELL WAY, CALISTA BETWEEN THE CITY OF KWINANA AND VICTORY LIFE COMMUNITY SERVICES INC. OPERATING AS MARGARET COURT COMMUNITY OUTREACH (ABN 71 515 544 058)**

It is proposed that the new lease agreement be a peppercorn lease, with a term of 3 years, with a further option of 2 years.

The Proposed Tenant is a local community organisation and in accordance with the Policy, must meet the compulsory peppercorn essential criteria.

On the basis of information presented to us, the Proposed Tenant meets the following eligibility criteria as outlined in the Policy:

- They are an organisation that applies any surplus funds towards its purposes, prohibits any dividends or profits from being paid to its members and is exempt from paying income tax;
- They are a legal entity incorporated under the *Associations Incorporation Act 2015*;
- They are financially viable and able to demonstrate good financial management and record-keeping practices to the satisfaction of the City;
- They comply with relevant legislation governing their activities and hold registration certificates required for operation;
- They have a committee of management and appropriate governance arrangements, with established accountability and reporting methods to members of the organisation and to the community, including the capacity to maintain appropriate financial records for audit purposes;
- They adhere to all relevant Council local laws including the *Local Government Property Local Law*, and Council policies;
- Demand exists for the service to be provided through the facility;
- Facility use is consistent with City objectives and current Business Plan;
- Use of the facility increases the member's social engagement and promotes the health and wellbeing of the Kwinana community;
- They are open to all residents who meet the criteria for participation;
- Disadvantaged groups can access the service;
- Proposed use of the facility is suitable for the nature of the site;
- They are prepared to maximise utilisation of the facility if requested by the City; and
- They agree to provide the City with requested information including current and projected opening hours and participant and/or membership numbers.

**16.3 DISPOSITION BY WAY OF LEASE, RESERVE 28511, LOT C133 (18) MAYDWELL WAY, CALISTA BETWEEN THE CITY OF KWINANA AND VICTORY LIFE COMMUNITY SERVICES INC. OPERATING AS MARGARET COURT COMMUNITY OUTREACH (ABN 71 515 544 058)**

The Proposed Tenant is eligible for a peppercorn lease, as it meets the criteria outlined in the Leasing of Community Facilities Policy as follows:

| Category           | Annual Rent   | Eligibility   |
|--------------------|---|---|
| A: Peppercorn rent | As determined annually in the City's Schedule of Fees and Charges | Use approved by Council;<br><br>Meets all relevant eligibility criteria;<br><br>Provides significant community benefit;<br><u>and</u><br><br>Has limited revenue-raising ability (net of cost of service) e.g. community play groups, neighbourhood house |

It is recommended that the Proposed Tenant pay peppercorn rent annually.

**LEGAL/POLICY IMPLICATIONS:**

**Section 3.58 (3) and (4) of the Local Government Act 1995 states:**

- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*
- (a) *it gives local public notice of the proposed disposition —*
    - (i) *describing the property concerned; and*
    - (ii) *giving details of the proposed disposition; and*
    - (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*
  - and*
  - (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
- (a) *the names of all other parties concerned; and*
  - (b) *the consideration to be received by the local government for the disposition; and*
  - (c) *the market value of the disposition —*
    - (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
    - (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*

16.3 DISPOSITION BY WAY OF LEASE, RESERVE 28511, LOT C133 (18) MAYDWELL WAY, CALISTA BETWEEN THE CITY OF KWINANA AND VICTORY LIFE COMMUNITY SERVICES INC. OPERATING AS MARGARET COURT COMMUNITY OUTREACH (ABN 71 515 544 058)

**Section 30 of the Local Government (Functions and General) Regulations 1996 states:**

- (1) *A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.*
- (2) *A disposition of land is an exempt disposition if —*
  - (a) *the land is disposed of to an owner of adjoining land (in this paragraph called the transferee) and —*
    - (i) *its market value is less than \$5 000; and*
    - (ii) *the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee; or*
  - (b) *the land is disposed of to a body, whether incorporated or not —*
    - (i) *the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions; or*
  - (c) *the land is disposed of to —*
    - (i) *the Crown in right of the State or the Commonwealth; or*
    - (ii) *a department, agency, or instrumentality of the Crown in right of the State or the Commonwealth; or*
    - (iii) *another local government or a regional local government; or*
  - (d) *it is the leasing of land to an employee of the local government for use as the employee's residence; or*
  - (e) *it is the leasing of land for a period of less than 2 years during all or any of which time the lease does not give the lessee the exclusive use of the land; or*
  - (f) *it is the leasing of land to a person registered under the Health Practitioner Regulation National Law (Western Australia) in the medical profession to be used for carrying on his or her medical practice; or*
  - (g) *it is the leasing of residential property to a person.*
- (2a) *A disposition of property is an exempt disposition if the property is disposed of within 6 months after it has been —*
  - (a) *put out to the highest bidder at public auction, in accordance with section 3.58(2)(a) of the Act, but either no bid is made or any bid made does not reach a reserve price fixed by the local government; or*
  - (b) *the subject of a public tender process called by the local government, in accordance with section 3.58(2)(b) of the Act, but either no tender is received or any tender received is unacceptable; or*
  - (c) *the subject of Statewide public notice under section 3.59(4) of the Act, and if the business plan referred to in that notice described the property concerned and gave details of the proposed disposition including —*
    - (i) *the names of all other parties concerned; and*
    - (ii) *the consideration to be received by the local government for the disposition; and*
    - (iii) *the market value of the disposition as ascertained by a valuation carried out not more than 12 months before the proposed disposition.*
- (2b) *Details (see section 3.58(4) of the Act) of a disposition of property under subregulation (2a) must be made available for public inspection for at least 12 months from the initial auction or tender, as the case requires.*



**16.3 DISPOSITION BY WAY OF LEASE, RESERVE 28511, LOT C133 (18) MAYDWELL WAY, CALISTA BETWEEN THE CITY OF KWINANA AND VICTORY LIFE COMMUNITY SERVICES INC. OPERATING AS MARGARET COURT COMMUNITY OUTREACH (ABN 71 515 544 058)**

- (3) *A disposition of property other than land is an exempt disposition if —*
  - (a) *its market value is less than \$20 000; or*
  - (b) *the entire consideration received by the local government for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$75 000.*

**Land Administration Act 1997 (LAA)**

**18. Crown land transactions that need Minister's approval**

- (1) *A person must not without authorisation under subsection (7) assign, sell, transfer or other deal with interests in Crown land or create or grant an interest in Crown land.*
- (2) *A person must not without authorisation under subsection (7) —*
  - (a) *grant a lease or licence under this Act, or a licence under the Local Government Act 1995, in respect of Crown land in a managed reserve; or*
  - (b) *being the holder of such a lease or licence, grant a sublease or sublicense in respect of the whole or any part of that Crown land.*
- (3) *A person must not without authorisation under subsection (7) mortgage a lease of Crown land.*
- (4) *A lessee of Crown land must not without authorisation under subsection (7) sell, transfer or otherwise dispose of the lease in whole or in part.*
- (5) *The Minister may, before giving approval under this section, in writing require —*
  - (a) *an applicant for that approval to furnish the Minister with such information concerning the transaction for which that approval is sought as the Minister specifies in that requirement; and*
  - (b) *information furnished in compliance with a requirement under paragraph (a) to be verified by statutory declaration.*
- (6) *An act done in contravention of subsection (1), (2), (3) or (4) is void.*
- (7) *A person or lessee may make a transaction under subsection (1), (2), (3) or (4) —*
  - (a) *with the prior approval in writing of the Minister; or*
  - (b) *if the transaction is made in circumstances, and in accordance with any condition, prescribed for the purposes of this paragraph.*
- (8) *This section does not apply to a transaction relating to an interest in Crown land if —*
  - (a) *that land is set aside under, dedicated or vested for the purposes of an Act other than this Act, and the transaction is authorised under that Act; or*
  - (b) *that interest may be created, granted, transferred or otherwise dealt with under an Act other than —*
    - (i) *this Act; or*
    - (ii) *a prescribed Act; or*
  - (c) *an agreement, ratified or approved by another Act, has the effect that consent to the transaction was not required under section 143 of the repealed Act; or*

16.3 DISPOSITION BY WAY OF LEASE, RESERVE 28511, LOT C133 (18) MAYDWELL WAY, CALISTA BETWEEN THE CITY OF KWINANA AND VICTORY LIFE COMMUNITY SERVICES INC. OPERATING AS MARGARET COURT COMMUNITY OUTREACH (ABN 71 515 544 058)

- (d) the transaction is a lease, sublease or licence and the approval of the Minister is not required under section 46(3b).

[Section 18 amended by No. 59 of 2000 s. 8(1)-(5).]

#### **FINANCIAL/BUDGET IMPLICATIONS:**

There are no financial/budget implications as a result of this report.

#### **ASSET MANAGEMENT IMPLICATIONS:**

The implications for this report are the ongoing management and administration required by all of the City's leases of property. The building has an annual consumption (measured as depreciation) of \$12,872 per annum. Accordingly, over the period of the lease (including the extension), the consumption of the building is expected to be \$64,360. Over the next five years, there is estimated to be \$40,500 in renewal works fall due. In addition, under the lease, the City is responsible for all ongoing maintenance, which could expect to average \$3,000 to \$5000 per year, over the next five years.

#### **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 outcome and objective as detailed in the Corporate Business Plan.

| Plan                    | Outcome              | Objective  |
|-------------------------|----------------------|--|
| Corporate Business Plan | Business performance | 5.6 Maximise the value of the City's property assets |

#### **COMMUNITY ENGAGEMENT:**

As a result of leasing the Land to the Proposed Tenant there will be various positive community engagement implications.

#### **PUBLIC HEALTH IMPLICATIONS**

There are no public health implications as a result of this report.



**16.3 DISPOSITION BY WAY OF LEASE, RESERVE 28511, LOT C133 (18) MAYDWELL WAY, CALISTA BETWEEN THE CITY OF KWINANA AND VICTORY LIFE COMMUNITY SERVICES INC. OPERATING AS MARGARET COURT COMMUNITY OUTREACH (ABN 71 515 544 058)**

#### **RISK IMPLICATIONS:**

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

|  |  |
|--|--|
| Risk Event                                   | That Council does not authorise the Chief Executive Officer to sign the lease agreement in relation to the proposed disposition by way of lease of Reserve 28511, between the City of Kwinana and Victory Life Centre Inc. operating as Margaret Court Community Outreach. |
| Risk Theme                                   | Ineffective management of facilities/venues/events.  |
| Risk Effect/Impact                           | Financial  |
| 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 the Chief Executive Officer executing the lease agreement between the City of Kwinana and Victory Life Centre Inc. operating as Margaret Court Community Outreach.   |
| Rating (after treatment)                     | Low  |

#### **COUNCIL DECISION**

479

**MOVED CR S LEE**

**SECONDED CR D WOOD**

**That Council:**

- 1. Authorise the Chief Executive Officer to execute the lease agreement at Attachment B, between the City of Kwinana and Victory Life Community Services Inc operating as Margaret Court Community Outreach with the in-principle consent of the Minister for Lands, for 18 Maydwell Way, Calista, Western Australia being more particularly described as Reserve 28511, Lot C133 on Deposited Plan 206210 being the whole of the land comprised in Record of Certificate of Crown Land Title Volume LR3015 Folio 336 and make any modifications where the intent of the lease does not change.**
- 2. In accordance with the City of Kwinana's Leasing of Community Facilities Policy and 2018/2019 Fees and Charges, approve the proposed peppercorn rent as \$109 per annum.**

**CARRIED  
8/0**



Department of **Planning,  
Lands and Heritage**

**Land Use Management**

Our ref: File: 2105-1966 Job: 180649  
Enquiries: Carmen Watts Ph: 9771 7936  
Fax: 6552 4417  
Email: [carmen.watts@dplh.wa.gov.au](mailto:carmen.watts@dplh.wa.gov.au)

21 May 2019

Chief Executive Officer  
City of Kwinana

Attention – Simone Avard

By email only: [simone.avard@kwinana.wa.gov.au](mailto:simone.avard@kwinana.wa.gov.au)

Dear Simone

**Section 18 Ministerial Approval – Lease of Reserve 28511 being Lot C 133 on Deposited Plan 206210, Maydwell Way, Calista between City of Kwinana (Landlord) and Margaret Court Community Outreach (Tenant)**

Thank you for your recent correspondence regarding permission to grant a Lease over Reserve 28511 which is set aside for the purpose of “Community Purposes” and managed by the City of Kwinana with power to lease for any term not exceeding 21 years subject to the consent of the Minister for Lands.

In accordance with section 18 of the *Land Administration Act 1997* (LAA) the Minister for Lands approval is granted to the proposed Lease for community purposes (more specifically, the activities of the Tenant are to be consistent with the purposes of Margaret Court Community Outreach) provided to the Department of Planning, Lands and Heritage (DPLH) by email dated 20 May 2019 on the condition that the final Lease executed by the parties is on the same terms as that provided to DPLH with that email and subject to:

- Clause 23.1 being amended to include the requirement for the prior written consent of the Minister for Lands to assignment, subletting and charging;
- Clause 27.1 being amended to include the requirement for the prior written consent of the Minister for Lands to lodge any absolute caveat;
- Item 2 and Item 3 of the Schedule being amended to refer to an expiry date of 30 June in lieu of 31 June.

If the final document executed by the parties is not on the approved terms, then it may be void under section 18 LAA. Please note that this approval is for the purposes of section 18 LAA only and does not constitute an endorsement as to the terms and effect of the document. DPLH cannot provide any advice in respect of the Lease and recommends that each party obtain their own independent advice as to their rights and obligations under the Lease.

This approval is subject to the registration requirements of the *Transfer of Land Act 1893*. You will need to provide a copy of this letter to Landgate if the document is to be lodged for registration at Landgate.

Should you have any enquiries please contact me on any of the above details.

Yours faithfully

A handwritten signature in black ink, appearing to read 'C. Watts'.

**Carmen Watts**  
**Senior State Land Officer (Pos No 25287)**  
**Case Delivery**

# Lease of Reserve 28511: Lot C133 (18) Maydwell Way, Calista, Western Australia

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City of Kwinana (ABN 13 890 27 321)

Victory Life Community Services Inc operating as  
Margaret Court Community Outreach  
(ABN 71 515 544 058)

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# Details

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## Parties

### **City of Kwinana**

(ABN 13 790 277 321) of PO Box 21, Kwinana, Western Australia 6966  
(**Landlord**)

### **Victory Life Community Services Inc. operating as Margaret Court Community Outreach**

(ABN 71 515 544 058) of 18 Maydwell Way, Calista, Western Australia 6167  
(**Tenant**)

## Background

- A The Landlord has the care, control and management of the Land pursuant to the Management Order.
- B Subject to the prior written approval of the Minister for Lands, the Landlord has agreed to lease and the Tenant has agreed to take a lease of the Premises upon the terms and conditions contained in this Lease.
- C The activities of the Tenant are to be consistent with the objectives of the Rules of Association of Victory Life Community Services Inc. operating as Margaret Court Community Outreach.

## 1. Definitions

In this Lease, unless otherwise required by the context or subject matter:

**Amounts Payable** means the Rent and any other money payable by the Tenant under this Lease;

**Authorised Person** means:

- (a) an agent, employee, licensee or invitee of the Landlord; and
- (b) any person visiting the Premises with the express or implied consent of any person mentioned in paragraph (a);

**Business Day** means a day other than a Saturday, Sunday or public holiday in Perth, Western Australia;

**CEO** means the Chief Executive Officer for the time being of the Landlord or any person appointed, authorised or delegated by the Chief Executive Officer to perform any of her or his functions under this Lease;

**Commencement Date** means the date of commencement of the Term specified in **Item 4** of the Schedule;



**Encumbrance** means a mortgage, charge, lien, pledge, easement, restrictive covenant, writ, warrant, prohibition, restriction or caveat and the claim stated in the caveat;

**Further Term** means each further term specified in **Item 3** of the Schedule;

**Good Repair** means good and substantial tenantable repair and in clean, good working order and condition;

**Interest Rate** means the rate at the time the payment falls due being 2% greater than the Landlord's general overdraft rate on borrowings from its bankers on amounts not exceeding \$100,000.00;

**Land** means the land described at **Item 1(a)** of the Schedule;

**Landlord's Covenants** means the covenants, agreements and obligations set out or implied in this Lease, or imposed by law to be observed and performed by the Landlord;

**Lease** means this deed as supplemented, amended or varied from time to time;

**Management Order** means the management order O109277 made under section 46 of the *Land Administration Act 1997*, under which the Land was vested in the Landlord to be held for the purpose of Community Purposes;

**Notice** means each notice, demand, consent or authority given or made to any person under this Lease;

**Party** means the Landlord or the Tenant according to the context;

**Premises** means the premises described at **Item 1(b)** of the Schedule and edged in red and hachured on a sketch annexed (**Annexure 1**) to this lease for the purpose of identification only;

**Rent** means the rent specified in **Item 5** of the Schedule;

**Rules of Association** means the 'Rules of Association of Victory Life Community Services Inc. aka Margaret Court Community Outreach', approved by the Board on 18 April 2018;

**Schedule** means the Schedule to this Lease;

**Tenant's Agents** includes:

(a) the subtenants, employees, agents, contractors, invitees and licensees of the Tenant; and

(b) any person on the Premises by the authority of a person specified in paragraph (a);

**Tenant's Covenants** means the covenants, agreements and obligations set out or implied in this Lease or imposed by law to be performed and observed by any person other than the Landlord;

**Term** means the term of years specified in **Item 2** of the Schedule and any Further Term; and

**Termination** means expiry by effluxion of time or sooner determination of the Term or any period of holding over.

## 2. Interpretation

In this Lease, unless expressed to the contrary:

- (a) words importing:
  - (i) the singular includes the plural and vice versa; and
  - (ii) a gender or genders include each other gender;
- (b) if a word or phrase is assigned a particular meaning, other grammatical forms of that word or phrase have a corresponding meaning;
- (c) a reference to:
  - (i) a natural person includes a body corporate or local government;
  - (ii) a body corporate or local government includes a natural person;
  - (iii) a professional body includes a successor to or substitute for that body;
  - (iv) a Party includes its legal personal representatives, successors and assigns and if a Party comprises two or more persons, the legal personal representatives, successors and assigns of each of those persons;
  - (v) a statute, includes an ordinance, code, regulation, award, town planning scheme, regulation, local law, by-law, requisition, order or other statutory instruments made under any of them and a reference to any of them, whether or not by name, includes any amendments to, re-enactments of or replacements of any of them from time to time in force;
  - (vi) a right includes a benefit, remedy, discretion, authority or power;
  - (vii) an obligation includes a warranty or representation and a reference to a failure to observe or perform an obligation includes a breach of warranty or representation;
  - (viii) this Lease or provisions of this Lease or any other deed, agreement, instrument or contract includes a reference to:
    - (ix) both express and implied provisions; and
    - (x) that other deed, agreement, instrument or contract as varied, supplemented, replaced or amended;
  - (xi) writing includes any mode of representing or reproducing words in tangible and permanently visible form and includes facsimile transmissions;
  - (xii) any thing (including, without limitation, any amount) is a reference to the whole or any part of it and a reference to a group of things or persons is a reference to any one or more of them; and
  - (xiii) a subparagraph, paragraph, subclause, clause, Item, Schedule or Annexure is a reference to, respectively, a subparagraph, paragraph, subclause, clause, Item, Schedule or Annexure of this Lease;
- (d) the covenants and obligations on the part of the Tenant not to do or omit to do any act or thing include:

- (i) covenants not to permit that act or thing to be done or omitted to be done by a Tenant's Agent; and
- (ii) a covenant to take all reasonable steps to ensure that that act or thing is not done or omitted to be done;
- (e) the meaning of general words or phrases is not limited by specific examples introduced by 'including', 'for example' or similar expressions; and
- (f) if a Party comprises two or more persons, the covenants and agreements on their part bind them and must be observed and performed by them jointly and each of them severally, and may be enforced against any one or more of them.

### 3. Approval of the Minister for Lands

This Lease is subject to and conditional on the prior approval of the Minister for Lands under section 18 of the *Land Administration Act 1997*.

### 4. Grant of lease

Subject to clause 3 of this Lease, the Landlord leases to the Tenant the Premises for the Term subject to:

- (a) all Encumbrances;
- (b) the payment of the Amounts Payable; and
- (c) the performance and observance of the Tenant's Covenants.

### 5. Quiet enjoyment

Except as provided in the Lease, and for so long as the Landlord is the management body of the Premises under the Management Order, and subject to the performance of the Tenant's Covenants, the Tenant may quietly hold and enjoy the Premises during the Term without any interruption or disturbance from the Landlord or Authorised Person.

### 6. Rent and other payments

The Tenant covenants with the Landlord:

#### 6.1 Rent

To pay to the Landlord the Rent in the manner set out at **Item 5** of the Schedule on and from the Commencement Date clear of any deductions.

#### 6.2 Outgoings

- (1) To pay to the Landlord or to such person as the Landlord may direct the following outgoings assessed or incurred in respect of the Premises:
  - (a) taxes, service and other charges including charges for rubbish and garbage removal;
  - (b) water, charges for disposal of stormwater, meter rent and excess water charges;

- (c) telephone, electricity, gas and other power and light charges including meter rents and the cost of installation of any meter, wiring, internet connections or telephone connection;
- (d) land tax and metropolitan regional improvement tax on a single ownership basis;
- (e) premiums, excess and other costs arising from the insurance obtained by the Landlord pursuant to **clause 7.2**. For the avoidance of doubt, the parties agree:
  - (i) that if such premium or cost does not include a separate assessment or identification of the Premises or the Land, the Tenant must pay a proportionate part of such premium or cost determined by the Landlord acting reasonably; and
  - (ii) such insurance will include insurance for the full replacement value of buildings; and
  - (iii) any other consumption charge or cost, statutory impost or other obligation incurred or payable by reason of the Tenant's use and occupation of the Premises.
- (2) If the Premises are not separately charged or assessed the Tenant will pay to the Landlord a proportionate part of any charges or assessments referred to in **clause 6.2(1)** being the proportion that the Premises bears to the total area of the land or premises included in the charge or assessment.

### **6.3 Interest**

Without affecting the rights, power and remedies of the Landlord under this Lease, to pay to the Landlord interest on demand on any Amounts Payable which are unpaid for 14 days computed from the due date for payment until payment is made and any interest payable under this paragraph will be charged at the Interest Rate.

### **6.4 Costs**

- (1) To pay to the Landlord on demand:
  - (a) all fees in connection with the registration of this Lease against the Certificate of Title for the Land (if the Landlord wishes to resister the Lease); and
  - (b) the administrative fees associated with the Lease as required by the *Local Government Act 1995* and otherwise in accordance with the Landlord's Schedule of Fees and Charges.
- (2) To pay to the Landlord all costs, legal fees, disbursements and payments incurred by or for which the Landlord is liable in connection with or incidental to:
  - (a) the Amounts Payable or obtaining or attempting to obtain payment of the Amounts Payable under this Lease;
  - (b) any breach of covenant by the Tenant or the Tenant's Agents;
  - (c) any work done at the Tenant's request; and
  - (d) any action or proceedings arising out of or incidental to any matters arising out of this Lease.

## **6.5 Accrual of amounts payable**

Amounts Payable accrue on a daily basis.

# **7. Insurance**

## **7.1 Insurance required**

The Tenant must effect and maintain with insurers approved by the Landlord (noting the Landlord's and the Tenant's respective rights and interest in the Premises) for the time being:

- (a) adequate public liability insurance for a sum not less than the sum set out at **Item 8** of the Schedule in respect of any one claim or such greater amount as the Landlord may from time to time reasonably require;
- (b) insurance to cover the Tenant's fixtures, fittings, equipment and stock against loss or damage by fire, fusion, smoke, lightning, flood, storm, tempest, earthquake, sprinkler leakage, water damage and other usual risks against which a Tenant can and does ordinarily insure in their full replacement value, and loss from theft or burglary;
- (c) employers' indemnity insurance including workers' compensation insurance in respect of all employees of the Tenant employed in, about or on the Premises; and
- (d) any other policy of insurance which the Landlord may reasonably require or specify from time to time.

## **7.2 Building Insurance to be effected by Landlord**

The Landlord shall effect and keep effected insurance to the full insurable value on a replacement or reinstatement value basis of the Premises against damage arising from fire, tempest, storm, earthquake, explosion, aircraft, or other aerial device including items dropped from any device, riot, commotion, flood, lightning, act of God, fusion, smoke, rainwater, leakage, impact by vehicle, machinery breakdown and malicious acts or omissions and other standard insurable risks and the Tenant will reimburse the Landlord for any premiums, excess or other costs arising therefrom.

## **7.3 Details and receipts**

In respect of the insurances required by **clause 7.1** the Tenant must:

- (a) upon renewal of any insurance policy immediately forward to the Landlord copies of Certificates of Currency and details of the insurances as held by the Tenant;
- (b) notify the Landlord immediately:
  - (i) when an event occurs which gives rise or might give rise to a claim under or which could prejudice a policy of insurance; or
  - (ii) when a policy of insurance is cancelled.

## **7.4 Payment of excess on insurance**

The Tenant agrees with the Landlord that it shall be responsible to pay any excess payable in connection with the insurances referred to in **clause 7.1**.

## **7.5 Not to invalidate**

The Tenant must not do or omit to do any act or thing or bring or keep anything on the Premises which might:

- (a) render any insurance effected under **clause 7.1** and **clause 7.2** on the Premises, or any adjoining premises, void or voidable; or
- (b) cause the rate of a premium to be increased for the Premises or any adjoining premises (except insofar as an approved development may lead to an increased premium).

## **7.6 Report**

Each Party must report to the other promptly in writing and in an emergency verbally:

- (a) any damage to the Premises of which they are or might be aware; and
- (b) any circumstances of which they are aware and which are likely to be a danger or cause any damage or danger to the Premises or to any person in or on the Premises.

## **7.7 Settlement of claim**

The Landlord may, but the Tenant may not without prior written consent of the Landlord, settle or compromise any claims under any policy of insurance required by **clause 7.1** and **clause 7.2**.

# **8. Indemnity**

## **8.1 Tenant responsibilities**

The Tenant is responsible and liable for all acts or omissions of the Tenant's Agents on the Premises and for any breach by them of any covenants or terms in this Lease required to be performed or complied with by the Tenant.

## **8.2 Indemnity**

- (1) The Tenant indemnifies, and shall keep indemnified, the Landlord and the Minister for Lands from and against all actions, claims, costs, proceedings, suits and demands whatsoever which may at any time be incurred or suffered by the Landlord or the Minister for Lands, or brought, maintained or made against the Landlord, in respect of:

- (a) any loss whatsoever (including loss of use);
- (b) injury or damage of, or to, any kind of property or thing; and
- (c) the death of, or injury suffered by, any person,

caused by, contributed to, or arising out of, or in connection with, whether directly or indirectly:

- (d) the use or occupation of the Premises by the Tenant or the Tenant's Agents;
- (e) any work carried out by or on behalf of the Tenant on the Premises;

- (f) the Tenant's activities, operations or business on, or other use of any kind of, the Premises;
- (g) the presence of any contamination, pollution or environmental harm in on or under the Premises or adjoining land caused or contributed to by the act, neglect or omission of the Tenant or the Tenant's Agents;
- (h) any default by the Tenant in the due and punctual performance, observance and compliance with any of the Tenant's covenants or obligations under this Lease; or
- (i) an act or omission of the Tenant.

### **8.3 Obligations Continuing**

The obligations of the Tenant under this clause:

- (a) are unaffected by the obligation of the Tenant to take out insurance, and the obligations of the Tenant to indemnify are paramount, however if insurance money is received by the Landlord for any of the obligations set out in this clause then the Tenant's obligations under **clause 8.2** will be reduced by the extent of such payment;
- (b) continue after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

### **8.4 No indemnity for Landlord's negligence**

The parties agree that nothing in this clause shall require the Tenant to indemnify the Landlord, its officers, servants, or agents against any loss, damage, expense, action or claim arising out of a negligent or wrongful act or omission of the Landlord, or its servants, agents, contractors or invitees.

### **8.5 Release**

(1) The Tenant:

- (a) agrees to occupy and use the Premises at its own risk; and
- (b) releases to the full extent permitted by law, the Landlord and the Minister for Lands from:
  - (i) any liability which may arise in respect of any accident or damage to property, the death of any person, injury to any person, or illness suffered by any person, occurring on the Premises or arising from the Tenant's use or occupation of the Premises by;
  - (ii) loss of or damage to the Premises or personal property of the Tenant; and
  - (iii) all claims, actions, loss, damage, liability, costs and expenses arising from or connected with (directly or indirectly) the presence of any contamination, pollution or environmental harm in, on or under the Premises or surrounding area,

except to the extent that such loss or damage arises out of a negligent or wrongful act or omission of the Landlord, or its servants, agents, contractors or invitees.

- (2) The release by the Tenant continues after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

## 9. Limit of Landlord's liability

### 9.1 No liability for loss on Premises

- (1) The Landlord will not be liable for loss, damage or injury to any person or property in or about the Premises however occurring.
- (2) Notwithstanding anything to the contrary, the Landlord will not in any circumstances (save for the wilful malicious acts of the Landlord) be liable to the Tenant for any loss or damage suffered by the Tenant in consequence of any malfunction or breakdown in, or interruption of or to, the water gas or electricity services, the air conditioning equipment, firefighting equipment, any lift or escalator, or any of the appurtenances contained in the Land or Premises or in the Building or from the breakage blockage or overflow of any sewer waste drains conduits cables wires gutters downpipes or stormwater drains from any cause whatsoever.

### 9.2 Limit on liability for breach of Landlord's covenants

- (1) The Landlord is only liable for breaches of the Landlord's Covenants set out in this Lease which occur while the Landlord is vested with care, control and management of the Land.
- (2) The Landlord will not be liable for any failure to perform and observe any of the Landlord's Covenants due to any cause beyond the Landlord's control.

## 10. Maintenance, repair and cleaning

### 10.1 Generally

- (1) The Tenant agrees during the Term and for so long as the Tenant remains in possession or occupation of the Premises to maintain, replace, repair, clean and keep the Premises (which for the avoidance of doubt includes the Landlord's fixtures and fittings and any accessories) in Good Repair having regard to the age of the Premises at the Commencement Date provided that this subclause shall not impose on the Tenant any obligation:
  - (a) to carry out maintenance, repairs or replacement that are necessary as a result of reasonable fair wear and tear; or
  - (b) to undertake any structural replacement or structural repair,except when such maintenance, repair or replacement is necessary because of any act or omission of or on the part of the Tenant or the Tenant's Agents (including its use of the Premises).
- (2) The Parties, respectively, agree to comply with their maintenance obligations as specified in **Annexure 2** of this Lease as well as in this **clause 10**. In the event of an inconsistency between an obligation specified in Annexure 2 and an obligation specified in this **clause 10**, the obligation specified in this **clause 10** prevails.
- (3) In discharging the obligations imposed on the Tenant under this subclause, the Tenant shall where maintaining, replacing, repairing or cleaning:
  - (a) any electrical fittings and fixtures;



- (b) any plumbing;
- (c) any air-conditioning fittings and fixtures; and
- (d) any gas fittings and fixtures,

in or on the Premises use only licensed trades persons, or such trades persons approved by the Landlord in each instance, and notified to the Tenant, which approval shall not be unreasonably withheld.

(4) The Tenant must take such reasonable action as is necessary to:

- (a) prevent, if it has occurred as a result of the Tenant's use of the Premises; and
- (b) rectify or otherwise ameliorate,

the effects of erosion, drift or movement of sand, soil, dust or water on or from the Premises.

## **10.2 Cleaning**

The Tenant must keep the Premises clean, tidy, unobstructed and free from dirt and rubbish as far as reasonably practicable.

## **10.3 Repair**

Unless such damage is the Landlord's responsibility pursuant to the terms of the Lease, the Tenant must promptly repair at its own expense to the satisfaction of the Landlord, any damage to the Premises, regardless of how the damage is caused and replace any of the Landlord's fixtures and fittings which are or which become damaged.

## **10.4 Responsibility for Securing the Premises**

The Tenant must ensure that the Premises, and the Landlord's and Tenant's fixtures and fittings, are appropriately secured at all times.

## **10.5 Maintain surroundings**

- (1) The Tenant must regularly inspect and maintain in good condition any part of the Premises which surrounds any buildings, including any flora, gardens, lawns, shrubs, hedges and trees.
- (2) If any flora, trees or lawn dies the Tenant must replace the flora, trees or lawn at its own expense.
- (3) The Tenant must plant and care for such trees on the Premises as the Landlord may from time to time reasonably require.
- (4) The Tenant must not remove any trees, shrubs or hedges without first consulting with and obtaining the approval of the Landlord, except where necessary for urgent safety reasons. For the avoidance of doubt, this clause does not prevent the Tenant from conducting minor pruning of shrubs and hedges.

## **10.6 Landlord's Fixtures and Fittings**

The Tenant agrees that the Landlord's fixtures and fittings (as determined by the Landlord) will remain the property of the Landlord and must not be removed from the Premises at any time.

## **10.7 Pest control**

The Tenant must make all reasonable endeavours to keep the Premises free of any pests and vermin and the cost of extermination will be borne by the Tenant.

## **10.8 Painting**

- (1) Unless the Landlord provides otherwise in writing, the Tenant must on or before each repainting date as stated in **Item 9** of the Schedule paint with at least 2 coats of paint those parts of the Premises usually painted internally to the satisfaction of the Landlord. For the avoidance of doubt, this clause does not require the Tenant to undertake painting to the external walls of buildings on the Premises.
- (2) Unless the Landlord provides otherwise in writing, all painting carried out on the Premises must:
  - (a) be done in a proper manner using good quality materials;
  - (b) comply with all reasonable directions given or requests made by the Landlord; and
  - (c) be finished in a proper and workmanlike manner.

## **10.9 Drains**

- (1) The Tenant must keep and maintain the waste pipes drains and conduits originating in the Premises or connected thereto in a clean clear and free flowing condition and must pay to the Landlord upon demand the cost to the Landlord of clearing any blockage which may occur in such waste pipes, drains and conduits between the external boundaries of the Premises and the point of entry thereof into any trunk drain unless such blockage has been caused without neglect or default on the part of the Tenant.
- (2) The Tenant must not permit the drains, toilets, grease traps (if any) and other sanitary appliances on the Premises to be used for any purpose other than that for which they were constructed and must not allow any foreign matter or substance to be thrown therein.

# **11. Use**

## **11.1 Restrictions on use**

### **(1) Generally**

The Tenant must not and must not permit a person to:

- (a) use the Premises or any part of it for any purpose other than the Permitted Purpose;  
or
- (b) use the Premises for any purpose which is not permitted under any local or town planning scheme, local laws, acts, statutes or any law relating to health.

### **(2) No offensive or illegal acts**

The Tenant must not and must not suffer or permit a person to do or carry out on the Premises any harmful, offensive or illegal act, matter or thing.

**(3) No nuisance**

The Tenant must not and must not suffer or permit a person to do or carry out on the Premises anything which causes a nuisance, damage or disturbance to the Landlord or to owners or occupiers of adjoining properties.

**(4) No dangerous substances**

The Tenant must not and must not suffer or permit a person to store any dangerous compound or substance on or in the Premises, otherwise than in accordance with the following provisions:

- (a) any such storage must comply with all relevant statutory provisions;
- (b) all applications for the approval or renewal of any licence necessary for such storage must be first referred to the Landlord;
- (c) the Landlord may within its absolute discretion refuse to allow the storage of any particular dangerous compound or substance on the Premises; and
- (d) upon the request of the Landlord, the Tenant will provide a list of all dangerous compounds or substances stored on the Premises.

**(5) No signs**

The Tenant must not and must not suffer or permit a person to display from or affix any signs, notices or advertisements on the Premises without the prior written consent of the Landlord.

**(6) No smoking**

The Tenant must not suffer or permit a person to smoke inside any building or other enclosed area on the Premises.

**(7) Sale of Alcohol**

The Tenant will not sell or supply liquor from the Premises or allow liquor to be sold or supplied from the Premises without the prior written consent of the Landlord and then only in accordance with the provisions of the *Liquor Control Act 1988*, *Liquor Licensing Regulations 1989* and any other relevant written laws that may be in force from time to time.

**(8) Removal of rubbish**

The Tenant must keep the Premises free from dirt and rubbish and to store and keep all trade waste and garbage in proper receptacles.

**(9) No pollution**

The Tenant must do all things necessary to prevent pollution or contamination of the Premises by garbage, refuse, waste matter, oil and other pollutants.

**11.2 No warranty**

The Landlord gives no warranty:

- (a) as to the use to which the Premises may be put; or

- (b) that the Landlord will issue any consents, approvals, authorities, permits or licences required by the Tenant under any statute for its use of the Premises.

### 11.3 Tenant to Observe Copyright

In the event that the Tenant or any person sub-leasing, hiring, or in temporary occupation of the Premises provides, contracts for, or arranges for the performance, exhibition or display of any music or work of art the copyright of which is not vested in the Tenant or that person, the Tenant shall ensure that all obligations in regard to payment of copyright or licensing fees with the owner or licensor of the copyright are met before any such performance, exhibition or display is held.

## 12. Alterations

### 12.1 Restriction

- (1) The Tenant must not without prior written consent:
  - (a)
    - (i) from the Landlord;
    - (ii) from any other person from whom consent is required under this Lease; or
    - (iii) as required under statute in force from time to time, including planning approval of the Tenant under a local planning scheme of the Tenant;
  - (b) make or allow to be made any alteration, addition or improvements to or demolish any part of the Premises; or
  - (c) subject to the performance of the Tenant's obligations in **clause 10**, remove any flora or fauna, alter or cut down any flora, or sell, remove or otherwise dispose of any flora, sand, gravel, timber or other materials from the Premises.

### 12.2 Consent

- (1) If the Landlord and any other person whose consent is required under this Lease or at law consents to any matter referred to in **clause 12.1** the Landlord may:
  - (a) give its consent subject to conditions; and
    - (i) require that work be carried out in accordance with plans and specifications approved by the Landlord or any other person giving consent; and
    - (ii) require that any alteration be carried out to the satisfaction of the Landlord under the supervision of an engineer or other consultant; and
  - (b) if the Landlord consents to any matter referred to in **clause 12.1**:
    - (i) the Landlord gives no warranty that the Landlord will issue any consents, approvals, authorities, permits or policies under any statute for such matters; and
    - (ii) the Tenant must apply for and obtain all such consent approvals, authorities, permits or policies as are required at law before undertaking any alterations, additions, improvements or demolitions.

### 12.3 Cost of Works

Unless, otherwise provided by the Landlord in writing, all works undertaken under this **clause 12** will be carried out at the Tenant's expense.

### 12.4 Conditions

If any of the consents given by the Landlord or other persons whose consent is required under this Lease or at law require other works to be done by the Tenant as a condition of giving consent, then the Tenant must at the option of the Landlord either:

- (a) carry out those other works at the Tenant's expense; or
- (b) permit the Landlord to carry out those other works at the Tenant's expense,

in accordance with the Landlord's requirements.

## 13. Landlord's right of entry

### 13.1 Entry on Reasonable Notice

The Tenant must permit entry by the Landlord or any Authorised Person onto the Premises without notice in the case of an emergency, and otherwise upon reasonable notice:

- (a)
  - (i) at all reasonable times;
  - (ii) with or without workmen and others; and
  - (iii) with or without plant, equipment, machinery and materials;
- (b) for each of the following purposes:
  - (i) to inspect the state of repair of the Premises and to ensure compliance with the terms of this Lease;
  - (ii) to carry out any survey or works which the Landlord considers necessary, however the Landlord will not be liable to the Tenant for any compensation for such survey or works provided they are carried out in a manner which causes as little inconvenience as is reasonably possible to the Tenant;
  - (iii) to comply with the Landlord's Covenants or to comply with any notice or order of any authority in respect of the Premises for which the Landlord is liable; and
  - (iv) to do all matters or things to rectify any breach by the Tenant of any term of this Lease but the Landlord is under no obligation to rectify any breach and any rectification under this **clause 13.1(b)** is without prejudice to the Landlord's other rights, remedies or powers under this Lease.

### 13.2 Costs of Rectifying Breach

All costs and expenses incurred by the Landlord as a result of any breach referred to at **clause 13.1(b)** together with any interest payable on such sums will be a debt due to the Landlord and payable to the Landlord by the Tenant on demand.

## 14. Statutory obligations and notices

### 14.1 Comply with Statutes

The Tenant must:

- (a) comply promptly with all statutes and local laws from time to time in force relating to the Premises;
  - (b) apply for, obtain and maintain in force all consents, approvals, authorities, licences and permits required under any statute for the use of the Premises specified at **clause 11**;
  - (c) ensure that all obligations in regard to payment for copyright or licensing fees are paid to the appropriate person for all performances, exhibitions or displays held on the Premises; and,
- comply promptly with all orders, notices, requisitions or directions of any competent authority relating to the Premises or to the business the Tenant carries on at the Premises.

## 15. Report to Landlord

The Tenant must immediately report to the Landlord:

- (a) any act of vandalism or any incident which occurs on or near the Premises which involves or is likely to involve a breach of the peace or become the subject of a report or complaint to the police and of which the Tenant is aware or should be aware;
- (b) any occurrence or circumstances in or near the Premises of which it becomes aware, which might reasonably be expected to cause, in or on the Premises, pollution of the environment; and
- (c) all notices, orders and summonses received by the Tenant and which affect the Premises and immediately deliver them to the Landlord.

## 16. Default

### 16.1 Events of Default

A default occurs if:

- (a) any Amounts Payable remain unpaid for 14 days after a Notice has been given to the Tenant that an amount is outstanding;
- (b) the Tenant is in breach of any of the Tenant's Covenants for 28 days after a Notice has been given to the Tenant to rectify the breach or to pay compensation in money;
- (c) the Tenant association is wound up whether voluntarily or otherwise;
- (d) the Tenant passes a special resolution under the *Associations Incorporation Act 2015* altering its rules of association in a way that makes its objects or purposes inconsistent with the use of the Premises permitted by this Lease;
- (e) a mortgagee takes possession of the property of the Tenant under this Lease;

- (f) any execution or similar process is made against the Premises or the Tenant's property;
- (g) the Premises are vacated, or otherwise not used, in the Landlord's reasonable opinion, for the Permitted Purpose for six month period; or
- (h) a person other than the Tenant or a permitted subtenant or assignee is in occupation or possession of the Premises or in receipt of a rent and profits.

## 16.2 Forfeiture

On the occurrence of any of the events of default specified in **clause 16.1** the Landlord may:

- (a) without notice or demand at any time enter the Premises and on re-entry the Term will immediately determine;
- (b) by notice to the Tenant determine this Lease and from the date of giving such notice this Lease will be absolutely determined; and
- (c) by notice to the Tenant elect to convert the unexpired portion of the Term into a tenancy from month to month when this Lease will be determined as from the giving of the notice and until the tenancy is determined the Tenant will hold the Premises from the Landlord as a tenant from month to month under **clause 19**,

but without affecting the right of action or other remedy which the Landlord has in respect of any other breach by the Tenant of the Tenant's Covenants or releasing the Tenant from liability in respect of the Tenant's Covenants.

## 16.3 Landlord may remedy breach

If the Tenant:

- (a) fails or neglects to pay the Amounts Payable by the Tenant under this Lease; or
- (b) does or fails to do anything which constitutes a breach of the Tenant's Covenants,

then, after the Landlord has given to the Tenant notice of the breach and the Tenant has failed to rectify the breach within a reasonable time, the Landlord may without affecting any right, remedy or power arising from that default pay the money due or do or cease the doing of the breach as if it were the Tenant and the Tenant must pay to the Landlord on demand the Landlord's cost and expenses of remedying each breach or default.

## 16.4 Acceptance of Amount Payable By Landlord

Demand for or acceptance of the Amounts Payable by the Landlord after an event of default has occurred will not affect the exercise by the Landlord of the rights and powers conferred on the Landlord by the terms of the Lease or at law and will not operate as an election by the Landlord to exercise or not to exercise any right or power.

## 16.5 Essential Terms

Each of the Tenant's Covenants in **clauses 6** (Rent and Other Payments), **7** (Insurance), **8** (Indemnity), **10** (Maintenance, Repair and Cleaning), **11** (Use) and **23** (Assignment, Subletting and Charging), is an essential term of this Lease but this **clause 16.5** does not mean or imply that there are no other essential terms in this Lease.

## 16.6 Breach of Essential Terms

If the Tenant breaches an essential term of this Lease then, in addition to any other remedy or entitlement of the Landlord:

- (a) the Tenant must compensate the Landlord for the loss or damage suffered by reason of the breach of that essential term; and
- (b) the Landlord will be entitled to recover damages against the Tenant in respect of the breach of an essential term.

## 17. Damage or destruction of Premises

### 17.1 Total Damage or Destruction

If the premises are at any time during the Term destroyed or damaged to an extent as to be wholly unfit for the occupation and use of the Tenant either party may by notice in writing to the other of them given within sixty (60) days after the event elect to cancel and terminate this lease. The term will terminate upon such notice being given and the Tenant must vacate the premises and surrender the same to the Landlord, but such termination will be without prejudice however to the liability of the Tenant under this Lease up to the date of termination.

## 18. Option to renew

If the Tenant at least one month, but not earlier than 12 months, prior to the date for commencement of the Further Term gives the Landlord a Notice to grant the Further Term and:

- (a) all consents and approvals required by the terms of this Lease or at law have been obtained; and
- (b) there is no subsisting default by the Tenant at the date of service of the Notice in:
  - (i) the payment of Amounts Payable; or
  - (ii) the performance or observance of the Tenant's Covenants,

the Landlord shall grant to the Tenant a lease for the Further Term at the Rent and on terms and conditions similar to this Lease other than this **clause 18** in respect of any Further Term previously taken.

## 19. Holding over

If the Tenant remains in possession of the Premises after the expiry of the Term with the consent of the Landlord, the Tenant will be a monthly tenant of the Landlord at a rent equivalent to one twelfth of the Rent for the period immediately preceding expiry of the Term and otherwise on the same terms and conditions of this Lease provided that all consents required under this Lease or at law have been obtained to the Tenant being in possession of the Premises as a monthly tenant.

## 20. Restore premises

Prior to Termination, the Tenant at the Tenant's expense must restore the Premises to a condition consistent with the observance and performance by the Tenant of the Tenant's Covenants under this Lease fair wear and tear excepted.



## 21. Yield up the premises

### 21.1 Peacefully surrender

On Termination the Tenant must:

- (a) peacefully surrender and yield up to the Landlord the Premises in a condition consistent with the observance and performance of the Tenant's Covenants under this Lease;
- (b) surrender to the Landlord all keys and security access devices and combination for locks providing an access to or within the Premises held by the Tenant whether or not provided by the Landlord.

### 21.2 Clause 21.1 to survive termination

The Tenant's obligation under **clause 21.1** will survive termination.

## 22. Removal of property from Premises

### 22.1 Remove property prior to termination

Prior to Termination, unless otherwise mutually agreed between the parties, the Tenant must remove from the Premises all property of the Tenant which is not a fixture other than air-conditioning plant and fire equipment, security alarms and security systems and other fixtures and fittings which in the opinion of the Landlord form an integral part of the Premises and promptly make good, to the satisfaction of the Landlord, any damage caused by the removal.

### 22.2 Landlord can remove property on re-entry

On re-entry the Landlord will have the right to remove from the Premises and dispose of any property of the Tenant not removed by the Tenant prior to termination in accordance with **clause 21.1**. The Tenant indemnifies the Landlord against all damage caused by the removal of and disposal of that property.

## 23. Assignment, Subletting and Charging

### 23.1 No assignment or sub-letting without consent

The Tenant must not assign the leasehold estate in the Premises nor Sub-let, part with possession, or dispose of the Premises or any part of the Premises without the prior written consent of the Landlord (which may be withheld in its absolute discretion) and the Minister for Lands and any other persons whose consent is required under the terms of this Lease or at law.

### 23.2 *Property Law Act 1969*

Sections 80 and 82 of the *Property Law Act 1969* are excluded.

### 23.3 Costs for assignment and sub-letting

If the Tenant wishes to assign or sub-let the leasehold estate created by this Lease the Tenant must pay all reasonable professional and other costs, charges and expenses, incurred by the Landlord or other person whose consent is required under this Lease, of and incidental to:

- (a) the enquiries made by or on behalf of the Landlord as to the respectability, responsibility and financial standing of each proposed assignee or subtenant;
  - (b) any consents required under this Lease or at law; and
  - (c) all other matters relating to the proposed assignment or sub-letting,
- whether or not the assignment or Sub-letting proceeds.

#### **23.4 No mortgage or charge**

The Tenant must not mortgage nor charge the Premises.

### **24. Disputes**

#### **24.1 Referral of Dispute: Phase 1**

Except as otherwise provided any dispute arising out of this Lease is to be referred in the first instance in writing to the Landlord's Representative as nominated in writing by the Landlord from time to time (**the Landlord's Representative**) who shall convene a meeting within 10 days of receipt of such notice from the Tenant or such other period of time as is agreed to by the parties between the Landlord's Representative and an officer of the Tenant for the purpose of resolving the dispute (**the Original Meeting**).

#### **24.2 Referral of Dispute: Phase 2**

In the event the dispute is not resolved in accordance with **clause 24.1** of this Lease then the dispute shall be referred in writing to the CEO of the Landlord who shall convene a meeting within 10 days of the Original Meeting or such other date as is agreed to by the parties between the CEO and a duly authorised officer of the Tenant for the purpose of resolving the dispute.

#### **24.3 Appointment of Arbitrator: Phase 3**

In the event the dispute is not resolved in accordance with **clause 24.2** of this Lease then the dispute shall be determined by a single arbitrator under the provisions of the *Commercial Arbitration Act 2012* (as amended from time to time) and the Landlord and the Tenant may each be represented by a legal practitioner.

#### **24.4 Payment of Amounts Payable to Date of Award**

The Tenant must pay the Amounts Payable without deduction to the date of the award of the Arbitrator or the date of an agreement between the Parties whichever event is the earlier, and if any money paid by the Tenant is not required to be paid within the terms of the award of the Arbitrator or by agreement between the Landlord and the Tenant then the Landlord will refund to the Tenant the monies paid

### **25. Prior notice of proposal to change rules**

The Tenant agrees that it will not change its rules of association under the *Associations Incorporations Act 2015* without notifying the Landlord of its intention to make such a change prior to consideration of the required special resolution.

## 26. Indemnity for Costs

The Tenant indemnifies the Landlord against any claims or demands for all costs, on a solicitor client basis, reasonably incurred by the Landlord by reason of any claim in relation to any matter set out in this Lease.

## 27. Caveat

### 27.1 No absolute caveat

The Tenant nor any person on behalf of the Tenant will, without the prior written consent of the Landlord and the Minister for Lands, lodge any absolute caveat at Landgate against the Certificate of Title for the Land, to protect the interests of the Tenant under this Lease.

## 28. No Fetter

Notwithstanding any other provision of this Lease, the Parties acknowledge that the Landlord is a local government established by the *Local Government Act 1995*, and in that capacity, the Landlord may be obliged to determine applications for consents, approvals, authorities, licences and permits having regard to any written law governing such applications including matters required to be taken into consideration and formal processes to be undertaken, and the Landlord shall not be taken to be in default under this Lease by performing its statutory obligations or exercising its statutory discretions, nor shall any provision of this Lease fetter the Landlord in performing its statutory obligations or exercising any discretion.

## 29. Acts by agents

All acts and things which the Landlord is required to do under this Lease may be done by the Landlord, the CEO, an officer or the agent, solicitor, contractor or employee of the Landlord.

## 30. Governing law

This Lease is governed by and is to be interpreted in accordance with the laws of Western Australia and, where applicable, the laws of the Commonwealth of Australia.

## 31. Notice

### 31.1 Form of delivery

A notice, consent, approval or other communication (each a Notice) under this Lease must be in writing and may be given or made:

- (a) by delivery to the Party personally;
- (b) by addressing it to the Party and leaving it at or posting it by registered post to the address of the Party appearing in this Lease or any other address nominated by a Party by Notice to the other; or
- (c) by electronic mail to the Party's email address as appearing in this Lease or any other address nominated by a Party by Notice to the other.

### **31.2 Service of notice**

A Notice to a Party is deemed to be given or made:

- (a) if by personal delivery, when delivered;
- (b) if by leaving the Notice at the Tenant's or Landlord's address specified in Item 10 of the Schedule provided that the notice is left during normal business hours;
- (c) if by post to the Tenant's or Landlord's address specified in Item 10 of the Schedule, on the third business day following the date of posting of the Notice; or
- (d) if sent by electronic mail and the sender does not receive a message from its internet service provider or the recipient's mail server indicating that it has not been successfully transmitted, on the day of sending if a Business Day, otherwise on the next Business Day.

### **31.3 Signing of notice**

A Notice to a Party may be signed:

- (a) if given by an individual, by the person giving the Notice;
- (b) if given by a corporation, by a director, secretary or manager of that corporation;
- (c) if given by a local government, by the CEO;
- (d) if given by an association incorporated under the *Associations Incorporation Act 2015*, by any person authorised to do so by the board or committee of management of the association; or
- (e) by a solicitor or other agent of the individual, corporation, local government or association giving the Notice.

## **32. Severance**

If any part of this Lease is or becomes void or unenforceable, that part is or will be severed from this Lease to the intent that all parts that are not or do not become void or unenforceable remain in full force and effect and are unaffected by that severance.

## **33. Variation**

This Lease may be varied only by deed executed by the parties subject to such consents as are required by this Lease or at law.

## **34. Waiver**

### **34.1 No general waiver**

Failure to exercise or delay in exercising any right, power or privilege in this Lease by a Party does not operate as a waiver of that right, power or privilege.

### **34.2 Partial exercise of right power or privilege**

A single or partial exercise of any right, power or privilege does not preclude any other or further exercise of that right, power or privilege or the exercise of any other right, power or privilege.

## 35. Additional Terms Covenants and Conditions

Each of the terms, covenants and conditions (if any) specified in **Item 11** of the Schedule are part of this Lease and are binding on the Landlord and the Tenant as if incorporated into the body of this Lease.

# Schedule

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## Item 1 Land and Premises

### (a) Land

The property known as 18 Maydwell Way, Calista, Western Australia being more particularly described as Reserve 28511, Lot C133 on Deposited Plan 206210 being the whole of the land comprised in Record of Certificate of Crown Land Title Volume LR3015 Folio 336.

### (b) Premises

The whole of the Land which for identification purposes is hachured in Annexure 1 and includes all buildings, structures, alterations, additions and improvements on that part of the Land or erected on that part of the Land during the Term.

## Item 2 Term

3 years commencing on 1 July 2019 and expiring on 30 June 2022.

## Item 3 Further Term

2 years commencing on 1 July 2022 and expiring on 30 June 2024.

## Item 4 Commencement Date

1 July 2019.

## Item 5 Rent

One hundred and nine dollars (\$109) per annum.

## Item 6 Rent Review

Not applicable.

## Item 7 Permitted purpose

Purposes that in the opinion of the Landlord benefit the Kwinana community generally and without prejudice and include the following uses available to the community:

Community purposes and uses reasonably associated with the abovementioned use.

## Item 8 Public liability insurance

Twenty Million Dollars (\$20,000,000.00).

## Item 9 Repainting Dates (Internal Painting Only)

At the expiry of the Term (or Further Term), unless otherwise provided by the Landlord to the Tenant in writing.

## Item 10 Notice Details

### **Landlord**

The City of Kwinana (ABN 13 890 277 321)

Address: PO Box 21 Kwinana WA 6966

Email: city.legal@kwinana.wa.gov.au

### **Tenant**

Victory Life Community Services Inc. operating as Margaret Court Community Outreach

Address: 18 Maydwell Way, Calista, WA 6167

Email: Serna.Bryam@mcco.org.au

## Item 11 Additional terms and covenants

### **11.1. Liquor licence**

The Tenant agrees that if a licence or permit is granted under the Liquor Control Act 1988 for the Premises it must:

- (a) comply with any requirements attaching to the licence or permit at its cost and where any alteration is required to the Premises **clause 12** shall apply;
- (b) comply with the requirements of the Harm Minimisation Policy (as amended from time to time) of the Department of Racing, Gaming & Liquor, which will require, without limitation the following:
  - (i) the development and implementation of a House Management Policy and Code of Conduct (as defined by the Harm Minimisation Policy) for the Premises, and such policies must be displayed in a prominent position on the Premises at all times; and
  - (ii) the development and implementation of a Management Plan (as defined by the Harm Minimisation Policy) for the Premises.
- (c) provide a copy of the licence or permit (as well as a copy of any document referred to in the licence or permit, including without limitation a copy of the House Management Policy, Code of Conduct and Management Plan (as defined by the Harm Minimisation Policy) to the Landlord as soon as practicable after the date of grant; and
- (d) indemnify and keep indemnified the Landlord from and against any breach of the Liquor Control Act 1988, Liquor Control Regulations 1989 or the licence or permit or any conditions imposed thereupon for which it may be liable as the owner of the Premises.

#### **11.2. Minimise nuisance to neighbours**

- (a) The Tenant must take all reasonable action to minimise and prevent disruption, nuisance and disturbance to surrounding residential premises, particularly during and following social events held at the Premises.
- (b) The Tenant must comply with all reasonable conditions and directions that may be imposed by the Landlord from time to time in relation to the minimisation and prevention of disruption, nuisance and disturbance to surrounding residential premises.

#### **11.3. Casual hire of Premises**

- (a) The Tenant may hire out the Premises or any part thereof on a casual basis only provided:
  - (i) such use is consistent at all times with the Permitted Purpose;
  - (ii) the Tenant ensures any hirer complies strictly with the relevant terms of this Lease; and
  - (iii) the Tenant acts in compliance with **Item 11.4** of the Schedule (Regular/Frequent Hiring of Premises).
- (b) For the purposes of this Lease, “casual hire” means any hire of the Premises by the Tenant to a third party for a period of no more than 48 hours in any calendar month and does not include any formal transfer, assignment or sublease of the Premises.
- (c) The Tenant acknowledges that at all times, including when the Premises are hired to a third party, it remains responsible for the Premises, including without limitation any damage that may be caused or occurs during any hire period.

#### **11.4. Regular/frequent Hiring of Premises**

- (a) The Tenant must not hire out or let the Premises or part of the Premises at a higher rate than is charged by the Landlord for comparable premises as required by the *Local Government Act 1995* and otherwise in accordance with the Landlord’s ‘2018/2019 Schedule of Fees and Charges’, as amended from time to time. The Schedule can be downloaded from the Landlord’s website: <https://www.kwinana.wa.gov.au>.
- (b) Upon written request by the Landlord to the Tenant, the Tenant will provide the Landlord with:
  - (i) the names and addresses of all persons who hired or took a letting of the Premises or part of the Premises; and
  - (ii) details of the hire or letting fees charged by the Tenant,in each financial year or part of each financial year of the Lease.



**11.5. Right to terminate upon notice**

Notwithstanding any other provision of this Lease, the Parties agree that either party may terminate this Lease for any reason upon six (6) months written notice to the other party, or any other period agreed by the Parties in writing. If this Lease is terminated in accordance with this clause, **clauses 20, 21 and 22** will apply.

**11.6. Provision of information**

The Tenant agrees to annually provide the Landlord with:

- (a) a copy of the Tenant's audited annual statement of accounts for each year;
- (b) advice of any changes in its office holders; and
- (c) an annual report outlining the activities occurring on the Premises, participation rates and any other information reasonably required by the Landlord.

**11.7. Use of Premises in Emergency**

Notwithstanding any other provision in this Lease, in the event of a circumstance that calls for immediate emergency response, including flooding or a bushfire event, the Landlord may require the use of the whole or part of the Premises for that purpose and the Tenant agrees to surrender use of the whole or part of the Premises for that purpose. If such an emergency occurs and the Landlord enters into possession of the whole or part of the Premises, the Landlord agrees to suspend payment of the Rent and Outgoings Charges (or part thereof dependent on whether the Landlord requires use of the whole or only a part of the Premises) for the duration of the emergency.

## Signing page

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**EXECUTED BY THE PARTIES AS A DEED** on the

day of

2019

**THE COMMON SEAL of CITY OF KWINANA**  
(ABN 13 890 277 321) was affixed in the  
presence of:

\_\_\_\_\_  
Signature of Mayor

\_\_\_\_\_  
Print Full Name in BLOCK LETTERS

\_\_\_\_\_  
Signature of Chief Executive Officer

\_\_\_\_\_  
Print Full Name in BLOCK LETTERS

**THE COMMON SEAL of VICTORY LIFE  
COMMUNITY SERVICES INC.** operating as  
**MARGARET COURT COMMUNITY  
OUTREACH** was hereunto affixed pursuant to  
the constitution of the Tenant in the presence of  
each of the undersigned each of whom hereby  
declares by the execution of this document that  
he or she holds the office in the Tenant indicated  
under his or her name-

\_\_\_\_\_  
Signature of Office Holder

\_\_\_\_\_  
Signature of Office Holder

\_\_\_\_\_  
Name of Office Holder in BLOCK LETTERS:

\_\_\_\_\_  
Name of Office Holder in BLOCK LETTERS:

\_\_\_\_\_  
Address:

\_\_\_\_\_  
Address:

\_\_\_\_\_  
Office Held:

\_\_\_\_\_  
Office Held:

### **CONSENT OF THE MINISTER FOR LANDS**

See Annexure 3.

## Annexure 1 – Sketch of Premises

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## Annexure 2 – Maintenance Schedule

| Maintenance Type   | Landlord                         | Tenant  |
|--|----------------------------------|---|
| <b>General</b>   |                                  |   |
| All Structural Repairs   | Yes                              |   |
| Cleaning & Cobweb Removal (Hygienic & tidy condition at all times)       |                                  | Yes   |
| Supply of Sanitary Bins, Paper Towel, Soap & Dispenser and Toilet Paper. |                                  | Yes   |
| Vermin Control (Rats, Insects etc.)                                      |                                  | Yes   |
| Vandalism / Graffiti   | Yes (external only)*             | Yes (internal only)*  |
| Windows  | Yes (general repair)             | Yes (cleaning including tracks and flyscreens and repair required by damage by patron)                        |
| Emergency Exit Lighting & Doors, Public Safety & Compliance.             | Yes                              | Yes (Where found to be illegally locked, costs for reinstatement of access to be the Tenant's responsibility) |
| Fire Extinguishers & Hoses   | Yes (Maintenance & Replacement*) | Yes (Maintenance & Replacement of auto extinguisher in the Shed)  |
| Security Monitoring & Equipment  |                                  | Yes   |
| Oven & Exhaust Vent  |                                  | Yes   |
| Kitchen Appliances (i.e. Fridges, Toasters etc)                          |                                  | Yes   |
| <b>Ceiling / Roof</b>  |                                  |   |
| Ceiling  |                                  | Yes (excluding structural repairs)  |
| Roof (including leaks, broken tiles etc)                                 | Yes                              |   |
| Gutters & Downpipes  | Yes (cleaning and replacement)   |   |

|   |   |   |
|---|---|---|
| Air-conditioning / Heating System(s) (City Asset)   | Yes (replacement)                               | Yes (repairs)   |
| Exhaust Fans  | Yes (repair only)                               | Yes (cleaning only)   |
| <b>Walls</b>  |   |   |
| Walls   |   | Yes (to be washed down quarterly and painted as per lease agreement)  |
| Security Screens                                    | Yes (repair only)*                              | Yes (cleaning only)   |
| Flyscreens  | Yes (repair only)*                              | Yes (cleaning only)   |
| Doors ( <i>external</i> )                           | Yes*  | Yes (cleaning only)   |
| Doors ( <i>internal</i> )                           |   | Yes   |
| Locks   | Yes (external)                                  |   |
| Replacement Keys                                    |   | Yes (to be arranged by the Landlord)  |
| Internal Painting                                   |   | Yes (touch ups and repairs as per Lease)<br><br>Additional painting by Tenant requires prior approval on location and colour choice by Landlord |
| External Painting                                   | Yes   |   |
| Cupboards   | Yes (replacement)*                              | Yes (cleaning only)   |
| Blinds / Curtains                                   | Yes (replacement)*                              | Yes (cleaning only)   |
| Mirrors   |   | Yes   |
| Honour Boards / Notice Boards                       |   | Yes   |
| <b>Annexure 2 – Maintenance Obligations (cont.)</b> |   |   |
| <b>Maintenance Type</b>                             | <b>Landlord</b>                                 | <b>Tenant</b>   |
| <b>Floors</b>                                       |   |   |
| Carpet**  | Replacement if damaged under an insurable event | Dry cleaning biannually unless agreed between the Parties   |

|  |  |   |
|--|--|---|
| Tiled Floors   | Replacement if damaged under an insurable event  | Keep in clean condition   |
| Wooden Flooring  | Replacement if damaged under an insurable event  | Repairs if damaged under an event not insurable by the City (e.g. damage caused by use / Partons) |
| <b>Electrical</b>  |  |   |
| Fittings (i.e. lights, power points, switches)   |  | Yes ( <i>fittings only</i> )  |
| Replacement of Globes  |  | Yes*  |
| Costs for additional points  |  | Yes*  |
| Testing and Tagging  | Yes (RCD, Emergency Light and Smoke Detectors)   | Yes (Appliances)*   |
| Wiring (Excluding damage or use causing overloading).  | Yes  | Overloading   |
| <b><i>Electrical work undertaken by Tenant's electrical contractor must be approved by the Landlord prior to works commencing.</i></b> |  |   |
| <b>Plumbing</b>  |  |   |
| Replacement of Fixtures & Cisterns   | Yes*<br><br>Including leaking taps & cisterns and blockages to drains caused by tree roots |   |
| Hot Water System   | Yes  |   |
| <b>External</b>  |  |   |
| Security Lighting (including carpark lighting)   | Replacement (major)  | Replacement of globes   |
| Surrounding Gardens  |  | Yes (minor pruning)   |
| Tree Maintenance   |  | Yes   |

| Special Items   |  |  |
|---|--|--|
| e.g. Solar Panels Fencing, Carpark area, Playground Maintenance, Water Tanks, Bore / Irrigation |  |  |

- \* Any damage to the building internally by misuse or any replacements will be fixed by Tenant. If replacement is undertaken by Landlord, all costs will be charged to the Tenant.
- \*\* If evidence cannot be presented to demonstrate that the Tenant has fulfilled their obligations contained under this condition then the responsibility to undertake the replacement will be that of the Tenant.

## Annexure 3 – Ministers Consent

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## 16.4 Adoption of 2019/2020 Annual Budget

### DECLARATION OF INTEREST:

There were no declarations of interest declared.

### SUMMARY:

To consider and adopt the proposed budget for Municipal, Trust and Reserve Funds for the 2019/2020 financial year together with supporting schedules, including imposition of rates and minimum payments, adoption of fees and charges, setting of Elected Members fees for the year and other consequential matters arising from the budget papers.

The 2019/2020 draft budget (Budget) has been prepared taking into consideration the City's Long Term Financial Plan (LTFP), detailed business cases, organisational service reviews and budget workshops. The presented budget for 2019/2020 is a balanced budget.

This Budget document has been prepared in accordance with the *Local Government Act 1995, Local Government (Financial Management) Regulations 1996* and *Australian Accounting Standards*.

### OFFICER RECOMMENDATION:

That Council approve:

1. 2019/2020 Budget:

That includes the Statement of Comprehensive Income by Nature and Type, Statement of Comprehensive Income by Program, Statement of Cash Flows, Rate Setting Statement, supporting notes to and forming part of the Statutory Budget, Capital Expenditure Budget by project and Transfers to/from Reserve Funds for the year ending 30 June 2020 be adopted, as detailed in Attachment A.

2. That differential rates based on zoning of the land and the purpose for which the land is held or used be adopted.
3. That the imposition of the following rates in the dollar and minimum payments for the 2019/2020 financial year be adopted:

| Rating Category                    | Minimum Payment (\$) | Rate in the Dollar (\$) |
|------------------------------------|----------------------|-------------------------|
| <i>GRV Rating Categories</i>       |                      |                         |
| Improved Residential               | 1,062                | 0.08199                 |
| Improved Special Residential       | 1,062                | 0.07518                 |
| Improved Commercial and Industrial | 1,382                | 0.09269                 |
| Vacant Residential                 | 1,062                | 0.17249                 |
| Vacant Non Residential             | 1,062                | 0.12193                 |

## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

|                             |       |         |
|-----------------------------|-------|---------|
|                             |       |         |
| <i>UV Rating Categories</i> |       |         |
| General Industry            | 1,382 | 0.01803 |
| Mining and Industrial       | 1,382 | 0.00868 |
| Rural                       | 1,062 | 0.00518 |

4. That pursuant to the provisions of the *Waste Avoidance and Resource Recovery Act 2007* Part 6, Division 3, section 67:
  - a) A charge of \$297 be levied in respect of the removal of the contents of two refuse bins from rateable property, one being weekly collection of 240L bin for general waste, and the other fortnightly collection of 240L or 360L bin for recyclable material ending 30 June 2020.
  - b) A charge of \$297 be levied in respect of the removal of the contents of one 240L refuse bin each week for general waste and one 240L or 360L refuse bin fortnightly for recyclable material from non-rateable property during the year ending 30 June 2020.

## 5. Incentives:

That to be eligible to enter into the draw for the payment incentive of a:

- a) 5 x \$1,000 cash prizes from City of Kwinana;
- b) 5 x 3 month Gold Membership passes to the Kwinana Recquatic Centre valued at \$403 each;
- c) 2 x Double Passes to " Discovery Concert: The Art of Orchestration " on Saturday 23 November 2019 valued at \$158 per double pass;

rates accounts are to be paid in full by Friday 23 August 2019 and must be registered for e-notices at the time of payment.

## 6. Instalments:

That the due dates for payment of the instalment options are:

- a) two (2) instalment option – First instalment Friday 23 August 2019. Second instalment Thursday 2 January 2020.
- b) four (4) instalment option - First instalment Friday 23 August 2019. Second instalment Friday 25 October 2019. Third instalment Thursday 2 January 2020. Fourth instalment Tuesday 3 March 2020.
- c) twenty one (21) fortnightly instalments (for direct debits only) commencing on Friday 23 August 2019.
- d) forty one (41) weekly instalments (for direct debits only) commencing on Friday 23 August 2019.

## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

## 7. Administration Charge:

- a) That pursuant to section 6.45(3) of the *Local Government Act 1995* and regulation 67 the *Local Government (Financial Management) Regulations 1996* Council impose an administration charge of:
- i) \$10.50 fixed for the two (2) instalment plan;
  - ii) \$21.00 fixed for the four (4) instalment plan;
  - iii) \$21.00 fixed for the fortnightly direct debit instalment plan; and
  - iv) \$21.00 fixed for the weekly direct debit instalment plan;

on all accounts where the owner elects to pay rates and charges by instalments, other than rates and charges attributable to a property owned by an entitled pensioner/senior under the *Rates and Charges (Rebates and Deferments) Act 1992*.

- b) That in the case of ratepayers with whom alternative arrangements become necessary, a fixed administration charge of \$50.00 shall be imposed in respect of each arrangement.

## 8. Instalment Interest:

That pursuant to section 6.45(4) (e) of the *Local Government Act 1995*, Council impose interest of five and a half percent (5.5%) as provided in regulation 68 of the *Local Government (Financial Management) Regulations 1996* on all accounts where the owner elects to pay rates and charges by instalments, other than rates and charges attributable to a property owned by an entitled pensioner/senior under the *Rates and Charges (Rebates and Deferments) Act 1992*.

## 9. Penalty Interest:

That pursuant to section 6.51(1) of the *Local Government Act 1995*, Council impose an interest rate of eleven percent (11%) as provided in regulation 70 of the *Local Government (Financial Management) Regulations 1996* and costs of proceedings to recover such charges on all rates and charges that remain unpaid after becoming due and payable; either unpaid due to no election being made to pay the rates by instalments; or, where an election has been made to pay rates and charges by instalments and an instalment remains unpaid after it is due and payable [other than rates and charges attributable to a property owned by an entitled pensioner/seniors under the *Rates and Charges (Rebates and Deferments) Act 1992*].

## 10. Sundry Debtor Interest:

That pursuant to section 6.13 of the *Local Government Act 1995*, Council impose an interest rate of eleven percent (11%) as provided in regulation 19A of the *Local Government (Financial Management) Regulations 1996* on all money owed to the local government (other than rates and service charges) that is outstanding for more than 35 days after the date of issue of invoice.

#### 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

##### 11. Swimming Pool Inspection Fees:

That mandatory swimming pool inspections, which are conducted every four years, be charged a fee of \$46 annually to cover the actual cost of inspections.

##### 12. Elected Members' Fees and Allowances:

That Council note the review of fees has been released by the Salary and Tribunal Determination and adopt the following:

- a) Set the annual attendance fee at \$31,678 for 2019/2020 to be paid monthly in arrears to Councillors, or at such intervals as determined by individual Councillors, pursuant to section 5.99 of the *Local Government Act 1995* and regulation 30 of the *Local Government (Administration) Regulations 1996*.
- b) Set the annual attendance fee at \$47,516 for 2019/2020 to be paid monthly in arrears to the Mayor pursuant to section 5.99 of the *Local Government Act 1995* and regulation 30 of the *Local Government (Administration) Regulations 1996*.
- c) Set the annual Mayoral Allowance at \$89,753 for 2019/2020 to be paid monthly in arrears pursuant to section 5.98(5) of the *Local Government Act 1995* and the Western Australia Salaries and Allowances Tribunal Determination pursuant to *Western Australia Salaries and Allowances Act 1975* section 7A and 7B.
- d) Set the annual Deputy Mayoral Allowance at \$22,438 for 2019/2020 to be paid monthly in arrears pursuant to section 5.98A of the *Local Government Act 1995* and the Western Australia Salaries and Allowances Tribunal Determination pursuant to *Western Australia Salaries and Allowances Act 1975* section 7A and 7B.
- e) Set an annual Information and Communications Technology Allowance of \$3,500 for 2019/2020 to be paid monthly in arrears pursuant to section 5.99A of the *Local Government Act 1995* and the Western Australia Salaries and Allowances Tribunal Determination pursuant to *Western Australia Salaries and Allowances Act 1975* section 7A and 7B.

##### 13. Fees and Charges

That pursuant to section 6.16 of the *Local Government Act 1995* Council adopts the fees and charges set out in Attachment B.

##### 14. Material Variance for 2018/2019 financial year

- a) In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996* Council adopts the level to be used in the monthly statements of financial activity in 2019/2020 for reporting material variances to be the greater of:
  - i) 5%; or

## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

ii) \$50,000;

applicable to each revenue and expenditure item within the Nature and Type classification and capital income and expenditure.

- b) Approve the Budget Variation Report to Council process map that explains when a budget variation will be required to be approved by Council as detailed in Attachment C.

## 15. Budget Variation – Carried Forward Projects Transfer to Reserves

- a) The budget variation to the 2018/2019 budget to reflect the below carried forward projects and required transfer of funds to the Restricted Grants and Contributions Reserve totalling \$938,070.

| Project/Program  | Operating/<br>Capital | Amount (\$) |
|--|-----------------------|-------------|
| Website subscriptions - Marketing  | Operating             | 35,000      |
| Community Stewardship Grant - Fauna Forever  | Operating             | 25,000      |
| Representation at SAT appeal for Calista Petrol Filling Station  | Operating             | 7,200       |
| Integrated Land Use and Transport Study  | Operating             | 24,550      |
| Living Smart Course  | Operating             | 5,520       |
| Employment & Economic Study  | Operating             | 30,000      |
| New Position Description Project Stage 3   | Operating             | 10,000      |
| Illuminated sign installation  | Operating             | 10,000      |
| 18/19 back pay of EA increase  | Operating             | 315,000     |
| Automated Gates - Recquatic Front Counter  | Capital               | 30,000      |
| Kwinana South VBFB Station Upgrade - Local Projects Local Jobs   | Capital               | 30,000      |
| Mandogalup VBFB Station Upgrade - Local Projects Local Jobs Grant  | Capital               | 25,000      |
| Smirks Heritage Site - Artefacts Shed  | Capital               | 20,000      |
| Kwinana Tennis Club Ablutions  | Capital               | 15,000      |
| Kwinana Loop Trail Upgrade (additional \$38k funding being provided by Lotterywest)  | Capital               | 42,330      |
| Thomas Oval Lighting Upgrade (Total project \$450k including \$150k grant from Department of Infrastructure)   | Capital               | 145,000     |
| Wandi Playing Fields Sporting Infrastructure (goal posts, cricket pitch and practice nets) Additional funding to be received by Department of Education \$25k. | Capital               | 63,600      |
| Design & Replacement of Mayoral Chains   | Capital               | 8,000       |
| Insurance claim received for Sound Level Meter (Total cost \$12k)  | Capital               | 2,070       |

## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

|  |         |           |
|--|---------|-----------|
| Wellard Road Upgrade – Stage 1 surveying, design and investigation     | Capital | 40,000    |
| Ridley Green Disconnect Power and reconnect at Hewison Reserve for BBQ | Capital | 14,000    |
| Budden Way carpet replacement  | Capital | 8,800     |
| Budden Way ceiling replacement   | Capital | 25,000    |
| Library Self Check Touchscreen Computer                                | Capital | 7,000     |
| Total Restricted Grants and Contributions Transfer to Reserve          |         | (938,070) |

- b) The budget variation to the 2018/2019 budget to reflect the below unspent Revolving Energy Fund projects to be transferred to the Renewable Energy Efficiency Reserve totalling \$29,483.

| Project/Program                           | Operating/<br>Capital | Amount (\$) |
|---|-----------------------|-------------|
|   |                       |             |
| Revolving Energy Fund                     | Operating             | 8,025       |
| Revolving Energy Fund                     | Capital               | 21,458      |
| Total Renewable Energy Efficiency Reserve |                       | (29,483)    |

## 16. Reserves

- a) The creation of City Infrastructure Reserve for the purpose of funding the City's contributions to community infrastructure projects.
- b) Rename the Asset Replacement Reserve to Plant and Equipment Replacement Reserve.
- c) Transfer all funds from the Future Community Infrastructure Reserve and Infrastructure Reserve to the new City Infrastructure Reserve.
- d) Transfer \$3,200,000 from the Refuse Reserve, having sufficient funds after the transfer to achieve its reserve purpose, to:
  - i. the Asset Management Reserve an amount of \$3,050,000 to be used for current and future asset renewal projects.
  - ii. The City Infrastructure Reserve an amount of \$150,000 to be used to contribute to the 2019/2020 community infrastructure projects.
- e) Transfer \$2,119,426 from the Employee Leave Reserve, having sufficient funds after the transfer to achieve its purpose in one budget year, to
  - i. the Asset Management Reserve an amount of \$1,619,426 to be used for current and future asset renewal projects.
  - ii. The Plant and Equipment Replacement Reserve an amount of \$500,000 to be used to contribute to the 2019/2020 replacement of existing fleet and plant.
- f) The interest of the Refuse Reserve and the Employee Leave Reserve earned during the 2019/2020 financial year will be transferred to the Asset Management Reserve.

NOTE: AN ABSOLUTE MAJORITY OF COUNCIL IS REQUIRED

#### 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

##### **DISCUSSION:**

The Long Term Financial Plan (LTFP) that was adopted in 2018, formed the basis of the 2019/2020 Budget. City Officers reviewed all capital items and operating initiatives identified in the LTFP to ensure the costings were accurate and the service and program objectives continued to align to the City's Strategic Community Plan. The proposed budget includes capital works, operational income and expenditure, salaries, fees and charges and rates information.

The City is estimated to generate \$39.8 million in rate income in the 2019/2020 financial year. The rate income generated by the City for this budget comprises 62.39% of total revenue sources. In addition to rates revenue, funding is sourced from grants and contributions for operating (14.06%), fees and charges (19.21%), interest earnings (3.27%) and other revenue such as reimbursements (1.07%).

The City reviews the Long Term Financial Plan annually with the proposed 2019/2020 budget amounts being the base data that will be used for all assumptions. There are a number of significant items that have enabled the City to keep the rate increase to a reasonable level and these include:

- Improved efficiencies in the City's operating costs. In addition, the electricity costs for some buildings have only increased marginally as a result of installing solar power infrastructure. These installations effectively pay for themselves and deliver in the short term a measurable return on investment.
- Increase in salaries and wages has been forecast at 1.5%.
- Most of the City's roads program is part funded by a grant from either the State or Federal Government. The City's Asset Management Plans were reviewed in the 2018/2019 year to ensure there is even more substantial evidence behind proposing the respective road infrastructure program for each budget year.

The City will continue to deliver a 24 hour seven days a week City Assist service and the community liaison service which will see City Officers liaising with at risk, disengaged or homeless community members at popular locations in the City Centre, such as the Darius Wells Library and Resource Centre, Kwinana Adventure Park, Edge Skatepark and the Marketplace and the adjacent carpark area. The service will work to reduce the incidents of anti-social behaviour at these locations by defusing interactions between members of the community that have the potential to escalate, promoting harmonious community relations and linking disadvantaged community members with the support services they need.

The City will host stakeholder functions for Fire and Emergency Services volunteers, sporting and community groups, arts and culture volunteers, residents' associations and seniors. The City will invite new teachers employed within the Kwinana area to an after-hours event where they will network with City of Kwinana staff, Elected Members and other teachers, and be given a tour of Kwinana facilities. The City will host twelve Citizenship ceremonies during the year.

The City will continue its lobbying and advocacy to relevant stakeholders. In some circumstances the City will have the same objectives as a group of other Local Governments and where this is the case the City will form alliances, as a stronger voice can assist in achieving similar objectives. The City will be a member of the Western Australian Local Government Association, National Growth Areas Alliance, Growth Areas Alliance Perth and Peel and the South West Group.



#### 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

The City will continue to implement economic development initiatives and support youth, home based businesses and local commercial businesses. The City will support and promote the benefits of businesses in the Kwinana community by supporting and hosting networking functions and sponsoring the Rockingham Kwinana Chamber of Commerce (RKCC) Small Business Awards.

Community funding opportunities are available for residents and groups in the areas of community development, sporting excellence, environmental rehabilitation of reserves and community capacity building.

The City supports the Koorliny Arts Centre and provides a contribution of \$407,212 to fund their operations as well as funding the provision of other facilities and services including the Kwinana Recquatic. The Kwinana Library will continue to open Sundays between 12pm to 4pm.

The City of Kwinana will invest \$396,000 to bring bigger and better events to the local community. Kwinana's annual calendar of events is planned to meet the aspirations of the City's growing and changing community. At the heart of the City's annual events calendar is a Rock Symphony that will be bigger than ever. This major annual celebration will feature entertainment that will surprise and delight the diverse community. In addition to this event, the Alcoa Children's Festival and the Youth Festival have also been reinvigorated, rebranded and expanded to become competitive on the Perth events' scene. As part of the recommended events strategy, the Place Based Events Fund will continue to offer financial support to community groups running events in Kwinana. During the festive season, the Christmas tree in the City Centre will be on display.

Progressive upgrading of parks within the City also continues to be a priority with the implementation of the City's Parks for People Strategy with an allocation of \$162,000.

The City will continue to invest in strategic planning studies that will ensure orderly planning occurs and improves the amenity of Kwinana. The City will invest in studies that relate to the Local Planning Strategy and master planning and design.

Total capital expenditure for 2019/2020 will be \$20.34 million with \$2.9 million being funded from non-operating grants and contributions. The balance of the funding for the capital works program is from sale of assets, reserve funds, developer contributions, municipal funds and loan borrowings.

#### **2018/2019 Forecast Carried Forward Surplus and Carried forward Projects**

The 2019/2020 Budget is based on an estimated surplus carried forward from the 2018/2019 financial year of \$1,504,912. An analysis of the components of net current assets has been undertaken, including a review of open purchase orders, unpaid contract payments, reconciliation of restricted cash including Reserve funds, debtor's invoices, inventory and accruals.

As part of the review to forecast the 2018/2019 estimated carried forward surplus, the following projects have been identified as being unable to be completed prior to the 30 June 2019 and it is proposed that a budget variation is approved by Council to transfer the unspent funds into the Restricted Grants and Contributions Reserve, to enable the expenditure to be finalised as part of the 2019/2020 Budget:



## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

| <b>Project / Program</b>   | <b>Operating / Capital</b> | <b>Amount (\$)</b> |
|--|----------------------------|--------------------|
| Website subscriptions - Marketing  | Operating                  | 35,000             |
| Community Stewardship Grant - Fauna Forever  | Operating                  | 25,000             |
| Representation at SAT appeal for Calista Petrol Filling Station  | Operating                  | 7,200              |
| Integrated Land Use and Transport Study  | Operating                  | 24,550             |
| Living Smart Course  | Operating                  | 5,520              |
| Employment & Economic Study  | Operating                  | 30,000             |
| New Position Description Project Stage 3   | Operating                  | 10,000             |
| Illuminated sign installation  | Operating                  | 10,000             |
| 18/19 back pay of EA increase  | Operating                  | 315,000            |
|  |                            |                    |
| Automated Gates - Recquatic Front Counter  | Capital                    | 30,000             |
| Kwinana South VBFB Station Upgrade - Local Projects Local Jobs   | Capital                    | 30,000             |
| Mandogalup VBFB Station Upgrade - Local Projects Local Jobs Grant  | Capital                    | 25,000             |
| Smirks Heritage Site - Artefacts Shed  | Capital                    | 20,000             |
| Kwinana Tennis Club Ablutions  | Capital                    | 15,000             |
| Kwinana Loop Trail Upgrade (additional \$38k funding being provided by Lotterywest)  | Capital                    | 42,330             |
| Thomas Oval Lighting Upgrade (Total project \$450k including \$150k grant from Department of Infrastructure)   | Capital                    | 145,000            |
| Wandi Playing Fields Sporting Infrastructure (goal posts, cricket pitch and practice nets) Additional funding to be received by Department of Education \$25k. | Capital                    | 63,600             |
| Design & Replacement of Mayoral Chains   | Capital                    | 8,000              |
| Insurance claim received for Sound Level Meter (Total cost \$12k)  | Capital                    | 2,070              |
| Wellard Road Upgrade – Stage 1 surveying, design and investigation   | Capital                    | 40,000             |
| Ridley Green Disconnect Power and reconnect at Hewison Reserve for BBQ   | Capital                    | 14,000             |
| Budden Way carpet replacement  | Capital                    | 8,800              |
| Budden Way ceiling replacement   | Capital                    | 25,000             |
| Library Self Check Touchscreen Computer  | Capital                    | 7,000              |
| <b>Total Restricted Grants and Contributions Transfer to Reserve</b>   |                            | <b>(938,070)</b>   |

Additionally, the following projects and programs that were budgeted in the 2018/2019 financial year to be funded from other reserves are being recommended to be transferred back to the reserve to be used for future projects;

## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

| Project / Program     | Operating / Capital | Reserve                             | Amount (\$) |
|-----------------------|---------------------|-------------------------------------|-------------|
| Revolving Energy Fund | Operating           | Renewable Energy Efficiency Reserve | 8,025       |
| Revolving Energy Fund | Capital             | Renewable Energy Efficiency Reserve | 21,458      |

**Major Projects, Services and Programs**

The major projects, services and programs that have been included in the 2019/2020 Budget include:

| Projects/Initiatives                          | Description  | Budget Allocation (\$) |
|---|--|------------------------|
| Safety and Security                           | Including expansion of CCTV coverage, community education initiatives, illegal dumping control, compliance operations and 24/7 City Assist service | 2.4m                   |
| Road Renewal and Upgrades                     | Including Gilmore Ave, Anketell Road, Pace Road and Wellard Road duplication project   | 2.7m                   |
| Volunteer Bush Fire Brigade building upgrades | Kwinana South and Mandogalup Fire Stations to be upgraded. The project is fully funded by grants received by DFES and the State Government         | 686k                   |
| Honeywood Oval Pavilion                       | Construction of a pavilion at the Honeywood Primary School Oval. 99% funded by the Developer Contribution Scheme                                   | 1.01m                  |
| Corporate Business System                     | Implementation of a new Corporate Business System to enable efficiencies, better analytics and improved user interface for external customers      | 1.3m                   |
| Thomas Oval Lighting                          | Installation of light towers at Thomas Oval  | 495k                   |
| Election for Councillors                      | Election expenses  | 102k                   |
| Valuation of properties                       | Valuation of GRV properties  | 132k                   |
| Place Management                              | Implementation of place management initiatives   | 659k                   |
| Event & Stakeholder Management                | Management and execution of City events including Rock Symphony, Childrens Festival and Youth Festival   | 1.26m                  |
| Youth Centre                                  | Management and facilitation of The Zone and associated activities including the Community Liaison service.   | 2.03m                  |
| Local Business Grants and Programs            | Initiatives to support and help local business grow including the Local Commercial and Activity Centre Grant                                       | 391k                   |
| Parks for People Program                      | Continuation of upgrades to the City's parks   | 162k                   |
| Street Tree Program                           | Tree planting in Bertram and the Kwinana Industrial Area   | 186k                   |
| Footpath program                              | Clark Way and Perham Crescent  | 215k                   |

**Proposed Rates**

Council resolved, at the Special Council Meeting held on 27 May 2019, that the budget preparations proceed on the following basis of a 2.5% increase in the rate in the dollar to all rating categories plus applying the rate harmonisation gap to the applicable rating categories, which is summarised as follows:

## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

- 2.5% increase to GRV Light Industrial and Commercial rating category rate in the dollar;
- Finalise harmonisation of General Industry and Service Commercial and Large Scale General Industry and Service Commercial with Light Industrial and Commercial to create a new rating category being GRV Improved Commercial and Industrial with a rate in the dollar of 0.09269;
- 2.5% increase to GRV Vacant Residential rate in the dollar;
- Continue the harmonisation of the Vacant Non Residential and Vacant Residential rating categories over the next four years;
- 2.5% increase to rate in the dollars for all other rating categories not being harmonised;
- Continue harmonisation of GRV Improved Residential and Improved Special Residential rating categories and reducing the difference between these rate categories over the remaining four years (to the 2023/2024 financial year);
- Minimum rates increased by 2.5% for all rating categories.

In addition to reviewing the rate in the dollar, the minimum payment was increased by 2.5%. In accordance with section 6.35(3) of the *Local Government Act 1995*, the local government is to ensure that not more than 50% of the total of separately rated properties in the district or 50% of the number of properties in each category are on the minimum rate.

The 2019/2020 Vacant Residential differential rate category has more than 50% of vacant properties on the minimum payment, therefore Ministerial approval was sought.

In accordance with section 6.33(3) of the *Local Government Act 1995* the local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.

The 2019/2020 UV General Industry differential rate category is more than twice the lowest UV differential rate, being Rural, and the GRV Vacant Residential differential rate category is more than twice the lowest GRV differential rate, being Improved Special Residential, therefore Ministerial approval was sought.

The City has received Ministerial approval for these requests.

The following rating categories, rates in the dollar and minimum payments for 2019/2020 are recommended for adoption:

| Rating Category                    | Minimum Payment (\$) | Rate in the Dollar (\$) |
|------------------------------------|----------------------|-------------------------|
| <b>GRV Rating Categories</b>       |                      |                         |
| Improved Residential               | 1,062                | 0.08199                 |
| Improved Special Residential       | 1,062                | 0.07518                 |
| Improved Commercial and Industrial | 1,382                | 0.09269                 |
| Vacant Residential                 | 1,062                | 0.17249                 |
| Vacant Non Residential             | 1,062                | 0.12193                 |
| <b>UV Rating Categories</b>        |                      |                         |
| General Industry                   | 1,382                | 0.01803                 |
| Mining and Industrial              | 1,382                | 0.00868                 |
| Rural                              | 1,062                | 0.00518                 |

#### 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

To provide the greatest practical level of flexibility to meet local government rates commitments, the City offers a choice of options to pay rates including a direct debit system that can be utilised to pay rates, waste disposal fees and the State Government's Emergency Services Levy, in weekly (41 payments) or fortnightly (21 payments) repayment options, with nominal administration costs.

##### **Refuse Collection**

The rubbish collection charge this year is \$297 per household for a standard service being the removal of the contents of two refuse bins, one being weekly collection of 240L bin for general waste, and the other fortnightly collection of 240L or 360L bin for recyclable material. This results in an increase of \$11 from last year's rubbish collection fee. The rubbish charge of \$297 per annum is levied to all ratepayers who receive a waste service and covers the cost of providing domestic refuse, refuse verge collection and recycling program services within the City.

##### **Swimming Pool Inspection Fee**

The mandatory swimming pool inspection fee will remain at \$46 in the 2019/2020 financial year. The City has reviewed the cost of the swimming pool inspection fee and on average it costs the City \$184 per inspection. A swimming pool is inspected once every four years.

##### **Budget Variation Report to Council Process Map**

City Officers have prepared a process map that details when budget variations are required to be presented to Council (detailed in Attachment C). This will assist City Officers when determining when Council are required to approve any budget variations that arise during the 2019/2020 financial year. It is proposed that there are two circumstances where a Council resolution is not required:

1.
  - a) The item is classed as operating and is being proposed to be transferred to another operating account; and
  - b) The item is not within the same program and nature and type account; and
  - c) Is less than 5% or \$50,000 (whichever is the greater of) of the program and nature and type account.
2.
  - a) The item is classed as operating and is being proposed to be transferred to another operating account; and
  - b) The item is within the same program and nature and type account.

This is in accordance with the Officer Recommendation number 14 included in this report, where City Officers are recommending a reporting material variance of 5% or \$50,000, whichever is the greater, that will be used in the monthly financial statements of financial activity. Any budget variations where a Council resolution is not required will still be included in the budget variations note that is included in the monthly financial statements of financial activity for transparency and balancing purposes.

##### **Reserve Transfers**

In accordance with the Long Term Financial Plan, Council approved to consolidate its reserves for infrastructure projects and create a new reserve called City Infrastructure Reserve, which incorporates the purposes of the Future Community Infrastructure Reserve and Infrastructure Reserve. The funds held in the Future Community Infrastructure Reserve and Infrastructure Reserve are proposed to be transferred to the City Infrastructure Reserve to fund the City's contribution to community infrastructure projects.

#### 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

It is proposed to rename the Asset Replacement Reserve to reflect the actual purpose, which is to use funds in the reserve to replace existing plant and equipment, hence renaming the reserve to the Plant and Equipment Replacement Reserve.

The City of Kwinana is a high growth local government and continues to work to balance the expectations of the community and the services provided with the revenue sources available at the time. As the City continues to mature in its development and grows towards its projected population, revenue sources receivable through rates and other fees and charges income will also increase. As surplus funds are achieved in the years from 2034 more funds will be available for the renewal and maintenance of the assets, improving the above financial ratios. In the meantime, a review of funds held in all reserves and an assessment on whether there were sufficient funds to still carry out the relevant reserves purpose was undertaken. It was identified that some of the funds in the Refuse Reserve and the Employee Leave Reserve could be used for other purposes. In order to continue with the City services and programs, as well as maintain a capital works program that would protect the City's assets, it is recommended that the following transfers occur:

1. Transfer \$3,200,000 from the Refuse Reserve, having sufficient funds after the transfer to achieve its reserve purpose, to:
  - i. the Asset Management Reserve an amount of \$3,050,000 to be used for current and future asset renewal projects.
  - ii. The City Infrastructure Reserve an amount of \$150,000 to be used to contribute to the 2019/2020 community infrastructure projects.
2. Transfer \$2,119,426 from the Employee Leave Reserve, having sufficient funds after the transfer to achieve its purpose in one budget year, to
  - i. the Asset Management Reserve an amount of \$1,619,426 to be used for current and future asset renewal projects.
  - ii. The Plant and Equipment Replacement Reserve an amount of \$500,000 to be used to contribute to the 2019/2020 replacement of existing fleet and plant.
3. The interest of the Refuse Reserve and the Employee Leave Reserve earned during the 2019/2020 financial year will be transferred to the Asset Management Reserve.

#### LEGAL/POLICY IMPLICATIONS:

This Budget has been prepared in accordance with the *Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996* and *Australian Accounting Standards*.

Section 6.2 of the *Local Government Act 1995* requires Council to prepare an annual budget.

#### FINANCIAL/BUDGET IMPLICATIONS:

All financial implications have been included in the budget report as detailed in Attachment A.

**16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET****ASSET MANAGEMENT IMPLICATIONS:**

The allocation of funds towards the upgrading, renewal and maintenance of existing City assets in the budget is in line with the Long Term Financial Plan which reference Asset Management Plans as informing strategies.

**ENVIRONMENTAL IMPLICATIONS:**

Broad environmental implications are identified as a result of this Budget. No specific environmental implications exist as a result of this recommendation that have not otherwise been identified.

**STRATEGIC/SOCIAL IMPLICATIONS:**

This proposal will support the achievement of the following outcome and objective detailed in the Corporate Business Plan.

| Plan                    | Outcome              | Objective  |
|-------------------------|----------------------|--|
| Corporate Business Plan | Business Performance | 5.4 Ensure the financial sustainability of the City of Kwinana into the future |

**COMMUNITY ENGAGEMENT:**

Community Engagement for the intention to levy differential rates was carried out in accordance with the *Local Government Act 1995* requirements which included local public notice in the Sound Telegraph, and additionally, public notice in The West Australian on 1 May 2019. The notice was also displayed on public notice boards at the City Administration Building and Darius Wells Library and Resource Centre, and in the public notices section of the City of Kwinana website.

The following additional engagement also took place:

- Information was made available on the City's Website outlining the intention to raise differential rates and minimum payments and details on how to make a submission.
- Facebook post on the City's social media site.
- Landowners within the Vacant Non Residential rate category

Council considered the 33 submissions received at the Special Council Meeting held on 27 May 2019.

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

**PUBLIC HEALTH IMPLICATIONS**

Broad public health implications are identified as a result of this Budget. No specific environmental implications exist as a result of this recommendation that have not otherwise been identified.

## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

**RISK IMPLICATIONS:**

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

|  |   |
|--|---|
| Risk Event                                   | The City does not adopt the Statutory Budget within the statutory timeframes impacting the City's ability to maintain its current services and its cash flow for the 2019/2020 financial year.                |
| Risk Theme                                   | Errors omissions delays   |
| Risk Effect/Impact                           | Compliance  |
| Risk Assessment Context                      | Strategic   |
| Consequence                                  | Moderate  |
| Likelihood                                   | Unlikely  |
| Rating (before treatment)                    | Low   |
| Risk Treatment in place                      | Reduce - mitigate risk  |
| Response to risk treatment required/in place | City Officers conduct workshops and budget papers to allow Elected Members to make an informed decision promptly to ensure programs can commence as close to the start of the new financial year as possible. |
| Rating (after treatment)                     | Low   |

**AMENDMENT MOTION**

MOVED CR P FEASEY

SECONDED CR M ROWSE

That Council approve:

1. 2019/2020 Budget:

That includes the Statement of Comprehensive Income by Nature and Type, Statement of Comprehensive Income by Program, Statement of Cash Flows, Rate Setting Statement, supporting notes to and forming part of the Statutory Budget, Capital Expenditure Budget by project and Transfers to/from Reserve Funds for the year ending 30 June 2020 be adopted, as detailed in Attachment A, with the exception of the District C Sporting Ground (Medina Oval/Extension Upgrade) Masterplan item that is to be deferred until further information is provided.

2. That differential rates based on zoning of the land and the purpose for which the land is held or used be adopted.
3. That the imposition of the following rates in the dollar and minimum payments for the 2019/2020 financial year be adopted:

| Rating Category                    | Minimum Payment (\$) | Rate in the Dollar (\$) |
|------------------------------------|----------------------|-------------------------|
| <i>GRV Rating Categories</i>       |                      |                         |
| Improved Residential               | 1,062                | 0.08199                 |
| Improved Special Residential       | 1,062                | 0.07518                 |
| Improved Commercial and Industrial | 1,382                | 0.09269                 |
| Vacant Residential                 | 1,062                | 0.17249                 |
| Vacant Non Residential             | 1,062                | 0.12193                 |



## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

|                             |       |         |
|-----------------------------|-------|---------|
|                             |       |         |
| <i>UV Rating Categories</i> |       |         |
| General Industry            | 1,382 | 0.01803 |
| Mining and Industrial       | 1,382 | 0.00868 |
| Rural                       | 1,062 | 0.00518 |

4. That pursuant to the provisions of the *Waste Avoidance and Resource Recovery Act 2007* Part 6, Division 3, section 67:
- A charge of \$297 be levied in respect of the removal of the contents of two refuse bins from rateable property, one being weekly collection of 240L bin for general waste, and the other fortnightly collection of 240L or 360L bin for recyclable material ending 30 June 2020.
  - A charge of \$297 be levied in respect of the removal of the contents of one 240L refuse bin each week for general waste and one 240L or 360L refuse bin fortnightly for recyclable material from non-rateable property during the year ending 30 June 2020.

## 5. Incentives:

That to be eligible to enter into the draw for the payment incentive of a:

- 5 x \$1,000 cash prizes from City of Kwinana;
- 5 x 3 month Gold Membership passes to the Kwinana Recquatic Centre valued at \$403 each;
- 2 x Double Passes to " Discovery Concert: The Art of Orchestration " on Saturday 23 November 2019 valued at \$158 per double pass;

rates accounts are to be paid in full by Friday 23 August 2019 and must be registered for e-notices at the time of payment.

## 6. Instalments:

That the due dates for payment of the instalment options are:

- two (2) instalment option – First instalment Friday 23 August 2019. Second instalment Thursday 2 January 2020.
- four (4) instalment option - First instalment Friday 23 August 2019. Second instalment Friday 25 October 2019. Third instalment Thursday 2 January 2020. Fourth instalment Tuesday 3 March 2020.
- twenty one (21) fortnightly instalments (for direct debits only) commencing on Friday 23 August 2019.
- forty one (41) weekly instalments (for direct debits only) commencing on Friday 23 August 2019.



## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

## 7. Administration Charge:

- c) That pursuant to section 6.45(3) of the *Local Government Act 1995* and regulation 67 the *Local Government (Financial Management) Regulations 1996* Council impose an administration charge of:
- v) \$10.50 fixed for the two (2) instalment plan;
  - vi) \$21.00 fixed for the four (4) instalment plan;
  - vii) \$21.00 fixed for the fortnightly direct debit instalment plan; and
  - viii) \$21.00 fixed for the weekly direct debit instalment plan;

on all accounts where the owner elects to pay rates and charges by instalments, other than rates and charges attributable to a property owned by an entitled pensioner/senior under the *Rates and Charges (Rebates and Deferments) Act 1992*.

- d) That in the case of ratepayers with whom alternative arrangements become necessary, a fixed administration charge of \$50.00 shall be imposed in respect of each arrangement.

## 8. Instalment Interest:

That pursuant to section 6.45(4) (e) of the *Local Government Act 1995*, Council impose interest of five and a half percent (5.5%) as provided in regulation 68 of the *Local Government (Financial Management) Regulations 1996* on all accounts where the owner elects to pay rates and charges by instalments, other than rates and charges attributable to a property owned by an entitled pensioner/senior under the *Rates and Charges (Rebates and Deferments) Act 1992*.

## 9. Penalty Interest:

That pursuant to section 6.51(1) of the *Local Government Act 1995*, Council impose an interest rate of eleven percent (11%) as provided in regulation 70 of the *Local Government (Financial Management) Regulations 1996* and costs of proceedings to recover such charges on all rates and charges that remain unpaid after becoming due and payable; either unpaid due to no election being made to pay the rates by instalments; or, where an election has been made to pay rates and charges by instalments and an instalment remains unpaid after it is due and payable [other than rates and charges attributable to a property owned by an entitled pensioner/seniors under the *Rates and Charges (Rebates and Deferments) Act 1992*].

## 10. Sundry Debtor Interest:

That pursuant to section 6.13 of the *Local Government Act 1995*, Council impose an interest rate of eleven percent (11%) as provided in regulation 19A of the *Local Government (Financial Management) Regulations 1996* on all money owed to the local government (other than rates and service charges) that is outstanding for more than 35 days after the date of issue of invoice.

## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

## 11. Swimming Pool Inspection Fees:

That mandatory swimming pool inspections, which are conducted every four years, be charged a fee of \$46 annually to cover the actual cost of inspections.

## 12. Elected Members' Fees and Allowances:

That Council note the review of fees has been released by the Salary and Tribunal Determination and adopt the following:

- f) Set the annual attendance fee at \$31,678 for 2019/2020 to be paid monthly in arrears to Councillors, or at such intervals as determined by individual Councillors, pursuant to section 5.99 of the *Local Government Act 1995* and regulation 30 of the *Local Government (Administration) Regulations 1996*.
- g) Set the annual attendance fee at \$47,516 for 2019/2020 to be paid monthly in arrears to the Mayor pursuant to section 5.99 of the *Local Government Act 1995* and regulation 30 of the *Local Government (Administration) Regulations 1996*.
- h) Set the annual Mayoral Allowance at \$89,753 for 2019/2020 to be paid monthly in arrears pursuant to section 5.98(5) of the *Local Government Act 1995* and the Western Australia Salaries and Allowances Tribunal Determination pursuant to *Western Australia Salaries and Allowances Act 1975* section 7A and 7B.
- i) Set the annual Deputy Mayoral Allowance at \$22,438 for 2019/2020 to be paid monthly in arrears pursuant to section 5.98A of the *Local Government Act 1995* and the Western Australia Salaries and Allowances Tribunal Determination pursuant to *Western Australia Salaries and Allowances Act 1975* section 7A and 7B.
- j) Set an annual Information and Communications Technology Allowance of \$3,500 for 2019/2020 to be paid monthly in arrears pursuant to section 5.99A of the *Local Government Act 1995* and the Western Australia Salaries and Allowances Tribunal Determination pursuant to *Western Australia Salaries and Allowances Act 1975* section 7A and 7B.

## 13. Fees and Charges

That pursuant to section 6.16 of the *Local Government Act 1995* Council adopts the fees and charges set out in Attachment B.

## 14. Material Variance for 2018/2019 financial year

- a) In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996* Council adopts the level to be used in the monthly statements of financial activity in 2019/2020 for reporting material variances to be the greater of:
  - iii) 5%; or

## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

iv) \$50,000;

applicable to each revenue and expenditure item within the Nature and Type classification and capital income and expenditure.

- b) Approve the Budget Variation Report to Council process map that explains when a budget variation will be required to be approved by Council as detailed in Attachment C.

## 15. Budget Variation – Carried Forward Projects Transfer to Reserves

- c) The budget variation to the 2018/2019 budget to reflect the below carried forward projects and required transfer of funds to the Restricted Grants and Contributions Reserve totalling \$938,070.

| Project/Program  | Operating/<br>Capital | Amount (\$) |
|--|-----------------------|-------------|
| Website subscriptions - Marketing  | Operating             | 35,000      |
| Community Stewardship Grant - Fauna Forever  | Operating             | 25,000      |
| Representation at SAT appeal for Calista Petrol Filling Station  | Operating             | 7,200       |
| Integrated Land Use and Transport Study  | Operating             | 24,550      |
| Living Smart Course  | Operating             | 5,520       |
| Employment & Economic Study  | Operating             | 30,000      |
| New Position Description Project Stage 3   | Operating             | 10,000      |
| Illuminated sign installation  | Operating             | 10,000      |
| 18/19 back pay of EA increase  | Operating             | 315,000     |
| Automated Gates - Recquatic Front Counter  | Capital               | 30,000      |
| Kwinana South VBFB Station Upgrade - Local Projects Local Jobs   | Capital               | 30,000      |
| Mandogalup VBFB Station Upgrade - Local Projects Local Jobs Grant  | Capital               | 25,000      |
| Smirks Heritage Site - Artefacts Shed  | Capital               | 20,000      |
| Kwinana Tennis Club Ablutions  | Capital               | 15,000      |
| Kwinana Loop Trail Upgrade (additional \$38k funding being provided by Lotterywest)  | Capital               | 42,330      |
| Thomas Oval Lighting Upgrade (Total project \$450k including \$150k grant from Department of Infrastructure)   | Capital               | 145,000     |
| Wandi Playing Fields Sporting Infrastructure (goal posts, cricket pitch and practice nets) Additional funding to be received by Department of Education \$25k. | Capital               | 63,600      |
| Design & Replacement of Mayoral Chains   | Capital               | 8,000       |
| Insurance claim received for Sound Level Meter (Total cost \$12k)  | Capital               | 2,070       |

## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

|  |         |           |
|--|---------|-----------|
| Wellard Road Upgrade – Stage 1 surveying, design and investigation     | Capital | 40,000    |
| Ridley Green Disconnect Power and reconnect at Hewison Reserve for BBQ | Capital | 14,000    |
| Budden Way carpet replacement  | Capital | 8,800     |
| Budden Way ceiling replacement   | Capital | 25,000    |
| Library Self Check Touchscreen Computer                                | Capital | 7,000     |
| Total Restricted Grants and Contributions Transfer to Reserve          |         | (938,070) |

- d) The budget variation to the 2018/2019 budget to reflect the below unspent Revolving Energy Fund projects to be transferred to the Renewable Energy Efficiency Reserve totalling \$29,483.

| Project/Program                           | Operating/<br>Capital | Amount (\$) |
|---|-----------------------|-------------|
|   |                       |             |
| Revolving Energy Fund                     | Operating             | 8,025       |
| Revolving Energy Fund                     | Capital               | 21,458      |
| Total Renewable Energy Efficiency Reserve |                       | (29,483)    |

## 16. Reserves

- a) The creation of City Infrastructure Reserve for the purpose of funding the City's contributions to community infrastructure projects.
- b) Rename the Asset Replacement Reserve to Plant and Equipment Replacement Reserve.
- c) Transfer all funds from the Future Community Infrastructure Reserve and Infrastructure Reserve to the new City Infrastructure Reserve.
- d) Transfer \$3,200,000 from the Refuse Reserve, having sufficient funds after the transfer to achieve its reserve purpose, to:
  - iii. the Asset Management Reserve an amount of \$3,050,000 to be used for current and future asset renewal projects.
  - iv. The City Infrastructure Reserve an amount of \$150,000 to be used to contribute to the 2019/2020 community infrastructure projects.
- e) Transfer \$2,119,426 from the Employee Leave Reserve, having sufficient funds after the transfer to achieve its purpose in one budget year, to
  - i. the Asset Management Reserve an amount of \$1,619,426 to be used for current and future asset renewal projects.
  - ii. The Plant and Equipment Replacement Reserve an amount of \$500,000 to be used to contribute to the 2019/2020 replacement of existing fleet and plant.
- f) The interest of the Refuse Reserve and the Employee Leave Reserve earned during the 2019/2020 financial year will be transferred to the Asset Management Reserve.

## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

**COUNCIL DECISION**

480

**MOVED CR P FEASEY****SECONDED CR S MILLS**

That Council approve:

1. **2019/2020 Budget:**

That includes the Statement of Comprehensive Income by Nature and Type, Statement of Comprehensive Income by Program, Statement of Cash Flows, Rate Setting Statement, supporting notes to and forming part of the Statutory Budget, Capital Expenditure Budget by project and Transfers to/from Reserve Funds for the year ending 30 June 2020 be adopted, as detailed in Attachment A.

2. That differential rates based on zoning of the land and the purpose for which the land is held or used be adopted.
3. That the imposition of the following rates in the dollar and minimum payments for the 2019/2020 financial year be adopted:

| Rating Category                     | Minimum Payment (\$) | Rate in the Dollar (\$) |
|-------------------------------------|----------------------|-------------------------|
| <b><i>GRV Rating Categories</i></b> |                      |                         |
| Improved Residential                | 1,062                | 0.08199                 |
| Improved Special Residential        | 1,062                | 0.07518                 |
| Improved Commercial and Industrial  | 1,382                | 0.09269                 |
| Vacant Residential                  | 1,062                | 0.17249                 |
| Vacant Non Residential              | 1,062                | 0.12193                 |
|                                     |                      |                         |
| <b><i>UV Rating Categories</i></b>  |                      |                         |
| General Industry                    | 1,382                | 0.01803                 |
| Mining and Industrial               | 1,382                | 0.00868                 |
| Rural                               | 1,062                | 0.00518                 |

4. That pursuant to the provisions of the *Waste Avoidance and Resource Recovery Act 2007* Part 6, Division 3, section 67:
  - a) A charge of \$297 be levied in respect of the removal of the contents of two refuse bins from rateable property, one being weekly collection of 240L bin for general waste, and the other fortnightly collection of 240L or 360L bin for recyclable material ending 30 June 2020.
  - b) A charge of \$297 be levied in respect of the removal of the contents of one 240L refuse bin each week for general waste and one 240L or 360L refuse bin fortnightly for recyclable material from non-rateable property during the year ending 30 June 2020.
5. Incentives:

That to be eligible to enter into the draw for the payment incentive of a:

## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

- a) 5 x \$1,000 cash prizes from City of Kwinana;
- b) 5 x 3 month Gold Membership passes to the Kwinana Recquatic Centre valued at \$403 each;
- c) 2 x Double Passes to " Discovery Concert: The Art of Orchestration " on Saturday 23 November 2019 valued at \$158 per double pass;

rates accounts are to be paid in full by Friday 23 August 2019 and must be registered for e-notices at the time of payment.

## 6. Instalments:

That the due dates for payment of the instalment options are:

- a) two (2) instalment option – First instalment Friday 23 August 2019. Second instalment Thursday 2 January 2020.
- b) four (4) instalment option - First instalment Friday 23 August 2019. Second instalment Friday 25 October 2019. Third instalment Thursday 2 January 2020. Fourth instalment Tuesday 3 March 2020.
- c) twenty one (21) fortnightly instalments (for direct debits only) commencing on Friday 23 August 2019.
- d) forty one (41) weekly instalments (for direct debits only) commencing on Friday 23 August 2019.

## 7. Administration Charge:

- a) That pursuant to section 6.45(3) of the *Local Government Act 1995* and regulation 67 the *Local Government (Financial Management) Regulations 1996* Council impose an administration charge of:
  - i) \$10.50 fixed for the two (2) instalment plan;
  - ii) \$21.00 fixed for the four (4) instalment plan;
  - iii) \$21.00 fixed for the fortnightly direct debit instalment plan; and
  - iv) \$21.00 fixed for the weekly direct debit instalment plan;

on all accounts where the owner elects to pay rates and charges by instalments, other than rates and charges attributable to a property owned by an entitled pensioner/senior under the *Rates and Charges (Rebates and Deferrals) Act 1992*.

- b) That in the case of ratepayers with whom alternative arrangements become necessary, a fixed administration charge of \$50.00 shall be imposed in respect of each arrangement.

## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

## 8. Instalment Interest:

That pursuant to section 6.45(4) (e) of the *Local Government Act 1995*, Council impose interest of five and a half percent (5.5%) as provided in regulation 68 of the *Local Government (Financial Management) Regulations 1996* on all accounts where the owner elects to pay rates and charges by instalments, other than rates and charges attributable to a property owned by an entitled pensioner/senior under the *Rates and Charges (Rebates and Deferments) Act 1992*.

## 9. Penalty Interest:

That pursuant to section 6.51(1) of the *Local Government Act 1995*, Council impose an interest rate of eleven percent (11%) as provided in regulation 70 of the *Local Government (Financial Management) Regulations 1996* and costs of proceedings to recover such charges on all rates and charges that remain unpaid after becoming due and payable; either unpaid due to no election being made to pay the rates by instalments; or, where an election has been made to pay rates and charges by instalments and an instalment remains unpaid after it is due and payable [other than rates and charges attributable to a property owned by an entitled pensioner/seniors under the *Rates and Charges (Rebates and Deferments) Act 1992*].

## 10. Sundry Debtor Interest:

That pursuant to section 6.13 of the *Local Government Act 1995*, Council impose an interest rate of eleven percent (11%) as provided in regulation 19A of the *Local Government (Financial Management) Regulations 1996* on all money owed to the local government (other than rates and service charges) that is outstanding for more than 35 days after the date of issue of invoice.

## 11. Swimming Pool Inspection Fees:

That mandatory swimming pool inspections, which are conducted every four years, be charged a fee of \$46 annually to cover the actual cost of inspections.

## 12. Elected Members' Fees and Allowances:

That Council note the review of fees has been released by the Salary and Tribunal Determination and adopt the following:

- a) Set the annual attendance fee at \$31,678 for 2019/2020 to be paid monthly in arrears to Councillors, or at such intervals as determined by individual Councillors, pursuant to section 5.99 of the *Local Government Act 1995* and regulation 30 of the *Local Government (Administration) Regulations 1996*.
- b) Set the annual attendance fee at \$47,516 for 2019/2020 to be paid monthly in arrears to the Mayor pursuant to section 5.99 of the *Local Government Act 1995* and regulation 30 of the *Local Government (Administration) Regulations 1996*.



## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

- c) Set the annual Mayoral Allowance at \$89,753 for 2019/2020 to be paid monthly in arrears pursuant to section 5.98(5) of the *Local Government Act 1995* and the Western Australia Salaries and Allowances Tribunal Determination pursuant to *Western Australia Salaries and Allowances Act 1975* section 7A and 7B.
- d) Set the annual Deputy Mayoral Allowance at \$22,438 for 2019/2020 to be paid monthly in arrears pursuant to section 5.98A of the *Local Government Act 1995* and the Western Australia Salaries and Allowances Tribunal Determination pursuant to *Western Australia Salaries and Allowances Act 1975* section 7A and 7B.
- e) Set an annual Information and Communications Technology Allowance of \$3,500 for 2019/2020 to be paid monthly in arrears pursuant to section 5.99A of the *Local Government Act 1995* and the Western Australia Salaries and Allowances Tribunal Determination pursuant to *Western Australia Salaries and Allowances Act 1975* section 7A and 7B.

## 13. Fees and Charges

That pursuant to section 6.16 of the *Local Government Act 1995* Council adopts the fees and charges set out in Attachment B.

## 14. Material Variance for 2018/2019 financial year

- a) In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996* Council adopts the level to be used in the monthly statements of financial activity in 2019/2020 for reporting material variances to be the greater of:
  - i) 5%; or
  - ii) \$50,000;

applicable to each revenue and expenditure item within the Nature and Type classification and capital income and expenditure.

- b) Approve the Budget Variation Report to Council process map that explains when a budget variation will be required to be approved by Council as detailed in Attachment C.

## 15. Budget Variation – Carried Forward Projects Transfer to Reserves

- a) The budget variation to the 2018/2019 budget to reflect the below carried forward projects and required transfer of funds to the Restricted Grants and Contributions Reserve totalling \$938,070.

| Project/Program   | Operating/<br>Capital | Amount (\$) |
|---|-----------------------|-------------|
| Website subscriptions - Marketing                               | Operating             | 35,000      |
| Community Stewardship Grant - Fauna Forever                     | Operating             | 25,000      |
| Representation at SAT appeal for Calista Petrol Filling Station | Operating             | 7,200       |



## 16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

|   |                  |                  |
|---|------------------|------------------|
| <b>Integrated Land Use and Transport Study</b>  | <b>Operating</b> | <b>24,550</b>    |
| <b>Living Smart Course</b>  | <b>Operating</b> | <b>5,520</b>     |
| <b>Employment &amp; Economic Study</b>  | <b>Operating</b> | <b>30,000</b>    |
| <b>New Position Description Project Stage 3</b>   | <b>Operating</b> | <b>10,000</b>    |
| <b>Illuminated sign installation</b>  | <b>Operating</b> | <b>10,000</b>    |
| <b>18/19 back pay of EA increase</b>  | <b>Operating</b> | <b>315,000</b>   |
|   |                  |                  |
| <b>Automated Gates - Recquatic Front Counter</b>  | <b>Capital</b>   | <b>30,000</b>    |
| <b>Kwinana South VBFB Station Upgrade - Local Projects Local Jobs</b>   | <b>Capital</b>   | <b>30,000</b>    |
| <b>Mandogalup VBFB Station Upgrade - Local Projects Local Jobs Grant</b>  | <b>Capital</b>   | <b>25,000</b>    |
| <b>Smirks Heritage Site - Artefacts Shed</b>  | <b>Capital</b>   | <b>20,000</b>    |
| <b>Kwinana Tennis Club Ablutions</b>  | <b>Capital</b>   | <b>15,000</b>    |
| <b>Kwinana Loop Trail Upgrade (additional \$38k funding being provided by Lotterywest)</b>  | <b>Capital</b>   | <b>42,330</b>    |
| <b>Thomas Oval Lighting Upgrade (Total project \$450k including \$150k grant from Department of Infrastructure)</b>   | <b>Capital</b>   | <b>145,000</b>   |
| <b>Wandi Playing Fields Sporting Infrastructure (goal posts, cricket pitch and practice nets) Additional funding to be received by Department of Education \$25k.</b> | <b>Capital</b>   | <b>63,600</b>    |
| <b>Design &amp; Replacement of Mayoral Chains</b>   | <b>Capital</b>   | <b>8,000</b>     |
| <b>Insurance claim received for Sound Level Meter (Total cost \$12k)</b>  | <b>Capital</b>   | <b>2,070</b>     |
| <b>Wellard Road Upgrade – Stage 1 surveying, design and investigation</b>   | <b>Capital</b>   | <b>40,000</b>    |
| <b>Ridley Green Disconnect Power and reconnect at Hewison Reserve for BBQ</b>   | <b>Capital</b>   | <b>14,000</b>    |
| <b>Budden Way carpet replacement</b>  | <b>Capital</b>   | <b>8,800</b>     |
| <b>Budden Way ceiling replacement</b>   | <b>Capital</b>   | <b>25,000</b>    |
| <b>Library Self Check Touchscreen Computer</b>  | <b>Capital</b>   | <b>7,000</b>     |
| <b>Total Restricted Grants and Contributions Transfer to Reserve</b>  |                  | <b>(938,070)</b> |

- b) The budget variation to the 2018/2019 budget to reflect the below unspent Revolving Energy Fund projects to be transferred to the Renewable Energy Efficiency Reserve totalling \$29,483.

| <b>Project/Program</b>                           | <b>Operating/<br/>Capital</b> | <b>Amount (\$)</b> |
|--|-------------------------------|--------------------|
|  |                               |                    |
| <b>Revolving Energy Fund</b>                     | <b>Operating</b>              | <b>8,025</b>       |
| <b>Revolving Energy Fund</b>                     | <b>Capital</b>                | <b>21,458</b>      |
| <b>Total Renewable Energy Efficiency Reserve</b> |                               | <b>(29,483)</b>    |

16.4 ADOPTION OF 2019/2020 ANNUAL BUDGET

**16. Reserves**

- a) The creation of City Infrastructure Reserve for the purpose of funding the City's contributions to community infrastructure projects.
- b) Rename the Asset Replacement Reserve to Plant and Equipment Replacement Reserve.
- c) Transfer all funds from the Future Community Infrastructure Reserve and Infrastructure Reserve to the new City Infrastructure Reserve.
- d) Transfer \$3,200,000 from the Refuse Reserve, having sufficient funds after the transfer to achieve its reserve purpose, to:
  - i. the Asset Management Reserve an amount of \$3,050,000 to be used for current and future asset renewal projects.
  - ii. The City Infrastructure Reserve an amount of \$150,000 to be used to contribute to the 2019/2020 community infrastructure projects.
- e) Transfer \$2,119,426 from the Employee Leave Reserve, having sufficient funds after the transfer to achieve its purpose in one budget year, to
  - i. the Asset Management Reserve an amount of \$1,619,426 to be used for current and future asset renewal projects.
  - ii. The Plant and Equipment Replacement Reserve an amount of \$500,000 to be used to contribute to the 2019/2020 replacement of existing fleet and plant.
- f) The interest of the Refuse Reserve and the Employee Leave Reserve earned during the 2019/2020 financial year will be transferred to the Asset Management Reserve.

**CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL**

**8/0**

# Adopted Budget 2019/20



**CITY OF KWINANA**  
**BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2020**

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**CITY OF KWINANA VISION**

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

**STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 30TH JUNE 2020**

**BY NATURE OR TYPE**

|   | NOTE  | 2019/20<br>Budget  | 2018/19<br>Actual  | 2018/19<br>Budget  |
|---|-------|--------------------|--------------------|--------------------|
|   |       | \$                 | \$                 | \$                 |
| <b>Revenue</b>                                    |       |                    |                    |                    |
| Rates   | 1(a)  | 39,802,378         | 38,074,897         | 38,101,480         |
| Operating grants, subsidies and contributions     | 9     | 8,971,318          | 7,590,582          | 7,639,227          |
| Fees and charges                                  | 8     | 12,254,403         | 12,023,478         | 11,694,484         |
| Interest earnings                                 | 10(a) | 2,088,408          | 2,391,107          | 2,690,500          |
| Other revenue                                     | 10(b) | 685,839            | 1,390,022          | 1,489,872          |
|   |       | 63,802,346         | 61,470,086         | 61,615,563         |
| <b>Expenses</b>                                   |       |                    |                    |                    |
| Employee costs                                    |       | (29,800,091)       | (26,348,351)       | (28,625,503)       |
| Materials and contracts                           |       | (29,036,680)       | (25,713,896)       | (26,006,186)       |
| Utility charges                                   |       | (2,377,800)        | (2,435,343)        | (2,361,417)        |
| Depreciation on non-current assets                | 5     | (14,269,092)       | (14,243,192)       | (13,672,393)       |
| Interest expenses                                 | 10(d) | (1,054,610)        | (1,111,762)        | (1,111,762)        |
| Insurance expenses                                |       | (575,863)          | (572,516)          | (570,108)          |
| Other expenditure                                 |       | (122,229)          | (39,989)           | (122,653)          |
|   |       | (77,236,365)       | (70,465,049)       | (72,470,022)       |
| <b>Subtotal</b>                                   |       | (13,434,019)       | (8,994,963)        | (10,854,459)       |
| Non-operating grants, subsidies and contributions | 9     | 10,936,569         | 3,994,330          | 4,285,605          |
| Profit on asset disposals                         | 4(b)  | 42,863             | 5,957              | 11,132             |
| Loss on asset disposals                           | 4(b)  | (101,926)          | (111,269)          | (200,172)          |
|   |       | 10,877,506         | 3,889,018          | 4,096,565          |
| <b>Net result</b>                                 |       | <b>(2,556,513)</b> | <b>(5,105,945)</b> | <b>(6,757,894)</b> |
| <b>Other comprehensive income</b>                 |       |                    |                    |                    |
| Changes on revaluation of non-current assets      |       | 0                  | 0                  | 0                  |
| <b>Total other comprehensive income</b>           |       | <b>0</b>           | <b>0</b>           | <b>0</b>           |
| <b>Total comprehensive income</b>                 |       | <b>(2,556,513)</b> | <b>(5,105,945)</b> | <b>(6,757,894)</b> |

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



## FOR THE YEAR ENDED 30TH JUNE 2020

**BASIS OF PREPARATION**

The budget has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations. The *Local Government (Financial Management) Regulations 1996* takes precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this budget. This is not in accordance with the requirements of AASB 1051 *Land Under Roads* paragraph 15 and AASB 116 *Property, Plant and Equipment* paragraph 7.

Accounting policies which have been adopted in the preparation of this budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the budget has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the City of Kwinana controls resources to carry on its functions have been included in the financial statements forming part of this budget.

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 statements. A separate statement of those monies appears at Note 12 to the budget.

**2018/19 ACTUAL BALANCES**

Balances shown in this budget as 2018/19 Actual are estimates as forecast at the time of budget preparation and are subject to final adjustments.

**CHANGE IN ACCOUNTING POLICIES**

On 1 July 2019 the following new accounting policies are to be adopted and have impacted on the preparation of the budget:

- AASB 15 - Revenue from Contracts with Customers;
- AASB 16 - Leases; and
- AASB 1058 - Income of Not-for-Profit Entities.

Explanation of the changes arising from these standards is provided at Note 14.

**KEY TERMS AND DEFINITIONS - NATURE OR TYPE****REVENUES****RATES**

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

**SERVICE CHARGES**

Service charges imposed under Division 6 of Part 6 of the *Local Government Act 1995*. Regulation 54 of the *Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services.

Excludes rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**PROFIT ON ASSET DISPOSAL**

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

**REVENUES (CONTINUED)****OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

**NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**FEES AND CHARGES**

Revenue (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees.

**INTEREST EARNINGS**

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**OTHER REVENUE / INCOME**

Other revenue, which cannot be classified under the above headings, includes dividends, discounts, and rebates. Reimbursements and recoveries should be separated by note to ensure the correct calculation of ratios.

**EXPENSES****EMPLOYEE COSTS**

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, workers compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

**MATERIALS AND CONTRACTS**

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc.

**UTILITIES (GAS, ELECTRICITY, WATER, ETC.)**

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

**INSURANCE**

All insurance other than workers compensation and health benefit insurance included as a cost of employment.

**LOSS ON ASSET DISPOSAL**

Loss on the disposal of fixed assets includes loss on disposal of long term investments.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation expense raised on all classes of assets.

**INTEREST EXPENSES**

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

**OTHER EXPENDITURE**

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 30TH JUNE 2020**
**BY REPORTING PROGRAM**

|   | NOTE               | 2019/20<br>Budget  | 2018/19<br>Actual  | 2018/19<br>Budget  |
|---|--------------------|--------------------|--------------------|--------------------|
| <b>Revenue</b>                                    | 1, 8, 9, 10(a),(b) | \$                 | \$                 | \$                 |
| Governance  |                    | 31,786             | 377,775            | 35,760             |
| General purpose funding                           |                    | 43,734,955         | 41,771,169         | 42,579,130         |
| Law, order, public safety                         |                    | 345,445            | 487,788            | 330,500            |
| Health  |                    | 166,229            | 88,657             | 153,066            |
| Education and welfare                             |                    | 8,408,713          | 7,777,095          | 7,168,961          |
| Community amenities                               |                    | 6,074,580          | 5,613,593          | 5,534,442          |
| Recreation and culture                            |                    | 2,980,825          | 3,028,190          | 2,999,817          |
| Transport   |                    | 324,478            | 301,802            | 179,611            |
| Economic services                                 |                    | 1,260,737          | 1,200,087          | 1,280,762          |
| Other property and services                       |                    | 474,598            | 823,930            | 1,353,514          |
|   |                    | 63,802,346         | 61,470,086         | 61,615,563         |
| <b>Expenses excluding finance costs</b>           | 5,10(c)(e)(f)(g)   |                    |                    |                    |
| Governance  |                    | (4,750,355)        | (5,201,056)        | (2,545,436)        |
| General purpose funding                           |                    | (1,099,586)        | (705,585)          | (790,130)          |
| Law, order, public safety                         |                    | (3,318,431)        | (3,191,561)        | (3,356,460)        |
| Health  |                    | (940,939)          | (902,108)          | (944,776)          |
| Education and welfare                             |                    | (12,652,758)       | (11,234,397)       | (11,267,355)       |
| Community amenities                               |                    | (10,410,075)       | (9,490,912)        | (10,245,967)       |
| Recreation and culture                            |                    | (22,117,455)       | (20,298,746)       | (21,262,322)       |
| Transport   |                    | (14,935,910)       | (13,226,764)       | (15,283,330)       |
| Economic services                                 |                    | (1,742,856)        | (1,463,470)        | (1,861,358)        |
| Other property and services                       |                    | (4,213,390)        | (3,638,688)        | (3,801,126)        |
|   |                    | (76,181,755)       | (69,353,287)       | (71,358,260)       |
| <b>Finance costs</b>                              | 6, 10(d)           |                    |                    |                    |
| Governance  |                    | (45,130)           | (51,364)           | (51,364)           |
| Education and welfare                             |                    | (82,693)           | (91,299)           | (91,300)           |
| Recreation and culture                            |                    | (786,562)          | (820,508)          | (820,507)          |
| Transport   |                    | (140,225)          | (148,591)          | (148,591)          |
|   |                    | (1,054,610)        | (1,111,762)        | (1,111,762)        |
| <b>Subtotal</b>                                   |                    | (13,434,019)       | (8,994,963)        | (10,854,459)       |
| Non-operating grants, subsidies and contributions | 9                  | 10,936,569         | 3,994,330          | 4,285,605          |
| Profit on disposal of assets                      | 4(b)               | 42,863             | 5,957              | 11,132             |
| (Loss) on disposal of assets                      | 4(b)               | (101,926)          | (111,269)          | (200,172)          |
|   |                    | 10,877,506         | 3,889,018          | 4,096,565          |
| <b>Net result</b>                                 |                    | <b>(2,556,513)</b> | <b>(5,105,945)</b> | <b>(6,757,894)</b> |
| <b>Other comprehensive income</b>                 |                    |                    |                    |                    |
| Changes on revaluation of non-current assets      |                    | 0                  | 0                  | 0                  |
| <b>Total other comprehensive income</b>           |                    | <b>0</b>           | <b>0</b>           | <b>0</b>           |
| <b>Total comprehensive income</b>                 |                    | <b>(2,556,513)</b> | <b>(5,105,945)</b> | <b>(6,757,894)</b> |

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

**FOR THE YEAR ENDED 30TH JUNE 2020****KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS**

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

**OBJECTIVE****ACTIVITIES****GOVERNANCE**

To provide a decision making process for the efficient allocation of scarce resources.

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

**GENERAL PURPOSE FUNDING**

To collect revenue to allow for the provision of services.

Rates Income and Expenditure, Grants Commission and Pensioner Deferred Rates interest and interest on investments.

**LAW, ORDER, PUBLIC SAFETY**

To provide services to help ensure a safer and environmentally conscious community.

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

**HEALTH**

To provide an operational framework for environmental and community health.

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

**EDUCATION AND WELFARE**

To provide services to disadvantaged persons, the elderly, children and youth.

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, and senior citizens support groups.

**COMMUNITY AMENITIES**

To provide services required by the community.

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

**RECREATION AND CULTURE**

To establish and effectively manage infrastructure and resources which will help the social wellbeing of the community.

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**

To provide safe, effective and efficient transport services to the community.

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**

To help promote the City and its economic wellbeing.

Tourism and area promotion, rural services and pest control and the implementation of building controls.

**OTHER PROPERTY AND SERVICES**

To monitor and control the City's overhead operating accounts.

Private works, public works overheads, City 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 City.



**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

**BY NATURE OR TYPE**

|  | NOTE | 2019/20<br>Budget | 2018/19<br>Actual | 2018/19<br>Budget |
|--|------|-------------------|-------------------|-------------------|
|  |      | \$                | \$                | \$                |
| <b>CASH FLOWS FROM OPERATING ACTIVITIES</b>  |      |                   |                   |                   |
| <b>Receipts</b>  |      |                   |                   |                   |
| Rates  |      | 41,502,378        | 38,880,144        | 38,305,198        |
| Operating grants, subsidies and contributions  |      | 9,121,318         | 7,975,287         | 7,453,423         |
| Fees and charges   |      | 12,254,403        | 12,023,478        | 11,694,484        |
| Interest earnings  |      | 2,088,408         | 2,391,107         | 2,690,500         |
| Goods and services tax   |      | 0                 | (12,354)          | 0                 |
| Other revenue  |      | 685,839           | 1,390,022         | 1,489,872         |
|  |      | 65,652,346        | 62,647,684        | 61,633,477        |
| <b>Payments</b>  |      |                   |                   |                   |
| Employee costs   |      | (29,800,091)      | (26,759,119)      | (28,925,503)      |
| Materials and contracts  |      | (29,536,680)      | (26,551,190)      | (25,246,302)      |
| Utility charges  |      | (2,377,800)       | (2,435,343)       | (2,361,417)       |
| Interest expenses  |      | (1,054,610)       | (1,145,361)       | (1,111,762)       |
| Insurance expenses   |      | (575,863)         | (572,516)         | (570,108)         |
| Other expenditure  |      | (122,229)         | (39,989)          | (122,653)         |
|  |      | (63,467,273)      | (57,503,518)      | (58,337,745)      |
| <b>Net cash provided by (used in) operating activities</b>                           | 3    | 2,185,073         | 5,144,166         | 3,295,733         |
| <b>CASH FLOWS FROM INVESTING ACTIVITIES</b>  |      |                   |                   |                   |
| Payments for purchase of property, plant & equipment                                 | 4(a) | (8,098,360)       | (2,272,734)       | (7,395,250)       |
| Payments for construction of infrastructure  | 4(a) | (12,242,614)      | (4,621,265)       | (7,816,908)       |
| Non-operating grants, subsidies and contributions used for the development of assets | 9    | 10,936,569        | 3,994,330         | 4,285,605         |
| Proceeds from sale of plant & equipment  | 4(b) | 334,500           | 309,985           | 423,500           |
| <b>Net cash provided by (used in) investing activities</b>                           |      | (9,069,905)       | (2,589,684)       | (10,503,053)      |
| <b>CASH FLOWS FROM FINANCING ACTIVITIES</b>  |      |                   |                   |                   |
| Repayment of borrowings  | 6(a) | (1,451,093)       | (777,134)         | (777,133)         |
| Proceeds from self supporting loans  | 6(a) | 16,709            | 16,168            | 16,168            |
| Proceeds from new borrowings   | 6(b) | 2,268,000         | 0                 | 2,268,000         |
| <b>Net cash provided by (used in) financing activities</b>                           |      | 833,616           | (760,966)         | 1,507,035         |
| <b>Net increase (decrease) in cash held</b>  |      | (6,051,216)       | 1,793,516         | (5,700,286)       |
| Cash at beginning of year  |      | 54,690,424        | 52,896,908        | 55,089,545        |
| <b>Cash and cash equivalents at the end of the year</b>                              | 3    | <b>48,639,208</b> | <b>54,690,424</b> | <b>49,389,260</b> |

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

**RATES SETTING STATEMENT  
FOR THE YEAR ENDED 30TH JUNE 2020**

**BY NATURE OR TYPE**

|  | NOTE      | 2019/20<br>Budget<br>\$ | 2018/19<br>Actual<br>\$ | 2018/19<br>Budget<br>\$ |
|--|-----------|-------------------------|-------------------------|-------------------------|
| <b>OPERATING ACTIVITIES</b>  |           |                         |                         |                         |
| <b>Net current assets at start of financial year - surplus/(deficit)</b> | 2 (b)(i)  | 1,504,912               | 1,259,903               | 1,345,947               |
|  |           | 1,504,912               | 1,259,903               | 1,345,947               |
| <b>Revenue from operating activities (excluding rates)</b>               |           |                         |                         |                         |
| Operating grants, subsidies and contributions                            | 9         | 8,971,318               | 7,590,582               | 7,639,227               |
| Fees and charges   | 8         | 12,254,403              | 12,023,478              | 11,694,484              |
| Interest earnings  | 10(a)     | 2,088,408               | 2,391,107               | 2,690,500               |
| Other revenue  | 10(b)     | 685,839                 | 1,390,022               | 1,489,872               |
| Profit on asset disposals  | 4(b)      | 42,863                  | 5,957                   | 11,132                  |
|  |           | 24,042,831              | 23,401,146              | 23,525,216              |
| <b>Expenditure from operating activities</b>                             |           |                         |                         |                         |
| Employee costs   |           | (29,800,091)            | (26,348,351)            | (28,625,503)            |
| Materials and contracts  |           | (29,036,680)            | (25,713,896)            | (26,006,186)            |
| Utility charges  |           | (2,377,800)             | (2,435,343)             | (2,361,417)             |
| Depreciation on non-current assets                                       | 5         | (14,269,092)            | (14,243,192)            | (13,672,393)            |
| Interest expenses  | 10(d)     | (1,054,610)             | (1,111,762)             | (1,111,762)             |
| Insurance expenses   |           | (575,863)               | (572,516)               | (570,108)               |
| Other expenditure  |           | (122,229)               | (39,989)                | (122,653)               |
| Loss on asset disposals  | 4(b)      | (101,926)               | (111,269)               | (200,172)               |
|  |           | (77,338,291)            | (70,576,318)            | (72,670,193)            |
| <b>Operating activities excluded from budgeted deficiency</b>            |           |                         |                         |                         |
| Non-cash amounts excluded from operating activities                      | 2 (b)(ii) | 14,328,155              | 14,348,504              | 13,861,433              |
| <b>Amount attributable to operating activities</b>                       |           | (37,462,393)            | (31,566,765)            | (33,937,598)            |
| <b>INVESTING ACTIVITIES</b>  |           |                         |                         |                         |
| Non-operating grants, subsidies and contributions                        | 9         | 10,936,569              | 3,994,330               | 4,285,605               |
| Purchase property, plant and equipment                                   | 4(a)      | (8,098,360)             | (2,272,734)             | (7,395,250)             |
| Purchase and construction of infrastructure                              | 4(a)      | (12,242,614)            | (4,621,265)             | (7,816,908)             |
| Proceeds from disposal of assets   | 4(b)      | 334,500                 | 309,985                 | 423,500                 |
| <b>Amount attributable to investing activities</b>                       |           | (9,069,905)             | (2,589,684)             | (10,503,053)            |
| <b>FINANCING ACTIVITIES</b>  |           |                         |                         |                         |
| Repayment of borrowings  | 6(a)      | (1,451,093)             | (777,134)               | (777,133)               |
| Proceeds from new borrowings   | 6(b)      | 2,268,000               | 0                       | 2,268,000               |
| Proceeds from self supporting loans                                      | 6(a)      | 16,709                  | 16,168                  | 16,168                  |
| Transfers to cash backed reserves (restricted assets)                    | 7(a)      | (15,869,208)            | (6,688,623)             | (4,667,140)             |
| Transfers from cash backed reserves (restricted assets)                  | 7(a)      | 21,765,512              | 5,036,053               | 9,499,275               |
| <b>Amount attributable to financing activities</b>                       |           | 6,729,920               | (2,413,536)             | 6,339,170               |
| <b>Budgeted deficiency before general rates</b>                          |           | (39,802,378)            | (36,569,985)            | (38,101,480)            |
| <b>Estimated amount to be raised from general rates</b>                  | 1         | 39,802,378              | 38,074,897              | 38,101,480              |
| <b>Net current assets at end of financial year - surplus/(deficit)</b>   | 2 (b)(i)  | <b>0</b>                | <b>1,504,912</b>        | <b>0</b>                |

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

**RATES SETTING STATEMENT  
FOR THE YEAR ENDED 30TH JUNE 2020**

**BY REPORTING PROGRAM**

|  | NOTE      | 2019/20<br>Budget | 2018/19<br>Actual | 2018/19<br>Budget |
|--|-----------|-------------------|-------------------|-------------------|
|  |           | \$                | \$                | \$                |
| <b>OPERATING ACTIVITIES</b>  |           |                   |                   |                   |
| Net current assets at start of financial year - surplus/(deficit)      | 2 (b)(i)  | 1,504,912         | 1,259,903         | 1,345,947         |
|  |           | 1,504,912         | 1,259,903         | 1,345,947         |
| <b>Revenue from operating activities (excluding rates)</b>             |           |                   |                   |                   |
| Governance   |           | 37,438            | 377,775           | 35,760            |
| General purpose funding  |           | 3,932,577         | 3,696,272         | 4,477,650         |
| Law, order, public safety  |           | 357,487           | 487,788           | 330,500           |
| Health   |           | 166,229           | 88,657            | 153,066           |
| Education and welfare  |           | 8,408,713         | 7,777,095         | 7,168,961         |
| Community amenities  |           | 6,081,141         | 5,613,593         | 5,534,442         |
| Recreation and culture   |           | 2,983,041         | 3,028,190         | 2,999,818         |
| Transport  |           | 324,478           | 301,802           | 179,611           |
| Economic services  |           | 1,261,187         | 1,200,087         | 1,280,762         |
| Other property and services  |           | 490,540           | 829,887           | 1,364,646         |
|  |           | 24,042,831        | 23,401,146        | 23,525,216        |
| <b>Expenditure from operating activities</b>                           |           |                   |                   |                   |
| Governance   |           | (4,795,486)       | (5,287,278)       | (2,596,800)       |
| General purpose funding  |           | (1,099,585)       | (705,585)         | (790,130)         |
| Law, order, public safety  |           | (3,318,431)       | (3,202,519)       | (3,369,960)       |
| Health   |           | (949,882)         | (902,108)         | (950,887)         |
| Education and welfare  |           | (12,735,451)      | (11,325,696)      | (11,379,613)      |
| Community amenities  |           | (10,423,143)      | (9,494,216)       | (10,248,550)      |
| Recreation and culture   |           | (22,904,017)      | (21,128,759)      | (22,098,138)      |
| Transport  |           | (15,076,180)      | (13,375,355)      | (15,431,921)      |
| Economic services  |           | (1,742,856)       | (1,472,957)       | (1,861,358)       |
| Other property and services  |           | (4,293,260)       | (3,681,845)       | (3,942,836)       |
|  |           | (77,338,291)      | (70,576,318)      | (72,670,193)      |
| Non-cash amounts excluded from operating activities                    | 2 (b)(ii) | 14,328,155        | 14,348,504        | 13,861,433        |
| <b>Amount attributable to operating activities</b>                     |           | (37,462,393)      | (31,566,765)      | (33,937,598)      |
| <b>INVESTING ACTIVITIES</b>  |           |                   |                   |                   |
| Non-operating grants, subsidies and contributions                      | 9         | 10,936,569        | 3,994,330         | 4,285,605         |
| Purchase property, plant and equipment                                 | 4(a)      | (8,098,360)       | (2,272,734)       | (7,395,250)       |
| Purchase and construction of infrastructure                            | 4(a)      | (12,242,614)      | (4,621,265)       | (7,816,908)       |
| Proceeds from disposal of assets                                       | 4(b)      | 334,500           | 309,985           | 423,500           |
| <b>Amount attributable to investing activities</b>                     |           | (9,069,905)       | (2,589,684)       | (10,503,053)      |
| <b>FINANCING ACTIVITIES</b>  |           |                   |                   |                   |
| Repayment of borrowings  | 6(a)      | (1,451,093)       | (777,134)         | (777,133)         |
| Proceeds from new borrowings   | 6(b)      | 2,268,000         | 0                 | 2,268,000         |
| Proceeds from self supporting loans                                    | 6(a)      | 16,709            | 16,168            | 16,168            |
| Transfers to cash backed reserves (restricted assets)                  | 7(a)      | (15,869,208)      | (6,688,623)       | (4,667,140)       |
| Transfers from cash backed reserves (restricted assets)                | 7(a)      | 21,765,512        | 5,036,053         | 9,499,275         |
| <b>Amount attributable to financing activities</b>                     |           | 6,729,920         | (2,413,536)       | 6,339,170         |
| <b>Budgeted deficiency before general rates</b>                        |           | (39,802,378)      | (36,569,985)      | (38,101,480)      |
| <b>Estimated amount to be raised from general rates</b>                | 1         | 39,802,378        | 38,074,897        | 38,101,480        |
| <b>Net current assets at end of financial year - surplus/(deficit)</b> | 2 (b)(i)  | <b>0</b>          | <b>1,504,912</b>  | <b>(0)</b>        |

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

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

1. RATES AND SERVICE CHARGES

(a) Rating Information

| RATE TYPE  | Rate in | Number of properties | Rateable value | 2019/20 Budgeted rate revenue | 2019/20 Budgeted interim rates | 2019/20 Budgeted back rates | 2019/20 Budgeted total revenue | 2018/19 Actual total revenue | 2018/19 Budget total revenue |
|--|---------|----------------------|----------------|-------------------------------|--------------------------------|-----------------------------|--------------------------------|------------------------------|------------------------------|
|  | \$      |                      | \$             | \$                            | \$                             | \$                          | \$                             | \$                           | \$                           |
| <b>Differential general rate or general rate</b> |         |                      |                |                               |                                |                             |                                |                              |                              |
| <b>Gross rental valuations</b>                   |         |                      |                |                               |                                |                             |                                |                              |                              |
| Improved Residential                             | 0.08199 | 13,885               | 240,503,744    | 19,718,902                    | 500,000                        | 0                           | 20,218,903                     | 19,210,321                   | 19,388,769                   |
| Improved Special Residential                     | 0.07518 | 824                  | 19,654,111     | 1,477,596                     | 0                              | 0                           | 1,477,596                      | 1,383,111                    | 1,372,308                    |
| Improved Commercial and Industrial               | 0.09269 | 512                  | 108,071,932    | 10,017,187                    | 0                              | 0                           | 10,017,187                     | 9,539,189*                   | 9,371,822*                   |
| Vacant Residential                               | 0.17249 | 387                  | 7,681,180      | 1,324,927                     | 0                              | 0                           | 1,324,927                      | 1,319,941                    | 1,375,819                    |
| Vacant Non Residential                           | 0.12193 | 43                   | 2,895,880      | 353,095                       | 0                              | 0                           | 353,095                        | 266,119                      | 235,692                      |
| <b>Unimproved valuations</b>                     |         |                      |                |                               |                                |                             |                                |                              |                              |
| General Industrial                               | 0.01803 | 3                    | 121,200,000    | 2,185,236                     | 0                              | 0                           | 2,185,236                      | 2,131,908                    | 2,131,908                    |
| Mining and Industrial                            | 0.00868 | 25                   | 39,960,000     | 346,853                       | 0                              | 0                           | 346,853                        | 338,461                      | 338,461                      |
| Rural  | 0.00518 | 144                  | 243,347,000    | 1,260,537                     | 0                              | 0                           | 1,260,537                      | 1,237,114                    | 1,241,497                    |
| <b>Sub-Totals</b>                                |         | 15,823               | 783,313,847    | 36,684,333                    | 500,000                        | 0                           | 37,184,334                     | 35,426,164                   | 35,456,276                   |
| <b>Minimum</b>                                   |         |                      |                |                               |                                |                             |                                |                              |                              |
|  | \$      |                      |                |                               |                                |                             |                                |                              |                              |
| <b>Minimum payment</b>                           |         |                      |                |                               |                                |                             |                                |                              |                              |
| <b>Gross rental valuations</b>                   |         |                      |                |                               |                                |                             |                                |                              |                              |
| Improved Residential                             | 1,062   | 1,432                | 16,962,648     | 1,520,784                     | 0                              | 0                           | 1,520,784                      | 1,486,527                    | 1,481,480                    |
| Improved Special Residential                     | 1,062   | 4                    | 54,600         | 4,248                         | 0                              | 0                           | 4,248                          | 4,144                        | 3,108                        |
| Improved Commercial and Industrial               | 1,382   | 61                   | 588,183        | 84,302                        | 0                              | 0                           | 84,302                         | 82,228*                      | 79,532*                      |
| Vacant Residential                               | 1,062   | 864                  | 4,463,193      | 917,568                       | 0                              | 0                           | 917,568                        | 976,265                      | 992,488                      |
| Vacant Non Residential                           | 1,062   | 3                    | 4,770          | 3,186                         | 0                              | 0                           | 3,186                          | 2,072                        | 2,072                        |
| <b>Unimproved valuations</b>                     |         |                      |                |                               |                                |                             |                                |                              |                              |
| General Industrial                               | 0       | 0                    | 0              | 0                             | 0                              | 0                           | 0                              | 0                            | 0                            |
| Mining and Industrial                            | 1,382   | 16                   | 187,173        | 22,112                        | 0                              | 0                           | 22,112                         | 21,564                       | 20,220                       |
| Rural  | 1,062   | 62                   | 8,872,600      | 65,844                        | 0                              | 0                           | 65,844                         | 75,933                       | 66,304                       |
| <b>Sub-Totals</b>                                |         | 2,442                | 31,133,167     | 2,618,044                     | 0                              | 0                           | 2,618,044                      | 2,648,733                    | 2,645,204                    |
|  |         | 18,265               | 814,447,014    | 39,302,377                    | 500,000                        | 0                           | 39,802,378                     | 38,074,897                   | 38,101,480                   |
| Discounts/concessions (Refer note 1(e))          |         |                      |                |                               |                                |                             | 0                              | 0                            | 0                            |
| <b>Total amount raised from general rates</b>    |         |                      |                |                               |                                |                             | 39,802,378                     | 38,074,897                   | 38,101,480                   |
| Specified area rates (Refer note 1(d))           |         |                      |                |                               |                                |                             | 0                              | 0                            | 0                            |
| <b>Total rates</b>                               |         |                      |                |                               |                                |                             | 39,802,378                     | 38,074,897                   | 38,101,480                   |

All land (other than exempt land) in the The City of Kwinana is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV).

The general rates detailed for the 2019/20 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 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 local government services/facilities.

\*The 2018/19 Actual and Budget total revenue includes the 2018/19 rate categories of Light Industrial and Commercial, General Industry and Service Commercial and Large Scale General Industry and Service Commercial that are now consolidated into one rate category in 2019/20.

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

1. RATES AND SERVICE CHARGES (CONTINUED)

(b) Interest Charges and Instalments - Rates and Service Charges

The following instalment options are available to ratepayers for the payment of rates and service charges.

| Instalment options   | Date due   | Instalment<br>plan admin<br>charge | Instalment<br>plan<br>interest<br>rate | Unpaid<br>rates<br>interest<br>rates |
|--|------------|------------------------------------|--|--------------------------------------|
|  |            | \$                                 | %                                      | %                                    |
| <b>Option one</b>  |            |                                    |  |                                      |
| 1st instalment   | 23/08/2019 | \$0.00                             | 5.50%                                  | 11.00%                               |
| <b>Option two</b>  |            |                                    |  |                                      |
| 1st instalment   | 23/08/2019 | \$10.50                            | 5.50%                                  | 11.00%                               |
| 2nd instalment   | 2/01/2020  |                                    | 5.50%                                  | 11.00%                               |
| <b>Option three</b>  |            |                                    |  |                                      |
| 1st instalment   | 23/08/2019 | \$21.00                            | 5.50%                                  | 11.00%                               |
| 2nd instalment   | 25/10/2019 |                                    | 5.50%                                  | 11.00%                               |
| 3rd instalment   | 2/01/2020  |                                    | 5.50%                                  | 11.00%                               |
| 4th instalment   | 3/03/2020  |                                    | 5.50%                                  | 11.00%                               |
| <b>Option four</b>   |            |                                    |  |                                      |
| Option four's Direct Debit option is available on a fortnightly deduction cycle. | 29/05/2020 | \$21.00                            | 5.50%                                  | 11.00%                               |
| <b>Option five</b>   |            |                                    |  |                                      |
| Option five's Direct Debit option is available on a weekly deduction cycle.      | 29/05/2020 | \$21.00                            | 5.50%                                  | 11.00%                               |

|   | 2019/20<br>Budget<br>revenue | 2018/19<br>Actual<br>revenue | 2018/19<br>Budget<br>revenue |
|---|------------------------------|------------------------------|------------------------------|
|   | \$                           | \$                           | \$                           |
| Instalment plan admin charge revenue            | 142,000                      | 163,662                      | 118,000                      |
| Instalment plan interest earned                 | 295,000                      | 294,919                      | 280,000                      |
| Unpaid rates and service charge interest earned | 448,408                      | 477,880                      | 370,000                      |
|   | 885,408                      | 936,461                      | 768,000                      |

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

1. RATES AND SERVICE CHARGES (CONTINUED)

(c) Objectives and Reasons for Differential Rating

To provide equity in the rating of properties across the City the following rate categories have been determined for the implementation of differential rating.

Differential general rate

| Description                     | Characteristics  | Objects   | Reasons   |
|---------------------------------|--|---|---|
| <b>Gross Rental Value (GRV)</b> |  |   |   |
| Improved Residential            | <p>This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is zoned for the purpose of:</p> <p>(a) Residential under Local Planning Scheme No 2 and is not vacant land, excluding land held or used for Commercial purposes; or</p> <p>(b) Special Residential under Local Planning Scheme No 2 and is not vacant land; or</p> <p>(c) Town Centre Residential under Local Planning Scheme No 3 and is not vacant land; or</p> <p>(d) Kwinana Town Centre under Local Planning Scheme No 2 and is held or used for residential purposes or is residential under an approved Local Structure Plan and is not vacant land; or</p> <p>(e) Development under Local Planning Scheme No 2 and Residential under an approved Local Structure Plan and is not vacant land; or</p> <p>(f) Development under Local Planning Scheme No 2 and Mixed Use under an approved Local Structure Plan and is held or used for residential purposes and is not vacant land.</p>   | <p>The object of this rate is to apply a base differential general rate to land zoned and used for residential purposes and to act as the City's benchmark differential rate by which all other GRV rated properties are assessed.</p>                                    | <p>The reason for this rate is to ensure that all ratepayers make a reasonable contribution towards the ongoing maintenance and provision of works, services and facilities throughout the City. It is also lower than vacant land as the City is endeavouring to encourage landowners to develop vacant land.</p>  |
| Improved Special Residential    | <p>This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is:</p> <p>(a) zoned for the purpose of:</p> <p>(i) Special Rural under Local Planning Scheme No 2 and is not vacant land; or</p> <p>(ii) Urban or Urban Deferred under the Metropolitan Region Scheme and is not vacant land; or</p> <p>(iii) Rural A under Local Planning Scheme No 2 and is not vacant land; or</p> <p>(iv) Rural Water Resource under Local Planning Scheme No 2 and is not vacant land; or</p> <p>(v) Rural under the Metropolitan Regional Scheme and is not vacant land; or</p> <p>(vi) Development under Local Planning Scheme No 2 and is not vacant land; or</p> <p>(vii) Park, Recreation and Drainage under Local Planning Scheme No 2 and is not vacant land; or</p> <p>(b) held or used for residential purposes under a Master Plan adopted pursuant to Part 3 of the Hope Valley-Wattleup Redevelopment Act 2000 and is not vacant land; and</p> <p>(c) held or used for residential purposes referred to in paragraphs (a) or (b).</p> | <p>The object of this rate category is to provide a lower differential rate for proposed characteristics under Improved Special Residential a) (i) to (vi) which is consistent with access to and provision of services to residential properties in a rural setting.</p> | <p>The reason for this rate is to reflect the lower demand on City resources, such as, lower impacts on transport infrastructure, when compared to the other GRV differential rating categories. It is also lower than vacant land as the City is endeavouring to encourage landowners to develop vacant land.</p> <p>It must be noted that the Valuer-General provides a discount to the valuation due to these properties not having access to services in residential areas. The City then provides a further discount by applying a reduced rate in the dollar to these properties and therefore these properties receiving a discount in both instances. The intention over the next five years is to harmonise this GRV rating category to ensure that any properties impacted financially will transition over time and not receive a significant financial burden in any one year and that the valuation will be the determining factor in the rates payable.</p> |

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

1. RATES AND SERVICE CHARGES (CONTINUED)

(c) Objectives and Reasons for Differential Rating

To provide equity in the rating of properties across the City the following rate categories have been determined for the implementation of differential rating.

Differential general rate

| Description                        | Characteristics  | Objects   | Reasons  |
|------------------------------------|--|---|--|
| Improved Commercial and Industrial | <p>This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is:</p> <p>(a) zoned for the purpose of:</p> <p>(i) Light Industry under Local Planning Scheme No 2; or</p> <p>(ii) Commercial under Local Planning Scheme No 2; or</p> <p>(iii) Kwinana Town Centre under Local Planning Scheme No 2 and held or used for Light Industrial or Commercial purposes; or</p> <p>(iv) Mixed Business under Local Planning Scheme No 2; or</p> <p>(v) Special Use under Local Planning Scheme No 2; or</p> <p>(vi) General Town Centre under Local Planning Scheme No 3; or</p> <p>(vii) Shopping/Business under Local Planning Scheme No 3; or</p> <p>(viii) Market Square under Local Planning Scheme No 3; or</p> <p>(ix) Mixed Use under Local Planning Scheme No 2; or</p> <p>(x) Residential under Local Planning Scheme No 2 and held or used for Light Industrial or Commercial purposes; or</p> <p>(xi) Development under the Local Planning Scheme No 2 and Mixed Use or any other purpose referred to in paragraph (a)(i)-(ix) under an approved Local Structure Plan; or</p> <p>(xii) Parks and Recreation under the Metropolitan Regional Scheme; or</p> <p>(xiii) General Industry or Service Commercial under Local Planning Scheme No. 2; or</p> <p>(xiv) Public purposes under Local Planning Scheme No. 2 and held or used for Light Industrial or Commercial purposes; or</p> <p>(xv) Park recreation and drainage under Local Planning Scheme No. 2 and held or used for Light Industrial or Commercial purposes</p> <p>(xvi) Special Rural under Local Planning Scheme No. 2 and held or used for Light Industrial or Commercial purposes</p> <p>(xvii) Industrial use under a Master Plan adopted pursuant to Part 3 of the Hope Valley-Wattleup Redevelopment Act 2000; or</p> <p>(xviii) Railways under the Metropolitan Regional Scheme; or</p> <p>(xix) Port installations under the Metropolitan Regional Scheme; or</p> <p>(xx) Industrial under the Metropolitan Regional Scheme; or</p> <p>(xxi) Rural A under Local Planning Scheme No. 2;</p> <p>and</p> <p>(b) is not vacant land.</p> | <p>The object of this rate category is to apply a higher differential rate so as to raise additional revenue to offset the increased costs associated with service provision to these properties.</p>                                       | <p>The reason for this rate is that a higher differential rate is required to meet the higher level of service costs associated with Commercial and Industrial properties and the localities within which they are situated, including costs of:</p> <p>(a) provision and maintenance of transport and streetscape infrastructure including renewal/refurbishment infrastructure, car parking and traffic treatments; and</p> <p>(b) the management, administration and delivery of marketing activities aimed at enhancing the economic and social viability, and the general amenity of the Kwinana commercial and industrial areas.</p> |
| Vacant Residential                 | <p>This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is vacant land and is zoned for residential uses.</p>   | <p>The object of this rate is to promote the development of vacant land within the City's district.</p>   | <p>The reason for this rate is to impose a higher differential general rate on vacant land that acts as a disincentive to persons who are land banking and not actively developing vacant residential land.</p>  |
| Vacant Non Residential             | <p>This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is vacant land and is zoned for any other purposes/uses other than residential.</p>   | <p>The object of this rate is to promote the development of vacant land within the City's district.</p>   | <p>The reason for this rate is to impose a higher differential general rate on vacant land that acts as a disincentive to persons who are land banking and not actively developing vacant land.</p>  |
| <b>Unimproved Value (UV)</b>       |  |   |  |
| General Industrial                 | <p>Zoned for the purpose of General Industry under Local Planning Scheme No 2.</p>   | <p>The object of this rate category is to raise additional revenue to offset the costs associated with increased maintenance of infrastructure and higher levels of service provided to or associated with properties in this category.</p> | <p>The reason for this rate is to meet a significant proportion of the additional costs involved in servicing properties within this rate category, which include but are not limited to major outlays for transport infrastructure maintenance and renewal/refurbishment and significant costs relating to monitoring of land use and environmental impacts.</p>  |

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

1. RATES AND SERVICE CHARGES (CONTINUED)

(c) Objectives and Reasons for Differential Rating

To provide equity in the rating of properties across the City the following rate categories have been determined for the implementation of differential rating.

Differential general rate

| Description           | Characteristics  | Objects  | Reasons  |
|-----------------------|--|--|--|
| Mining and Industrial | <p>This differential rate category imposes a differential general rate on land valued on an unimproved value (UV) basis, which is:</p> <p>(a) zoned for the purpose of Rural B under Local Planning Scheme No 2; or</p> <p>(b) held or used for industrial, extractive industry or quarrying purposes under a Master Plan adopted pursuant to Part 3 of the Hope Valley-Wattleup Redevelopment Act 2000.</p>   | <p>The object of this rate category is to raise additional revenue to offset the costs associated with increased maintenance of infrastructure and higher levels of service provided to properties in this category.</p>   | <p>The reason for this rate is the need to offset the higher level of costs associated in servicing these properties, including the costs of transport infrastructure maintenance and renewal/refurbishment, and costs relating to monitoring of land use and environmental impacts.</p> |
| Rural                 | <p>This differential rate category imposes a differential general rate on land valued on an unimproved value (UV) basis which is predominantly used or held for rural pursuits, rural industry or intensive agriculture, and:</p> <p>(a) is not zoned for the purpose of General Industry under Local Planning Scheme No 2; or</p> <p>(b) is not zoned for the purpose of Rural B under Local Planning Scheme No 2; or</p> <p>(c) is not held or used for industrial, extractive industry or quarrying purposes under a Master Plan adopted pursuant to Part 3 of the Hope Valley-Wattleup Redevelopment Act 2000.</p> | <p>The object of this rate category is to impose a differential rate commensurate with the rural use of land, which additionally is to act as the City's benchmark differential UV rate and is considered to be the base rate by which all other UV rated properties are assessed.</p> | <p>The reason for this rate is to ensure that all ratepayers on rural land make a reasonable contribution towards the ongoing maintenance and provision of works, services and facilities throughout the City.</p>   |



NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

1. RATES AND SERVICE CHARGES (CONTINUED)

(d) Variation in Adopted Differential Rates to Local Public Notice

The following rates and minimum payments that changed from the advertised notice of intention to charge differential rates to when Council adopted its 2019/20 rates are detailed as follows:

| Differential general rate or general rate | Proposed Advertised<br>Rate in \$ | Adopted Rate in \$ | Reasons for the difference   |
|---|-----------------------------------|--------------------|--|
| Improved Residential                      | 0.08279                           | 0.08199            | After taking into consideration the community submissions received and the economic conditions faced by ratepayers, Council adopted a reduced rate for the 2019/20 financial year. |
| Improved Special Residential              | 0.07589                           | 0.07518            |  |
| Vacant Non Residential                    | 0.17249                           | 0.12193            |  |
| General Industrial                        | 0.01821                           | 0.01803            |  |
| Mining and Industrial                     | 0.00877                           | 0.00868            |  |
| Rural                                     | 0.00523                           | 0.00518            |  |

Note: The Vacant Residential rate in the dollar remained the same.

| Minimum payment                    | Proposed Advertised<br>Minimum \$ | Adopted Minimum \$ | Reasons for the difference   |
|------------------------------------|-----------------------------------|--------------------|--|
| Improved Residential               | 1072                              | 1062               | After taking into consideration the community submissions received and the economic conditions faced by ratepayers, Council adopted a reduced rate for the 2019/20 financial year. |
| Improved Special Residential       | 1072                              | 1062               |  |
| Improved Commercial and Industrial | 1395                              | 1382               |  |
| Vacant Residential                 | 1072                              | 1062               |  |
| Vacant Non Residential             | 1072                              | 1062               |  |
| General Industrial                 | 1395                              | 1382               |  |
| Mining and Industrial              | 1395                              | 1382               |  |
| Rural                              | 1072                              | 1062               |  |

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**1. RATES AND SERVICE CHARGES (CONTINUED)**

**(d) Specified Area Rate**

The City did not raise specified area rates for the year ended 30th June 2020.

**(e) Rates discounts**

The City does not anticipate any waivers or concessions for the year ended 30th June 2020.

**(f) Incentives**

Ratepayers who pay their rates in full by 4:00 pm, 23 August, 2019 (35 days from date of service) ☐ are entered into a draw for the following incentive prizes:

|                       |  |
|-----------------------|--|
| City of Kwinana       | 5 x \$1,000 Cash Prize   |
| Kwinana Recquatic     | 5 x 3 month Gold Memberships, valued at \$403 each   |
| WA Symphony Orchestra | 2 x Double Passes to "Discovery Concert: The Art of Orchestration" on Saturday 23 November 2019, valued at \$158 per double pass |

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

2 (a). NET CURRENT ASSETS

|  |      | 2019/20<br>Budget<br>30 June 2020 | 2019/20<br>Budget<br>01 July 2019 | 2018/19<br>Estimated<br>Actual<br>30 June 2019 | 2018/19<br>Budget<br>30 June 2019 |
|--|------|-----------------------------------|-----------------------------------|--|-----------------------------------|
|  | Note | \$                                | \$                                | \$   | \$                                |
| <b>Composition of estimated net current assets</b> |      |                                   |                                   |  |                                   |
| <b>Current assets</b>                              |      |                                   |                                   |  |                                   |
| Cash - unrestricted                                | 3    | 7,170                             | 162,082                           | 162,082  | 2,350,715                         |
| Cash - restricted reserves                         | 3    | 48,632,038                        | 54,528,342                        | 54,528,342                                     | 47,038,545                        |
| Receivables  |      | 2,621,779                         | 4,471,219                         | 4,471,219                                      | 3,413,017                         |
| Inventories  |      | 34,928                            | 34,928                            | 34,928   | 33,920                            |
|  |      | 51,295,915                        | 59,196,571                        | 59,196,571                                     | 52,836,197                        |
| <b>Less: current liabilities</b>                   |      |                                   |                                   |  |                                   |
| Trade and other payables                           |      | (2,646,608)                       | (3,146,608)                       | (3,146,608)                                    | (5,780,943)                       |
| Contract liabilities                               |      | 0                                 | (8,381,656)                       | 0  | 0                                 |
| Long term borrowings                               |      | (1,889,259)                       | (1,451,093)                       | (1,451,093)                                    | (1,643,965)                       |
| Provisions   |      | (4,241,502)                       | (4,241,502)                       | (4,241,502)                                    | (4,222,884)                       |
|  |      | (8,777,369)                       | (17,220,859)                      | (8,839,203)                                    | (11,647,792)                      |
| <b>Net current assets</b>                          |      | <b>42,518,546</b>                 | <b>41,975,712</b>                 | <b>50,357,368</b>                              | <b>41,188,405</b>                 |

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

2 (b). NET CURRENT ASSETS (CONTINUED)

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

Operating activities excluded from budgeted deficiency

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

|   | Note | 2019/20<br>Budget<br>30 June 2020 | 2019/20<br>Budget<br>01 July 2019 | 2018/19<br>Estimated<br>Actual<br>30 June 2019 | 2018/19<br>Budget<br>30 June 2019 |
|---|------|-----------------------------------|-----------------------------------|--|-----------------------------------|
|   |      | \$                                | \$                                | \$   | \$                                |
| <b>(i) Current assets and liabilities excluded from budgeted deficiency</b>   |      |                                   |                                   |  |                                   |
| <b>Net current assets</b>   | 2(a) | 42,518,546                        | 41,975,712                        | 50,357,368                                     | 41,188,405                        |
| The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement. |      |                                   |                                   |  |                                   |
| <b>Adjustments to net current assets</b>  |      |                                   |                                   |  |                                   |
| Less: Cash - restricted reserves  | 3    | (48,632,038)                      | (54,528,342)                      | (54,528,342)                                   | (47,038,545)                      |
| Less: Current assets not expected to be received at end of year   |      |                                   |                                   |  |                                   |
| - current portion of self supporting loans receivable   |      | (17,269)                          | (16,709)                          | (16,709)                                       | (16,709)                          |
| Add: Current liabilities associated with restricted assets  |      |                                   |                                   |  |                                   |
| - Unspent grants, contributions and reimbursements  |      | 0                                 | 151,015                           | 0  | 0                                 |
| - Developer contributions   |      | 0                                 | 8,230,641                         | 0  | 0                                 |
| Add: Current liabilities not expected to be cleared at end of year  |      |                                   |                                   |  |                                   |
| - Current portion of borrowings   |      | 1,889,259                         | 1,451,093                         | 1,451,093                                      | 1,643,965                         |
| - Employee benefit provisions   |      | 4,241,502                         | 4,241,502                         | 4,241,502                                      | 4,222,884                         |
| <b>Adjusted net current assets - surplus/(deficit)</b>  |      | 0                                 | 1,504,912                         | 1,504,912                                      | (0)                               |
| <b>(ii) Operating activities excluded from budgeted deficiency</b>  |      |                                   |                                   |  |                                   |
| The following non-cash revenue or expenditure has been excluded from operating activities within the Rate Setting Statement.    |      |                                   |                                   |  |                                   |
| <b>Adjustments to operating activities</b>  |      |                                   |                                   |  |                                   |
| Less: Profit on asset disposals   | 4(b) | (42,863)                          | (5,957)                           | (5,957)  | (11,132)                          |
| Add: Loss on disposal of assets   | 4(b) | 101,926                           | 111,269                           | 111,269  | 200,172                           |
| Add: Depreciation on assets   | 5    | 14,269,092                        | 14,243,192                        | 14,243,192                                     | 13,672,393                        |
| <b>Non cash amounts excluded from operating activities</b>  |      | 14,328,155                        | 14,348,504                        | 14,348,504                                     | 13,861,433                        |

**(iii) Reason for adjustment to Adjusted net current assets - surplus/(deficit) on 1 July 2019**

The City has elected to retrospectively apply the cumulative effect of applying AASB 1058 Income of Not-for-Profit Entities at the date of initial application of the standard, being 1 July 2019. The impact of applying the standard was to recognise unspent grants and contributions for construction of recognisable non-financial assets controlled by the City as a liability. The opening budgeted surplus/deficit on 1 July 2019 has been amended accordingly from the estimated actual closing surplus/deficit. Refer to note 14 for further explanation of the impact of the changes in accounting policies

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**2 (c). NET CURRENT ASSETS (CONTINUED)**

**SIGNIFICANT ACCOUNTING POLICIES**

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the City's intentions to release for sale.

**TRADE AND OTHER PAYABLES**

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City of Kwinana becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

**CONTRACT ASSETS**

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

**PROVISIONS**

Provisions are recognised when the City has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**INVENTORIES**

**General**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**Superannuation**

The City of Kwinana contributes to a number of superannuation funds on behalf of employees.

All funds to which the City of Kwinana contributes are defined contribution plans.

**TRADE AND OTHER RECEIVABLES**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

**CONTRACT LIABILITIES**

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to be controlled by the City are recognised as a liability until such time as the City satisfies its obligations under the agreement.

**EMPLOYEE BENEFITS**

**Short-term employee benefits**

Provision is made for the City of Kwinana's obligations for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City of Kwinana's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

The City of Kwinana's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

**LAND HELD FOR RESALE**

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**3. RECONCILIATION OF CASH**

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

|  | <b>2019/20<br/>Budget</b> | <b>2018/19<br/>Actual</b> | <b>2018/19<br/>Budget</b> |
|--|---------------------------|---------------------------|---------------------------|
|  | <b>\$</b>                 | <b>\$</b>                 | <b>\$</b>                 |
| Cash - unrestricted  | 7,170                     | 162,082                   | 2,350,715                 |
| Cash - restricted  | 48,632,038                | 54,528,342                | 47,038,545                |
|  | <b>48,639,208</b>         | <b>54,690,424</b>         | <b>49,389,260</b>         |
| The following restrictions have been imposed by regulation or other externally imposed requirements: |                           |                           |                           |
| Aged Persons Units Reserve   | 708,014                   | 721,244                   | 841,635                   |
| Asset Management Reserve   | 3,713,894                 | 637,921                   | 330,316                   |
| Banksia Park Reserve   | 51,517                    | 120,249                   | 86,769                    |
| City Assist Initiative Reserve   | 277                       | 15,083                    | 0                         |
| City Infrastructure Reserve  | 616,957                   | 0                         | 0                         |
| Community Services & Emergency Relief Reserve  | 89,197                    | 88,063                    | 85,478                    |
| Contiguous Local Authorities Group Reserve   | 262,962                   | 278,100                   | 257,721                   |
| Employee Leave Reserve   | 1,610,357                 | 3,729,783                 | 3,891,252                 |
| Family Day Care Reserve  | 1,172,525                 | 1,400,660                 | 699,465                   |
| Future Community Infrastructure Reserve  | 0                         | 1,032,565                 | 901,851                   |
| Golf Course Cottage Reserve  | 29,004                    | 28,635                    | 28,520                    |
| Information Technology Reserve   | 1,199,170                 | 2,145,970                 | 507,574                   |
| Infrastructure Reserve   | 0                         | 345,032                   | 345,879                   |
| Plant and Equipment Replacement Reserve  | 290,204                   | 588,784                   | 659,929                   |
| Refuse Reserve   | 5,686,629                 | 8,928,629                 | 8,795,702                 |
| Renewable Energy Efficiency Reserve  | 35,831                    | 60,058                    | 0                         |
| Restricted Grants & Contributions Reserve  | 43,000                    | 1,573,326                 | 0                         |
| Settlement Agreement Reserve   | 165,545                   | 163,440                   | 162,782                   |
| Workers Compensation Reserve   | 140,186                   | 138,404                   | 335,941                   |
| DCA 1 - Hard Infrastructure - Bertram  | 1,468,896                 | 2,131,883                 | 1,542,068                 |
| DCA 2 - Hard Infrastructure - Wellard  | 4,235,751                 | 2,574,546                 | 5,743                     |
| DCA 4 - Hard Infrastructure - Anketell   | 642,735                   | 633,006                   | 0                         |
| DCA 5 - Hard Infrastructure - Wandi  | 809,202                   | 1,232,061                 | 1,493,545                 |
| DCA 7 - Hard Infrastructure - Mandogalup West  | 24,286                    | 23,918                    | 25,720                    |
| DCA 9 - Soft Infrastructure - Wandii/Anketell  | 10,947,133                | 11,770,673                | 10,882,338                |
| DCA 10 - Soft Infrastructure - Casuarina/Anketell  | 232,230                   | 233,191                   | 473,009                   |
| DCA 11 - Soft Infrastructure - Wellard East  | 5,724,637                 | 5,642,461                 | 6,738,607                 |
| DCA 12 - Soft Infrastructure - Wellard West  | 7,313,178                 | 7,206,957                 | 6,887,880                 |
| DCA 13 - Soft Infrastructure - Bertram   | 291,168                   | 291,237                   | 288,252                   |
| DCA 14 - Soft Infrastructure - Wellard/Leda  | 615,711                   | 622,193                   | 604,540                   |
| DCA 15 - Soft Infrastructure - City Site   | 511,842                   | 170,270                   | 166,029                   |
|  | <b>48,632,038</b>         | <b>54,528,342</b>         | <b>47,038,545</b>         |

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**3. RECONCILIATION OF CASH**

**Reconciliation of net cash provided by  
operating activities to net result**

**Net result**

Depreciation

(Profit)/loss on sale of asset

(Increase)/decrease in receivables

(Increase)/decrease in inventories

Increase/(decrease) in payables

Increase/(decrease) in employee provisions

Grants/contributions for the development  
of assets

**Net cash from operating activities**

| <b>2019/20<br/>Budget</b> | <b>2018/19<br/>Actual</b> | <b>2018/19<br/>Budget</b> |
|---------------------------|---------------------------|---------------------------|
| (2,556,513)               | (5,105,945)               | (6,757,894)               |
| 14,269,092                | 14,243,192                | 13,672,393                |
| 59,063                    | 105,312                   | 189,040                   |
| 1,850,000                 | 1,177,598                 | 317,373                   |
| 0                         | (748)                     | 0                         |
| (500,000)                 | (870,145)                 | 460,426                   |
| 0                         | (410,768)                 | (300,000)                 |
| (10,936,569)              | (3,994,330)               | (4,285,605)               |
| 2,185,073                 | 5,144,166                 | 3,295,733                 |

**SIGNIFICANT ACCOUNTING POLICES**

**CASH AND CASH EQUIVALENTS**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

#### 4. FIXED ASSETS

##### (a) Acquisition of Assets

The following assets are budgeted to be acquired during the year.

##### Reporting program

|                                      | Governance | Law, order,<br>public safety | Health | Education<br>and welfare | Community<br>amenities | Recreation<br>and culture | Transport  | Economic<br>services | Other<br>property and<br>services | 2019/20<br>Budget total | 2018/19<br>Actual total | 2018/19<br>Budget total |
|--------------------------------------|------------|------------------------------|--------|--------------------------|------------------------|---------------------------|------------|----------------------|-----------------------------------|-------------------------|-------------------------|-------------------------|
| Asset class                          | \$         | \$                           | \$     | \$                       | \$                     | \$                        | \$         | \$                   | \$                                | \$                      | \$                      | \$                      |
| <i>Property, Plant and Equipment</i> |            |                              |        |                          |                        |                           |            |                      |                                   |                         |                         |                         |
| Land and buildings                   | 2,385,000  | 686,000                      | 0      | 33,800                   | 0                      | 2,099,894                 | 0          | 100,000              | 5,000                             | 5,309,694               | 1,161,235               | 4,937,050               |
| Furniture and equipment              | 1,522,566  | 0                            | 12,000 | 0                        | 0                      | 82,000                    | 0          | 0                    | 0                                 | 1,616,566               | 253,297                 | 1,278,000               |
| Plant and equipment                  | 54,000     | 113,000                      | 36,500 | 0                        | 132,000                | 72,100                    | 0          | 67,000               | 697,500                           | 1,172,100               | 858,202                 | 1,180,200               |
|                                      | 3,961,566  | 799,000                      | 48,500 | 33,800                   | 132,000                | 2,253,994                 | 0          | 167,000              | 702,500                           | 8,098,360               | 2,272,734               | 7,395,250               |
| <i>Infrastructure</i>                |            |                              |        |                          |                        |                           |            |                      |                                   |                         |                         |                         |
| Infrastructure - Roads               | 0          | 0                            | 0      | 0                        | 0                      | 0                         | 6,882,940  | 0                    | 0                                 | 6,882,940               | 2,574,412               | 3,000,084               |
| Infrastructure - Footpaths           | 0          | 0                            | 0      | 0                        | 0                      | 0                         | 215,000    | 0                    | 0                                 | 215,000                 | 218,342                 | 193,560                 |
| Infrastructure - Drainage            | 0          | 0                            | 0      | 0                        | 0                      | 0                         | 2,990,583  | 0                    | 0                                 | 2,990,583               | 187,127                 | 2,339,323               |
| Infrastructure - Parks and Ovals     | 0          | 0                            | 0      | 0                        | 0                      | 1,832,291                 | 0          | 0                    | 0                                 | 1,832,291               | 1,319,082               | 1,869,669               |
| Infrastructure - Street Lights       | 0          | 0                            | 0      | 0                        | 0                      | 0                         | 251,000    | 0                    | 0                                 | 251,000                 | 298,472                 | 394,272                 |
| Infrastructure - Car Parks           | 0          | 0                            | 0      | 0                        | 0                      | 0                         | 41,000     | 0                    | 0                                 | 41,000                  | 6,012                   | 0                       |
| Infrastructure - Bus Shelters        | 0          | 0                            | 0      | 0                        | 0                      | 0                         | 19,800     | 0                    | 0                                 | 19,800                  | 16,018                  | 20,000                  |
| Infrastructure - Other               | 0          | 0                            | 0      | 0                        | 0                      | 0                         | 10,000     | 0                    | 0                                 | 10,000                  | 1,800                   | 0                       |
|                                      | 0          | 0                            | 0      | 0                        | 0                      | 1,832,291                 | 10,410,323 | 0                    | 0                                 | 12,242,614              | 4,621,265               | 7,816,908               |
| <b>Total acquisitions</b>            | 3,961,566  | 799,000                      | 48,500 | 33,800                   | 132,000                | 4,086,285                 | 10,410,323 | 167,000              | 702,500                           | 20,340,974              | 6,893,999               | 15,212,158              |

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information - Appendix One.



NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

4. FIXED ASSETS (CONTINUED)

(b) Disposals of Assets

The following assets are budgeted to be disposed of during the year.

|                                      | 2019/20<br>Budget<br>Net Book<br>Value | 2019/20<br>Budget<br>Sale<br>Proceeds | 2019/20<br>Budget<br>Profit | 2019/20<br>Budget<br>Loss | 2018/19<br>Actual<br>Net Book<br>Value | 2018/19<br>Actual<br>Sale<br>Proceeds | 2018/19<br>Actual<br>Profit | 2018/19<br>Actual<br>Loss | 2018/19<br>Budget<br>Net Book<br>Value | 2018/19<br>Budget<br>Sale<br>Proceeds | 2018/19<br>Budget<br>Profit | 2018/19<br>Budget<br>Loss |
|--------------------------------------|--|---------------------------------------|-----------------------------|---------------------------|--|---------------------------------------|-----------------------------|---------------------------|--|---------------------------------------|-----------------------------|---------------------------|
|                                      | \$                                     | \$                                    | \$                          | \$                        | \$                                     | \$                                    | \$                          | \$                        | \$                                     | \$                                    | \$                          | \$                        |
| <b>By Program</b>                    |  |                                       |                             |                           |  |                                       |                             |                           |  |                                       |                             |                           |
| Governance                           | 15,848                                 | 21,500                                | 5,652                       | 0                         | 102,347                                | 67,489                                | 0                           | (34,858)                  |  | 0                                     | 0                           | 0                         |
| Law, order, public safety            | 26,958                                 | 39,000                                | 12,042                      | 0                         | 21,467                                 | 10,509                                | 0                           | (10,958)                  | 21,500                                 | 8,000                                 | 0                           | (13,500)                  |
| Health                               | 26,443                                 | 17,500                                | 0                           | (8,943)                   |  | 0                                     | 0                           | 0                         | 29,111                                 | 23,000                                | 0                           | (6,111)                   |
| Education and welfare                | 0                                      | 0                                     | 0                           | 0                         |  | 0                                     | 0                           | 0                         | 40,958                                 | 20,000                                | 0                           | (20,958)                  |
| Community amenities                  | 71,007                                 | 64,500                                | 6,561                       | (13,068)                  | 26,313                                 | 23,009                                | 0                           | (3,304)                   | 26,584                                 | 24,000                                | 0                           | (2,584)                   |
| Recreation and culture               | 11,784                                 | 14,000                                | 2,216                       | 0                         | 41,433                                 | 31,928                                | 0                           | (9,505)                   | 41,809                                 | 26,500                                | 0                           | (15,309)                  |
| Transport                            | 19,545                                 | 19,500                                | 0                           | (45)                      |  | 0                                     | 0                           | 0                         | 0                                      | 0                                     | 0                           | 0                         |
| Economic services                    | 9,550                                  | 10,000                                | 450                         | 0                         | 37,097                                 | 27,610                                | 0                           | (9,487)                   | 0                                      | 0                                     | 0                           | 0                         |
| Other property and services          | 212,428                                | 148,500                               | 15,942                      | (79,870)                  | 186,640                                | 149,440                               | 5,957                       | (43,157)                  | 452,578                                | 322,000                               | 11,132                      | (141,710)                 |
|                                      | 393,563                                | 334,500                               | 42,863                      | (101,926)                 | 415,297                                | 309,985                               | 5,957                       | (111,269)                 | 612,540                                | 423,500                               | 11,132                      | (200,172)                 |
| <b>By Class</b>                      |  |                                       |                             |                           |  |                                       |                             |                           |  |                                       |                             |                           |
| <u>Property, Plant and Equipment</u> |  |                                       |                             |                           |  |                                       |                             |                           |  |                                       |                             |                           |
| Plant and equipment                  | 393,563                                | 334,500                               | 42,863                      | (101,926)                 | 415,297                                | 309,985                               | 5,957                       | (111,269)                 | 612,540                                | 423,500                               | 11,132                      | (200,172)                 |
|                                      | 393,563                                | 334,500                               | 42,863                      | (101,926)                 | 415,297                                | 309,985                               | 5,957                       | (111,269)                 | 612,540                                | 423,500                               | 11,132                      | (200,172)                 |

A detailed breakdown of disposals on an individual asset basis can be found in the supplementary information - Appendix One.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**5. ASSET DEPRECIATION**

**By Program**

|                             |
|-----------------------------|
| Governance                  |
| Law, order, public safety   |
| Health                      |
| Education and welfare       |
| Community amenities         |
| Recreation and culture      |
| Transport                   |
| Economic services           |
| Other property and services |

**By Class**

|                         |
|-------------------------|
| Land and buildings      |
| Furniture and equipment |
| Plant and equipment     |
| Infrastructure          |

| 2019/20<br>Budget | 2018/19<br>Actual | 2018/19<br>Budget |
|-------------------|-------------------|-------------------|
| \$                | \$                | \$                |
| 613,116           | 559,138           | 547,946           |
| 232,692           | 232,664           | 242,507           |
| 16,428            | 16,419            | 16,700            |
| 1,540,752         | 1,540,737         | 1,486,833         |
| 103,932           | 104,054           | 129,274           |
| 4,518,336         | 4,520,212         | 3,296,954         |
| 6,604,188         | 6,604,194         | 7,346,783         |
| 24,120            | 28,540            | 25,616            |
| 615,528           | 637,234           | 579,779           |
| 14,269,092        | 14,243,192        | 13,672,393        |
| 4,489,788         | 4,483,815         | 3,987,093         |
| 454,980           | 401,632           | 415,005           |
| 890,784           | 924,200           | 906,608           |
| 8,433,540         | 8,433,545         | 8,363,687         |
| 14,269,092        | 14,243,192        | 13,672,393        |

**SIGNIFICANT ACCOUNTING POLICIES**

**DEPRECIATION**

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

Major depreciation periods used for each class of depreciable asset are:

|                              |                 |
|------------------------------|-----------------|
| Buildings                    | 2 - 100 Years   |
| Furniture and Equipment      | 0 Years         |
| Computer & Audio             |                 |
| Visual Equipment             | 2 - 7 Years     |
| Office Furniture & Equipment | 3 - 15 Years    |
| Other Furniture & Equipment  | 5 - 15 Years    |
| Art Works                    | Not Depreciated |
| Plant and Equipment          |                 |
| Motor Vehicles               | 3 - 10 Years    |
| Other Plant & Equipment      | 3 - 20 Years    |
| Infrastructure - Roads       |                 |
| Roads                        | 0 - 100 Years   |
| Footpaths                    | 40 - 80 Years   |
| Drainage                     | 80 Years        |
| Car Parks                    | 5 - 20 Years    |
| Bus Shelters                 | 20 - 25 Years   |
| Street Lights                | 15 - 30 Years   |
| Parks & Reserves             | 10 - 50 Years   |

**DEPRECIATION (CONTINUED)**

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

**RECOGNITION OF ASSETS**

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2019

6. INFORMATION ON BORROWINGS

(a) Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

| Purpose   | Budget<br>Principal<br>1 July 2019 | 2019/20<br>Budget<br>New<br>loans | 2019/20<br>Budget<br>Principal<br>repayments | 2019/20<br>Budget<br>Interest<br>repayments | Budget<br>Principal<br>outstanding<br>30 June 2020 | Actual<br>Principal<br>1 July 2018 | 2018/19<br>Actual<br>New<br>loans | 2018/19<br>Actual<br>Principal<br>repayments | 2018/19<br>Actual<br>Interest<br>repayments | Actual<br>Principal<br>outstanding<br>30 June 2019 | Budget<br>Principal<br>1 July 2018 | 2018/19<br>Budget<br>New<br>loans | 2018/19<br>Budget<br>Principal<br>repayments | 2018/19<br>Budget<br>Interest<br>repayments | Budget<br>Principal<br>outstanding<br>30 June 2019 |
|---|------------------------------------|-----------------------------------|--|---|--|------------------------------------|-----------------------------------|--|---|--|------------------------------------|-----------------------------------|--|---|--|
|   |                                    | \$                                | \$   | \$  | \$   |                                    |                                   | \$   | \$  | \$   |                                    |                                   | \$   | \$  | \$   |
| <b>Governance</b>   |                                    |                                   |  |   |  |                                    |                                   |  |   |  |                                    |                                   |  |   |  |
| Loan 99 - Administration Office Renovations                 | 671,799                            | 0                                 | 95,471                                       | 45,130                                      | 576,328  | 761,572                            | 0                                 | 89,773                                       | 51,364                                      | 671,799  | 761,573                            | 0                                 | 89,773                                       | 51,364                                      | 671,800  |
| Loan 107 - Administration / Chambers Building Refurbishment | 0                                  | 2,268,000                         | 0  | 0   | 2,268,000  | 0                                  | 0                                 | 0  | 0   | 0  | 0                                  | 2,268,000                         | 0  | 0   | 2,268,000  |
| <b>Education and welfare</b>                                |                                    |                                   |  |   |  |                                    |                                   |  |   |  |                                    |                                   |  |   |  |
| Loan 96 - Youth Specific Space                              | 122,474                            | 0                                 | 27,312                                       | 9,555                                       | 95,162   | 147,840                            | 0                                 | 25,366                                       | 11,654                                      | 122,474  | 147,840                            | 0                                 | 25,366                                       | 11,654                                      | 122,474  |
| Loan 100 - Youth Specific Space                             | 1,398,797                          | 0                                 | 128,303                                      | 73,138                                      | 1,270,494  | 1,521,312                          | 0                                 | 122,515                                      | 79,645                                      | 1,398,797  | 1,521,312                          | 0                                 | 122,515                                      | 79,645                                      | 1,398,797  |
| <b>Recreation and culture</b>                               |                                    |                                   |  |   |  |                                    |                                   |  |   |  |                                    |                                   |  |   |  |
| Loan 94 - Wellard Sports Pavilion                           | 158,337                            | 0                                 | 49,501                                       | 10,406                                      | 108,836  | 204,825                            | 0                                 | 46,488                                       | 13,704                                      | 158,337  | 204,824                            | 0                                 | 46,488                                       | 13,704                                      | 158,336  |
| Loan 95 - Orelia Oval Pavilion                              | 293,937                            | 0                                 | 65,549                                       | 22,933                                      | 228,388  | 354,815                            | 0                                 | 60,878                                       | 27,970                                      | 293,937  | 354,815                            | 0                                 | 60,878                                       | 27,970                                      | 293,937  |
| Loan 97 - Orelia Oval Pavilion Extension                    | 1,486,493                          | 0                                 | 211,250                                      | 99,859                                      | 1,275,243  | 1,685,135                          | 0                                 | 198,642                                      | 113,653                                     | 1,486,493  | 1,685,138                          | 0                                 | 198,641                                      | 113,653                                     | 1,486,497  |
| Loan 102 - Library & Resource Centre                        | 7,421,567                          | 0                                 | 601,391                                      | 379,164                                     | 6,820,176  | 7,421,567                          | 0                                 | 0  | 386,720                                     | 7,421,567  | 7,421,567                          | 0                                 | 0  | 386,720                                     | 7,421,567  |
| Loan 104 - Recquatic Refurbishment                          | 3,350,000                          | 0                                 | 0  | 159,190                                     | 3,350,000  | 3,350,000                          | 0                                 | 0  | 159,125                                     | 3,350,000  | 3,350,000                          | 0                                 | 0  | 159,125                                     | 3,350,000  |
| Loan 105 - Bertram Community Centre                         | 1,296,840                          | 0                                 | 27,568                                       | 50,846                                      | 1,269,272  | 1,296,840                          | 0                                 | 0  | 50,827                                      | 1,296,840  | 1,296,840                          | 0                                 | 0  | 50,827                                      | 1,296,840  |
| Loan 106 - Destination Park - Calista                       | 1,420,421                          | 0                                 | 99,153                                       | 53,613                                      | 1,321,268  | 1,516,532                          | 0                                 | 96,111                                       | 57,307                                      | 1,420,421  | 1,516,532                          | 0                                 | 96,112                                       | 57,307                                      | 1,420,420  |
| <b>Transport</b>  |                                    |                                   |  |   |  |                                    |                                   |  |   |  |                                    |                                   |  |   |  |
| Loan 98 - Streetscape Beautification                        | 906,930                            | 0                                 | 128,886                                      | 60,927                                      | 778,044  | 1,028,123                          | 0                                 | 121,193                                      | 69,341                                      | 906,930  | 1,028,122                          | 0                                 | 121,192                                      | 69,341                                      | 906,930  |
| Loan 101 - City Centre Redevelopment                        | 2,500,000                          | 0                                 | 0  | 79,298                                      | 2,500,000  | 2,500,000                          | 0                                 | 0  | 79,250                                      | 2,500,000  | 2,500,000                          | 0                                 | 0  | 79,250                                      | 2,500,000  |
|   | 21,027,595                         | 2,268,000                         | 1,434,384                                    | 1,044,059                                   | 21,861,211   | 21,788,561                         | 0                                 | 760,966                                      | 1,100,560                                   | 21,027,595   | 21,788,563                         | 2,268,000                         | 760,965                                      | 1,100,560                                   | 23,295,598   |
| <b>Self Supporting Loans</b>                                |                                    |                                   |  |   |  |                                    |                                   |  |   |  |                                    |                                   |  |   |  |
| <b>Recreation and culture</b>                               |                                    |                                   |  |   |  |                                    |                                   |  |   |  |                                    |                                   |  |   |  |
| Loan 103B - Golf Club Refurbishment                         | 266,682                            | 0                                 | 16,709                                       | 10,551                                      | 249,973  | 282,850                            | 0                                 | 16,168                                       | 11,202                                      | 266,682  | 282,849                            | 0                                 | 16,168                                       | 11,202                                      | 266,681  |
|   | 266,682                            | 0                                 | 16,709                                       | 10,551                                      | 249,973  | 282,850                            | 0                                 | 16,168                                       | 11,202                                      | 266,682  | 282,849                            | 0                                 | 16,168                                       | 11,202                                      | 266,681  |
|   | 21,294,277                         | 2,268,000                         | 1,451,093                                    | 1,054,610                                   | 22,111,184   | 22,071,411                         | 0                                 | 777,134                                      | 1,111,762                                   | 21,294,277   | 22,071,412                         | 2,268,000                         | 777,133                                      | 1,111,762                                   | 23,562,279   |

All borrowing repayments, other than self supporting loans, will be financed by general purpose revenue.

The self supporting loan(s) repayment will be fully reimbursed.

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

6. INFORMATION ON BORROWINGS (CONTINUED)

(b) New borrowings - 2019/20

| Particulars/Purpose   | Institution | Loan type | Term (years) | Interest rate | Amount borrowed budget | Total interest & charges | Amount used budget | Balance unspent |
|---|-------------|-----------|--------------|---------------|------------------------|--------------------------|--------------------|-----------------|
| Loan 107 - Administration / Chambers Building Refurbishment | WATC        | Debenture | 10           | 2.34%         | \$ 2,268,000           | \$ 424,693               | \$ 2,268,000       | \$ 0            |
|   |             |           |              |               | 2,268,000              | 424,693                  | 2,268,000          | 0               |

(c) Unspent borrowings

The City had no unspent borrowing funds as at 30th June 2019 nor is it expected to have unspent borrowing funds as at 30th June 2020.

(d) Credit Facilities

Undrawn borrowing facilities

credit standby arrangements

Bank overdraft limit

Bank overdraft at balance date

Credit card limit

Credit card balance at balance date

**Total amount of credit unused**

**Loan facilities**

Loan facilities in use at balance date

| 2019/20<br>Budget | 2018/19<br>Actual | 2018/19<br>Budget |
|-------------------|-------------------|-------------------|
| \$                | \$                | \$                |
| 0                 | 0                 | 0                 |
| 0                 | 0                 | 0                 |
| 80,000            | 80,000            | 85,000            |
| (22,000)          | (20,000)          | (15,000)          |
| 58,000            | 60,000            | 70,000            |
| 22,111,184        | 21,294,277        | 23,562,279        |

SIGNIFICANT ACCOUNTING POLICIES

**BORROWING COSTS**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

7. CASH BACKED RESERVES

(a) Cash Backed Reserves - Movement

|   | 2019/20<br>Budget<br>Opening<br>Balance | 2019/20<br>Budget<br>Transfer to | 2019/20<br>Budget<br>Transfer<br>(from) | 2019/20<br>Budget<br>Closing<br>Balance | 2018/19<br>Actual<br>Opening<br>Balance | 2018/19<br>Actual<br>Transfer to | 2018/19<br>Actual<br>Transfer<br>(from) | 2018/19<br>Actual<br>Closing<br>Balance | 2018/19<br>Budget<br>Opening<br>Balance | 2018/19<br>Budget<br>Transfer to | 2018/19<br>Budget<br>Transfer<br>(from) | 2018/19<br>Budget<br>Closing<br>Balance |
|---|---|----------------------------------|---|---|---|----------------------------------|---|---|---|----------------------------------|---|---|
|   | \$                                      | \$                               | \$                                      | \$                                      | \$                                      | \$                               | \$                                      | \$                                      | \$                                      | \$                               | \$                                      | \$                                      |
| Aged Persons Units Reserve                        | 721,244                                 | 176,770                          | (190,000)                               | 708,014                                 | 748,728                                 | 15,735                           | (43,219)                                | 721,244                                 | 765,541                                 | 308,844                          | (232,750)                               | 841,635                                 |
| Asset Management Reserve                          | 637,921                                 | 5,028,582                        | (1,952,609)                             | 3,713,894                               | 501,595                                 | 335,567                          | (199,241)                               | 637,921                                 | 501,595                                 | 8,721                            | (180,000)                               | 330,316                                 |
| Banksia Park Reserve                              | 120,249                                 | 21,268                           | (90,000)                                | 51,517                                  | 115,626                                 | 262,328                          | (257,705)                               | 120,249                                 | 134,175                                 | 2,333                            | (49,738)                                | 86,769                                  |
| City Assist Initiative Reserve                    | 15,083                                  | 194                              | (15,000)                                | 277                                     | 100,401                                 | 1,682                            | (87,000)                                | 15,083                                  | 100,401                                 | 1,743                            | (102,144)                               | 0                                       |
| City Infrastructure Reserve                       | 0                                       | 1,547,468                        | (930,511)                               | 616,957                                 | 0                                       | 0                                | 0                                       | 0                                       | 0                                       | 0                                | 0                                       | 0                                       |
| Community Services & Emergency Relief Reserve     | 88,063                                  | 1,134                            | 0                                       | 89,197                                  | 84,017                                  | 4,046                            | 0                                       | 88,063                                  | 84,017                                  | 1,461                            | 0                                       | 85,478                                  |
| Contiguous Local Authorities Group Reserve        | 278,100                                 | 13,862                           | (29,000)                                | 262,962                                 | 265,873                                 | 35,615                           | (23,388)                                | 278,100                                 | 263,146                                 | 14,575                           | (20,000)                                | 257,721                                 |
| Employee Leave Reserve                            | 3,729,783                               | 0                                | (2,119,426)                             | 1,610,357                               | 4,231,590                               | 98,193                           | (600,000)                               | 3,729,783                               | 4,119,629                               | 71,623                           | (300,000)                               | 3,891,252                               |
| Family Day Care Reserve                           | 1,400,660                               | 18,036                           | (246,171)                               | 1,172,525                               | 1,462,302                               | 9,460                            | (71,102)                                | 1,400,660                               | 1,479,306                               | 25,719                           | (805,560)                               | 699,465                                 |
| Future Community Infrastructure Reserve           | 1,032,565                               | 0                                | (1,032,565)                             | 0                                       | 1,381,900                               | 10,516                           | (359,851)                               | 1,032,565                               | 1,538,389                               | 26,746                           | (663,284)                               | 901,851                                 |
| Golf Course Cottage Reserve                       | 28,635                                  | 369                              | 0                                       | 29,004                                  | 28,033                                  | 602                              | 0                                       | 28,635                                  | 28,033                                  | 487                              | 0                                       | 28,520                                  |
| Information Technology Reserve                    | 2,145,970                               | 27,633                           | (974,433)                               | 1,199,170                               | 1,890,703                               | 431,414                          | (176,147)                               | 2,145,970                               | 1,890,703                               | 32,871                           | (1,416,000)                             | 507,574                                 |
| Infrastructure Reserve                            | 345,032                                 | 198                              | (345,230)                               | 0                                       | 339,968                                 | 5,064                            | 0                                       | 345,032                                 | 339,968                                 | 5,911                            | 0                                       | 345,879                                 |
| Plant and Equipment Replacement Reserve           | 588,784                                 | 514,020                          | (812,600)                               | 290,204                                 | 498,123                                 | 264,623                          | (173,962)                               | 588,784                                 | 748,122                                 | 263,007                          | (351,200)                               | 659,929                                 |
| Refuse Reserve                                    | 8,928,629                               | 0                                | (3,242,000)                             | 5,686,629                               | 8,736,657                               | 297,057                          | (105,085)                               | 8,928,629                               | 8,698,885                               | 180,697                          | (83,880)                                | 8,795,702                               |
| Renewable Energy Efficiency Reserve               | 60,058                                  | 773                              | (25,000)                                | 35,831                                  | 0                                       | 60,058                           | 0                                       | 60,058                                  | 0                                       | 0                                | 0                                       | 0                                       |
| Restricted Grants & Contributions Reserve         | 1,573,326                               | 0                                | (1,530,326)                             | 43,000                                  | 2,491,721                               | 1,083,070                        | (2,001,465)                             | 1,573,326                               | 1,694,812                               | 0                                | (1,694,812)                             | 0                                       |
| Settlement Agreement Reserve                      | 163,440                                 | 2,105                            | 0                                       | 165,545                                 | 160,000                                 | 3,440                            | 0                                       | 163,440                                 | 160,000                                 | 2,782                            | 0                                       | 162,782                                 |
| Workers Compensation Reserve                      | 138,404                                 | 1,782                            | 0                                       | 140,186                                 | 338,710                                 | 4,941                            | (205,247)                               | 138,404                                 | 330,200                                 | 5,741                            | 0                                       | 335,941                                 |
| Youth Engagement Reserve                          | 0                                       | 0                                | 0                                       | 0                                       | 144,650                                 | 3,292                            | (147,942)                               | 0                                       | 130,412                                 | 2,264                            | (132,676)                               | 0                                       |
| DCA 1 - Hard Infrastructure - Bertram             | 2,131,883                               | 32,766                           | (695,753)                               | 1,468,896                               | 1,887,550                               | 244,333                          | 0                                       | 2,131,883                               | 1,851,461                               | 182,424                          | (491,817)                               | 1,542,068                               |
| DCA 2 - Hard Infrastructure - Wellard             | 2,574,546                               | 3,940,205                        | (2,279,000)                             | 4,235,751                               | 1,877,524                               | 697,022                          | 0                                       | 2,574,546                               | 1,772,974                               | 429,946                          | (2,197,177)                             | 5,743                                   |
| DCA 3 - Hard Infrastructure - Casuarina           | 0                                       | 2,747,378                        | (2,747,378)                             | 0                                       | 0                                       | 0                                | 0                                       | 0                                       | 0                                       | 0                                | 0                                       | 0                                       |
| DCA 4 - Hard Infrastructure - Anketell            | 633,006                                 | 9,729                            | 0                                       | 642,735                                 | 0                                       | 633,006                          | 0                                       | 633,006                                 | 0                                       | 0                                | 0                                       | 0                                       |
| DCA 5 - Hard Infrastructure - Wandii              | 1,232,061                               | 1,030,936                        | (1,453,795)                             | 809,202                                 | 1,309,322                               | 62,746                           | (140,007)                               | 1,232,061                               | 1,286,174                               | 661,998                          | (454,627)                               | 1,493,545                               |
| DCA 7 - Hard Infrastructure - Mandogalup West     | 23,918                                  | 368                              | 0                                       | 24,286                                  | 11,713                                  | 12,205                           | 0                                       | 23,918                                  | 11,803                                  | 14,077                           | (159)                                   | 25,720                                  |
| DCA 9 - Soft Infrastructure - Wandii/Anketell     | 11,770,673                              | 180,905                          | (1,004,445)                             | 10,947,133                              | 10,487,573                              | 1,283,100                        | 0                                       | 11,770,673                              | 10,446,476                              | 576,997                          | (141,136)                               | 10,882,338                              |
| DCA 10 - Soft Infrastructure - Casuarina/Anketell | 233,191                                 | 3,584                            | (4,545)                                 | 232,230                                 | 227,912                                 | 5,279                            | 0                                       | 233,191                                 | 229,412                                 | 246,696                          | (3,099)                                 | 473,009                                 |
| DCA 11 - Soft Infrastructure - Wellard East       | 5,642,461                               | 86,721                           | (4,545)                                 | 5,724,637                               | 5,944,904                               | 142,249                          | (444,692)                               | 5,642,461                               | 5,734,336                               | 1,081,744                        | (77,473)                                | 6,738,607                               |
| DCA 12 - Soft Infrastructure - Wellard West       | 7,206,957                               | 110,766                          | (4,545)                                 | 7,313,178                               | 6,663,351                               | 543,606                          | 0                                       | 7,206,957                               | 6,622,131                               | 355,217                          | (89,468)                                | 6,887,880                               |
| DCA 13 - Soft Infrastructure - Bertram            | 291,237                                 | 4,476                            | (4,545)                                 | 291,168                                 | 282,230                                 | 9,007                            | 0                                       | 291,237                                 | 283,730                                 | 8,356                            | (3,833)                                 | 288,252                                 |
| DCA 14 - Soft Infrastructure - Wellard/Leda       | 622,193                                 | 9,563                            | (16,045)                                | 615,711                                 | 504,779                                 | 117,414                          | 0                                       | 622,193                                 | 480,660                                 | 130,374                          | (6,494)                                 | 604,540                                 |
| DCA 15 - Soft Infrastructure - City Site          | 170,270                                 | 357,617                          | (16,045)                                | 511,842                                 | 158,316                                 | 11,954                           | 0                                       | 170,270                                 | 144,189                                 | 23,788                           | (1,948)                                 | 166,029                                 |
|   | 54,528,342                              | 15,869,208                       | (21,765,512)                            | 48,632,038                              | 52,875,772                              | 6,688,623                        | (5,036,053)                             | 54,528,342                              | 51,870,680                              | 4,667,140                        | (9,499,275)                             | 47,038,545                              |

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

7. CASH BACKED RESERVES (CONTINUED)

(b) Cash Backed Reserves - Purposes

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

| Reserve name                                      | Anticipated date of use | Purpose of the reserve   |
|---|-------------------------|--|
| Aged Persons Units Reserve                        | Ongoing                 | to be used to provide funds for the capital acquisition and maintenance of the Aged Persons Units, Callistemon Court.  |
| Asset Management Reserve                          | Ongoing                 | to be used to provide funds for renewal projects for the City's building and infrastructure assets, thereby extending the useful economic life of such assets.   |
| Banksia Park Reserve                              | Ongoing                 | to be used to provide funds for the capital acquisitions and maintenance of the Banksia Park Retirement Village.   |
| City Assist Initiative Reserve                    | Ongoing                 | to be used to provide for infrastructure and other initiatives to enhance the safety and security of the City.   |
| City Infrastructure Reserve                       | Ongoing                 | to be used to fund the City's contributions to community infrastructure projects.  |
| Community Services & Emergency Relief Reserve     | Ongoing                 | to be used to provide funding to alleviate the effect of any disaster within the City of Kwinana boundaries and to provide funds to develop community services.  |
| Contiguous Local Authorities Group Reserve        | Ongoing                 | to be used to restrict funds received for the prevention, control and education of mosquito management.  |
| Employee Leave Reserve                            | Ongoing                 | to be used to ensure that adequate funds are available to finance employee leave entitlements.   |
| Family Day Care Reserve                           | Ongoing                 | to be used to provide for the capital acquisitions and maintenance of this facility.   |
| Future Community Infrastructure Reserve           | Ongoing                 | to be used to accumulate the City's contributions for the capital funding of future community infrastructure in accordance with Town Planning Scheme #2.   |
| Golf Course Cottage Reserve                       | Ongoing                 | to be used to provide funds for the maintenance of this building.  |
| Information Technology Reserve                    | Ongoing                 | to be used for the implementation and maintainance of the City's software requirements.  |
| Infrastructure Reserve                            | Ongoing                 | 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.   |
| Plant and Equipment Replacement Reserve           | Ongoing                 | to be used to replace existing fleet, plant and other City assets.   |
| Refuse Reserve                                    | Ongoing                 | to be used to provide funds for the costs and subsidy of Waste Management in the City.   |
| Renewable Energy Efficiency Reserve               | Ongoing                 | to be used to provide funds for renewable energy and water efficiency initiatives.   |
| Restricted Grants & Contributions Reserve         | Ongoing                 | to be used to restrict funds, being city funds, grants and contributions, required to complete projects from prior financial years.  |
| Settlement Agreement Reserve                      | Ongoing                 | to be used to provide funds to account for future negotiated settlement agreement payments.  |
| Workers Compensation Reserve                      | Ongoing                 | to be used to fund workers compensation costs incurred by the City where the maximum contribution amount for a previous year has been reached and there is a claim which remains open and requires to City to pay costs relating to the open claims in the current and future years. |
| Youth Engagement Reserve                          | Ongoing                 | to be used to assist with youth engagement and diversion initiatives.  |
| DCA 1 - Hard Infrastructure - Bertram             | Ongoing                 | to be used to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 1 - Hard Infrastructure Bertram.  |
| DCA 2 - Hard Infrastructure - Wellard             | Ongoing                 | to be used to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 2 - Hard Infrastructure Wellard.  |
| DCA 3 - Hard Infrastructure - Casuarina           | Ongoing                 | to be used to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 3 - Hard Infrastructure Casuarina.  |
| DCA 4 - Hard Infrastructure - Anketell            | Ongoing                 | to be used to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 4 - Hard Infrastructure Anketell.   |
| DCA 5 - Hard Infrastructure - Wandl               | Ongoing                 | to be used to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 5 - Hard Infrastructure Wandl.  |
| DCA 7 - Hard Infrastructure - Mandogalup West     | Ongoing                 | to be used to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 7 - Hard Infrastructure Mandogalup West.  |
| DCA 9 - Soft Infrastructure - Wandl/Anketell      | Ongoing                 | to be used to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 9 - Soft Infrastructure Wandl/Anketell.   |
| DCA 10 - Soft Infrastructure - Casuarina/Anketell | Ongoing                 | to be used to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 10 - Soft Infrastructure Casuarina/Anketell.  |
| DCA 11 - Soft Infrastructure - Wellard East       | Ongoing                 | to be used to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 11 - Soft Infrastructure Wellard East.  |
| DCA 12 - Soft Infrastructure - Wellard West       | Ongoing                 | to be used to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 12 - Soft Infrastructure Wellard West.  |
| DCA 13 - Soft Infrastructure - Bertram            | Ongoing                 | to be used to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 13 - Soft Infrastructure Bertram.   |
| DCA 14 - Soft Infrastructure - Wellard/Leda       | Ongoing                 | to be used to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 14 - Soft Infrastructure Wellard/Leda.  |
| DCA 15 - Soft Infrastructure - City Site          | Ongoing                 | to be used to restrict funds received from Developers for contributions towards future infrastructure costs and administrative costs for DCA 15 - Soft Infrastructure City Site.   |

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

7. CASH BACKED RESERVES (CONTINUED)

(c) Cash Backed Reserves - Change in Use

The City has resolved to make the following changes in the use of part of the money in a reserve account. This money is to be used or set aside for a purpose other than the purpose for which the account was established.

| Cash Backed Reserve                     | Description  | Closing<br>balance at<br>30 June 2019 | 2019/20<br>Budget<br>transfer of<br>funds between<br>Reserves |
|---|--|---------------------------------------|---|
| City Infrastructure Reserve             | Create a new reserve to be used to fund the City's contributions to community infrastructure projects. Transfers in from Future Community Infrastructure Reserve \$1,032,565, Infrastructure Reserve \$345,230 and Refuse Reserve \$150,000. | \$ 0                                  | \$ 1,527,795  |
| Asset Management Reserve                | Transfers in from Refuse Reserve \$3,050,000 and Employee Leave Reserve \$1,619,426 to be used for current and future asset renewal projects.  | 637,921                               | 4,669,426   |
| Plant & Equipment Replacement Reserve   | Change of name from Asset Replacement Reserve to Plant & Equipment Replacement Reserve to reflect actual purpose. Transfers in from Employee Leave Reserve \$500,000 to be used for current and future asset renewal projects.               | 588,784                               | 500,000   |
| Infrastructure Reserve                  | In accordance with the Long Term Financial Plan Council approved consolidation of reserves for infrastructure projects. Transfer balance of funds to City Infrastructure Reserve.  | 345,230                               | (345,230)   |
| Future Community Infrastructure Reserve | In accordance with the Long Term Financial Plan Council approved consolidation of reserves for infrastructure project. Transfer balance of funds to City Infrastructure Reserve.   | 1,032,565                             | (1,032,565)   |
| Refuse Reserve                          | A review of reserve funds identified that some of the funds in Refuse Reserve could be used for other purposes. Transfer \$3,050,000 to Asset Management Reserve and \$150,000 to City Infrastructure Reserve.                               | 8,928,629                             | (3,200,000)   |
| Employee Leave Reserve                  | A review of reserve funds identified that some of the funds in Refuse Reserve could be used for other purposes. Transfer \$1,619,426 to Asset Management Reserve and \$500,000 to Plant and Equipment Replacement Reserve.                   | 3,729,783                             | (2,119,426)   |
|   |  | 15,262,912                            | 0   |

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**8. FEES & CHARGES REVENUE**

|                             | <b>2019/20<br/>Budget</b> | <b>2018/19<br/>Actual</b> | <b>2018/19<br/>Budget</b> |
|-----------------------------|---------------------------|---------------------------|---------------------------|
|                             | \$                        | \$                        | \$                        |
| Governance                  | 8,800                     | 11,272                    | 35,760                    |
| General purpose funding     | 181,600                   | 194,950                   | 158,000                   |
| Law, order, public safety   | 146,095                   | 295,581                   | 148,900                   |
| Health                      | 145,959                   | 44,618                    | 134,066                   |
| Education and welfare       | 1,966,551                 | 2,022,210                 | 1,968,515                 |
| Community amenities         | 5,938,370                 | 5,575,222                 | 5,439,442                 |
| Recreation and culture      | 2,507,170                 | 2,587,196                 | 2,419,610                 |
| Economic services           | 1,199,560                 | 1,163,139                 | 1,212,691                 |
| Other property and services | 160,298                   | 129,290                   | 177,500                   |
|                             | <b>12,254,403</b>         | <b>12,023,478</b>         | <b>11,694,484</b>         |

**9. GRANT REVENUE, SUBSIDIES AND CONTRIBUTIONS**

Grants, subsidies and contributions are included as operating revenues in the Statement of Comprehensive Income:

**By Program:**

**Operating grants, subsidies and contributions**

|                           |                  |                  |                  |
|---------------------------|------------------|------------------|------------------|
| General purpose funding   | 1,580,138        | 1,032,986        | 1,577,588        |
| Law, order, public safety | 163,650          | 136,641          | 165,000          |
| Health                    | 12,150           | 29,786           | 11,000           |
| Education and welfare     | 6,406,485        | 5,720,447        | 5,181,405        |
| Community amenities       | 107,000          | 25,499           | 66,000           |
| Recreation and culture    | 377,417          | 343,421          | 458,623          |
| Transport                 | 324,478          | 301,802          | 179,611          |
|                           | <b>8,971,318</b> | <b>7,590,582</b> | <b>7,639,227</b> |

**Non-operating grants, subsidies and contributions**

|                             |                   |                  |                  |
|-----------------------------|-------------------|------------------|------------------|
| Community amenities         | 8,015,014         | 2,708,248        | 2,861,616        |
| Recreation and culture      | 279,836           | 14,103           | 213,170          |
| Transport                   | 1,910,719         | 1,202,479        | 1,210,819        |
| Other property and services | 0                 | 69,500           | 0                |
|                             | <b>10,936,569</b> | <b>3,994,330</b> | <b>4,285,605</b> |



**The net result includes as revenues**

Investments

- Reserve funds
- Other funds

Other interest revenue (refer note 1b)

Reimbursements and recoveries  
Other

Audit services  
Other services

Borrowings (refer Note 6(a))

Meeting fees  
Mayor/President's allowance  
Deputy Mayor/President's allowance  
Travelling expenses  
Telecommunications allowance  
Other Reimbursements

General rate

Fees and charges

Office equipment  
Plant and equipment

| 2019/20<br>Budget | 2018/19<br>Actual | 2018/19<br>Budget |
|-------------------|-------------------|-------------------|
| \$                | \$                | \$                |
| 860,000           | 1,428,437         | 1,250,000         |
| 485,000           | 189,871           | 790,500           |
| 743,408           | 772,799           | 650,000           |
| 2,088,408         | 2,391,107         | 2,690,500         |
| 640,959           | 1,336,028         | 304,898           |
| 44,880            | 53,994            | 1,184,974         |
| 685,839           | 1,390,022         | 1,489,872         |
| 60,000            | 39,992            | 35,000            |
| 5,000             | 11,470            | 0                 |
| 65,000            | 51,462            | 35,000            |
| 1,054,610         | 1,111,762         | 1,111,762         |
| 1,054,610         | 1,111,762         | 1,111,762         |
| 276,462           | 273,793           | 266,594           |
| 89,753            | 88,864            | 88,864            |
| 22,438            | 22,216            | 22,216            |
| 6,000             | 3,504             | 8,600             |
| 28,000            | 28,000            | 28,000            |
| 6,000             | 2,980             | 0                 |
| 428,653           | 419,357           | 414,274           |
| 2,400             | 786               | 3,000             |
| 200               | 0                 | 0                 |
| 2,600             | 786               | 3,000             |
| 375,527           |                   | 359,656           |
| 63,136            |                   | 131,954           |
| 438,663           | 0                 | 491,610           |

## LEASES

At inception of a contract, an entity shall assess whether the contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a lessee shall recognise a right-of-use asset and a lease liability.

At the commencement date, a lessee shall measure the right-of-use asset at cost.

At the commencement date, a lessee shall measure the lease liability at the present value of the lease payments that are not paid at that date. The lease payments shall be discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the lessee shall use the lessee's incremental borrowing rate.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**11. MAJOR LAND TRANSACTIONS, TRADING UNDERTAKINGS AND INTERESTS IN JOINT ARRANGEMENTS**

It is not anticipated the City will be party to any Major Land Transactions or Trading Undertakings during 2019/20.

It is not anticipated the City will be party to any joint venture arrangements during 2019/20.

**SIGNIFICANT ACCOUNTING POLICIES**

**INTERESTS IN JOINT ARRANGEMENTS**

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The City of Kwinana's interests in the assets liabilities revenue and expenses of joint operations are included in the respective line items of the financial statements.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**12. TRUST FUNDS**

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

| <b>Detail</b>                          | <b>Balance<br/>1 July 2019</b> | <b>Estimated<br/>amounts<br/>received</b> | <b>Estimated<br/>amounts<br/>paid</b> | <b>Estimated<br/>balance<br/>30 June 2020</b> |
|--|--------------------------------|---|---------------------------------------|---|
|  | \$                             | \$  | \$                                    | \$  |
| Hall Security Bonds                    | 64,604                         | 150,000                                   | (140,000)                             | 74,604  |
| Footpath & Kerbing Security Deposits   | 341,704                        | 0   | (150,000)                             | 191,704                                       |
| Sports Forfeiture Security Deposits    | 200                            | 0   | 0                                     | 200   |
| Bus Hire Security Deposits             | 3,500                          | 3,000                                     | (3,000)                               | 3,500   |
| Demolition Security Deposits           | 2,351                          | 0   | 0                                     | 2,351   |
| Miscellaneous Deposits                 | 82,834                         | 1,500                                     | (40,000)                              | 44,334  |
| Footpath Construction Bonds            | 2,000                          | 0   | 0                                     | 2,000   |
| Land Subdivision Bonds                 | 548,283                        | 90,000                                    | (150,000)                             | 488,283                                       |
| Road Maintenance Bonds                 | 259,607                        | 70,000                                    | (150,000)                             | 179,607                                       |
| Landscaping Subdivision Bonds          | 137,590                        | 0   | (15,000)                              | 122,590                                       |
| Mortimer Road - Community Trust        | 10,421                         | 0   | 0                                     | 10,421  |
| ATU Landscaping Bonds                  | 2,378                          | 0   | 0                                     | 2,378   |
| Landscaping Development Bonds          | 64,477                         | 0   | 0                                     | 64,477  |
| Subdivision Handrails                  | 15,395                         | 0   | 0                                     | 15,395  |
| APU Security Bonds                     | 15,591                         | 0   | 0                                     | 15,591  |
| Off Road Vehicles                      | 1,510                          | 0   | 0                                     | 1,510   |
| Councillor Nomination Deposits         | 0                              | 600                                       | (600)                                 | 0   |
| DCA Contingency Bonds                  | 175,894                        | 0   | (175,894)                             | 0   |
| Contiguous Local Authorities Group (CL | 200                            | 0   | 0                                     | 200   |
| Retention Funds                        | 19,591                         | 40,000                                    | (40,000)                              | 19,591  |
| City of Kwinana Staff Christmas Saver  | 102,515                        | 102,515                                   | (102,515)                             | 102,515                                       |
| Public Open Space Cash In Lieu         | 200,061                        | 0   | 0                                     | 200,061                                       |
|  | 2,050,706                      | 457,615                                   | (967,009)                             | 1,541,311                                     |

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**13. SIGNIFICANT ACCOUNTING POLICIES - OTHER  
INFORMATION**

**GOODS AND SERVICES TAX (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**CRITICAL ACCOUNTING ESTIMATES**

The preparation of a budget in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

**ROUNDING OFF FIGURES**

All figures shown in this statement are rounded to the nearest dollar.

**COMPARATIVE FIGURES**

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

**BUDGET COMPARATIVE FIGURES**

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

**REVENUE RECOGNITION**

Accounting Policies for the recognition of income and revenue from contracts with customers is described in Note 14.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**14. SIGNIFICANT ACCOUNTING POLICIES - CHANGE  
IN ACCOUNTING POLICIES**

This note explains the impact of the adoption of AASB 15 Revenue from Contracts with Customers, AASB 16 Leases and AASB 1058 Income for Not-for-Profit Entities.

**REVENUE FROM CONTRACTS WITH CUSTOMERS**

The City of Kwinana adopted AASB 15 on 1 July 2019 resulting in changes in accounting policies. In accordance with the transition provisions AASB 15, the City of Kwinana has adopted the new rules retrospectively with the cumulative effect of initially applying these rules recognised on 1 July 2019. In summary the following adjustments were made to the amounts recognised in the balance sheet at the date of initial application (1 July 2019):

|   | AASB 118<br>carrying amount<br>30 June 19 | Reclassification | AASB 15<br>carrying amount<br>1 July 19 |
|---|---|------------------|---|
|   | \$  | \$               | \$                                      |
| Contract assets   | 0   | 0                | 0                                       |
| Contract liabilities - current                          |   |                  |   |
| Unspent grants, contributions and reimbursements        | 0   | 151,015          | 151,015                                 |
| Developer contributions                                 | 0   | 8,230,641        | 8,230,641                               |
| Contract liabilities non-current                        |   |                  |   |
| Developer contributions                                 | 0   | 24,301,755       | 24,301,755                              |
| Cash in lieu of parking                                 | 0   | 0                | 0                                       |
| Adjustment to retained surplus from adoption of AASB 15 |   | (32,683,411)     |   |

**LEASES**

On adoption of AASB 16, for leases which had previously been classified as an 'operating lease' when applying AASB 117, the City of Kwinana is not required to make any adjustments on transition for leases for which the underlying asset is of low value. Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**14. SIGNIFICANT ACCOUNTING POLICIES - CHANGE  
IN ACCOUNTING POLICIES (Continued)**

**INCOME FOR NOT-FOR-PROFIT ENTITIES**

The City of Kwinana has adopted AASB 1058 from 1 July 2019 which resulted in changes in accounting policies. In accordance with the transition provisions AASB 1058, the City of Kwinana has adopted the new rules retrospectively with the cumulative effect of initially applying AASB 1058 recognised at 1 July 2019. Comparative information for prior reporting periods shall not be restated in accordance with AASB 1058 transition requirements.

In applying AASB 1058 retrospectively with the cumulative effect of initially applying the Standard on 1 July 2019 changes occurred to the following financial statement line items by application of AASB as compared to AASB 1004 Contributions before the change:

|   | AASB 1004<br>carrying amount<br>30 June 19 | Reclassification | AASB 1058<br>carrying amount<br>1 July 19 |
|---|--|------------------|---|
|   | \$   | \$               | \$  |
| Trade and other payables                                  | 3,146,608                                  | 55,594           | 3,202,202                                 |
| Adjustment to retained surplus from adoption of AASB 1058 |  | (55,594)         |   |

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Therefore the rates received in advance give rise to a financial liability that is within the scope of AASB 9. On 1 July 2019 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised by the City of Kwinana. When the taxable event occurs the financial liability is extinguished and the City of Kwinana recognises income for the prepaid rates that have not been refunded.

Assets that were acquired for consideration that was significantly less than fair value principally to enable the City of Kwinana to further its objectives may have been measured on initial recognition under other Australian Accounting Standards at a cost that was significantly less than fair value. Such assets are not required to be remeasured at fair value.

The impact on the City of Kwinana of the changes as at 1 July 2019 is as follows:

|   | 2019         |
|---|--------------|
|   | \$           |
| Retained surplus - 30/06/2019                             | 234,457,472  |
| Adjustment to retained surplus from adoption of AASB 15   | (32,683,411) |
| Adjustment to retained surplus from adoption of AASB 1058 | (55,594)     |
| Retained surplus - 1/07/2019                              | 201,718,467  |

## APPENDIX ONE: DETAILED CAPITAL ACQUISITIONS AND DISPOSALS

| DESCRIPTION OF WORKS   | Total Expenditure | FUNDING       |             |             |             |               |                    |                    |            |                 |               |
|--|-------------------|---------------|-------------|-------------|-------------|---------------|--------------------|--------------------|------------|-----------------|---------------|
|  |                   | Federal Grant | State Grant | Other Grant | DCA Reserve | Other Reserve | Proceeds from Sale | Other Contribution | Loan Funds | Municipal Funds | Total Funding |
| <b>Buildings</b>   | 5,309,694         | 0             | 797,666     | 0           | 1,022,900   | 1,058,711     | 0                  | 0                  | 2,268,000  | 162,417         | 5,309,694     |
| <b>Administration Building &amp; Civic Centre Refurbishment</b>  | 2,268,000         |               |             |             |             |               |                    |                    | 2,268,000  |                 | 2,268,000     |
| Arts & Cultural Centre Upgrade - Stage 2 of 3 Works Studio 1 & 2, MA studio and training room, maintenance work, upgrade litte theatre | 92,700            |               |             |             |             | 90,000        |                    |                    |            | 2,700           | 92,700        |
| Budden Way carpet replacement  | 8,800             |               |             |             |             | 8,800         |                    |                    |            |                 | 8,800         |
| Budden Way ceiling replacement   | 25,000            |               |             |             |             | 25,000        |                    |                    |            |                 | 25,000        |
| Building Contingency   | 102,000           |               |             |             |             |               |                    |                    |            | 102,000         | 102,000       |
| Building Upgrade CCTV - Administration Building  | 15,000            |               |             |             |             | 15,000        |                    |                    |            |                 | 15,000        |
| Building Upgrades - Medina Centre - CCTV and lighting improvements   | 100,000           |               | 100,000     |             |             |               |                    |                    |            |                 | 100,000       |
| DCA 9 - Local Sports Ground Clubroom - Honeywood Primary School Oval Pavilion 1% City 99% DCA Funded                                   | 1,010,000         |               |             |             | 999,900     | 10,100        |                    |                    |            |                 | 1,010,000     |
| DCA 9 - Local Sports Ground Clubroom (Clubroom construction cost)  | 88,411            |               |             |             |             | 88,411        |                    |                    |            |                 | 88,411        |
| District C Sporting Ground (Medina Oval Extension/Upgrade) - Changeroom Development  | 326,166           |               | 66,666      |             |             | 250,000       |                    |                    |            | 9,500           | 326,166       |
| District C Sporting Ground (Medina Oval Extension/Upgrade) - Masterplan  | 100,000           |               |             |             | 23,000      | 77,000        |                    |                    |            |                 | 100,000       |
| Installation of water / energy monitoring equipment  | 9,000             |               |             |             |             |               |                    |                    |            | 9,000           | 9,000         |
| Kwinana Tennis Club Ablutions  | 15,000            |               |             |             |             | 15,000        |                    |                    |            |                 | 15,000        |
| Kwinana South VBFB Station Extensions - Meeting / Training Room, kitchen, office, store and ablutions                                  | 356,000           |               | 356,000     |             |             |               |                    |                    |            |                 | 356,000       |
| Kwinana South VBFB Station Upgrade   | 30,000            |               |             |             |             | 30,000        |                    |                    |            |                 | 30,000        |
| Mandogalup VBFB Station Extensions - Ablutions   | 275,000           |               | 275,000     |             |             |               |                    |                    |            |                 | 275,000       |
| Mandogalup VBFB Station Upgrade  | 25,000            |               |             |             |             | 25,000        |                    |                    |            |                 | 25,000        |
| Recquatic Centre - Stadium Re-roof   | 242,462           |               |             |             |             | 235,400       |                    |                    |            | 7,062           | 242,462       |
| Recquatic Front Counter - Automated Gates  | 90,000            |               |             |             |             | 90,000        |                    |                    |            |                 | 90,000        |
| Recquatic Pool Hall Window Tinting   | 14,935            |               |             |             |             |               |                    |                    |            | 14,935          | 14,935        |
| Sloan Heritage Cottage - internal paint  | 7,210             |               |             |             |             | 7,000         |                    |                    |            | 210             | 7,210         |
| Sloan Reserve ablutions - Renovation of existing toilet block to cater for DDA compliance  | 52,530            |               |             |             |             | 51,000        |                    |                    |            | 1,530           | 52,530        |
| Smirks Heritage Artefacts Shed   | 20,000            |               |             |             |             | 20,000        |                    |                    |            |                 | 20,000        |
| Wandi Resource Centre - Installation of a UV water filter for potable water supply   | 6,180             |               |             |             |             | 6,000         |                    |                    |            | 180             | 6,180         |
| Wellard Pavilion Solar Panels  | 15,000            |               |             |             |             | 15,000        |                    |                    |            |                 | 15,000        |
| William Bertram Auto Door Conversion   | 10,300            |               |             |             |             |               |                    |                    |            | 10,300          | 10,300        |
| Works Depot - new PA system  | 5,000             |               |             |             |             |               |                    |                    |            | 5,000           | 5,000         |
| <b>Furniture &amp; Equipment</b>   | 90,000            | 0             | 0           | 0           | 0           | 15,000        | 0                  | 0                  | 0          | 75,000          | 90,000        |
| Design and replacement of Mayoral Chains   | 8,000             |               |             |             |             | 8,000         |                    |                    |            |                 | 8,000         |
| Library - self returns shelves   | 20,000            |               |             |             |             |               |                    |                    |            | 20,000          | 20,000        |
| Library - removal of library circulation desk  | 55,000            |               |             |             |             |               |                    |                    |            | 55,000          | 55,000        |
| Library - self check touchscreen computer & workstation  | 7,000             |               |             |             |             | 7,000         |                    |                    |            |                 | 7,000         |
| <b>Computing Infrastructure</b>  | 1,514,566         | 0             | 0           | 0           | 0           | 974,433       | 0                  | 0                  | 0          | 540,133         | 1,514,566     |
| City website redevelopment   | 193,000           |               |             |             |             |               |                    |                    |            | 193,000         | 193,000       |
| Computing equipment - various purchases as per ICT / City requirements   | 23,000            |               |             |             |             |               |                    |                    |            | 23,000          | 23,000        |
| Corporate business system renewal - implementation   | 1,298,566         |               |             |             |             | 974,433       |                    |                    |            | 324,133         | 1,298,566     |
| <b>Plant &amp; Equipment</b>   | 369,600           | 0             | 0           | 0           | 0           | 302,670       | 32,000             | 0                  | 0          | 34,930          | 369,600       |
| Recquatic - Hydro pool cleaner replacement, upgrade to pool solar system heating.  | 25,000            |               |             |             |             |               |                    |                    |            | 25,000          | 25,000        |
| Recquatic - Pool plant renewals  | 11,600            |               |             |             |             | 11,600        |                    |                    |            |                 | 11,600        |
| Recquatic - Scoreboard installation and replacement  | 10,000            |               |             |             |             |               |                    |                    |            | 10,000          | 10,000        |
| Sound Level Meter  | 12,000            |               |             |             |             | 2,070         |                    |                    |            | 9,930           | 12,000        |
| Plant Disposal Only - P51 KWN650 Massey Ferguson 362 Tractor   | 0                 |               |             |             |             |               | 10,000             |                    |            | (10,000)        | 0             |

## APPENDIX ONE: DETAILED CAPITAL ACQUISITIONS AND DISPOSALS

| DESCRIPTION OF WORKS   | Total<br>Expenditure | FUNDING        |                  |               |                  |                  |                       |                       |            |                 |                  |
|--|----------------------|----------------|------------------|---------------|------------------|------------------|-----------------------|-----------------------|------------|-----------------|------------------|
|  |                      | Federal Grant  | State Grant      | Other Grant   | DCA Reserve      | Other Reserve    | Proceeds from<br>Sale | Other<br>Contribution | Loan Funds | Municipal Funds | Total Funding    |
| Plant Replacement - P208 3 PTL Hyd Drive Road Broom Hyd Angle                                      | 17,000               |                |                  |               |                  | 16,000           | 1,000                 |                       |            |                 | 17,000           |
| Plant Replacement - P235 1TJO798 Mowing Dovetail Trailer   | 18,000               |                |                  |               |                  | 16,000           | 2,000                 |                       |            |                 | 18,000           |
| Plant Replacement - P323 1TLN489 Mowing Trailer Industrial Crew                                    | 18,000               |                |                  |               |                  | 16,000           | 2,000                 |                       |            |                 | 18,000           |
| Plant Replacement - P325 1TLL524 Flat Top Trailer  | 18,000               |                |                  |               |                  | 16,000           | 2,000                 |                       |            |                 | 18,000           |
| Plant Replacement - P333 KWN1835 Signage Truck   | 120,000              |                |                  |               |                  | 105,000          | 15,000                |                       |            |                 | 120,000          |
| Plant Replacement - P530 1GJU179 Toro Ground Master Ride On Mower                                  | 0                    |                |                  |               |                  |                  |                       |                       |            |                 | 0                |
| Plant Replacement - P532 1GJU178 Toro Ground Master Mower  | 0                    |                |                  |               |                  |                  |                       |                       |            |                 | 0                |
| Plant Replacement Program - Mitsubishi Canter Tip Truck  | 120,000              |                |                  |               |                  | 120,000          |                       |                       |            |                 | 120,000          |
| <b>Motor Vehicleless</b>   | <b>814,500</b>       | <b>0</b>       | <b>0</b>         | <b>0</b>      | <b>0</b>         | <b>512,000</b>   | <b>302,500</b>        | <b>0</b>              | <b>0</b>   | <b>0</b>        | <b>814,500</b>   |
| Plant Replacement - P408 KWN1899   | 38,500               |                |                  |               |                  | 28,000           | 10,500                |                       |            |                 | 38,500           |
| Plant Replacement - P409 KWN1896   | 54,000               |                |                  |               |                  | 41,500           | 12,500                |                       |            |                 | 54,000           |
| Plant Replacement - P429 KWN1956   | 45,000               |                |                  |               |                  | 31,500           | 13,500                |                       |            |                 | 45,000           |
| Plant Replacement - P431 KWN1982   | 54,000               |                |                  |               |                  | 40,000           | 14,000                |                       |            |                 | 54,000           |
| Plant Replacement - P434 KWN1981   | 54,000               |                |                  |               |                  | 40,500           | 13,500                |                       |            |                 | 54,000           |
| Plant Replacement - P449 KWN2061   | 56,500               |                |                  |               |                  | 40,000           | 16,500                |                       |            |                 | 56,500           |
| Plant Replacement - P450 KWN2063   | 56,500               |                |                  |               |                  | 34,000           | 22,500                |                       |            |                 | 56,500           |
| Plant Replacement - P451 KWN2025   | 38,500               |                |                  |               |                  | 22,500           | 16,000                |                       |            |                 | 38,500           |
| Plant Replacement - P452 KWN2023   | 38,500               |                |                  |               |                  | 22,000           | 16,500                |                       |            |                 | 38,500           |
| Plant Replacement - P453 KWN1989   | 38,500               |                |                  |               |                  | 20,500           | 18,000                |                       |            |                 | 38,500           |
| Plant Replacement - P454 1EWO610   | 41,500               |                |                  |               |                  | 24,000           | 17,500                |                       |            |                 | 41,500           |
| Plant Replacement - P456 KWN1986   | 35,500               |                |                  |               |                  | 20,000           | 15,500                |                       |            |                 | 35,500           |
| Plant Replacement - P458 KWN1991   | 36,500               |                |                  |               |                  | 19,000           | 17,500                |                       |            |                 | 36,500           |
| Plant Replacement - P480 KWN2027   | 45,000               |                |                  |               |                  | 29,000           | 16,000                |                       |            |                 | 45,000           |
| Plant Replacement - P482 1GDA257   | 25,500               |                |                  |               |                  | 15,500           | 10,000                |                       |            |                 | 25,500           |
| Plant Replacement - P486 KWN2067   | 42,000               |                |                  |               |                  | 24,500           | 17,500                |                       |            |                 | 42,000           |
| Plant Replacement - P491 1GCH843   | 25,500               |                |                  |               |                  | 11,500           | 14,000                |                       |            |                 | 25,500           |
| Plant Replacement - P496 1GDR926   | 54,000               |                |                  |               |                  | 32,500           | 21,500                |                       |            |                 | 54,000           |
| Plant Replacement - P520 KWN2049   | 35,000               |                |                  |               |                  | 15,500           | 19,500                |                       |            |                 | 35,000           |
| <b>Parks &amp; Reserves</b>  | <b>1,832,291</b>     | <b>150,000</b> | <b>0</b>         | <b>37,670</b> | <b>283,000</b>   | <b>1,150,121</b> | <b>0</b>              | <b>25,500</b>         | <b>0</b>   | <b>186,000</b>  | <b>1,832,291</b> |
| Bertram Street Tree Planting Program   | 110,000              |                |                  |               |                  |                  |                       |                       |            | 110,000         | 110,000          |
| KIA Street Tree Planting Program   | 76,000               |                |                  |               |                  |                  |                       |                       |            | 76,000          | 76,000           |
| Kwinana Loop Trail   | 80,000               |                |                  | 37,670        |                  | 42,330           |                       |                       |            |                 | 80,000           |
| Parks for People Strategy - Upgrade of Harrison Park, Calista                                      | 81,000               |                |                  |               |                  | 81,000           |                       |                       |            |                 | 81,000           |
| Parks for People Strategy - Upgrade of Morritt Park, Parmelia                                      | 81,000               |                |                  |               |                  | 81,000           |                       |                       |            |                 | 81,000           |
| POS / Parks & Reserves Renewals - Bores  | 94,000               |                |                  |               |                  | 94,000           |                       |                       |            |                 | 94,000           |
| POS / Parks & Reserves Renewals - Fencing, Gates & Bollards  | 73,200               |                |                  |               |                  | 73,200           |                       |                       |            |                 | 73,200           |
| POS / Parks & Reserves Renewals - Infield Irrigation   | 222,200              |                |                  |               |                  | 222,200          |                       |                       |            |                 | 222,200          |
| Ridley Green Disconnect Power and reconnect at Hewison Reserve for BBQ                             | 14,000               |                |                  |               |                  | 14,000           |                       |                       |            |                 | 14,000           |
| Sporting Infrastructure - Wandl Playing Fields (Honeywood)   | 89,100               |                |                  |               |                  | 63,600           |                       | 25,500                |            |                 | 89,100           |
| Streetscape Upgrade - Orelia Avenue  | 124,933              |                |                  |               |                  | 124,933          |                       |                       |            |                 | 124,933          |
| Thomas Oval Lighting   | 495,000              | 150,000        |                  |               |                  | 345,000          |                       |                       |            |                 | 495,000          |
| POS / Parks & Reserves Renewals - Wells Park Sports Shelter  | 8,858                |                |                  |               |                  | 8,858            |                       |                       |            |                 | 8,858            |
| DCA 5 - Wandl Public Open Space  | 283,000              |                |                  |               | 283,000          |                  |                       |                       |            |                 | 283,000          |
| <b>Roads</b>   | <b>4,135,562</b>     | <b>497,903</b> | <b>1,412,816</b> | <b>0</b>      | <b>1,459,625</b> | <b>765,218</b>   | <b>0</b>              | <b>0</b>              | <b>0</b>   | <b>0</b>        | <b>4,135,562</b> |
| Anketell Road - MRRG - resurface Abercrombie to McLaughlin   | 410,300              |                | 248,667          |               |                  | 161,633          |                       |                       |            |                 | 410,300          |
| Gilmore Avenue SB(1) - MRRG - SB carriageway 380m north Runnymede Gate to 30m north Runnymede Gate | 258,940              |                | 156,933          |               |                  | 102,007          |                       |                       |            |                 | 258,940          |
| Gilmore Avenue SB(2) - MRRG - SB carriageway Runnymede Gate to 380m north of Runnymede Gate        | 201,850              |                | 122,333          |               |                  | 79,517           |                       |                       |            |                 | 201,850          |
| Gilmore Avenue SB(3) - MRRG - SB carriageway Sulphur Road to Chisholm Crescent                     | 206,140              |                | 124,933          |               |                  | 81,207           |                       |                       |            |                 | 206,140          |



## APPENDIX ONE: DETAILED CAPITAL ACQUISITIONS AND DISPOSALS

| DESCRIPTION OF WORKS  | Total Expenditure | FUNDING        |                  |               |                  |                  |                    |                    |                  |                  | Total Funding     |
|---|-------------------|----------------|------------------|---------------|------------------|------------------|--------------------|--------------------|------------------|------------------|-------------------|
|   |                   | Federal Grant  | State Grant      | Other Grant   | DCA Reserve      | Other Reserve    | Proceeds from Sale | Other Contribution | Loan Funds       | Municipal Funds  |                   |
| Gilmore Avenue SB(4) - MRRG - SB carriageway south of Thomas Road to south of Pengilly Drive                              | 285,780           |                | 173,200          |               |                  | 112,580          |                    |                    |                  |                  | 285,780           |
| Gilmore Service Road D - R2R - road resurfacing, kerbing and footpath renewal from Leascham Way to Brownell Crescent      | 330,177           | 222,903        |                  |               |                  | 107,274          |                    |                    |                  |                  | 330,177           |
| Pace Road - R2R - road resurfacing, kerbing, geometric improvements and drainage  | 275,000           | 275,000        |                  |               |                  |                  |                    |                    |                  |                  | 275,000           |
| Wellard Road Duplication Project MRRG / DCA Funded  | 880,125           |                | 586,750          |               | 293,375          |                  |                    |                    |                  |                  | 880,125           |
| Traffic Management - Abingdon Crescent pedestrian crossing  | 15,000            |                |                  |               |                  | 15,000           |                    |                    |                  |                  | 15,000            |
| Traffic Management - Breccia Parade speed calming   | 12,000            |                |                  |               |                  | 12,000           |                    |                    |                  |                  | 12,000            |
| Traffic Management - Bronzite Lane  | 23,000            |                |                  |               |                  | 23,000           |                    |                    |                  |                  | 23,000            |
| Traffic Management - Moombaki Avenue between Mangart Road and Price Parkway   | 31,000            |                |                  |               |                  | 31,000           |                    |                    |                  |                  | 31,000            |
| DCA 1 - Wellard Road Upgrade – Bertram Road to Millar Road  | 40,000            |                |                  |               |                  | 40,000           |                    |                    |                  |                  | 40,000            |
| DCA 5 - Lyon Road - Cassowary to Kenby (Satterleys)   | 437,250           |                |                  |               | 437,250          |                  |                    |                    |                  |                  | 437,250           |
| DCA 5 Lyon Road - Developer to complete   | 729,000           |                |                  |               | 729,000          |                  |                    |                    |                  |                  | 729,000           |
| Street Lighting   | 251,000           | 0              | 0                | 0             | 0                | 223,000          | 0                  | 0                  | 0                | 28,000           | 251,000           |
| Street Lighting - New - Leath Road  | 223,000           |                |                  |               |                  | 223,000          |                    |                    |                  |                  | 223,000           |
| Street Lighting - Upgrade - Reactive work street light requests during the year   | 28,000            |                |                  |               |                  |                  |                    |                    |                  | 28,000           | 28,000            |
| Bus Shelters  | 19,800            | 0              | 0                | 0             | 0                | 19,800           | 0                  | 0                  | 0                | 0                | 19,800            |
| Bus Shelter Construction  | 19,800            |                |                  |               |                  | 19,800           |                    |                    |                  |                  | 19,800            |
| Footpath Construction   | 215,000           | 0              | 0                | 0             | 0                | 215,000          | 0                  | 0                  | 0                | 0                | 215,000           |
| Footpath - New - Clark Way - install new 1.5m concrete footpath and kerbing, 10% slab replacement, install 1 drainage pit | 105,000           |                |                  |               |                  | 105,000          |                    |                    |                  |                  | 105,000           |
| Footpath - New - Perham Crescent - install new 2m concrete path and adjust service lids as required                       | 110,000           |                |                  |               |                  | 110,000          |                    |                    |                  |                  | 110,000           |
| 75 Drainage Construction  | 5,737,961         | 0              | 0                | 0             | 5,424,211        | 260,000          | 0                  | 0                  | 0                | 53,750           | 5,737,961         |
| Drainage - New - Spinner Lane eliminate run off from verge into properties  | 200,000           |                |                  |               |                  | 200,000          |                    |                    |                  |                  | 200,000           |
| Drainage - Upgrade - Drainage Nets x 3  | 53,750            |                |                  |               |                  |                  |                    |                    |                  | 53,750           | 53,750            |
| DCA 1 Stormwater Management (nutrient stripping basin)  | 457,833           |                |                  |               | 397,833          | 60,000           |                    |                    |                  |                  | 457,833           |
| DCA 2 Peel Sub N Drain - Lot 64 Woolcot Road & Lot 379 Millar, 27 & 201 Mortimer Road - Developer to complete works       | 1,945,000         |                |                  |               | 1,945,000        |                  |                    |                    |                  |                  | 1,945,000         |
| DCA 2 Peel Sub N1 Drain - Lot 378 & 90 Millar Road - Developer to complete works  | 334,000           |                |                  |               | 334,000          |                  |                    |                    |                  |                  | 334,000           |
| DCA 3 Peel Sub P Drain (Developer Aigle Royal)  | 1,430,453         |                |                  |               | 1,430,453        |                  |                    |                    |                  |                  | 1,430,453         |
| DCA 3 Peel Sub P1 drain (Developer Aigle Royal)   | 1,316,925         |                |                  |               | 1,316,925        |                  |                    |                    |                  |                  | 1,316,925         |
| 81 Carpark Construction   | 41,000            | 0              | 0                | 0             | 0                | 0                | 0                  | 0                  | 0                | 41,000           | 41,000            |
| Carpark - Peace Park (Parmelia Ave) disabled car parking bays   | 41,000            |                |                  |               |                  |                  |                    |                    |                  | 41,000           | 41,000            |
| Other Infrastructure  | 10,000            | 0              | 0                | 0             | 0                | 10,000           | 0                  | 0                  | 0                | 0                | 10,000            |
| Illuminated Street Sign   | 10,000            |                |                  |               |                  | 10,000           |                    |                    |                  |                  | 10,000            |
| <b>Grand Total</b>  | <b>20,340,974</b> | <b>647,903</b> | <b>2,210,482</b> | <b>37,670</b> | <b>8,189,736</b> | <b>5,505,953</b> | <b>334,500</b>     | <b>25,500</b>      | <b>2,268,000</b> | <b>1,121,230</b> | <b>20,340,974</b> |

**APPENDIX TWO**  
**SCHEDULE OF GRANTS, SUBSIDIES AND CONTRIBUTIONS**  
**2019 / 2020 Budget**

| Description  | 19/20 Budget     |
|--|------------------|
| <b>Operating Grants, Subsidies &amp; Contributions</b>                   |                  |
| <b>Community Amenities</b>   |                  |
| PTA Bus Shelter Subsidy  | 7,000            |
| SMCC - KIC Coastcare in the KIA  | 10,000           |
| SMCC - BP Coastcare  | 10,000           |
| SMCC - Perth Region NRM Kleenheat Project                                | 50,000           |
| SMCC - Tronox Adopt a Beach  | 5,000            |
| SMCC - Suez/ProAlliance Adopt a Beach                                    | 5,000            |
| Alcoa - Challenger Beach Rehabilitation                                  | 20,000           |
| <b>Education and Welfare</b>   |                  |
| Banksia Park Operating Cost Contribution                                 | 346,320          |
| Family Daycare - Mainstream Childcare Benefit Subsidy                    | 4,200,000        |
| Family Daycare - Subsidy Other   | 45,675           |
| Family Daycare - Inclusion Subsidy Scheme                                | 5,075            |
| CCB Subsidy  | 1,522,500        |
| Subsidy Other  | 10,150           |
| NGALA My Time Program  | 10,658           |
| Operational Subsidy - Aboriginal Resource Worker                         | 30,958           |
| Youth Social Justice Program   | 175,149          |
| Youth Incentive Sponsorship - Lyrik                                      | 30,000           |
| Skate Park Activation Grant  | 5,000            |
| Good Spirit Learning Program Grant                                       | 20,000           |
| Youth Wellbeing Benchmark Survey Grant                                   | 5,000            |
| <b>General Purpose Funding</b>   |                  |
| Local Government General Purpose Grant                                   | 737,676          |
| Local Government General Purpose Grant - Roads                           | 669,912          |
| Non Rateable Property - Dampier to Bunbury Natural Gas Pipeline Corridor | 172,550          |
| <b>Health</b>  |                  |
| Mosquito Management Contributions (CLAG)                                 | 10,150           |
| Department of Health - Larvicide   | 2,000            |
| <b>Law Order &amp; Public Safety</b>                                     |                  |
| Department Fire and Emergency Services - ESL                             | 163,650          |
| <b>Recreation &amp; Culture</b>  |                  |
| Arts - Harmony & Reconciliation  | 5,000            |
| Sponsorship - Big Concert  | 80,000           |
| Childrens Festival   | 35,000           |
| Youth Festival   | 50,000           |
| Music in the Schools/Community   | 5,000            |
| Metro Every Club Funding   | 15,000           |
| Library Contributions & Donations  | 5,000            |
| Shared Use Agreements  | 101,320          |
| Recquatic Holiday Program DEDU payments                                  | 79,597           |
| Volunteer Centre - Thank a Volunteer Event                               | 1,500            |
| <b>Transport</b>   |                  |
| Main Roads Annual Direct Grant   | 189,478          |
| Main Roads Street Light Subsidy  | 5,000            |
| Main Roads Maintenance Contribution                                      | 130,000          |
| <b>Total Operating Grants, Subsidies &amp; Contributions</b>             | <b>8,971,318</b> |

**APPENDIX TWO**  
**SCHEDULE OF GRANTS, SUBSIDIES AND CONTRIBUTIONS**  
**2019 / 2020 Budget**

| Description  | 19/20 Budget      |
|--|-------------------|
| <b>Non-Operating Grants, Subsidies &amp; Contributions</b>       |                   |
| <b>Community Amenities</b>                                       |                   |
| DCA 2 - Hard Infrastructure - Wellard                            | 3,900,636         |
| DCA 3 - Hard Infrastructure - Casuarina                          | 2,747,378         |
| DCA 5 - Hard Infrastructure - Wandi                              | 1,012,000         |
| DCA 15 - Soft Infrastructure - Townsite                          | 355,000           |
| <b>Economic Services</b>   |                   |
| Medina CCTV Grant  | 100,000           |
| <b>Law, Order &amp; Public Safety</b>                            |                   |
| Department Fire and Emergency Services                           | 356,000           |
| Department Fire and Emergency Services                           | 275,000           |
| <b>Recreation &amp; Culture</b>                                  |                   |
| Medina Oval Extension/Upgrade - Changeroom Development           | 66,666            |
| Department of Education - Wandi Playing Fields                   | 25,500            |
| Lotterywest - Kwinana Loop Trail                                 | 37,670            |
| Department of Infrastructure - Thomas Oval Lighting              | 150,000           |
| <b>Transport</b>   |                   |
| Roads to Recovery  | 497,903           |
| State Road Grants  | 1,412,816         |
| <b>Total Non-Operating Grants, Subsidies &amp; Contributions</b> | <b>10,936,569</b> |

# Fees and Charges 2019/20





**CITY OF KWINANA**  
**2019/2020 DRAFT SCHEDULE OF FEES AND CHARGES**

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Pensioners who qualify for the 50% rebate on their rates are also entitled to a 50% discount on fees and charges not included in their rates assessment notice. The fees & charges must be directly attributable to activities at their principle place of residence, which must also be their rateable property.

**Note:** This discount does not apply to any legislative or statutory fees & charges or fees & charges not associated with the pensioners principal place of residence e.g. Hall Hire, Reserve Hire etc.

| FEES AND CHARGES  |  | STATUTORY FEE | GST | 2019/20 BUDGET (\$)                        |
|---|--|---------------|-----|--|
| <b>ALL CITY SERVICES</b>  |  |               |     |  |
| <b>Photocopying and printing</b>  |  |               |     |  |
| Photocopying and printing - Black and White   | Per A4 page  | No            | Yes | 0.40                                       |
| Photocopying and printing - Black and White   | Per A3 page  | No            | Yes | 0.60                                       |
| Photocopying and printing - Colour  | Per A4 page  | No            | Yes | 1.20                                       |
| Photocopying and printing - Colour  | Per A3 page  | No            | Yes | 2.30                                       |
| <b>Administration</b>   |  |               |     |  |
| Freedom of Information Act 1992 - Time taken to deal with the application (per hour)  | Per hour   | Yes           | No  | 30.00                                      |
| Freedom of Information Act 1992 - Application fee   | Per hour   | Yes           | No  | 30.00                                      |
| Photocopying for FOI Applications   | Per A4 Page (25% discount in charges for financially disadvantaged or Health Benefit Cardholders)            | Yes           | No  | 0.20                                       |
| Delivery, packaging and postage for FOI Applications  | Actual cost of postage (25% discount in charges for financially disadvantaged or Health Benefit Cardholders) | No            | No  | Actual Cost                                |
| Council Minutes: Hard copy  | Each   | No            | No  | As per Administration Photocopying Charges |
| Council Agenda's or Minutes: Email  | Per month  | No            | No  | No Charge                                  |
| City of Kwinana Calendar  | By Donation  | No            | Yes | By donation                                |
| Kwinana Third Time Lucky History Book   | By Donation  | No            | Yes | By donation                                |
| <b>Professional Fees</b>  |  |               |     |  |
| Professional Advice (Expert Witness Statement, Audit, Reports etc.)   |  |               |     |  |
| Costs per hour for professional services provided by Officers:  | Professional Level   |               |     |  |
| Professional Fees   | Chief Executive Officer  | No            | Yes | 284.50                                     |
| Professional Fees   | Director   | No            | Yes | 226.50                                     |
| Professional Fees   | Corporate Lawyer (internal)  | No            | Yes | 168.00                                     |
| Professional Fees   | Manager  | No            | Yes | 168.00                                     |
| Professional Fees   | Senior Officer/Coordinator   | No            | Yes | 116.00                                     |
| Professional Fees   | Technical Officer  | No            | Yes | 95.50                                      |
| Professional Fees   | Administration Officer   | No            | Yes | 84.50                                      |
| <b>Lease Administration Fees</b>  |  |               |     |  |
| Lease administration fees for service providers may be less than indicated as determined on an individual basis by resolution of Council. |  |               |     |  |
| Lease   | Commercial Groups  | No            | Yes | 715.00                                     |
| Deed of Renewal   | Commercial Groups  | No            | Yes | 595.00                                     |
| Deed of Variation   | Commercial Groups  | No            | Yes | 595.00                                     |
| Deed of Assignment  | Commercial Groups  | No            | Yes | 479.00                                     |
| Deed of Sub-Lease   | Commercial Groups  | No            | Yes | 595.00                                     |
| Easement and other documents  | Commercial Groups  | No            | Yes | 179.00                                     |
| Caveat lodgement and withdrawal   | Commercial Groups  | No            | Yes | 179.00                                     |
| Landgate fees   | Commercial Groups  | No            | Yes | Actual Cost                                |
| Legal fees  | Commercial Groups  | No            | Yes | Actual Cost                                |
| Professional Valuation Fee (for Commercial Groups only)   | Commercial Groups  | No            | Yes | Actual Cost                                |
| Lease (Includes Professional Valuation Report)  | Sporting, Community & Service Groups   | No            | Yes | 479.00                                     |
| Deed of Renewal   | Sporting, Community & Service Groups   | No            | Yes | 358.00                                     |
| Deed of Variation   | Sporting, Community & Service Groups   | No            | Yes | 358.00                                     |
| Deed of Assignment  | Sporting, Community & Service Groups   | No            | Yes | 289.00                                     |
| Deed of Sub-Lease   | Sporting, Community & Service Groups   | No            | Yes | 358.00                                     |
| Easement and other documents  | Sporting, Community & Service Groups   | No            | Yes | 158.00                                     |
| Caveat lodgement and withdrawal   | Sporting, Community & Service Groups   | No            | Yes | 158.00                                     |
| Landgate fees   | Sporting, Community & Service Groups   | No            | Yes | Actual Cost                                |
| Legal fees  | Sporting, Community & Service Groups   | No            | Yes | Actual Cost                                |
| Peppercorn Rent   | As per Policy - Leasing of Community Facilities  | No            | No  | 111.00                                     |
| <b>Promotional Street Banners - Gilmore Avenue</b>  |  |               |     |  |
| Hire fees (per Banner Pole):  | Costs per monthly period as stated   | No            | Yes |  |
| Initial period (3 months)   |  | No            | Yes | 946.00                                     |
| 3 month block   |  | No            | Yes | 946.00                                     |
| 6 month block   |  | No            | Yes | 1,577.00                                   |
| 12 month block  |  | No            | Yes | 2,522.00                                   |
| Month by month  | Per month  | No            | Yes | 316.00                                     |
| Hire Fee for not-for-profit or community groups or where it is deemed the use is primarily for a social or community benefit.             |  | No            | Yes | No Charge                                  |
| <b>Private Works</b>  |  |               |     |  |
| Private Works   | Includes Administration Fee (% is based on total cost of works carried out. GST Added after % calculated)    | No            | Yes | Actual Cost + 30% admin fee                |
| <b>Other</b>  |  |               |     |  |
| Dishonoured Cheque/ Direct Debit Processing Fee   |  | No            | Yes | 15.00                                      |
| <b>RATING SERVICES</b>  |  |               |     |  |
| Property Ownership Details - Rate book/electoral roll enquiry   | Other than by inspection at local government office (1 property)   | No            | No  | 16.75                                      |
| Property Ownership Details - Rate book/electoral roll enquiry   | Other than by inspection at local government office (for 5 or more properties)                               | No            | No  | 84.25                                      |
| Property Ownership Details - Rate book/electoral roll enquiry   | No charge for inspection at local government office  |               |     | No Charge                                  |
| Rate Enquiry  |  | No            | No  | 39.10                                      |
| Copy of Certificate of Title  | Standard   | No            | No  | Actual Cost                                |
| Administration fee on rates instalments – 4 instalments   | Instalment Plan  | No            | No  | 21.00                                      |
| Administration fee on rates instalments – 2 instalments   | Instalment Plan  | No            | No  | 10.50                                      |
| Administration fee on rates instalments - Direct Debit Arrangement (Option 4 & 5)   | Instalment Plan  | No            | No  | 21.00                                      |
| Administration fee on special rates payment arrangements  | Per year, per arrangement  | No            | No  | 50.00                                      |
| Legal Fees  | Actual legal fees incurred   | No            | No  | Actual Cost                                |
| Legal Fees - Title Search Fee   | At Cost  | No            | No  | Actual Cost                                |
| Direct Debit Arrangement Cancellation Fee   | Cancellation of Direct Debit after 3 dishonours due to non compliance  | No            | No  | 56.50                                      |
| Adhoc Arrangement Cancellation Fee  | Cancellation of Ad Hoc Arrangement due to non compliance   | No            | No  | 56.50                                      |
| Notice of Discontinuance  | Actual cost incurred   | No            | No  | Actual Cost                                |
| Debt Clearance Letter   |  | No            | No  | 26.50                                      |
| Attendance at Settlement  | City Officer Attendance at Settlement (per Attendance)   | No            | Yes | 290.00                                     |

**CITY OF KWINANA**  
**2019/2020 DRAFT SCHEDULE OF FEES AND CHARGES**

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| FEES AND CHARGES   | EXPLANATORY COMMENT  | STATUTORY FEE | GST | 2019/20 BUDGET (\$)                                  |
|--|--|---------------|-----|--|
| <b>ANIMAL CONTROL</b>  |  |               |     |  |
| <b><i>Dogs</i></b>   |  |               |     |  |
| Dog Impound Fee  | Per animal   | No            | No  | 80.00  |
| Dog Surrender Fee  | Per animal   | No            | No  | 90.00  |
| Daily Sustenance of dog in pound   | Per animal per day   | No            | No  | 25.00  |
| Destruction/disposal of dog  |  | No            | No  | 90.00  |
| Sale of dog (excluding registration)                                       |  | No            | Yes | 50.00  |
| Registration Fees: Unsterilized dog 1 Yr.                                  | For 1 year   | Yes           | No  | 50.00  |
| Registration Fees: Unsterilized dog 3 Yrs.                                 | For 3 years  | Yes           | No  | 120.00   |
| Registration Fees: Unsterilized dog Life                                   | For the life of the animal   | Yes           | No  | 250.00   |
| Registration Fees: Sterilized dog, 1 Yr.                                   | For 1 year   | Yes           | No  | 20.00  |
| Registration Fees: Sterilised dog, 3 Yrs.                                  | For 3 years  | Yes           | No  | 42.50  |
| Registration Fees: Sterilised dog, Life                                    | For the life of the animal   | Yes           | No  | 100.00   |
| Registration Concessions: Pensioner Concession Card holders                | Half fee   | Yes           | No  | 50% of Full Registration<br>25% of Full Registration |
| Dogs bona fide used for droving and tending livestock                      | Quarter Fee  | Yes           | No  | Registration   |
| State Emergency Services Tracker Dogs                                      | For 1 year   | No            | No  | 1.00   |
| Section 26 Application 3 dog applications                                  | Application to keep up to 6 dogs permanently   | No            | No  | 230.50   |
| Dog Microchipping Fee  | When claimed from Pound.   | No            | No  | Actual Cost  |
| Dangerous Dog Inspection Fee   | An annual fee placed on owners of dangerous dogs that needs to be paid annual for inspections by City's officers   | No            | No  | 50.00  |
| <b><i>Cats</i></b>   |  |               |     |  |
| Cat Impound Fee  | Per animal   | No            | No  | 50.00  |
| Cat Surrender Fee  | Per animal   | No            | No  | 60.00  |
| Daily Cat Sustenance Fee   | Per animal per day   | No            | No  | 15.00  |
| Sale of cat (Excluding registration)                                       |  | No            | Yes | 30.00  |
| Cat Registration 1 Yr.   | For 1 year only  | Yes           | No  | 20.00  |
| Cat Registration 1 Yr. (after 31st May) - Half Fee                         | Less than 6 months registration  | Yes           | No  | 50% of Full Registration                             |
| Cat Registration 3 Yrs.  | For 3 years  | Yes           | No  | 42.50  |
| Cat Registration Life  | For the life of the animal   | Yes           | No  | 100.00   |
| Cat Registration Concessions: Pensioner Concession Card Holders - Half Fee | as per Cat Act 2011/Regulation 2012  | Yes           | No  | 50% of Full Registration                             |
| Application fee to grant or renewal of approval to breed cats (per cat)    | as per Cat Act 2011/Regulation 2012  | Yes           | No  | 100.00   |
| Cat Microchipping Fee  | When claimed from Cat Facility. As per Cat Act 2011/Regulation 2012  | No            | No  | Actual Cost  |
| <b><i>Livestock</i></b>  |  |               |     |  |
| Roaming Livestock Attendance Fee   | City Assist to attend to roaming livestock   | No            | No  | 328.50   |
| Livestock Impound Fee  | Per animal   | No            | No  | 80.00  |
| Livestock Surrender Fee  | Per animal   | No            | No  | 90.00  |
| Livestock Impound Sustenance Fee   | Per animal per day   | No            | No  | 25.00  |
| Livestock Sale Fee   |  | No            | Yes | 70.00  |
| <b><i>City Assist Call Out Fee</i></b>                                     |  |               |     |  |
| Call out Fee to City's Facilities ( User Error )                           | May be imposed on users of Council facilities who set off City alarms due to neglect or without due care and attention at the discretion of Manager Essential Services | No            | No  | 100.00   |
| <b>LAW, ORDER AND PUBLIC SAFETY</b>  |  |               |     |  |
| <b><i>Abandoned Trolleys</i></b>   |  |               |     |  |
| Shopping trolley removal   | Each   | No            | No  | 120.00   |
| <b><i>Abandoned Vehicles</i></b>   |  |               |     |  |
| Impounded vehicles - Penalty Fee   | Per day  | No            | No  | 36.50  |
| Impounded vehicles Admin Fee   |  | No            | No  | 245.00   |
| Daily Vehicle Impound Fee  | Private  | No            | No  | 30.00  |
| <b><i>Off Road Vehicles</i></b>  |  |               |     |  |
| Administration Fee   |  | No            | No  | 245.00   |
| Towing Fee - Vehicle   |  | No            | No  | 130.50   |
| Towing Fee - Trail Bike  |  | No            | No  | 130.50   |
| Daily Vehicle Impound Fee - Off Road Vehicles                              | Private  | No            | No  | 30.00  |
| <b><i>Illegal Signs</i></b>  |  |               |     |  |
| Impounded illegal signs  |  | No            | No  | 60.00  |
| <b>FIRE AND EMERGENCY MANAGEMENT</b>                                       |  |               |     |  |
| <b><i>Emergency Services Charges</i></b>                                   |  |               |     |  |
| Deliberate False alarm   | Per hour   | No            | No  | 278.00   |
| Direct Brigade alarm - False alarm   | Per hour   | No            | No  | 278.00   |
| Call out to illegal burn   | Per hour   | No            | No  | 326.00   |
| Reconnaissance Vehicles  | Per hour   | No            | No  | 63.45  |
| Light tanker equivalent  | Per hour   | No            | No  | 79.15  |
| 1.4 Equivalent   | Per hour   | No            | No  | 122.00   |
| 2.4 Equivalent   | Per hour   | No            | No  | 267.00   |
| 3.4 Equivalent   | Per hour   | No            | No  | 323.00   |
| Bulk Water Tanker Equivalent   | Per hour   | No            | No  | 267.00   |
| Specialist Equipment Equivalent  | Per hour   | No            | No  | 556.00   |
| Pumper Vehicles Equivalent   | Per hour   | No            | No  | 556.00   |
| Incident Control Vehicle Equivalent  | Per hour   | No            | No  | 556.00   |
| Air support equipment  | At cost plus 5% administration fee   | No            | No  | At cost plus 5%<br>administration fee                |
| Earth moving and general equipment   | At cost plus 5% administration fee   | No            | No  | At cost plus 5%<br>administration fee                |
| Any other equipment, personnel or items                                    | At cost plus 5% administration fee   | No            | No  | At cost plus 5%<br>administration fee                |
| <b><i>Fire Inspection</i></b>  |  |               |     |  |
| Fire Inspection fee - Prescriptions  |  | No            | No  | 110.00   |

**CITY OF KWINANA**  
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| FEES AND CHARGES   | EXPLANATORY COMMENT   | STATUTORY FEE | GST | 2019/20 BUDGET (\$)   |
|--|---|---------------|-----|---|
| <b>ENVIRONMENTAL HEALTH</b>  |   |               |     |   |
| <b>General Administration, Certification and Inspection Fees</b>   |   |               |     |   |
| All completed applications are to be lodged allowing for 10 business days processing time. Refusals, cancellations and withdrawals (in writing) - no refund of administrative fees will occur in the event of an application, referred to below, being refused, cancelled or withdrawn in writing, except where specified. An expedited fee applies for less than 10 days processing time. | If Council approval is required, a minimum of 90 days are required for processing the approval.   |               |     |   |
| Expedited Service Fee for applications received between 3-10 working days before the approval is required.   | This fee applies to all late applications including from charitable and community organisations. Applications received between 0-2 working days before the required approval will not be approved.  | No            | Yes | 146.00  |
| Swimming Pool Fees for Health (Miscellaneous Provisions) Act Aquatic Facilities where an EHO conducts inspections and sampling for Health (Miscellaneous Provisions) Act, Regulation & Code of Practice compliance.  | Inspection fee may include site audit, site inspection and may also include chemical and bacteriological sampling as required with delivery of samples to the Laboratories, each session, as specified by Dept. of Health WA. Routine inspection allows for 1 hour inspection time @ \$146.00 per hour and additional time may be charged at the specified rate or part thereof after 1 hour via a Tax Invoice to the Strata Company or site owner. | No            | No  | 146.00  |
| Inspection Fee associated with a Public Pool Closure Notice, aquatic facility reopening assessment prior to rescinding a Notice and/or annual summer reopening assessment of a Swimming pool/aquatic facility carried out by an EHO. This may be in conjunction with the Office of Executive Director Public Health.   | Inspection fee includes sampling and delivery of samples to Laboratories each session as specified by Dept. of Health WA . Applicable to Public Pools and Aquatic facilities including strata Pools in complexes where more than 30 units are located and require compliance by EHO. Fee allows for maximum of 2 hours EHO Work and any additional work will be charged at \$146.00 per hour or part thereof via a tax Invoice.                     | No            | No  | 292.00  |
| Water samples on request: Bacteriological analysis   |   | No            | No  | 146.00  |
| Water samples on request: Chemical analysis  |   | No            | Yes | 479.00  |
| Water samples on request: All other samples at cost charged to City, plus labour & transportation  | Min charge/per hour or part thereof after the first hour plus sample costs and 30% administration fee   | No            | Yes | \$146 minimum charge per hour + cost of analysis per sample as quoted by laboratory + administration fee of 30% of the cost |
| Liquor Act Certification – Environmental Health  | In addition to a food Business application or notification.   | No            | No  | 146.00  |
| Gaming and Wagering Commission Act – Section 55 Certificate of Local Government Authority (new application or renewal)   | Public Building Health approval   | No            | No  | 104.00  |
| Pyrotechnics and Fireworks Permits   | All pyrotechnic and fireworks permit requires Council acknowledgement. Application should be lodged 90 days before the event.   | No            | No  | 292.00  |
| Health (Miscellaneous Provisions) Act and Food Act - Re-issue, replacement or issue of amended approval registration or other Documentation where not elsewhere specified.   | Re-issue, replacement or issue amended Certificates of Licence, registration, transfer, variation or other approval documentation   | No            | No  | 73.00   |
| Any type of Local Government Certification or Letter of Support / Permission of any application to an external Department, Agency or Approving Authority   | for an Activity or Service being carried out within the City including Wildlife Carers or any type of voluntary or business operations.   | No            | No  | 73.00   |
| Late applications - additional fee   | excluding Statutory timeframes - see Noise Legislation  | No            | No  | 73.00   |
| Re-inspection fee to resolve any non-compliance(s) following the issue of an improvement notice; prohibition order and/ or infringement notice, charged at the hourly rate or part thereof until compliance is reached to the satisfaction of the EHO or authorised officer  | Per hour or part thereof after the first hour - minimum fee   | No            | No  | 146.00  |
| <b>Mosquito Management Contribution Fees &amp; Charges</b>   |   |               |     |   |
| Tax invoice shall be issued and authorised by the Manager Environmental Health Service   |   |               |     |   |
| Developer contribution per Lot including subsequent lots being subdivided or developed as strata lots where each allotment shall pay a contribution by the development prior to lot clearance.   | To be paid prior to the signing of the approval of the subdivision plan   | No            | No  | 63.00   |
| Land owner contribution per Lot to be paid where no fees have been paid at the time of subdivision. Tax Invoice to be raised and authorised by the Manager Environmental Health Services .   | The fees shall be paid prior to granting a Building Licence for development on the Lot and interest is payable where not paid by the due date.  | No            | No  | 63.00   |
| Mosquito Investigation Fees  | Min charge/per hour or part thereof after the first two hours plus sample costs   | No            | No  | 146.00  |
| Lodgement for approval of the Mosquito and Midge Management Plan and any ongoing or repeat assessment of written responses to the initial Assessment of Mosquito Midge Management Plan for each hour of assessment and site verification time to achieve final approval of the Plan.   | Min charge/per hour or part thereof after the initial four hours plus any sample time costs, if applicable, to achieve final Plan approval.   | No            | No  | Minimum fee of \$584 for 4 hours: Plus \$146 per hour or part thereof   |
| <b>Properties and Premises Activities</b>  |   |               |     |   |
| Property inspection on request or as result of a customer action request to resolve a nuisance, non-compliance or complaint under any statute administered by Council and its authorised officers: No report required or requested; Notices or directions may be issued by authorised officer and Tax Invoice to be authorised by the Manager Environmental Health Services.               | Min charge/per hour or part thereof after the first hour  | No            | No  | 146.00  |
| Detailed written report with recommendations   | Min charge/per hour or part thereof after the first hour  | No            | No  | 146.00  |
| Temporary Accommodation application fee where no caravan is provided on site (associated with a building licence for a proposed permanent dwelling on the property)  | For each period of 6 months.  | No            | No  | 146.00  |
| Plus Inspection fee  | Min charge/per hour or part thereof after the first hour  | No            | No  | 146.00  |
| Renewal of Temporary Accommodation where no caravan is provided (associated with a building licence for a proposed permanent dwelling on the property)   | For each period of 6 months.  | No            | No  | 146.00  |
| Plus Inspection fee  | Min charge/per hour or part thereof after the first hour  | No            | No  | 146.00  |
| Temporary Accommodation application fee where caravan is provided (associated with a building licence for a proposed permanent dwelling on the property)   | For each period of 12 months.   | No            | No  | 146.00  |
| Plus Inspection fee  | For twelve (12) month period  | No            | No  | 292.00  |



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| FEES AND CHARGES   | EXPLANATORY COMMENT  | STATUTORY FEE | GST | 2019/20 BUDGET (\$)   |
|--|--|---------------|-----|---|
| Renewal of Temporary Accommodation application fee where caravan is provided (associated with a building licence for a proposed permanent dwelling on the property)  | For each period of 12 months.  | No            | No  | 146.00  |
| Plus Inspection fee  | For twelve (12) month period   | No            | No  | 292.00  |
| <b>Caravan &amp; Camping (including Temporary Accommodation)</b>   |  |               |     |   |
| Application for caravan and camping including temporary accommodation at approved events   | Initial Application fee for 1 month or any period less than 1 month and includes one off or annual events approved by Manager Environmental Health Services (per event)  | No            | No  | 146.00  |
| Application for approval to camp other than at a Caravan Park or Camping Ground (longer than 3 nights in any period of 28 consecutive days) - 3 months   | Initial Application fee for up to 3 months and each 3 month renewal thereafter . Under Regulation 11 (2) (a) of the Caravan Parks and Camping Grounds Regulations 1997.  | No            | No  | 146.00  |
| Application for approval to camp other than at a Caravan Park or Camping Ground (longer than 3 nights any period of 28 consecutive days) - 6 months  | Initial Application for up to 6 months and each 6 month renewal thereafter. Under Regulation 11(2)(c) of the Caravan Parks and Camping Grounds Regulations 1997  | No            | No  | 292.00  |
| Application for approval to camp other than at a Caravan Park or Camping Ground (longer than 3 nights any period of 28 consecutive days) - 9 months  | Initial Application for up to 9months and each 9 month renewal thereafter. Under Regulation 11(2)(c)of the Caravan Parks and Camping Grounds Regulations 1997  | No            | No  | 432.00  |
| Application for approval to camp other than at a Caravan Park or Camping Ground (longer than 3 nights any period of 28 consecutive days) - 12 months   | Initial Application for up to 12 months and each 12 renewal thereafter. Under Regulation 11(2)(c) of the Caravan Parks and Camping Grounds Regulations 1997  | No            | No  | 852.00  |
| Plus inspection fee associated with application for approval to camp other than at a Caravan Park or Camping Ground (longer than 3 nights in any period of 28 consecutive days)  | Per hour   | No            | No  | 146.00  |
| Application for grant or renewal of Caravan Park and Camping Grounds Licence under Section 7(4) of Caravan Park and Camping Grounds Act 1995   | Annual fee under Caravan Parks and Camping Grounds Act 1995 and Regulations 1997 Schedule 3 - Regulation 45  | Yes           | No  | Minimum \$200 or cost of different category of camp sites by the maximum number of sites, whichever is the greater amount |
| Caravan Parks and Camping Ground Licence - Long stay sites (per site)  | Annual fee under Caravan Parks and Camping Grounds Act 1995 and Regulations 1997 Schedule 3 - Regulation 45  | Yes           | No  | 6.00  |
| Caravan Parks and Camping Ground Licence - Short stay sites (per site)   | Annual fee under Caravan Parks and Camping Grounds Act 1995 and Regulations 1997 Schedule 3 - Regulation 45  | Yes           | No  | 6.00  |
| Caravan Parks and Camping Ground Licence - Camp site (per site)  | Annual fee under Caravan Parks and Camping Grounds Act 1995 and Regulations 1997 Schedule 3 - Regulation 45  | Yes           | No  | 3.00  |
| Caravan Parks and Camping Ground Licence - Overflow site (per site)  | Annual fee under Caravan Parks and Camping Grounds Act 1995 and Regulations 1997 Schedule 3 - Regulation 45  | Yes           | No  | 1.50  |
| Caravan Parks and Camping Ground Licence - Additional fee by way of penalty for renewal after expiry   | Caravan Parks and Camping Grounds Act 1995 and Regulations 1997 Schedule 3 - Regulation 45   | Yes           | No  | 20.00   |
| Caravan Parks and Camping Ground Licence - Temporary licence (less than one year)  | Caravan Parks and Camping Grounds Act 1995 and Regulations 1997 Schedule 3 - Regulation 54 . Pro rata amount of the fee payable under annual licence for the period of time for which the licence is to be in force.   | Yes           | No  | Minimum \$100   |
| Transfer of Caravan Parks and Camping Ground Licence   | Caravan Parks and Camping Grounds Act 1995 and Regulations 1997 Schedule 3 - Regulation 55   | Yes           | No  | 100.00  |
| <b>Miscellaneous Applications</b>  |  |               |     |   |
| Application for Skin Penetration Premises  |  | No            | No  | 146.00  |
| Application for Family Day and Child Care  |  | No            | No  | 73.00   |
| Application for Hairdressing Premises, including mobile hairdressing   |  | No            | No  | 146.00  |
| Application for incinerator, pyrolysis or other process for the destruction of dead animals or any other waste matter.   |  | No            | No  | 293.00  |
| <b>Public Buildings - Fixed Structures</b>   |  |               |     |   |
| Maximum Fee permitted for consideration of the application for approval  | Maximum amount to be charged for the application & inspection fees   | Yes           | No  | 871.00  |
| Initial application for public building approval (no Building Licence)   |  | No            | No  | 411.00  |
| Public Building inspection for approval certification, transfer & variation of uses  |  | No            | No  | 146.00  |
| Variation to any existing Public Building and includes variation of approved uses  |  | No            | No  | 330.00  |
| <b>Public Building - Events</b>  |  |               |     |   |
| Initial application for public building approval (markets and events)  |  | No            | No  | 292.00  |
| Initial application for public building approval (markets and events)- charitable, not-for-profit and community groups organising community events   | Available at no cost. The completed event application form must be lodged with the City more than 10 working days prior to the event. Applications received between 4 - 10 working days prior to the event will be charged the standard rate. Applications received between 1-3 days will not be approved. | No            | No  | No Charge   |
| Based on the maximum numbers of persons on the Occupancy Certificate issued under the <i>Health (Miscellaneous Provisions) Act 1911</i> . When any Public Building, defined in the Act, is monitored during an event as determined by the Manager Environmental Health, a service fee shall be charged.  | Min. Fee is hourly rate or part thereof after the first hour during working hours. Min 3 hours on weekends and public holidays shall be charged plus penalty rates where applicable. No fee for charitable, not-for-profit and community groups organising community events.                               | No            | No  | 146.00  |
| Issue of Certificate of Approval with maximum accommodation numbers for markets and events (include transfer and variation of uses)  |  | No            | No  | 146.00  |
| Issue of Certificate of Approval with maximum accommodation numbers for events - charitable, not-for-profit and community groups organising community events   | Available at no cost. The completed event application form must be lodged with the City more than 10 working days prior to the event. Applications received between 4 - 10 working days prior to the event will be charged the standard rate. Applications received between 1-3 days will not be approved. | No            | No  | No Charge   |
| Tax invoice shall be issued and authorised by the Manager Environmental Health   |  |               |     |   |
| <b>All Other Applications and Work Not Specified</b>   |  |               |     |   |
| Tax invoice shall be issued and authorised by the Manager Environmental Health   |  |               |     |   |
| All other applications, assessments, analysis, approvals and enquiries on Licences, Registrations or properties where fees are not prescribed by Legislation. Where site inspections and any site verification is required to make a determination it will be costed at the hourly rate or part thereof. | Per hour or part thereof after the first hour - minimum fee  | No            | No  | 146.00  |



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|---|---|---------------|-----|---|
| Where re-inspection of compliance work is required by EHO or authorised officer due to incomplete or unsatisfactory work and requires more than 2 visits, the 3rd and subsequent visits shall be charged at the Hourly Rate or part thereof until compliance is reached to the satisfaction of the EHO.                                 | Per hour or part thereof after the first hour - minimum fee   | No            | No  | 146.00  |
| <b>Overdue &amp; Expired Notices</b>  |   |               |     |   |
| Tax invoice shall be issued and authorised by the Manager Environmental Health  |   |               |     |   |
| Ongoing inspection fee after a statutory Notice has expired more than 7 days and is not compliant.  | Fee for each inspection per hour or part thereof for the EHO inspection and issued by Tax Invoice to the Owner or Occupier as the case requires.  | No            | No  | 146.00  |
| Interest charge for overdue notices issued to property owner or occupier  | Interest will apply as per Regulation 19A of the <i>Local Government (Financial Management) Regulations 1996</i> for any money owing after the due date for overdue amount on tax invoice on outstanding fees on non compliances with notices or service requests   | Yes           | No  | Outstanding fee + interest  |
| <b>Food Section</b>   |   |               |     |   |
| Tax invoice shall be issued and authorised by the Manager Environmental Health  |   |               |     |   |
| FoodSafe Training Program package Posted direct   | EHA (WA) supplied training material.  | No            | Yes | Fee upon quotation  |
| Food safe training provided as per written quotation on request based on rate per hour.   | Minimum fee per hour or part thereof.   | No            | Yes | 146.00  |
| Analysis of food samples and other samples on request (rate per sample unit as confirmed by the Laboratory approved by NATA to carry out the test analysis) + 30% Administration fees   | Fee includes sample collection, packaging, transport, analysis and reporting by a NATA accredited analyst - up to 2 hours officer time. Charges will be upon quotation + 30% administration cost.   | No            | Yes | \$292 minimum + analysis fee by quotation + administration cost 30% |
| <b>Food Act Fees and Charges</b>  |   |               |     |   |
| Food Proprietor Notification Fee  | Food Proprietor Notification to conduct a food business under Section 107 (3) and notification for certain changes to a food business under Section 113   | No            | No  | 73.00   |
| Food Business Registration - Application Fee.   | Registration requirements as per Section 110  | No            | No  | 73.00   |
| Proprietor Notification Fee to conduct a retail pet meat shop or animal food processing plant   | Notification as per requirement under Regulation 40 of the Food Regulations 2009  | No            | No  | 73.00   |
| Initial application lodgement fee for classification, assessment & approval of a Food Business upon lodgement of a set of detailed plans and specifications Sec 110(3)( c ).  | Includes two site inspections if required, classification, assessment and approval of plans and specifications with or without conditions of approval.  | No            | No  | 365.00  |
| Initial application lodgement fee for classification, assessment & approval of a retail pet meat shop or animal food processing plant upon lodgement of a set of detailed plans and specifications  | Includes two site inspections if required, classification, assessment and approval of plans and specifications with or without conditions of approval.  | No            | No  | 365.00  |
| Site inspection fee for retail pet meat shop or animal food processing plant  | Annual surveillance fee for notified retail pet meat shop or animal food processing plant   | No            | No  | 146.00  |
| Multiple site visits made by a Food Act Authorised Officer (Env Health Officer) to any proposed Food Business up to the stage of the approval being granted.  | Where more than the allocated 2 site visits by authorised Officer charges will be applied at the minimum hourly rate or part thereafter for each 15 minute in attendance.   | No            | No  | 146.00  |
| Additional food business risk classification fee  | For businesses with more than one classification under a Certificate of Registration issued to the same business owner.   | No            | No  | 146.00  |
| High Risk Food Business /Food vehicle with an audited Food Safety Plan  | Above requirements apply  | No            | No  | 438.00  |
| <b>Annual Fees - Food Business</b>  |   |               |     |   |
| (Payable prior to the commencement of or continued operation of a Food Business) Renewal letter will advise of the annual fee payment due date for the financial year, as below   |   |               |     |   |
| FSANZ tool for classification of Food Businesses; "the Priority Classification System for Food Business" as shown in the WA Food Regulation: Food Business Risk Profiling Version 1.0 is used for base classifications. The Manager Environmental Health may re-classify businesses based on maintenance of good food hygiene standards | Annual Inspection & Ongoing Surveillance Fees for any Registered Food Business paid after 30 September each year shall be calculated on a pro-rata basis by the month. For food businesses of continued operation, payment by due date of invoice + interest after due date. Refund of annual fees will be upon request and calculated on a pro-rata basis by the month.  |               |     |   |
| High Risk Food Business /Food vehicle with no Food Safety Plan  | Above requirements apply  | No            | No  | 584.00  |
| High Risk Food Business /Food vehicle with an audited Food Safety Plan  | Above requirements apply  | No            | No  | 438.00  |
| Medium Risk Food Business - Premises/vehicle  | Above requirements apply  | No            | No  | 438.00  |
| Low Risk Business-Premises/Vehicle  | Above requirements apply  | No            | No  | 146.00  |
| Medium and Low risk Food Business-Premises/Vehicle conducted by community, charitable and educational organisations may have their annual fee waived in the interest of community development except where they are the holder of any class of liquor licence to generate an income stream.   | The annual fees levied on all medium and low risk food businesses conducted by community, charitable, sporting clubs and educational organisations may be waived at the discretion of the Manager Environmental Health Services in the interest of community development. The Fee value shall be reported and debited as a Donation of Services to the community and credited to the Health - Food Act fees from Community Services Donation Account. | No            | No  | No Charge   |
| Assessment and advice to prospective purchasers and proponents establishing, amending or altering Food Businesses and Food Vehicles including Residential Food businesses prior to the lodgement of formal application for approval.  | Per hour. Min fee one hour or part thereof after one hour consultation including site visits.   | No            | No  | 146.00  |
| <b>Not-For-Profit Organisations and Community Groups including School Canteens Food Business</b>  |   |               |     |   |
| Note: Registration Fees paid after 30 September each year shall only pay a pro rata fee based on a per month or part thereof basis.   |   |               |     |   |
| Alterations & variations of conditions to Food Business. Section 112 Food Act   | Alterations and variations of conditions.   | No            | No  | 284.00  |
| Re-inspection fee to resolve any non-compliance(s) following the issue of an improvement notice; prohibition order and/ or infringement notice, charged at the hourly rate or part thereof until compliance is reached to the satisfaction of the EHO or authorised officer.  | Per hour or part thereof after the first hour - minimum fee   | No            | No  | 146.00  |
| Search for any Food Business notification, application or related documentation, labelling requirements, plans, conditions, Improvement Notices, Prohibition Notices, sample analysis reports, determinations or the like   | Min fee per hour or part thereof after the first hour for each search requested in writing and includes copying and supply of the documentation   | No            | No  | 146.00  |

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|--|---|---------------|-----|----------------------------|
| Assessment and advice to prospective purchasers and proponents establishing, amending or altering Food businesses and Food Vehicles including Residential Food businesses prior to the lodgement of formal application for approval.   | Min fee one hour or part thereof after one hour consultation including site visits.   | No            | No  | 146.00                     |
| Health (Miscellaneous Provisions) Act, Food Act, Environment and other legislative report requested by Settlement Agents, Lawyers, Vendors and/or Purchasers and other parties to a settlement for property enquiries without an inspection.   | Desktop review per request per legislative enquiry without inspection per hour or part thereof  | No            | No  | 73.00                      |
| Health (Miscellaneous Provisions) Act, Food Act, Environment and other legislative report requested by Settlement Agents, Lawyers, Vendors and/or Purchasers and other parties to a settlement for property enquiries with an inspection.  | Desktop review per request per legislative enquiry with site, property or business inspection per hour or part thereof  | No            | No  | 219.00                     |
| Interest charge for overdue notices issued to Food Businesses  | Interest will apply as per Regulation 19A of the Local government (Financial) Regulations for any money owing after the due date for overdue amount on tax invoice on outstanding food business inspection and surveillance fees  | Yes           | No  | Outstanding fee + interest |
| The provisions of the Food Act provide for the recovery of annual Fees imposed overdue fees may result in the Food Business having the Registration cancelled and the Business being closed.   |   |               |     |                            |
| <b>Charitable Groups &amp; Food Business Fee Exemptions - Food Act 2008 &amp; Food Regulation 2009 Exemption</b>   |   |               |     |                            |
| All Charitable groups, not for profit groups, including all school canteens and community groups, shall be exempt from all the Food Act Fees and Charges. Note: This exemption does not confer or provide any exemption to any of the above mentioned groups from lodging notifications, applications, registrations and variations to a Food Business with plans and specifications or provide any exemption from compliance with the other statutory requirements and the Food Act 2008, Food Regulations 2009 and any provision of Food Standards Code. |   |               |     |                            |
| <b>Noise Management Plan Lodgement Fee</b>   |   |               |     |                            |
| Noise Management for non complying event at venues for sporting, entertainment purposes etc. Environmental Protection (Noise) Regulation 1997  | Non complying event Application Fee specified under Regulation 18 (6)(b) Lodged 60 days before event, Minimum (3 hours@1.5 x \$144.00) payable where a Noise Abatement Direction is issued to an owner or occupier named in the written issued Noise Direction for unreasonable noise emission by a Department of Environment and Regulation(DER) authorised person   | Yes           | No  | 530.00                     |
| Noise Call Out After Hours Fee - Minimum (3 hours@1.5 x Hourly rate )  |   | No            | No  | 658.00                     |
| Assessment of Noise Management Plan more than specified assessment time  | Min fee per hour or part thereof  | No            | No  | 146.00                     |
| Noise Investigation Fees- payable on the second and subsequent noise complaint for similar types of unreasonable noise emissions & complaints where the complaint is deemed to be justified by the Environmental Health Officer/ DER Authorised Officer.   | Fee is payable for each subsequent visit to the owner or occupier of the premises of the noise source until it is resolved to be compliant with noise legislation   | No            | No  | 146.00                     |
| Application Fee for Approval of a Noise Management Plan applicable to an Occupier - Noise Management Plan Lodgement Fee  | Construction Sites Reg 13 under Environmental Protection Noise Regulation 1997 from 5 December 13.  | No            | No  | 219.00                     |
| Application Fee for Approval of a Noise Management Plan with required Local Public Notice for carrying out class 2 works applicable to a person, other than a Local Government - Noise Management Plan Lodgement Fee Includes two hours assessment time.   | Waste Collection and Other Works Reg 14A Environmental Protection Noise Regulation 1997 from 5th December 2013. The CEO may, in the CEO's discretion waive or reduce the Fee as per Reg 14A (7)   | Yes           | No  | 500.00                     |
| Application Fee for Approval of Noise Management Plan or for Approval to Amend an Approved Noise Management Plan for the Motor Sports Venue applicable to an occupier - Noise Management Plan Lodgement Fee Includes two hours assessment time.  | Motor Sports Venue Reg 16AA Environmental Protection Noise Regulation 1997 from 5th December 2013. The CEO may, in the CEO's discretion waive or reduce the Fee as per Reg 14A (7)  | Yes           | No  | 500.00                     |
| Application Fee for Approval of Noise Management Plan or for Approval to Amend an Approved Noise Management Plan for the Shooting Venue applicable to an occupier - Noise Management Plan Lodgement Fee Includes two hours assessment time.  | Shooting Venue Reg 16BA Environmental Protection Noise Regulation 1997 from 5th December 2013. The CEO may, in the CEO's discretion waive or reduce the Fee as per Reg 16BA (2)   | Yes           | No  | 500.00                     |
| <b>Environmental Protection Noise Fees</b>   |   |               |     |                            |
| Application Fee for Approval of a Sporting, Cultural or Entertainment Event that is open to the Public and the application is lodged 60 days before the event is proposed to commence.   | Approved Sporting, Cultural or Entertainment Events Reg 18(3) Environmental Protection Noise Regulation 1997 from 5th December 2013. The CEO may, in the CEO's discretion waive or reduce the Fee as per Reg 18(15) payable under reg18(6) .  | Yes           | No  | 1,000.00                   |
| Application Fee for Approval of a Sporting, Cultural or Entertainment Event that is open to the Public and the application is lodged between 59 and 21 days before the event is proposed to commence and there are exceptional circumstances for the application not being made earlier a late fee is also payable equal to one quarter of the Application Fee .   | Approved Sporting, Cultural or entertainment Events Reg 18(3) Environmental Protection Noise Regulation 1997 from 5th December 2013. The CEO may, in the CEO's discretion waive or reduce the Fee as per Reg 18(15) payable underReg18(7A).   | Yes           | No  | 1,250.00                   |
| Application Fee for Approval of a Sporting, Cultural or Entertainment Event that is open to the Public and the application is lodged less than 21 days before the event is proposed to commence a late fee is also payable equal to one quarter of the Application Fee .   | Approved Sporting, Cultural or entertainment Events Reg 18(3) Environmental Protection Noise Regulation 1997 from 5th December 2013. The CEO may, in the CEO's discretion waive or reduce the Fee as per Reg 18(15) payable under Reg18(7B).  | Yes           | No  | 1,250.00                   |
| Noise Monitoring Fee for Sporting, Cultural or Entertainment Events  | Fee to be specified by the CEO as per Reg 18(8) as condition of an approved Event.  | Yes           | No  | Maximum of \$5,000         |
| <b>Environmental Protection Noise Fees</b>   |   |               |     |                            |
| Application Fee for Approval of a Venue for Sporting, Cultural or Entertainment for a number of Notifiable Events that would be open to the Public, the noise emissions do not comply with the standard prescribed under regulation 7 and is not an approved event or for which an application for approval under Regulation 18 has been made. The Occupier may apply for approval of the venue or an amendment of a venue approval (other than an amendment of the period of the approval).   | Approval of a Venue for Sporting, Cultural or Entertainment for a number of Notifiable Events Reg 19(B) and after the application is made the CEO is to estimate the cost of assessing and processing the application under Reg19B(3) and paid by the applicant before the assessment commences. Environmental Protection Noise Regulation 1997 from 5 December 2013. | Yes           | No  | Maximum of \$15,000        |
| Lodgement of a Notice in a form approved by the CEO to hold an event at an Approved venue that is a Notifiable event of a type specified in the conditions of approval of the Venue under regulation 19B(12)(a) of the Environmental Protection (Noise) Regulations 1997 to be lodged not later than 60 days before the event is proposed to commence.   | Notice to hold an event at an approved venue that is a notifiable event for the approved venue approved under Reg 19B(12(a) ) Environmental Protection (Noise) Regulation 1997 from 5 December 2013.  | Yes           | No  | Maximum of \$5,000         |

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| FEES AND CHARGES  | EXPLANATORY COMMENT   | STATUTORY FEE | GST | 2019/20 BUDGET (\$)   |
|---|---|---------------|-----|---|
| Lodgement of a Notice in a form approved by the CEO to hold an event at an Approved venue that is a Notifiable event of a type specified in the conditions of approval of the Venue under regulation 19B(12)(a) of the Environmental Protection (Noise) Regulations 1997 may be given between 59 and 21 days before the event to which the Notice relates is proposed to commence and the Notice is accompanied by a late fee .   | Late Fee for giving Notice to hold an event at an approved venue that is a notifiable event for the approved venue approved under Reg 19B(12(a) )where given less than 60 days. Environmental Protection (Noise) Regulation 1997 from 5 December 2013.  | Yes           | No  | Maximum of \$15,000   |
| Lodgement of a Notice in a form approved by the CEO to hold an event at an Approved venue that is a Notifiable event of a type specified in the conditions of approval of the Venue under regulation 19B(12)(a) of the Environmental Protection (Noise) Regulations 1997 may be given less than 21 days before the event to which the Notice relates is proposed to commence and the Notice is accompanied by a late fee .  | Late Fee for giving Notice to hold an event at an approved venue that is a notifiable event for the approved venue approved under Reg 19B(12(a) ) where less than 21 days and CEO is satisfied exceptional circumstances for the notice not being given earlier than within that period . Environmental Protection (Noise) Regulation 1997 from 5 December 2013. Late fee as specified under Reg 19D(3) and 19D(4). | Yes           | No  | 500.00  |
| Noise Monitoring Fee for a person who gives the CEO Notice of a Notifiable Event as per regulation19D(1)  | Person must pay the CEO within the time specified by the CEO , any noise monitoring fee specified by the CEO for that Notifiable Event under Reg 19D(8) . If not paid in time specified the venue is not approved venue for the purpose of that Event. The Monitoring Fee is based on the Event as determined by CEO.   | Yes           | No  | Fee determined for each Notifiable Event at an approved venue |
| Bond for noise meter used for monitoring events by community and not-for-profit groups  | Refundable bond   | No            | No  | 254.00  |
| <b>Treatment of Sewerage and Disposal of Effluent and Liquid Waste (Health Regulations)</b>   |   |               |     |   |
| Application for Approval – Local Government   | For each septic application including any application to vary or amend an application   | Yes           | No  | 118.00  |
| Application for Approval – EDPH - with Local Government report  |   | Yes           | No  | 46.50   |
| Application for Approval – EDPH - without Local Government report   |   | Yes           | No  | 110.00  |
| Application for Approval – EDPH - provision of Local Government Report by Council EHO Reg.4A  |   | Yes           | No  | 118.00  |
| Issue of a "Permit to Use an Apparatus" by EHO  | Issued when all work is completed and compliant   | Yes           | No  | 118.00  |
| Fee for any compliance inspection of an apparatus after corrective works have been issued by an EHO before or after the issue of a Permit to use an Apparatus.  | Min fee per hour or part thereof after the first hour   | No            | No  | 146.00  |
| <b>Landscape bonds for Septic apparatus</b>   |   |               |     |   |
| Landscaping refundable Bond where a Nutrient Retentive Effluent Disposal system (NRED) is installed which requires a landscaped area under the Guidelines for Alternative Treatment units November 2001   | Refundable bond   | No            | No  | 986.00  |
| Note 1: The Landscape Bond may be used at the discretion of the Manager Environmental Health Services (MEHS) after 1 month from the date of approval and the Issue of a Permit to Use the Apparatus by an EHO to provide approved landscaping as required under the Code of Practice for the Installation of an ATU issued by the Department of Health. Council may charge an administrative fee of \$25.00 per reminder letter, notice or directions and deduct it from the Landscape Bond where the landscaping has not been completed satisfactorily. Any balance of the bond will be refunded to the applicant, where applicable. |   |               |     |   |
| Note 2: A Landscape Bond will be fully refunded upon the Septic Apparatus being inspected and a Permit to Use the Apparatus is issued by an EHO when the landscaping is installed to the satisfaction of the Manager Environmental Health Services (MEHS).  |   |               |     |   |
| Note 3: Any Landscape Bond not used will only be refunded upon the expiry of the building application after two years where the septic apparatus has not been installed in accordance with the approval and the conditions and the building licence has lapsed.   |   |               |     |   |
| <b>Lodging Houses - Health (Miscellaneous Provision) Act</b>  |   |               |     |   |
| Registration of lodging house each year   | Approval fee payable by 1 July each year  | Yes           | No  | 320.00  |



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| FEES AND CHARGES   | EXPLANATORY COMMENT  | STATUTORY FEE | GST | 2019/20 BUDGET (\$)  |
|--|--|---------------|-----|--|
| <b>Offensive Trades (set by Health Regulation)</b>   |  |               |     |  |
| Slaughterhouses  |  | Yes           | No  | 298.00   |
| Piggeries  |  | Yes           | No  | 298.00   |
| Artificial Manure Depots   |  | Yes           | No  | 211.00   |
| Bone Mills   |  | Yes           | No  | 171.00   |
| Places for storing, drying or preserving bones   |  | Yes           | No  | 171.00   |
| Fat melting, fat extracting or tallow melting establishments   | Butcher shops and similar  | Yes           | No  | 171.00   |
| Fat melting, fat extracting or tallow melting establishments   | Larger establishments  | Yes           | No  | 298.00   |
| Blood Drying   |  | Yes           | No  | 171.00   |
| Gut scraping, preparation of sausage skins   |  | Yes           | No  | 171.00   |
| Fellmongeries  |  | Yes           | No  | 171.00   |
| Manure Works   |  | Yes           | No  | 211.00   |
| Fish Curing establishments   |  | Yes           | No  | 211.00   |
| Laundries, Dry-cleaning establishments   |  | Yes           | No  | 147.00   |
| Bone Merchant premises   |  | Yes           | No  | 171.00   |
| Flock Factories  |  | Yes           | No  | 171.00   |
| Knackeries   |  | Yes           | No  | 298.00   |
| Poultry Processing establishments  |  | Yes           | No  | 298.00   |
| Poultry Farming  |  | Yes           | No  | 298.00   |
| Rabbit Farming   |  | Yes           | No  | 298.00   |
| Fish Processing establishments in which whole fish are cleaned and prepared  |  | Yes           | No  | 298.00   |
| Shellfish & Crustacean processing est.   |  | Yes           | No  | 298.00   |
| Any other Offensive Trade not specified  |  | Yes           | No  | 298.00   |
| <b>Equine Premises</b>   |  |               |     |  |
| Initial application fee for approval, transfer or to vary an Equine Premises   |  | No            | No  | 146.00   |
| Initial Equine Premises Registration Fee   | per property   | No            | No  | 146.00   |
| Renewal of Equine Premises Registration - 1 year   | per property   | No            | No  | 98.45  |
| <b>Poultry and Pigeon Licence Fees</b>   |  |               |     |  |
| Initial Application fee: up to 20 birds poultry or pigeons   |  | No            | No  | No Charge  |
| Initial Application for: 20 to 150 birds poultry or pigeons  | With certificate from an accredited organisation.  | No            | No  | 35.00  |
| Site inspection fee initial visit prior to approval for keeping birds  | For over 20 birds  | No            | No  | 146.00   |
| Site inspection fees after initial approval for annual inspection  | For over 20 birds  | No            | No  | 73.10  |
| <b>Poultry and Pigeon Annual Registration Fee</b>  |  |               |     |  |
| When Planning approval is granted in Rural Zone and special rural zone in excess of 20 poultry or pigeons and up to maximum of 150 birds not including young up to 3 months of age contained within pens and cages. Where not for commercial purposes. | With certificate from an accredited organisation.  | No            | No  | 61.90  |
| Removal of pigeons based on quote in response to written request or Notice to remove issued by Manager Environmental Health Services.  | Requires written quotation.  | No            | No  | \$146 + Cost of Contractor + administration fee of 30% of the cost |
| <b>Bees</b>  |  |               |     |  |
| Tax invoice shall be issued and authorised by the Manager Environmental Health Service   |  |               |     |  |
| Application for Permit to keep Bees  | For up to two hives  | No            | No  | No Charge  |
| Application for Permit to keep Bees  | For more than two hives  | No            | No  | 73.00  |
| Site inspection fee  | For more than two hives  | No            | No  | 146.00   |
| Permit Fee   |  | No            | No  | 73.00  |
| Removal of bees based on quotation in response to written request or Notice to remove bees issued by Manager Environmental Health Services.  | Requires written quotation and letter of agreement from owner or occupier. Any outstanding service Fees and charges remaining after the due date shall have imposed a late fee.  | No            | No  | \$146 + Cost of Contractor + administration fee of 30% of the cost |
| <b>Activities on Thoroughfares and Public Places and Trading</b>   |  |               |     |  |
| All categories of Traders, Stall Holders and Service Providers are due 1 July for payment and Licence renewal with current Public Liability Insurance  |  |               |     |  |
| <b>Trading &amp; Services Fees and Charges</b>   |  |               |     |  |
| Trading Location Inspection fee payable on Initial and Renewals  | A. All categories of Traders, Stall Holders and Service Providers are due 1 July for renewal with current public liability insurance cover certificate to be provided with application   | No            | No  | 73.00  |
| Trading Location Inspection - no fee payable for Mobile Food Vendors (Designated Trading Area)   |  | No            | No  | No Charge  |
| Initial Application fee  | B. All categories of Traders, Stall Holders and Service Providers with current public liability insurance cover certificate to be provided with application. Also applicable for Umbrella Trader's Permits and Mobile Food Vendors (Food Trucks) Permits for Designated Trading Area | No            | No  | 35.00  |
| Renewal Application fee  | C. All categories of Traders, Stall Holders and Service Providers are due 1 July for renewal with current public liability insurance cover certificate to be provided with application   | No            | No  | 35.00  |
| Plus Licence Fees: Daily fee   | D. All categories of Traders, Stall Holders and Service Providers for any day in a given financial year.   | No            | No  | 30.00  |
| Plus Licence Fees: 1 week  | E. All categories of Traders, Stall Holders and Service Providers for any week in a given financial year.  | No            | No  | 117.00   |
| Plus Licence Fees: 1 month   | F. All categories of Traders, Stall Holders and Service Providers for any month in a given financial year.   | No            | No  | 249.00   |
| Plus Licence Fees: 3 months  | G. All categories of Traders, Stall Holders and Service Providers for any three months in a given financial year.  | No            | No  | 370.00   |
| Plus Licence Fees: 6 months  | H. All categories of Traders, Stall Holders and Service Providers for any six months in a given financial year. May include designated trading area with no additional fee   | No            | No  | 493.00   |
| Plus Licence Fees: 1 year  | I. All categories of Traders, Stall Holders and Service Providers are due 1 July for renewal with current public liability insurance cover certificate to be provided with application. May include designated trading area with no additional fee                                   | No            | No  | 944.00   |
| Plus Licence Fees - Mobile Food Vendors at Designated Trading Area - 6 months  | Applies to mobile Food Vendors (Food Trucks) - exclusive to Designated Trading Area only   | No            | No  | 146.00   |
| Plus Licence Fees - Mobile Food Vendors at Designated Trading Area - 1 year  | Applies to mobile Food Vendors (Food Trucks) - exclusive to Designated Trading Area only   | No            | No  | 249.00   |

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| FEES AND CHARGES   | EXPLANATORY COMMENT  | STATUTORY FEE | GST | 2019/20 BUDGET (\$)   |
|--|--|---------------|-----|---|
| Charitable and not for profit organisations and community events available free of charge to the community.  | Applies to all Categories A - J if completed applications are received at least 10 working days prior to the event or trading day.   | No            | No  | No Charge   |
| Charge per stall holder/trader trading under an Umbrella Trading Permit issued to the event organiser - 1 Year   | J. Event organisers are to provide a list of all stall holders and traders trading at the event at least two weeks prior to the event.   | No            | No  | 10.00   |
| <b>Trading in Public Places - Outdoor Dining</b>   |  |               |     |   |
| Initial Application or Variation Dining Area on Public Land  | With plans & specifications  | No            | No  | 73.00   |
| Outdoor Dining Area on Public Land Annual fee for renewal application  |  | No            | No  | No Charge   |
| Outdoor Eating Area Fee per square metre of outdoor dining area allocated.   | Note - introductory charge to encourage Alfresco dining  | No            | No  | No Charge   |
| Transfer application for Outdoor Dining Area on Public Land  | application shall be lodged 10 days before change of proprietor.   | No            | No  | 73.00   |
| Cleaning Fee for Outdoor Eating Area for up to 30 square metres & part thereof thereafter for non compliance of cleaning notice.   | Per incident   | No            | No  | \$180 + administration fee + 30% overheads  |
| Provision of Alfresco Area boundary delineators (per Disk)   | Per Disk   | No            | Yes | No Charge   |
| <b>Contaminated Sites &amp; Environmental Management</b>   |  |               |     |   |
| Tax invoice shall be issued and authorised by the Manager Environmental Health Service   |  |               |     |   |
| Application fee for Contaminated Site desk top audit with report based on 3 hours minimum officer time, then \$146 per additional hours.   | Per Desk top Audit   | No            | No  | 438.00  |
| Application fee for Contaminated Site audit with report (site inspection extra)  | Per site inspection based Audit  | No            | No  | 146.00  |
| Site inspection fee based on a minimum hourly rate of \$146 per hour   | Per site inspection based Audit  | No            | No  | 146.00  |
| Site inspection fee (where requested)  | Per set of samples per hour or part thereof  | No            | No  | 146.00  |
| Any samples at client cost per hour or part thereof.   |  |               |     |   |
| All sample collection and analysis at client's cost plus transportation fees, all charged at cost of service/s plus GST based on confirmed written quotation/invoice.  | As per agreed sampling requirements for site.  | No            | No  | \$146 + Actual cost of sampling + admin cost 30%  |
| Assessment of any Environmental Management Plans consisting of but not limited to the impacts from the following topics; Contaminated Sites, Dust, Acid Sulphate Soils, Odour emissions, Asbestos contamination, Lead or any other likely chemicals use or associated activity, Noise (excluding outside hours) and Vibration impacts, Light spill, handling and management of Waste and Resource Recycling, and any other potential impacts that may adversely affect the local or regional environment or the health comfort and amenity of the community. | Generally these Management Plans are imposed on development approvals or other licences and approvals to limit the impact of the development or activity. The minimum fee allows for 2 hours processing and any additional time is to be charged at \$142 per hour or part thereof plus any sampling/time costs. | No            | Yes | Minimum fee of \$146 includes 1 hour assessment time, plus \$146 per hour or part thereof after the first hour. Plus actual cost of any expert referrals. |
| <b>Approval of Air Handling and Water Supply Systems</b>   |  |               |     |   |
| Note: Does not apply to private dwellings  |  |               |     |   |
| Tax invoice shall be issued and authorised by the Manager Environmental Health Service   |  |               |     |   |
| Application for approval of the installation or modification of an air handling system or water supply system for air and or water based on plans submitted for approval.  |  | No            | No  | 146.00  |
| Inspection of premises   | Minimum fee per hour or part thereof after 1 hour  | No            | No  | 146.00  |
| <b>WASTE MANAGEMENT</b>  |  |               |     |   |
| <b>Rubbish &amp; Recycling - Annual fees</b>   |  |               |     |   |
| Waste Services Charge per property or tenement (pursuant to s67 of the Waste Avoidance and Resource Recovery Act 2007 (WARR Act 2007)).  | Includes Waste and Recycling 240L bins, bulk and green verge collections for residential properties and promotional and educational items. Annual Fee for all waste services provided excluding extra bins.  | No            | No  | 297.00  |
| Additional Bins - Waste 240 litre additional bins  | Annual Fee per extra bin   | No            | No  | 238.00  |
| Additional Bins - Recycling 240 litre bin  | Annual Fee per extra bin   | No            | No  | 59.00   |
| Additional Bins - Recycling 360 litre bin  | Annual Fee per extra bin   | No            | No  | 59.00   |
| Changeover - Recycling 360 litre bins (from 240L)  | One off changeover fee   | No            | No  | No Charge   |
| <b>Event Waste and Recycling Bins Provision, Collection and Disposal Services</b>  |  |               |     |   |
| For provision of event WASTE AND RECYCLING services on weekdays, weekends & public holidays from 240 litre MGB's only to and from stock with bins delivered prior to the event during the preceding week by the contractor. Bins collected after the weekend on Monday, emptied, cleaned and returned to stock for reuse. Waste and recycling bin services must be requested a minimum of 10 days prior to the event   |  |               |     |   |
| Events - All 240 litre waste bins - for bin supply and waste collection and for disposal of waste.   | Per bin. This is a contracted service. Minimum 10 days notice applies to this service. Interest will apply where less than 10 days notice is provided and is subject to contractor acceptance of the service request   | No            | Yes | 73.00   |
| Events - All 240 litre recycling bins - for bin supply, collection of resources for recycling processing and disposal.   | Per bin. This is a contracted service.   | No            | Yes | 58.50   |
| Events - Replacement bin for event waste and recycling services where stolen or damaged so as to be unsuitable for services  | Per bin. As determined by the Manager Environmental Health Services  | No            | Yes | 95.50   |
| <b>New Bins or Replacement Bins for Waste or Recycling Services - Supply and Delivery for all Properties</b>   |  |               |     |   |
| Supply and delivery of new waste or recycling 240L bin for replacement when lost or stolen.  | Half the cost of purchase and supply irrespective of fault.  | No            | No  | 40.00   |
| Supply and delivery of used waste or recycling 240L bin for replacement when lost or stolen.   | Reuse of older clean bins when available.  | No            | No  | No Charge   |
| Supply and delivery of new recycling 360L bin for replacement when lost or stolen.   | Half the cost of purchase and supply irrespective of fault.  | No            | No  | 67.50   |
| Supply and delivery of used recycling 360L bin for replacement when damaged or stolen.   | Reuse of older clean bins when available.  | No            | No  | No Charge   |

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|--|---|---------------|-----|--|
| Supply and delivery of new waste or recycling 660L bin for replacement when lost or stolen.  | New service   | No            | No  | Actual Cost  |
| Waste & Recycling Services Establishment fee   | 240L Waste and 240L Recycle bins delivered to new client - Price for 2 Bins   | No            | No  | 153.00   |
| Waste & Recycling Services Establishment fee   | 240L Waste and 360L Recycle bins delivered to new client - Price for 2 Bins   | No            | No  | 153.00   |
| Bulk Waste and Recycling bin services in excess of 360L. Customers requesting this shall submit their request in writing 10 days prior to the services commencement date and approved by the Manager Environmental Health  | Bulk collection services for either waste or recycling shall be based on a written quotation from council and shall be carried out by the appointed contractor from an agreed commencement date. Tax invoice shall be paid within 30 days of commencement of services   | No            | No  | Quote + 5% administration fee  |
| <b><i>Public Waste Collection Sheds/Bins /Containers Permit and Clean up of Council Reserves, Streets or Public Places from Associated Littering or Illegal Dumping. Local Government Permit.</i></b>  |   |               |     |  |
| Tax invoice shall be issued and authorised by the Manager Environmental Health   |   |               |     |  |
| Charitable organisations   | Local Government Permit -Application to install and maintain Public Disposal Waste sheds/Bins /containers for location on or access from Council properties, Street verges or Reserves per shed/Bin /container with contact details, signage and designated number on each item.  | No            | No  | No Charge for all the permits numbered 1 - 6                           |
| Commercial participant/businesses  | 1. Local Government Permit -Application to install and maintain Public Disposal Waste Sheds/Bins /containers for location on or access from Council properties, Street verges or Reserves per Shed/Bin/container with contact details, signage and designated number on each item per year expiring 30th June   | No            | No  | \$540 per bin/ shed/ container per year                                |
| Commercial participant/businesses  | 2. Local Government Permit -Application to install and maintain Disposal Waste Sheds/Bins /Bulk containers for location on or access from Council properties, Street verges or Reserves per Shed/Bin/container with contact details, signage and designated number on each item per six months.   | No            | No  | \$310 per bin/ shed/ bulk container per six months                     |
| Commercial participant/businesses  | 3. Local Government Permit -Application to install and maintain Disposal Waste Sheds/Bins /Bulk containers for location on or access from Council properties, Street verges or Reserves per Shed/Bin/Bulk container with contact details, signage and designated number on each item per three months.  | No            | No  | \$182 per bin/shed/bulk container per three months                     |
| Commercial participant/businesses  | 4. Local Government Permit -Application to install and maintain Disposal Waste Sheds/Bins /Bulk containers for location on or access from Council properties, Street verges or Reserves per bin with contact details, signage and designated number on each item per month  | No            | No  | \$78 per bin/shed/bulk container per month                             |
| Commercial participant/businesses  | 5. Local Government Permit -Application to install and maintain Disposal Waste Sheds/Bins /bulk containers for location on or access from Council properties, Street verges or Reserves per Shed/Bin/bulk container with contact details, signage and designated number on each item per week.  | No            | No  | \$26.50 per bin/shed/bulk container per week                           |
| Commercial participant/businesses  | 6. Local Government Permit -Application to install and maintain Disposal Waste Sheds/Bins /bulk containers for location on or access from Council properties, Street verges or Reserves per Shed/Bin/bulk container with contact details, signage and designated number on each item per day.   | No            | No  | \$8 per bin/shed/bulk container per day                                |
| Application for a Permit under the Activities on Thoroughfares and Public Places Local Laws where not elsewhere specified in these Fees and Charges. Unauthorised use of reserves, streets and street verges. Clean up fee for any residual matter, waste or unwanted materials including soils, tyres, oils, solid or liquid chemicals, household hazardous waste, asbestos, any light globe, chemicals of any nature, sand, vegetative materials, plastics, metals, furniture, bedding, clothing, household products, white goods, electronic products, cardboard, newspaper and magazines and any other product whatsoever left on any reserves, streets including verges, or other public places without approval of Council or is non complaint with a Notice shall be charged a fee for the full cost of a clean up including treatment and any disposal costs. Does not preclude any other charges/penalties that may apply in accordance with other legislation. | Application for a Permit to carry on any Activities on Thoroughfares and Public Places pursuant to the Local Law.   | Yes           | No  | \$26 per prescribed activity per week to a maximum of \$1,000 per year |
| Health Air handling and Water supply (systems) Application & Assessment fees   | Minimum Fee \$213 to cover the full cost of recovery and disposal based on staff and employees time and equipment to clean the site and treat and dispose of the matter as required. The minimum fee allows for 2 hours processing and any additional time is to be charged at \$138.00 per hour or part thereof plus any sampling/time costs. Any residual fee remaining will be credited to the Payee where a smaller fee is valid. | No            | Yes | Actual Cost (\$216 Minimum Fee)  |
| Health Regulatory requirement  | Health Regulatory requirement   | Yes           | No  | 400.00   |
| <b>FAMILY DAY CARE</b>   |   |               |     |  |
| <b><i>Family Day Care - General</i></b>  |   |               |     |  |
| Books and materials for Educators  | At cost price- reimbursement only   | No            | No  | Actual Cost  |
| Family Levy to part cover the cost of care in FDC  |   | No            | No  | \$10 per week per child  |
| Educator Levy to part cover the cost of care in FDC  | Per hour of care sold   | No            | No  | 1.00   |
| New Educator Application Fee   |   | No            | Yes | 205.00   |
| Educator Training  |   | No            | No  | Actual Cost  |



**CITY OF KWINANA**  
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Note: This discount does not apply to any legislative or statutory fees & charges or fees & charges not associated with the pensioners principal place of residence e.g. Hall Hire, Reserve Hire etc.

| FEES AND CHARGES  |  | STATUTORY FEE | GST | 2019/20 BUDGET (\$)              |
|---|--|---------------|-----|----------------------------------|
| <b>Family Day Care - In Home Care</b>   |  |               |     |                                  |
| Educator Levy to cover the cost of IHC  |  | No            | No  | \$2.00 per hour of care provided |
| New Educator Application Fee  |  | No            | Yes | 205.00                           |
| Training  |  | No            | No  | Actual Cost                      |
| <b>Other Agencies</b>   |  |               |     |                                  |
| <b>CALLISTEMON COURT AGED PERSONS UNIT</b>  |  |               |     |                                  |
| <b>Rental Charges - Set by Council</b>  |  |               |     |                                  |
| 1 Bedroom unit  | Per Fortnight - Fee set by Department of Housing & Works   | Yes           | No  | 295.00                           |
| 2 Bedroom units   | Per Fortnight - Fee set by Department of Housing & Works   | Yes           | No  | 350.00                           |
| Carports (enclosed)   | Per fortnight  | No            | No  | 15.00                            |
| <b>BANKSIA PARK RETIREMENT ESTATE</b>   |  |               |     |                                  |
| <b>Fees</b>   |  |               |     |                                  |
| A deferred Management fee of 2.5% per annum for a maximum of 10 years is charged when the resident sells the lease to another person. | Subject to Market Value  | No            | No  | Subject to Market Value          |
| Maintenance fee charged per month   | Total cost of maintenance is divided by the number of units. - 78 Units  | No            | No  | 370.00                           |
| <b>COMMUNITY SERVICES</b>   |  |               |     |                                  |
| <b>Bus Hire</b>   |  |               |     |                                  |
| Bus Bond  |  | No            | No  | 500.00                           |
| Community Group Half Day Hire (4 hours)   | Extra charge if bus not returned with a full tank  | No            | Yes | 77.00                            |
| Community Group Full Day Hire (8 hours)   | Extra charge if bus not returned with a full tank  | No            | Yes | 114.00                           |
| Commercial/Private Use Half Day Hire (4 hours)  | Extra charge if bus not returned with a full tank  | No            | Yes | 210.00                           |
| Community Bus Hire - driver fee   | At cost as charged by external provider  | No            | Yes | Actual Cost                      |
| Commercial/Private Use Full Day Hire (8 hours)  | Extra charge if bus not returned with a full tank  | No            | Yes | 315.00                           |
| Bus Km Rate   | Charge per Km  | No            | Yes | 0.45                             |
| Additional Fuel Charge  | Additional Charge if bus not returned with a full tank of fuel + cost of filling the bus with fuel   | No            | Yes | 59.00                            |
| <b>Hall Bonds and Permits</b>   |  |               |     |                                  |
| Key Bond (applicable to key borrowed to view halls without a booking)   | Included in hall bond if booking taken   | No            | No  | 50.00                            |
| Hireable Space Bond - One Off Charge plus Hire Fee  | Amount depending on level of risk associated with hire   | No            | No  | \$0-\$2,000                      |
| Liquor Permit Casual Hire (consumption only)  | Permit fee only + Hire fee   | No            | No  | 35.75                            |
| Liquor Permit - Seasonal Hire (consumption only)  | Permit fee only  | No            | No  | 47.30                            |
| <b>Community Halls and Centres Hire Fees &amp; Charges</b>  |  |               |     |                                  |
| Definitions:  | Community - Any Not For Profit organisation, Charitable organisation, charitable event or bookings made by individuals for private bookings. Commercial - Government Departments & Agencies, Business, or where individuals will collect profit as a result of the booking<br>Off Peak: 8am-6pm, Peak: 6pm-1am<br>Charge for making more than 6 changes to a regular hire booking. Charge for each additional change including cancellations and late payment. |               |     |                                  |
| Administration Fee  | To harmonise the transition of the new few structure for regular hirers who were impacted at 30 June 2018.   |               |     | 25.00                            |
| Regular Hirer Fee Change Discount (all facilities)  |  | No            | Yes | 0-100% Discount                  |
| <b>Other Fees &amp; Charges</b>   |  |               |     |                                  |
| Security Fee  | Fee charged per call out   | No            | Yes | 100.00                           |
| Cleaning Fee  | Hourly Rate for cleaning fee if additional cleaning of facility is required. Minimum 2 hours charge  | No            | Yes | Actual Cost                      |
| <b>Change room Hire Only - All Facilities - Thomas Wellard Medina Orelia</b>  |  |               |     |                                  |
| Community   | Hourly Rate  | No            | Yes | 13.00                            |
| Commercial  | Hourly Rate  | No            | Yes | 19.00                            |
| Seasonal Hire   | Seasonal fee entitles hirer to 1 hire per week   | No            | Yes | 294.00                           |
| <b>Kiosk Hire</b>   |  |               |     |                                  |
| Community User  | Per hour   | No            | Yes | 13.00                            |
| Commercial User   | Per hour   | No            | Yes | 19.00                            |
| Seasonal Hire   | Per season   | No            | Yes | 637.00                           |
| <b>Sports Ground Hire - All venues - minimum hire 1 hour</b>  |  |               |     |                                  |
| Community User: Activity  | Per hour   | No            | Yes | No Charge                        |
| Community User: Sport   | Per hour   | No            | Yes | 27.40                            |
| Commercial User: Hourly Rate  | Per hour   | No            | Yes | 50.40                            |
| Seasonal Hire   |  | No            | Yes | 800.00                           |
| <b>Outdoor Netball Court Hire</b>   |  |               |     |                                  |
| Casual Hire   | Per hour/Per court   | No            | Yes | 8.40                             |
| Seasonal Hire   | Per season/Per court   | No            | Yes | 52.60                            |
| <b>Public Open Space Bonds &amp; Hire Fees</b>  |  |               |     |                                  |
| Public Open Space General Bond  |  | No            | No  | 100.00                           |
| Public Open Space Special Event Bond  |  | No            | No  | \$1,000-\$2,000                  |
| Public Open Space Community Hire Fee  | Cost per hour  | No            | Yes | No Charge                        |
| Public Open Space Commercial Hire Fee   | Cost per hour  | No            | Yes | 29.50                            |
| Public Open Space Special Event Hire Fee  | Cost per hour  | No            | Yes | 35.30                            |
| Public Open Space Special Event Weekly Hire Fee   | Cost per week  | No            | Yes | 1,177.00                         |
| Public Open Space Personal Trainer Hire Fee   | Cost per three month period  | No            | Yes | 58.80                            |
| <b>Storage - only available to Regular Users</b>  |  |               |     |                                  |
| Regular User : Yearly Rate  |  | No            | Yes | 60.00                            |
| <b>Flood Lights</b>   |  |               |     |                                  |
| Oval/Sporting Grounds/Outdoor courts  | Per hour   | No            | Yes | 11.80                            |

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| FEES AND CHARGES   | EXPLANATORY COMMENT  | STATUTORY FEE | GST | 2019/20 BUDGET (\$)   |
|--|--|---------------|-----|---|
| <b>Annual Seasonal Fees</b>  |  |               |     |   |
| Seasonal Tenant Seniors  |  | No            | Yes | As per Council Policy<br>10% of maintenance costs of facility, plus \$500 bond per club |
| Seasonal Tenant Junior   |  | No            | Yes | As per Council Policy<br>2% of maintenance costs of facility, plus \$500 bond per club  |
| Where a club has both juniors and seniors, they are charged each rate based on the percentage of juniors to seniors, i.e. if a club has 60% seniors (based on actual numbers not teams) and 40% juniors, workout the 10% maintenance cost (remembering to halve if only in the facility for 6months of the year) and 2% maintenance cost then divide each by 60% and 40% respectively. |  |               |     |   |
| Kwinana Tennis Club  |  | No            | Yes | 2,181.00  |
| Magenup Equestrian Centre  |  | No            | Yes | 3,267.00  |
| <b>ZONE YOUTH CENTRE</b>   |  |               |     |   |
| <b>Hire Fees</b>   |  |               |     |   |
| Definitions:   | Community - Any Not For Profit organisation, Charitable organisation, charitable event or bookings made by individuals for private bookings. Commercial - Government Departments & Agencies, Business, or where individuals will collect profit as a result of the booking |               |     |   |
|  | Off Peak: 8am-6pm, Peak: 6pm-1am   |               |     |   |
| Zone Multi Purpose Hall (half north or south) Community  | Peak, Per Hour.  | No            | Yes | 17.70   |
| Zone Multi purpose Hall (half north or south) Commercial   | Peak, Per Hour.  | No            | Yes | 23.40   |
| Zone Multi Purpose Hall (half north or south) Community  | Off Peak, Per Hour.  | No            | Yes | 11.70   |
| Zone Multi purpose Hall (half north or south) Commercial   | Off Peak, Per Hour.  | No            | Yes | 17.70   |
| Zone Activity Room (1/2 Room) Community  | Peak, Per Hour.  | No            | Yes | 17.70   |
| Zone Activity Room (1/2 Room) Commercial   | Peak, Per Hour.  | No            | Yes | 23.40   |
| Zone Activity Room (1/2 Room) Community  | Off Peak, Per Hour.  | No            | Yes | 11.70   |
| Zone Activity Room (1/2 Room) Commercial   | Off Peak, Per Hour.  | No            | Yes | 17.70   |
| Zone Meeting Room Level 1 Community  | Peak, Per Hour.  | No            | Yes | 17.70   |
| Zone Meeting Room Level 1 Commercial   | Peak, Per Hour.  | No            | Yes | 23.40   |
| Zone Meeting Room Level 1 Community  | Off Peak, Per Hour.  | No            | Yes | 11.70   |
| Zone Meeting Room Level 1 Commercial   | Off Peak, Per Hour.  | No            | Yes | 17.70   |
| Zone Multi Media Room Community  | Peak, Per Hour.  | No            | Yes | 17.70   |
| Zone Multi Media Room Commercial   | Peak, Per Hour.  | No            | Yes | 23.40   |
| Zone Multi Media Room Community  | Off Peak, Per Hour.  | No            | Yes | 11.70   |
| Zone Multi Media Room Commercial   | Off Peak, Per Hour.  | No            | Yes | 17.70   |
| Zone Counselling Room Community  | Peak, Per Hour.  | No            | Yes | 17.70   |
| Zone Counselling Room Commercial   | Peak, Per Hour.  | No            | Yes | 23.40   |
| Zone Counselling Room Community  | Off Peak, Per Hour.  | No            | Yes | 11.70   |
| Zone Counselling Room Commercial   | Off Peak, Per Hour.  | No            | Yes | 17.70   |
| Zone Kitchen Community   | Peak, Per Hour.  | No            | Yes | 17.70   |
| Zone Kitchen Commercial  | Peak, Per Hour.  | No            | Yes | 23.40   |
| Zone Kitchen Community   | Off Peak, Per Hour.  | No            | Yes | 11.70   |
| Zone Kitchen Commercial  | Off Peak, Per Hour.  | No            | Yes | 17.70   |
| Zone Stage Rehearsal Area Community  | Peak, Per Hour.  | No            | Yes | 23.40   |
| Zone Stage Rehearsal Area Commercial   | Peak, Per Hour.  | No            | Yes | 29.20   |
| Zone Stage Rehearsal Area Community  | Off Peak, Per Hour.  | No            | Yes | 17.70   |
| Zone Stage Rehearsal Area Commercial   | Off Peak, Per Hour.  | No            | Yes | 23.40   |
| Zone Lounge Community  | Peak, Per Hour.  | No            | Yes | 23.40   |
| Zone Lounge Commercial   | Peak, Per Hour.  | No            | Yes | 29.20   |
| Zone Lounge Community  | Off Peak, Per Hour.  | No            | Yes | 17.70   |
| Zone Lounge Commercial   | Off Peak, Per Hour.  | No            | Yes | 23.40   |
| Stage Hire   | Per day. Use of Portable Stage Only in Zone building   | No            | Yes | 58.90   |
| <b>Other Fees and Charges</b>  |  |               |     |   |
| Security Fee   | Fee charged per call out   | No            | Yes | 100.00  |
| Storage  | Cost per m <sup>2</sup> per month  | No            | Yes | 5.90  |
| Tea & Coffee   | Cost per person  | No            | Yes | 3.10  |
| Additional Equipment Hire  | Hourly rate per piece of equipment   | No            | Yes | 5.90  |
| Conference Hire  | Continuous Hire for 2 days or more will receive a 20% discount.  |               |     |   |
| <b>Program, Activities and Events Fees and Charges</b>   |  |               |     |   |
| School Holiday Program   | Amount Depending on cost of delivery of the program activity   | No            | Yes | \$2.80-\$16.70  |
| Youth Programs   | Amount Depending on cost of delivery of the program activity   | No            | Yes | \$2.30-\$22.10  |
| Youth Events   | Amount Depending on cost of delivery of the event  | No            | Yes | \$5.55 -\$60.00   |
| <b>DARIUS WELLS LIBRARY &amp; RESOURCE CENTRE</b>  |  |               |     |   |
| Ken Jackman Hall Whole - Community   | Off Peak, Per Hour.  | No            | Yes | 44.00   |
| Ken Jackman Hall Whole Commercial  | Off Peak, Per Hour.  | No            | Yes | 49.50   |
| Ken Jackman Hall Whole Community   | Peak, Per Hour.  | No            | Yes | 49.50   |
| Ken Jackman Hall Whole Commercial  | Peak, Per Hour.  | No            | Yes | 56.05   |
| Ken Jackman Hall Half (North or South) Community   | Off Peak, Per Hour.  | No            | Yes | 22.55   |
| Ken Jackman Hall Half (North or South) Commercial  | Off Peak, Per Hour.  | No            | Yes | 28.20   |
| Ken Jackman Hall Half (North or South) Community   | Peak, Per Hour.  | No            | Yes | 28.20   |
| Ken Jackman Hall Half (North or South) Commercial  | Peak, Per Hour.  | No            | Yes | 33.80   |
| John Slinger Community   | Off Peak, Per Hour.  | No            | Yes | 17.65   |
| John Slinger Commercial  | Off Peak, Per Hour.  | No            | Yes | 23.35   |
| John Slinger Community   | Peak, Per Hour.  | No            | Yes | 23.35   |
| John Slinger Commercial  | Peak, Per Hour.  | No            | Yes | 29.15   |
| David Nelson Community   | Off Peak, Per Hour.  | No            | Yes | 17.65   |
| David Nelson Commercial  | Off Peak, Per Hour.  | No            | Yes | 23.35   |



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|--|--|---------------|-----|---------------------|
| David Nelson Community   | Peak, Per Hour.  | No            | Yes | 23.35               |
| David Nelson Commercial  | Peak, Per Hour.  | No            | Yes | 29.15               |
| Toddler Town Crèche Community  | Off Peak, Per Hour.  | No            | Yes | 17.65               |
| Toddler Town Crèche Commercial   | Off Peak, Per Hour.  | No            | Yes | 23.35               |
| Toddler Town Crèche Community  | Peak, Per Hour.  | No            | Yes | 23.35               |
| Toddler Town Crèche Commercial   | Peak, Per Hour.  | No            | Yes | 29.15               |
| Alf Lydon and Frank Baker Community  | Off Peak, Per Hour.  | No            | Yes | 11.65               |
| Alf Lydon and Frank Baker Commercial   | Off Peak, Per Hour.  | No            | Yes | 17.65               |
| Alf Lydon and Frank Baker Community  | Peak, Per Hour.  | No            | Yes | 17.65               |
| Alf Lydon and Frank Baker Commercial   | Peak, Per Hour.  | No            | Yes | 23.35               |
| Frank Baker Community  | Off Peak, Per Hour.  | No            | Yes | 11.65               |
| Frank Baker Commercial   | Off Peak, Per Hour.  | No            | Yes | 17.65               |
| Frank Baker Community  | Peak, Per Hour.  | No            | Yes | 17.65               |
| Frank Baker Commercial   | Peak, Per Hour.  | No            | Yes | 23.35               |
| Alf Lydon Community  | Off Peak, Per Hour.  | No            | Yes | 11.65               |
| Alf Lydon Commercial   | Off Peak, Per Hour.  | No            | Yes | 17.65               |
| Alf Lydon Community  | Peak, Per Hour.  | No            | Yes | 17.65               |
| Alf Lydon Commercial   | Peak, Per Hour.  | No            | Yes | 23.35               |
| Frank Konecny Community  | Off Peak, Per Hour.  | No            | Yes | 11.65               |
| Frank Konecny Commercial   | Off Peak, Per Hour.  | No            | Yes | 17.65               |
| Frank Konecny Community  | Peak, Per Hour.  | No            | Yes | 17.65               |
| Frank Konecny Commercial   | Peak, Per Hour.  | No            | Yes | 23.35               |
| <b>Library Activity Room</b>   |  |               |     |                     |
| Library Activity Room Community - Entitles hirer to: tables, chairs, widescreen monitor  | Hourly rate  | No            | Yes | 17.70               |
| Library Activity Room Commercial -Entitles hirer to: tables, chairs, widescreen monitor  | Hourly rate  | No            | Yes | 23.40               |
| <b>Exhibition Space Hire</b>   |  |               |     |                     |
| Exhibition Hire - Entitles hirer: to use of the Ken Jackman Hall half for up to 3 hours for the exhibition opening including set up and pack up. | Free to encourage local artists and community groups to book the exhibition space throughout the year  | No            | No  | No Charge           |
| <b>Toddler Town Centre Crèche</b>  |  |               |     |                     |
| Toddler Town Crèche - 1st Child  | Cost per hour  | No            | Yes | 3.90                |
| Toddler Town Crèche - Additional Child   | Cost per hour  | No            | Yes | 3.30                |
| Toddler Town - After Hours Group Bookings Minimum 2 staff x 2 hours  | Minimum Charge   | No            | Yes | 38.70               |
| <b>Other Fees and Charges</b>  |  |               |     |                     |
| After hours staff support  | Hourly rate if City of Kwinana staff member is required after hours to be present in the facility for a booking to provide security and assistance in closing processes (e.g. Darius). | No            | Yes | 25 - 48.70          |
| Booking support  | Hourly Rate for City of Kwinana Staff to set up and pack up and direct support to hirer. Charge per staff member needed to assist.   | No            | Yes | 50.00               |
| Tea & Coffee   | Cost per person  | No            | Yes | 3.10                |
| Commercial Hotdesk   | Hourly rate  | No            | Yes | 11.30               |
| Community Hotdesk  | Hourly rate  | No            | Yes | 7.20                |
| <b>Program, Activities and Events Fees and Charges</b>   |  |               |     |                     |
| Programs   | Depending on cost of delivery of the program activity  | No            | Yes | \$0.00-\$27         |
| <b>JOHN WELLARD COMMUNITY CENTRE AND WILLIAM BERTRAM COMMUNITY CENTRE</b>  |  |               |     |                     |
| Boronia Room Community   | Off Peak, Per Hour.  | No            | Yes | 22.60               |
| Boronia Room Commercial  | Off Peak, Per Hour.  | No            | Yes | 28.20               |
| Boronia Room Community   | Peak, Per Hour.  | No            | Yes | 28.20               |
| Boronia Room Commercial  | Peak, Per Hour.  | No            | Yes | 33.80               |
| Wisteria Community   | Off Peak, Per Hour.  | No            | Yes | 17.70               |
| Wisteria Commercial  | Off Peak, Per Hour.  | No            | Yes | 23.40               |
| Wisteria Community   | Peak, Per Hour.  | No            | Yes | 23.40               |
| Wisteria Commercial  | Peak, Per Hour.  | No            | Yes | 29.20               |
| Hovea Community  | Off Peak, Per Hour.  | No            | Yes | 17.70               |
| Hovea Commercial   | Off Peak, Per Hour.  | No            | Yes | 23.40               |
| Hovea Community  | Peak, Per Hour.  | No            | Yes | 23.40               |
| Hovea Commercial   | Peak, Per Hour.  | No            | Yes | 29.20               |
| Pixie Mops Community   | Off Peak, Per Hour.  | No            | Yes | 17.70               |
| Pixie Mops Commercial  | Off Peak, Per Hour.  | No            | Yes | 23.40               |
| Pixie Mops Community   | Peak, Per Hour.  | No            | Yes | 23.40               |
| Pixie Mops Commercial  | Peak, Per Hour.  | No            | Yes | 29.20               |
| Tuart Room Community   | Off Peak, Per Hour.  | No            | Yes | 22.55               |
| Tuart Room Commercial  | Off Peak, Per Hour.  | No            | Yes | 28.20               |
| Tuart Room Community   | Peak, Per Hour.  | No            | Yes | 28.20               |
| Tuart Room Commercial  | Peak, Per Hour.  | No            | Yes | 33.80               |
| Marri Room Community   | Off Peak, Per Hour.  | No            | Yes | 11.65               |
| Marri Room Commercial  | Off Peak, Per Hour.  | No            | Yes | 17.65               |
| Marri Room Community   | Peak, Per Hour.  | No            | Yes | 17.65               |
| Marri Room Commercial  | Peak, Per Hour.  | No            | Yes | 23.35               |
| Bertram Consult Room Community   | Off Peak, Per Hour.  | No            | Yes | 11.65               |
| Bertram Consult Room Commercial  | Off Peak, Per Hour.  | No            | Yes | 17.65               |
| Bertram Consult Room Community   | Peak, Per Hour.  | No            | Yes | 17.65               |
| Bertram Consult Room Commercial  | Peak, Per Hour.  | No            | Yes | 23.35               |
| <b>Crèche - Community Centres</b>  |  |               |     |                     |
| Crèche - 1st Child   | Cost per hour  | No            | Yes | 3.80                |
| Crèche - Additional Child  | Cost per hour  | No            | Yes | 3.20                |
| Crèche - Group Bookings  | Minimum Charge   | No            | Yes | 38.70               |

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|---|---|---------------|-----|---------------------|
| <b>Other Fees and Charges</b>   |   |               |     |                     |
| Variable Tea and Coffee Rate for Community Centres  | Fee for coin operated coffee machines and cost recovery for event and program hospitality                                     | No            | Yes | 50c - \$3.00        |
| Commercial Hotdesk  | Hourly rate   | No            | Yes | 11.30               |
| Community Hotdesk   | Hourly rate   | No            | Yes | 7.20                |
| <b>OTHER HIREABLE SPACES</b>  |   |               |     |                     |
| Fiona Harris Ground Floor Community   | Off Peak, Per Hour.   | No            | Yes | 17.70               |
| Fiona Harris Ground Floor Commercial  | Off Peak, Per Hour.   | No            | Yes | 23.40               |
| Fiona Harris Ground Floor Community   | Peak, Per Hour.   | No            | Yes | 23.40               |
| Fiona Harris Ground Floor Commercial  | Peak, Per Hour.   | No            | Yes | 29.20               |
| Fiona Harris Level 1 Community  | Off Peak, Per Hour.   | No            | Yes | 22.60               |
| Fiona Harris Level 1 Commercial   | Off Peak, Per Hour.   | No            | Yes | 28.20               |
| Fiona Harris Level 1 Community  | Peak, Per Hour.   | No            | Yes | 28.20               |
| Fiona Harris Level 1 Commercial   | Peak, Per Hour.   | No            | Yes | 33.80               |
| Isabella Corker Community   | Off Peak, Per Hour.   | No            | Yes | 17.70               |
| Isabella Corker Commercial  | Off Peak, Per Hour.   | No            | Yes | 23.40               |
| Isabella Corker Community   | Peak, Per Hour.   | No            | Yes | 23.40               |
| Isabella Corker Commercial  | Peak, Per Hour.   | No            | Yes | 29.20               |
| Medina Hall Community   | Off Peak, Per Hour.   | No            | Yes | 22.60               |
| Medina Hall Commercial  | Off Peak, Per Hour.   | No            | Yes | 28.20               |
| Medina Hall Community   | Peak, Per Hour.   | No            | Yes | 28.20               |
| Medina Hall Commercial  | Peak, Per Hour.   | No            | Yes | 33.80               |
| Thomas Hall Community   | Off Peak, Per Hour.   | No            | Yes | 17.70               |
| Thomas Hall Commercial  | Off Peak, Per Hour.   | No            | Yes | 23.40               |
| Thomas Hall Community   | Peak, Per Hour.   | No            | Yes | 23.40               |
| Thomas Hall Commercial  | Peak, Per Hour.   | No            | Yes | 29.20               |
| Thomas Kelly Pavilion Community   | Off Peak, Per Hour.   | No            | Yes | 22.60               |
| Thomas Kelly Pavilion Commercial  | Off Peak, Per Hour.   | No            | Yes | 28.20               |
| Thomas Kelly Pavilion Community   | Peak, Per Hour.   | No            | Yes | 28.20               |
| Thomas Kelly Pavilion Commercial  | Peak, Per Hour.   | No            | Yes | 33.80               |
| Wellard Pavilion Community  | Off Peak, Per Hour.   | No            | Yes | 17.70               |
| Wellard Pavilion Commercial   | Off Peak, Per Hour.   | No            | Yes | 23.40               |
| Wellard Pavilion Community  | Peak, Per Hour.   | No            | Yes | 23.40               |
| Wellard Pavilion Commercial   | Peak, Per Hour.   | No            | Yes | 29.20               |
| <b>COMMUNITY EVENTS AND ACTIVITIES</b>  |   |               |     |                     |
| <b>Hire Fees</b>  |   |               |     |                     |
| Definitions: Community - Any Not For Profit organisation, Charitable organisation, charitable event or bookings made by individuals for private bookings. Commercial - Government Departments & Agencies, Business, or where individuals will collect profit as a result of the booking |   |               |     |                     |
| <b>Public Liability Insurance</b>   |   |               |     |                     |
| Public Liability Insurance  | Fee Charged per stall to provide Public Liability cover for a stall holder/ exhibitor   | No            | Yes | 31.75               |
| <b>Stall Holder Power Charge - All Events</b>   |   |               |     |                     |
| 2 x 10 Amp  | Fee charged per stall   | No            | Yes | 35.35               |
| 2 x 15 Amp  | Fee charged per stall   | No            | Yes | 41.20               |
| 1 x 3 Phase   | Fee charged per stall   | No            | Yes | 47.10               |
| <b>Stallholder Hire Fees - Level 1 Events</b>   |   |               |     |                     |
| Kwinana Community Groups and Residents  | Fee charged per stall   | No            | Yes | 52.55               |
| Other District Community Groups   | Fee charged per stall   | No            | Yes | 63.05               |
| Commercial and All Other  | Fee charged per stall   | No            | Yes | 94.55               |
| <b>Stallholder Hire Fees - Level 2 Events</b>   |   |               |     |                     |
| Kwinana Community Groups and Residents  | Fee charged per stall   | No            | Yes | 29.45               |
| Other District Community Groups   | Fee charged per stall   | No            | Yes | 40.00               |
| Commercial and All Other  | Fee charged per stall   | No            | Yes | 57.80               |
| <b>Stallholder Hire Fees - Level 3 Events</b>   |   |               |     |                     |
| Kwinana Community Groups and Residents  | Fee charged per stall   | No            | Yes | 11.55               |
| Other District Community Groups   | Fee charged per stall   | No            | Yes | 17.25               |
| Commercial and All Other  | Fee charged per stall   | No            | Yes | 28.70               |
| <b>RECQUATIC</b>  |   |               |     |                     |
| Concession discount   | Health Care Card, Seniors Card, Veteran, Students, Corporate, community groups, family etc                                    |               |     | 15%                 |
| Group discount  | Minimum of 4 people   |               |     | 15%                 |
| <b>Facility Hire</b>  |   |               |     |                     |
| Cleaning Cost   | Per hour  | No            | Yes | 47.10               |
| Promotional Activities  | Centre Marketing Activities   | No            | Yes | 0-100% Discount     |
| Locker Use at Recquatic   | Lockers take \$1.00 for single use  | No            | Yes | 1.00                |
| Hire of Staff   | e.g. Swim instructor or Lifeguard. Amount subject to individual employee pay rate and oncosts. Rate per hour. Minimum 2 hours | No            | Yes | 10 - 100            |
| <b>Recquatic Hireable Spaces</b>  |   |               |     |                     |
| Community - Any Not For Profit organisation, Charitable organisation, charitable event or bookings made by individuals for private bookings. Commercial - Government Departments & Agencies, Business, or where individuals will collect profit as a result of the booking              |   |               |     |                     |
| Definitions:  | Off Peak: 8am-6pm, Peak: 6pm-1am  |               |     |                     |
| Recquatic Hireable Spaces Community   | Off peak  | No            | Yes | 17.40               |
| Recquatic Hireable Spaces Commercial  | Off peak  | No            | Yes | 23.40               |
| Recquatic Hireable Spaces Community   | Peak  | No            | Yes | 23.40               |
| Recquatic Hireable Spaces Commercial  | Peak  | No            | Yes | 29.20               |
| <b>Gym</b>  |   |               |     |                     |
| Casual Gym Entry (No joining fee applicable)  | Per person  | No            | Yes | 15.00               |
| Carer/Companion   | Per person  | No            | No  | No Charge           |
| <b>Group Fitness</b>  |   |               |     |                     |
| 60minute class  | Per person  | No            | Yes | 15.00               |
| 30 min Class  | Per person  | No            | Yes | 8.20                |
| Group Fitness 10 visit  | Per purchase  | No            | Yes | 134.50              |

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| FEES AND CHARGES  | EXPLANATORY COMMENT  | STATUTORY FEE | GST | 2019/20 BUDGET (\$) |
|---|--|---------------|-----|---------------------|
| Group Fitness 1.5 hrs   | Per person   | No            | Yes | 18.40               |
| <b>Membership</b>   |  |               |     |                     |
| Unlimited suspensions   | Unlimited suspensions on a 12 month membership (e.g. FIFO, Seniors)  | No            | Yes | 100.00              |
| <b>Bronze Membership</b>  |  |               |     |                     |
| 3 months includes administration fee  | Per person   | No            | Yes | 205.00              |
| 3 months (with Concession) includes administration fee  | Per person   | No            | Yes | 185.00              |
| 6 months includes administration fee  | Per person   | No            | Yes | 373.00              |
| 6 months (with Concession) includes administration fee  | Per person   | No            | Yes | 326.00              |
| 12 months includes administration fee and 25% off crèche fees.  | Per person   | No            | Yes | 630.00              |
| 12 months (with Concession) includes administration fee   | Per person   | No            | Yes | 553.00              |
| (Minimum 12 month contact Direct Debit) Per fortnight plus \$45 joining fee.  | Per person   | No            | Yes | 31.00               |
| (Minimum 12 month contract with concession Direct Debit) Per fortnight plus \$45 joining fee.                                     | Per person   | No            | Yes | 27.66               |
| 12 month Seniors Revitalise Aqua  | Per person   | No            | Yes | 355.00              |
| Replacement of Membership Frequency Operated Button (FOB)   | Per Item   | No            | Yes | 5.00                |
| <b>Silver Membership</b>  |  |               |     |                     |
| 1 month includes administration fee Veteran Card holders (aquatic and gym only)   | Per Person   | No            | Yes | 37.00               |
| 6 months, includes administration fee Veteran Card holders (aquatic and gym only)   | Per Person   | No            | Yes | 215.00              |
| Annual, includes administration fee Veteran Card holders (aquatic and gym only)   | Per Person   | No            | Yes | 414.00              |
| 3 months, includes administration fee   | Per Person   | No            | Yes | 305.00              |
| 3 months (includes Concession) includes administration fee  | Per Person   | No            | Yes | 264.00              |
| 6 months, includes administration fee   | Per Person   | No            | Yes | 487.00              |
| 6 months – seniors and disability pension holders, administration fee   | Per Person   | No            | Yes | 425.00              |
| 12 months up-front, includes administration fee and includes 50% off crèche fees  | Per Person   | No            | Yes | 833.00              |
| 12 months - seniors and disability pension holders, includes administration fee   | Per Person   | No            | Yes | 731.00              |
| (Minimum 12 month contract Direct Debit) Per fortnight plus \$42 joining fee  | Per Person   | No            | Yes | 37.00               |
| (Minimum 12 month contract Direct Debit) Per fortnight Senior's and Disability Pension Holders plus \$42 joining fee              | Per Person   | No            | Yes |                     |
| Annual Off Peak - Concession -Gym/Aquatics  | per person   | No            | Yes | 203.00              |
| <b>Gold Membership</b>  |  |               |     |                     |
| Includes gym, assessment & program, aerobics, aquarobics, indoor pools, spa, steam room, hydro pool & crèche                      |  |               |     |                     |
| 1 month   | Per person   | No            | Yes | 163.00              |
| 3 months, includes administration fee   | Per Person   | No            | Yes | 403.00              |
| 3 months (includes Concession) includes administration fee  | Per Person   | No            | Yes | 358.00              |
| 6 months, includes administration fee   | Per Person   | No            | Yes | 575.00              |
| 6 months – seniors and disability pension holders, includes administration fee  | Per Person   | No            | Yes | 502.00              |
| 12 months, includes administration fee  | Per Person   | No            | Yes | 944.00              |
| 12 months – seniors and disability pension holders, includes administration fee   | Per Person   | No            | Yes |                     |
| (Minimum 12 month contract Direct Debit) Per fortnight PLUS \$42 joining fee  | Per Person   | No            | Yes | 40.30               |
| (Minimum 12 month contract Direct Debit) Per fortnight Senior's and Disability Pension Holders plus \$42 joining fee              | Per Person   | No            | Yes |                     |
| <b>FIFO Gold Memberships (annual up front only)</b>   |  |               |     |                     |
| 1 on 3 off  | Per Person   | No            | Yes | 704.00              |
| 2 on 2 off  | Per Person   | No            | Yes | 470.00              |
| 3 on 1 off  | Per Person   | No            | Yes | 236.00              |
| 4 on 1 off  | Per Person   | No            | Yes | 189.00              |
| <b>Family Memberships</b>   |  |               |     |                     |
| <b>Couples</b>  |  |               |     |                     |
| Couples Gold Direct Debit (Per Fortnight) Membership (2 adults 16+, one payment) Per fortnight                                    | 10% off 2 gold memberships   | No            | Yes | 73.00               |
| Couples Gold Direct Debit (Per Fortnight) Membership - Concession (2 adults 16+, one payment) Per fortnight                       | 10% off 2 gold concession memberships  | No            | Yes | 74.00               |
| <b>Family Memberships</b>   |  |               |     | 75.00               |
| Family Direct Debit ( Per Fortnight) Membership (2 adults 16+ and up to 3 kids up to 16 years) Per fortnight                      | 2 x Adult Gold memberships + max. 3 children up to 16 years pool cost based on 2.2 x Gold Membership price           | No            | Yes | 76.00               |
| Single Parent Family Direct Debit (Per Fortnight) Membership (1 adult 16+ and up to 3 kids up to 16 years) Per fortnight          | 1x Adult Gold memberships + max. 3 children up to 16 years pool cost based on 1.4 x Gold Membership price            | No            | Yes | 77.00               |
| Single Parent Family Direct Debit (Per Fortnight) Concession Membership (1 concession holder 16+ and up to 3 kids up to 16 years) | 1x Adult Gold memberships + max. 3 children up to 16 years pool cost based on 1.4 x Gold Concession Membership price | No            | Yes | 78.00               |
| <b>Junior Memberships</b>   |  |               |     |                     |
| Junior Direct Debit Membership (Per Fortnight) (12-15 years) Aquatics and selected Group Fitness classes                          | Aquatics & Muscle Jam  | No            | Yes | 18.90               |
| Junior Upfront Annual Membership (12-15 years) Aquatics and selected Group Fitness classes  | Aquatics & Muscle Jam  | No            | Yes | 450.00              |
| <b>Off-Peak Memberships</b>   |  |               |     |                     |
| Off-Peak Memberships  |  |               |     | 220.00              |
| <b>Personal Training</b>  |  |               |     |                     |
| Block of 10 (one-hour) sessions ( 20% discount)   | Per Person   | No            | Yes | 704.00              |
| Block of 5 (one-hour) sessions (10% discount)   | Per Person   | No            | Yes | 396.00              |
| Block of 10 (30 minutes) sessions (20% discount)  | Per Person   | No            | Yes | 432.00              |
| Block of 5 (30 minutes) sessions (10% discount)   | Per Person   | No            | Yes | 243.00              |
| Casual 1 hour session   | Per Person   | No            | Yes | 88.00               |
| Casual 30 minute session  | Per Person   | No            | Yes | 54.00               |
| Health assessment and program   | 60 minutes total   | No            | Yes | 88.00               |
| <b>Small Group Training</b>   |  |               |     |                     |
| Casual 1 hour session   | Up to 10 participants per instructor   | No            | Yes | 150.00              |
| Block of 5 (one-hour) sessions (10% discount)   | 5 one-hour sessions purchased in bulk  | No            | Yes | 675.00              |
| Block of 10 (one-hour) sessions (20% discount)  |  | No            | Yes | 1,200.00            |

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| FEES AND CHARGES  | EXPLANATORY COMMENT  | STATUTORY FEE | GST | 2019/20 BUDGET (\$)                    |
|---|--|---------------|-----|--|
| <b>Not For Profit User Groups</b>   |  |               |     |  |
| <b>Sports Stadium</b>   |  |               |     |  |
| Full court  | Per hour   | No            | Yes | 57.00                                  |
| Half court  | Per hour   | No            | Yes | 28.00                                  |
| Badminton court   | Per hour   | No            | Yes | 19.50                                  |
| Casual Court use per person i.e. Basketball Shoots  | Per hour   | No            | Yes | 4.70                                   |
| <b>Junior Sports - Term fee based on ten week term (one class per week – pro rata)</b>        |  |               |     |  |
| Junior Sports Term fee - 1st child  | Per person   | No            | Yes | 7.10                                   |
| Junior Sports Term fee - 2nd child  | Per person (10% discount)  | No            | Yes | 6.40                                   |
| Junior Sports Term fee - 3rd child  | Per person (20% discount)  | No            | Yes | 5.70                                   |
| Junior Team Nomination fee (per team)   | Per season   | No            | Yes | 29.00                                  |
| Game Fee – Junior Sports competition  | Per team   | No            | Yes | 50.00                                  |
| <b>Adult Team Sports</b>  |  |               |     |  |
| Game Fee – Adult Sports (7 a side)  | Per team   | No            | Yes | 68.00                                  |
| Game Fee – Adult Sports (5 a side)  | Per team   | No            | Yes | 64.00                                  |
| Team Nomination fee - 7 a side  | Per season   | No            | Yes | 68.00                                  |
| Team Nomination fee - 5 aside   | Per season   | No            | Yes | 64.00                                  |
| Forfeit fine  | Per forfeit within 24 hours  | No            | Yes | 114.00                                 |
| <b>Lifestyle Programs - Course Fee based on ten week term (one class per week – pro rata)</b> |  |               |     |  |
| <b>Programs</b>   |  |               |     |  |
| Adult programs - term   | Amount Depending on cost of delivery of the program activity. Cost per week charged as a term amount   | No            | Yes | \$10 - \$40                            |
| Adult programs - casual   | Amount Depending on cost of delivery of the program activity. Cost per casual visit  | No            | Yes | \$10 - \$40                            |
| Junior programs - term  | Amount Depending on cost of delivery of the program activity. Cost per week charged as a term amount   | No            | Yes | \$5 - \$40                             |
| Junior programs - casual  | Amount Depending on cost of delivery of the program activity. Cost per casual visit  | No            | Yes | \$5 - \$40                             |
| Specialised Concession Programs   | Programs adapted and unique for concession groups. Programs identified and costed are at the set rate with no further discounts                | No            | Yes | 7.00                                   |
| Specialised Concession Programs   | 10 pass Programs adapted and unique for Concession participation. Programs identified and costed are at the set rate with no further discounts | No            | Yes | 63.00                                  |
| <b>Aquatic Centre</b>   |  |               |     |  |
| Adult entry   | Per person   | No            | Yes | 6.00                                   |
| Child entry (3-15 years)  | Per person   | No            | Yes | \$5.00                                 |
| Education Department child entry (School bookings, Interm etc). Includes free spectator entry | Per person   | No            | Yes | 3.30                                   |
| Family entry (1 adult and 3 children) or (2 Adults & 2 Children)                              | Per family   | No            | Yes | 17.00                                  |
| Adult swim multi-entry (10 entry pass)  | 10% discount off casual entry  | No            | Yes | \$54                                   |
| Children swim multi-entry (10 pass)   | 10% discount off casual entry  | No            | Yes | 45.00                                  |
| Spa, Steam room and Swim (over 16 years only)   | Per person   | No            | Yes | 10.50                                  |
| Lane Hire: Per hour. Normal Entry Fee   | Subject to availability  | No            | Yes | 12.90                                  |
| Inflatable volleyball net hire  | Per hour   | No            | Yes | 15.20                                  |
| Special event entry e.g. pool party   | Per person   | No            | Yes | 9.00                                   |
| Swim Club membership  | Entry charged per quarter per member   | No            | Yes | 10.00                                  |
| Vac Swim additional child entry   | Per person per day   | No            | Yes | 3.30                                   |
| <b>Hydrotherapy Pool</b>  |  |               |     |  |
| Adult entry   | Per person   | No            | Yes | 7.00                                   |
| Hydro pool Hire (profit organisations)  | Per hour   | No            | Yes | 110.00                                 |
| Hydro pool Hire (non-profit organisations)  | Per hour   | No            | Yes | 59.50                                  |
| Multi-entry Hydro Pool (10 pass)  | 10% off  | No            | Yes | 63.00                                  |
| <b>Group Bookings</b>   |  |               |     |  |
| School Carnival - Full Day (spectator fee inclusive)  | Per session  | No            | Yes | 620.00                                 |
| School Carnival - Half Day (spectator fee inclusive)  | Per session  | No            | Yes | 310.00                                 |
| Group Bookings - Pool   | Per hour lane hire, \$3.20 per entry.  | No            | Yes | \$3.30 per entry<br>\$13 per lane hire |
| <b>Pool Inflatable Hire (Minimum 2 hours)</b>   |  |               |     |  |
| <b>Birthday Parties</b>   |  |               |     |  |
| Pool Parties  | 1.5 hours play + 30 mins café (inflatable hire extra) minimum 10 children - per child  | No            | Yes | 23.00                                  |
| Play and Games (dry) Party / Disco Party  | 1.5 hours play + 30 mins café - per child for first 20 children (minimum 10 children)  | No            | Yes | 23.00                                  |



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| FEES AND CHARGES   |   | STATUTORY FEE | GST | 2019/20 BUDGET (\$)   |
|--|---|---------------|-----|---|
| <b>Swim School - Term Fee based on ten week term (one class per week – pro rata)</b>   |   |               |     |   |
| Private class (30 minute 1:1)  | Per person  | No            | No  | 46.00   |
| Private class (30 minute class) - Term Fee (10 visits)   | Per person  | No            | No  | 460.00  |
| SAIL classes (30 min class) Term Fee ( 10 visits)  | Per person  | No            | No  | 193.00  |
| Child Term fee (30 minute class) – 1st child   | Per person  | No            | No  | 144.00  |
| Child Term fee (30 minute class) – 2nd child   | Per person (10% discount)   | No            | No  | 129.60  |
| Child Term fee (30 minute class) – 3rd child   | Per person (20% discount)   | No            | No  | 115.20  |
| Complimentary Pass with any 10 week term of swimming purchased and can only be used during this period of swimming lesson (10 weeks). No entry will be allowed for other programs. Only general swim and spectator allowed. No hydro entry | Max - child enrolled in swimming lessons and one parent.  | No            | No  | No Charge   |
| <b>Crèche</b>  |   |               |     |   |
| Casual users   | Per hour  | No            | Yes | 4.20  |
| Casual users 10 pass   | Per hour  | No            | Yes | 41.60   |
| Silver member usage  | Per hour  | No            | Yes | 2.10  |
| Silver member - 10 pass  | Per hour  | No            | Yes | 21.00   |
| Bronze member usage  | Per hour  | No            | Yes | 3.15  |
| Bronze member - 10 pass  | Per hour  | No            | Yes | 31.50   |
| <b>Vacation Care - Holiday Program</b>   |   |               |     |   |
| Vacation Care Program fee per day  | Per person  | No            | Yes | \$70  |
| <b>Cafe and Pro Shop</b>   |   |               |     |   |
| Cafe and Pro Shop Goods  | Amount depending on supplier costs of goods and services available  | No            | Yes | \$0 - \$300   |
| <b>LIBRARY</b>   |   |               |     |   |
| Pocket Laminating  | Per card  | No            | Yes | 3.00  |
| Pocket Laminating  | Per A4 sheet  | No            | Yes | 6.50  |
| Pocket Laminating  | Per A3 sheet  | No            | Yes | 11.00   |
| Convenience items e.g. USB, plastic sleeves, ear buds, library bags  | Amount depending on supplier costs of goods and services available  | No            | Yes | \$0 - \$50.00   |
| Replacement Membership Cards   | Per card  | No            | No  | 5.50  |
| Charges for lost and damaged resources   | Cost to Council   | No            | No  | Actual Cost   |
| Scanning/Emailing Documents  | up to 10 pages if a staff member is processing the item. Free scanners are also available.  | No            | Yes | 2.30  |
| <b>PLANNING</b>  |   |               |     |   |
| <b>Administration</b>  |   |               |     |   |
| Large Maps/Plans   | Per A1 size   | No            | No  | 19.30   |
| Large Maps/Plans   | Per A0 size   | No            | No  | 51.25   |
| Zoning Certificate - Application Fee for Zoning Certificate  | Proforma advising of current zoning under Town Planning Scheme and any changes to Scheme being considered by Council, does not include site inspection. | Yes           | No  | 73.00   |
| Written advice - Application Fee for Written Planning Advice   | Proforma advising of current zoning under Town Planning Scheme and any changes to Scheme being considered by Council, does not include site inspection. | Yes           | Yes | 73.00   |
| <b>Subdivision Clearance (per lot)</b>   |   |               |     |   |
| a) not more than 5 lots  | Per lot   | Yes           | No  | 73.00   |
| b) more than 5 lots but not more than 195 lots   | \$73.00 per lot for the first 5 lots and then \$35.00 per lot   | Yes           | No  | (\$73 x 5) + (\$35 x (Total no. - 5))   |
| c) more than 195 lots  |   | Yes           | No  | 7,393.00  |
| <b>Development Application</b>   |   |               |     |   |
| Development Cost <\$50,000   | Penalty: The fee plus by way of penalty, twice that fee (=3x fee in total)  | Yes           | No  | 147.00  |
| Development Cost \$50,000 - \$500,000  | Penalty: The fee plus by way of penalty, twice that fee (=3x fee in total)  | Yes           | No  | .32% of estimated cost of development   |
| Development Cost \$500,000 - \$2,500,000   | Penalty: The fee plus by way of penalty, twice that fee (=3x fee in total)  | Yes           | No  | \$1,700 + .257% for every \$1 in excess of \$500,000  |
| Development Cost \$2,500,000 - \$5,000,000   | Penalty: The fee plus by way of penalty, twice that fee (=3x fee in total)  | Yes           | No  | \$7,161 + .206% for every \$1 in excess of \$2.5 million  |
| Development Cost \$5,000,000 - \$21,500,000  | Penalty: The fee plus by way of penalty, twice that fee (=3x fee in total)  | Yes           | No  | \$12,633 + .123% for every \$1 in excess of \$5 million   |
| Development Cost >\$21,500,000   | Penalty: The fee plus by way of penalty, twice that fee (=3x fee in total)  | Yes           | No  | 34,196.00   |
| Development Application Assessment   | Amendments to and renewals of previously assessed and approved Development Application  | No            | No  | 50% of Original Application Fee or actual cost, whichever is the lesser. Note: Costs per hour for professional services provided by Officers (see Professional Fees) and/or actual costs for engaging external providers. |
| Development Application - Extractive Industry  | Penalty: The fee plus by way of penalty, twice that fee (=3x fee in total)  | Yes           | No  | 739.00  |
| Determining an application to amend or cancel development approval   | 5A in the Planning & Development Regulations 2009.  | Yes           | No  | 295.00  |

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| FEES AND CHARGES   | EXPLANATORY COMMENT   | STATUTORY |     | 2019/20 BUDGET<br>(\$) |
|--|---|-----------|-----|------------------------|
|  |   | FEE       | GST |                        |
| Advertising - Development Application  | 1 - 9 Letters   | No        | No  | 245.00                 |
|  | 10 - 50 Letters   | No        | No  | 367.00                 |
|  | 51 - 500 Letters  | No        | No  | 612.00                 |
|  | 501+ Letters  | No        | No  | 1,233.00               |
| Single Residential (includes additions & incidental structures)  | No charge except where planning approval required (fee as per Development Application costs)        | Yes       | No  | No Charge              |
| Change of Use/Continuation of Non-Conforming Use   | Penalty: The fee plus by way of penalty, twice that fee (=3x fee in total)                          | Yes       | No  | 295.00                 |
| Family Day Care Centres (7 children)   |   | Yes       | No  | No Charge              |
| Building Envelope Variation  |   | No        | No  | 263.00                 |
| Liquor Act Certification – Planning  |   | No        | No  | 316.00                 |
| <b>Home Occupation</b>   |   |           |     |                        |
| Certified NIES Applicants & 'Business Address Only'.   |   | Yes       | No  | No Charge              |
| Initial Fee  | Penalty: The fee plus by way of penalty, twice that fee (=3x fee in total)                          | Yes       | No  | 222.00                 |
| Annual Renewal   | Penalty: The fee plus by way of penalty, twice that fee (=3x fee in total)                          | Yes       | No  | 73.00                  |
| <b>Property Certificate</b>  |   |           |     |                        |
| Proforma circulated to Council's Planning, Building, Health and Engineering sections and involves a search of Council's records but with no site inspection. A Rates Enquiry is a separate fee. Fees from each department listed below All fees listed below to be paid. |   |           |     |                        |
| Property Certificate - Planning Fee  | As per Zoning Certificate above   | Yes       | No  | 73.00                  |
| Property Certificate - Health Fee  |   | No        | No  | 74.00                  |
| Property Certificate - Building Fee  |   | No        | No  | 29.00                  |
|  | <b>TOTAL PLANNING, HEALTH &amp; BUILDING FEE</b>  |           |     | <b>176.00</b>          |
| <b>Strata Title Fees</b>   |   |           |     |                        |
| (a) For a certificate under section 5B (2) - 20 cents per square metre of the floor space of building or \$100.00 whichever is greater   |   | Yes       | No  | \$0.20/m <sup>2</sup>  |
| (b) For a certificate under section 8A (f) or 9 (3) - 20 cents per square metre of the floor space of building or \$100.00 whichever is greater  |   | Yes       | No  | \$0.20/m <sup>2</sup>  |
| <b>Documents</b>   |   |           |     |                        |
| Town Planning Scheme 2 Text  |   | No        | No  | 67.50                  |
| Town Planning Scheme 3 Text  |   | No        | No  | 67.50                  |
| Other Council Reports/Structure Plans etc.   |   | No        | No  | 67.50                  |
| Digital Information (e.g. Local Planning Strategy Reports on CD)   |   | No        | No  | 67.50                  |
| Maps   |   | No        | No  | 31.95                  |
| <b>Development Assessment Panel (DAP) Applications</b>   |   |           |     |                        |
| Fees Payable where the estimated cost of the development is:   |   |           |     |                        |
| Not less than \$2 million and less than \$7 million  |   | Yes       | No  | 4,548.00               |
| Not less than \$7 million and less than \$10 million   |   | Yes       | No  | 7,021.00               |
| Not less than \$10 million and less than \$12.5 million  |   | Yes       | No  | 7,639.00               |
| Not less than \$12.5 million and less than \$15 million  |   | Yes       | No  | 7,857.00               |
| Not less than \$15 million and less than \$17.5 million  |   | Yes       | No  | 8,075.00               |
| Not less than \$17.5 million and less than \$20 million  |   | Yes       | No  | 8,294.00               |
| \$20 million or more   |   | Yes       | No  | 8,511.00               |
| An application under regulation 17   | Minor Amendment application   | Yes       | No  | 196.00                 |
| <b>Local Development Plans</b>   |   |           |     |                        |
| Council Adoption of Local Development Plans  |   | Yes       | No  | Actual Cost            |
| Modification of Adopted Local Development Plans  |   | Yes       | No  | Actual Cost            |
| Expert Advice  |   | No        | Yes | Actual Cost            |
| <b>Scheme Amendments</b>   |   |           |     |                        |
| Major Amendment  | Fees calculated & applied in accordance with Part 7 of the Planning & Development Regulations 2009. | Yes       | No  | Actual Cost            |
| General Amendments   | Fees to be paid prior to formal consideration by Council  | Yes       | No  | Actual Cost            |
| Minor Amendments   |   | Yes       | No  | Actual Cost            |
| <b>Structure Plans</b>   |   |           |     |                        |
| New Local Structure Plan or Major Amendment to Local Structure Plan  | Fees calculated & applied in accordance with Part 7 of the Planning & Development Regulations 2009. | Yes       | No  | Actual Cost            |
| Amendment to previously adopted Local Structure Plan   | Fees to be paid prior to formal consideration by Council  | Yes       | No  | Actual Cost            |
| <b>Pedestrian Access Way and Road Closure</b>  |   |           |     |                        |
| Fees are not refundable regardless of whether the proposal is successful. Fees for closure of roads and pedestrian access ways remains the same whether permanent or temporary.  |   |           |     |                        |
| Administration Fee   |   | No        | No  | 1,655.00               |
| Advertising Fee  |   | No        | No  | Actual Cost            |
| Signage/gates/fencing  |   | No        | No  | Actual Cost            |

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| FEES AND CHARGES  | EXPLANATORY COMMENT   | STATUTORY FEE | GST | 2019/20 BUDGET (\$)  |
|---|---|---------------|-----|--|
| <b>Parking</b>  |   |               |     |  |
| Parking Permit - Commercial Vehicle   | Annual  | No            | No  | 216.00   |
| Parking Permit Replacement  |   | No            | Yes | 22.35  |
| <b>BUILDING</b>   |   |               |     |  |
| <b>General</b>  |   |               |     |  |
| Monthly Building Approval Statistics  | For 3 copies  | No            | No  | 378.00   |
| Application to vary a component/s of an already approved Building Permit                      | Based on the change in contract value, but not less than \$97.70  | No            | No  | 105.00   |
| Building Services Levy (applicable on above applications)                                     | 0.137% where construction value >\$45K or \$61.65min  | Yes           | No  | 0.137% or \$61.65min   |
| BSL Commission (on the above applications)  | Administration fee retained by City of Kwinana for collection of BSL Levy   | Yes           | No  | 5.00   |
| Construction Training Fund (CTF) - Payable on all applications where value of works is >\$20K | 0.2% where construction value >\$20k (less \$8.25 commission)   | Yes           | No  | 0.2% where construction value >\$20k   |
| CTF Commission  | Retained by City of Kwinana for collection of CTF Levy  | Yes           | No  | 8.25   |
| Building Administration Fee   | Single charge   | No            | Yes | 105.00   |
| Conduct a site inspection   | 1 hour max  | No            | Yes | 105.00   |
| Simple performance solution   | Class 10a Verandah  | No            | Yes | 100.00   |
| Scanning fee  | Scanning documents for any building approval  | No            | Yes | 45.00  |
| Property Report of Compliance   | Identifying approved and unauthorised building works on the property. Includes an inspection fee of \$105                               | No            | Yes | 280.00   |
| <b>Verge Permit Fees</b>  |   |               |     |  |
| Application to deposit building materials and/or a bulk bin on a road verge                   | Includes 2 inspections at \$84.50, and is non refundable  | No            | No  | 173.00   |
| Depositing building materials and/or a bulk rubbish bin on a road verge                       | \$1 per month per m <sup>2</sup> of area used in thoroughfare   | Yes           | Yes | \$1 per month per m <sup>2</sup>   |
| Penalty for using the verge without approval  | Modified penalty in accordance with Local Government [ULP] Reg Schedule 1   | No            | No  | 500.00   |
| Storage Container Permit (including sea containers)   | Verge permit for the placement of a storage container on a verge (duration of no more than 4 days), (includes 2 inspections)            | No            | No  | 173.00   |
| Additional Verge Inspection   | Verge permit for the placement of a storage container on a verge (duration of no more than 4 days), (includes 2 inspections)            | No            | No  | 86.50  |
| <b>Pool Inspections</b>   |   |               |     |  |
| Mandatory Swimming Pool Inspection Levy   | Inspection is every 4 years - inspections cost is included on the rates   | Yes           | No  | \$46.00 per year   |
| Additional inspections or other non-mandatory inspections                                     | Each  | No            | No  | 105.00   |
| Provision of an inspection certificate for a swimming pool barrier                            | r28 - Inspection Certificate to contain information identified in r29   | No            | Yes | 104.00   |
| <b>Sign License Application Fee (By-Law relating to Signs &amp; Bill Posting)</b>             |   |               |     |  |
| A Pylon Sign - (will also require a building permit)  | for each sign. Set by Local Law.  | No            | No  | 20.00  |
| An Illuminated Sign - (will also require a building permit)                                   | for each sign   | No            | No  | 15.00  |
| Any other Sign - (may also require a building permit)   | for each sign   | No            | No  | 10.00  |
| Hoardings up to 22m <sup>2</sup>  | Per annum   | No            | No  | 50.00  |
| Hoardings >22m <sup>2</sup> up to 36m <sup>2</sup>  | Per annum   | No            | No  | 100.00   |
| <b>Annual Fee for Signs on Local Government Property and Road Reserves</b>                    |   |               |     |  |
| Illuminated Street Name Sign  | for each sign per annum   | No            | Yes | \$10,150 per annum + CPI All Groups Perth average over the 18/19 financial year quarters |
| Illuminated Street Name Sign - reduced rate   | Reduced rate (for first five years) if constructed and installed by the advertiser at the commencement of the first five year agreement | No            | Yes | \$7,688 per annum + CPI All Groups Perth average over the 18/19 financial year quarters  |
| Illuminated Advertising Sign Application Assessment Fee                                       |   | No            | Yes | 263.00   |
| An Illuminated Sign   | for each sign per annum   | No            | No  | 542.00   |
| Any other Sign  | for each sign per annum   | No            | No  | 216.00   |
| <b>Electrified or Razor Wire Fencing</b>  |   |               |     |  |
| Licence for electrified or razor wire fencing   | Set by Local Law  | No            | No  | 179.00   |
| Transfer of Licence for electrified or razor wire fencing                                     | Set by Local Law  | No            | No  | 179.00   |
| Application to vary the conditions of an electric or razor wire fence                         |   | No            | No  | 179.00   |
| <b>Building Record Search</b>   |   |               |     |  |
| Building Search Fee (Payable on all requests at time of request)                              | (s129, s131 Act) - \$38.50, plus copying charges.   | No            | No  | \$38.5 + copying charges   |
| Copies of Commercial Plans - A4 to A0   | Per set   | No            | No  | 38.00  |
| Copies of Residential Plans - A4 to A3  | Per set   | No            | No  | 17.25  |
| Copies of Plans - Larger than A3  | Single copy   | No            | No  | 12.20  |
| Copies of Plans - A4 to A3  | Single copy   | No            | No  | 6.60   |
| <b>Building Permit Fees (Building Act 2011)</b>   |   |               |     |  |
| Extension of time during which a building permit has affect                                   |   | Yes           | No  | 105.00   |
| Un-Certified Building Permit Class  | 0.32% of estimated building works value but not less than \$97.70   | Yes           | No  | 0.32% or 105.00  |
| Certified Building Permit Class 1 & 10  | 0.19% of estimated building works value but not less than \$97.70   | Yes           | No  | 0.19% or 105.00  |
| Certified Building Permit Class 2 to 9  | 0.09% of estimated building works value but not less than \$97.70   | Yes           | No  | 0.09% or 105.00  |
| Building Services Levy (applicable on above applications)                                     | 0.137% where construction value >\$45K or \$61.65min  | Yes           | No  | 0.137% or \$61.65min   |
| BSL Commission (on the above applications)  | Administration fee retained by City of Kwinana for collection of BSL Levy   | Yes           | No  | 5.00   |

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| FEES AND CHARGES   | EXPLANATORY COMMENT  | STATUTORY FEE | GST | 2019/20 BUDGET (\$)   |
|--|--|---------------|-----|---|
| Construction Training Fund (CTF) - Payable on all applications where value of works is >\$20K                    | 0.2% where construction value >\$20k (less \$8.25 commission)                                      | Yes           | No  | 0.2% where construction value >\$20k                                    |
| CTF Commission   | Retained by City of Kwinana for collection of CTF Levy   | Yes           | No  | 8.25  |
| Application for approval of battery powered smoke alarms (r61(3) (b))  |  | Yes           | No  | 179.40  |
| <b>Demolition Licences - DEMO (Building Act 2011)</b>  |  |               |     |   |
| Extension of time during which a demolition permit has affect  |  | Yes           | No  | 105.00  |
| Demolition Permit Class 1 & 10   | Flat Rate  | Yes           | No  | 105.00  |
| Demolition Permit Class 2 to 9   | \$97.70 for each storey of the building  | Yes           | No  | \$105.00 per storey   |
| Building Services Levy (BSL) (applicable on the above applications)  | 0.137% where construction value >\$45K or \$61.65min   | Yes           | No  | 0.137% or \$61.65min  |
| BSL Commission   | Administration fee retained by City of Kwinana for collection of BSL Levy                          | Yes           | No  | 5.00  |
| Construction Training Fund (CTF) - Fee required on all applications where value of works is >\$20k               | 0.2% where construction value >\$20k (less \$8.25 commission)                                      | Yes           | No  | 0.2% where construction value >\$20k                                    |
| CTF Commission   | Administration fee retained by City of Kwinana for collection of CTF Levy                          | Yes           | No  | 8.25  |
| <b>Building Approval Certificate - BAC (Building Act 2011)</b>   |  |               |     |   |
| Building Approval Certificate for Unauthorised Works (s51(3))  | 0.38% of construction value but not less than \$97.70 minimum                                      | Yes           | No  | 0.38% or \$105.00   |
| Building Services Levy for unauthorised work (s51)   | 0.274% where construction value >\$45k or \$123.30 minimum   | Yes           | No  | 0.274% where construction value >\$45k or \$123.30 minimum              |
| BSL Commission (applicable on all applicable applications)   | Administration fee retained by City of Kwinana for collection of BSL Levy                          | Yes           | No  | 5.00  |
| Construction Training Fund (CTF) - Payable on all applications where value of works is >\$20K                    | 0.2% of construction value where >\$20k (less \$8.25 commission)                                   | Yes           | No  | 0.2% of construction value where >\$20k                                 |
| CTF Commission   | Administration fee retained by City of Kwinana for collection of CTF Levy                          | Yes           | No  | 8.25  |
| Building Approval Certificate for an existing building (no work has commenced or been done )                     | (s52(2))   | Yes           | No  | 105.00  |
| Building Services Levy (BSL) (applicable on the above application)   |  | Yes           | No  | 61.65   |
| BSL Commission   | Administration fee retained by City of Kwinana for collection of BSL Levy                          | Yes           | No  | 5.00  |
| Construction Training Fund (CTF) - Fee required on above applications where value of works is \$20,000 or more   | 0.2% of construction value where >\$20k (less \$8.25 commission)                                   | Yes           | No  | 0.2% of construction value where >\$20k                                 |
| CTF Commission   | Administration fee retained by City of Kwinana for collection of CTF Levy                          | Yes           | No  | 8.25  |
| <b>Occupancy Permits (Building Act 2011)</b>   |  |               |     |   |
| Occupancy Permit for a completed Building  | with existing approval (s46)   | Yes           | No  | 105.00  |
| Modification of Occupancy Permit for additional use on a temporary basis   | (s48)  | Yes           | No  | 105.00  |
| Application to extend the time for an occupancy permit or building approval certificate                          | (s65(3)a)  | Yes           | No  | 105.00  |
| Temp Occupancy Permit for incomplete building  | (s47)  | Yes           | No  | 105.00  |
| Replacement Occupancy Permit for permanent change of building use  | (s49)  | Yes           | No  | 105.00  |
| Replacement Occupancy Permit for an existing building  | (s52(1))   | Yes           | No  | 105.00  |
| Occupancy Permit or BAC for the registration of Strata Scheme, plan or subdivision (s50(1) & (2))                | \$10.80 each unit covered by the application but not less than \$107.70                            | Yes           | No  | \$11.60 each unit covered by the application but not less than \$115.00 |
| Building Services Levy (BSL) (applicable on the above application except S46 & s48)                              |  | Yes           | No  | 61.65   |
| BSL Commission   | Administration fee retained by City of Kwinana for collection of BSL Levy                          | Yes           | No  | 5.00  |
| Occupancy Permit for which unauthorised work has been done   | (s51(2))   | Yes           | No  | 0.18% of construction value but not less than \$105.00 min              |
| Building Services Levy for unauthorised work (s51)   | 0.274% where construction value >\$45k or \$123.30 minimum (less \$5 commission)                   | Yes           | No  | 0.274% where construction value >\$45k or \$123.30 minimum              |
| BSL Commission   | Administration fee retained by City of Kwinana for collection of BSL Levy                          | Yes           | No  | 5.00  |
| <b>R-Codes</b>   |  |               |     |   |
|  | Up to 2 variations \$103   |               |     |   |
| Fees for Codes approval pursuant to the Residential Design Codes   |  | No            | No  | 105.00  |
| Fees for Codes approval pursuant to the Residential Design Codes   | 3 or more variations   | No            | No  | 206.00  |
| Fees for Retrospective Codes Approvals   | 2 times the application fee for the "Fees for Codes Approval"                                      | No            | No  | \$210 or \$412  |
| Fees for codes approval - confirmation   | Where confirmation is sought that the proposal complies with the "acceptable development" criteria | No            | Yes | 105.00  |
| <b>Building/Certification Fees - (Refer Building Act 2011)</b>   |  |               |     |   |
| Application as defined in regulation 31 (for each building standard in respect of which a declaration is sought) |  | Yes           | No  | 2,160.15  |
| Certificate of Construction Compliance   | \$203 - 2 hours officer time or part thereof. Excess of 2 hours - \$102 per hour thereafter.       | No            | Yes | 210.00  |
| Certificate of Building Compliance   | \$203 - 2 hours officer time or part thereof. Excess of 2 hours - \$102 per hour thereafter.       | No            | Yes | 210.00  |
| Certificate of Design Compliance - Class 1 & 10 Buildings  | Class 1 & 10 Buildings - 0.13% of the estimated value of building work but not less than \$102     | No            | Yes | 0.13% of the estimated value of building work but not less than \$105   |



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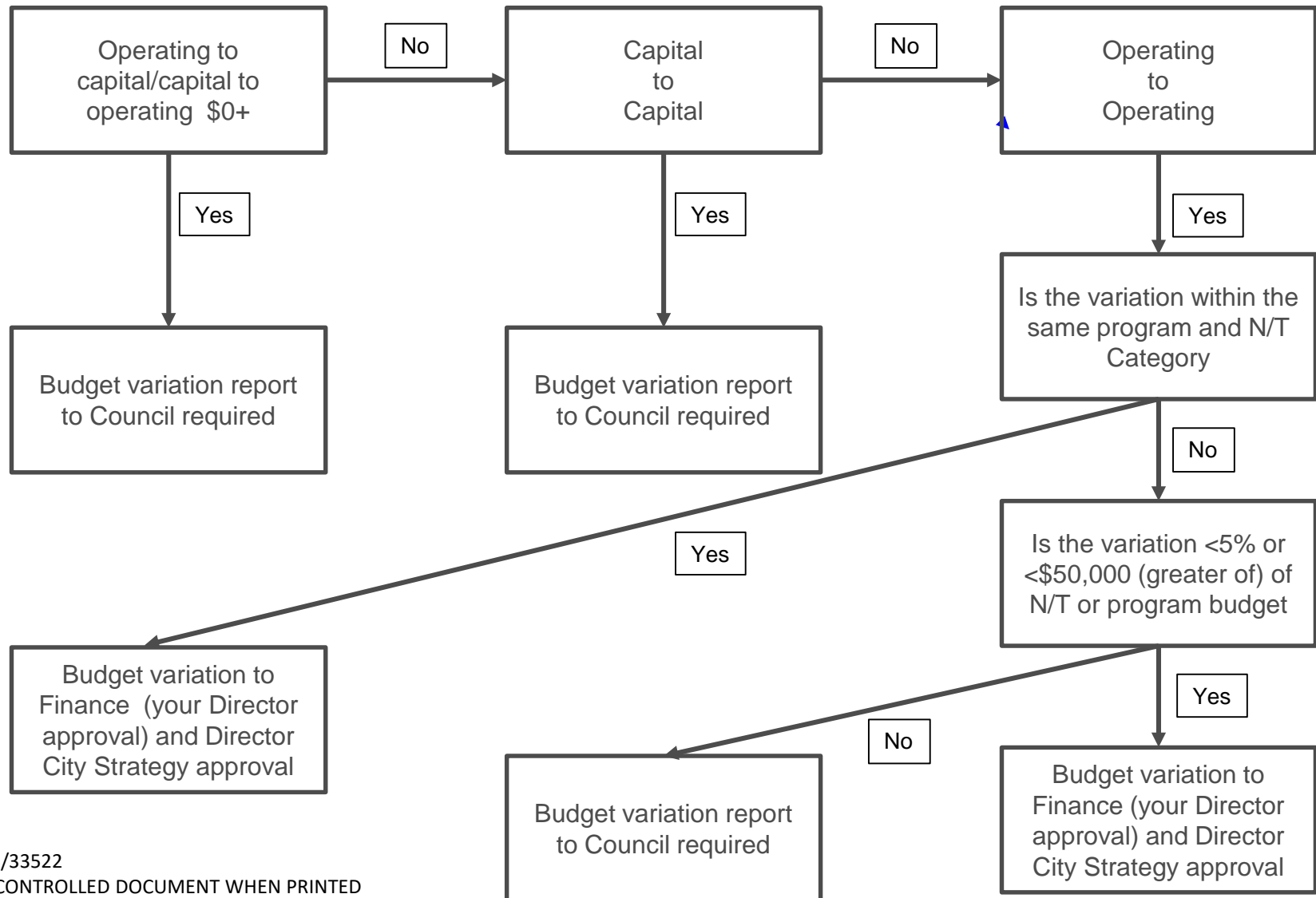
| FEES AND CHARGES  | EXPLANATORY COMMENT  | STATUTORY FEE | GST | 2019/20 BUDGET (\$)   |
|---|--|---------------|-----|---|
|   |  |               |     | 0.09% of the estimated value of building work but not less than \$105 |
| Certificate of Design Compliance - Class 2 - 9 Buildings                      | Class 2 - 9 Buildings - 0.09% of the estimated value of building work but not less than \$102  | No            | Yes |   |
| Provision of Information & Advice from Building Services                      | Per Hour   | No            | Yes | 105.00  |
| Request seeking Confirmation  | that Planning, Environmental Health, Infrastructure etc. requirements have been met  | No            | Yes | 105.00  |
| Compile an alternative solution for class 1 and 10                            | Min \$198 first two hours or part thereof. Then \$99 per hour thereafter.  | No            | Yes | 210.00  |
| <b>ENGINEERING</b>  |  |               |     |   |
| <b>Infrastructure Inspection/Crossovers</b>                                   |  |               |     |   |
| Infrastructure Inspection   | For first and each subsequent inspection and administration of infrastructure asset inspection including inspection of footpath, kerb drainage etc., following completion of building construction (cost per inspection)                     | No            | Yes | 87.30   |
| Crossover Rebate  | The rebate in accordance with the Local Government [ULP] 1996 Reg 15 – 50% of the cost of a standard crossover   | Yes           | Yes | \$121.80 per linear metre of crossover                                |
| <b>Developers Fees</b>  |  |               |     |   |
| Supervision Fees - Developers (when Consulting Engineer has been engaged)     | When Consulting Engineer has been engaged. Total cost of construction of the roads and drainage works.   | Yes           | No  | 1.5% of GST Exclusive Total Cost                                      |
| Supervision Fees - Developers (when Consulting Engineer has not been engaged) | When Consulting Engineer has not been engaged. Total cost of construction of the roads and drainage works.   | Yes           | No  | 3.0% of GST Exclusive Total Cost                                      |
| Subdivision Early Clearance Administration Fee                                | For when developers request early clearance of a stage of their development, prior to reaching practical completion of that stage and outstanding works are bonded.  | No            | Yes | 595.00  |
| Cost for planting / replacement of 100L tree (including 2 year's watering)    | Payment made prior to practical completion of civil works. Cost includes supply and installation of tree (including two years watering)  | No            | Yes | 820.00  |
| Relocate street trees as per Local Planning Policy 2 at the City's discretion | Where an applicant requests that a street tree be removed and planted in a different location on the verge   | No            | Yes | 620.00  |
| Variation to Street Tree Council Policy                                       | Assessment of application and preparation of variation recommendation to the City (Officer Time)   | No            | Yes | Refer to Governance/ Professional Fees                                |
| Variation to maintenance agreement in relation to street trees                | Where an applicant requests change to the original maintenance agreement   | No            | Yes | Refer to Governance/ Professional Fees and actual third party costs   |
| <b>Extractive Industry</b>  |  |               |     |   |
| Accelerated Pavement Depreciation Fee due to Extractive Industry Operations'  | Fee calculated based on quantity of material extracted from the quarry and the distance travelled on the City of Kwinana roads (Cost/Ton/KM)   | No            | No  | 1.20 cents/km   |
| Annual Licence Fee  | Extraction of materials less than 50,000 cubic metres per annum  | No            | No  | 4,543.00  |
| Annual Licence Fee  | Extraction of materials greater than 50,000 cubic metres per annum   | No            | No  | 6,939.00  |
| <b>Restricted Access Vehicle</b>  |  |               |     |   |
| Restricted Access Vehicle permit  | Permit for vehicles to travel on unauthorised roads within the City of Kwinana boundaries - to be granted in conjunction with Main Roads Permit. At Cost Admin Fee, \$106 for the first hour and \$53 per hour there after for Officer time. | No            | No  | Administration Fee + Actual Cost                                      |
| <b>Directional Signs</b>  |  |               |     |   |
| Application fee   | Application fee  | No            | No  | 28.40   |
| Sign cost   | Administration Fee of \$106 for the first hour and \$53 per hour there after, plus cost of sign.   | No            | Yes | Administration Fee + Actual Cost                                      |
| Sign Assessment Fee   | At cost fee to recoup administration costs associated with officers time spent assessing requests for directional signage. At Cost Admin Fee, \$106 for the first hour and \$53 per hour there after.  | No            | Yes | Administration Fee + Actual Cost                                      |
| <b>Traffic Services</b>   |  |               |     |   |
| Collect New Traffic Count Data and Supply                                     | At cost plus private works administration fee (refer Private Works section under Governance) - Non ratepayers  | No            | Yes | Administration Fee + Actual Cost                                      |
| Traffic Count Data Services -Supply Existing Data                             | \$106.00 for the first hour and \$53.00 per hour thereafter To External Parties (Non ratepayers)   | No            | Yes | 106.00  |
| Concessional Loading Administration Fees                                      | At cost fee to recoup administration costs of approving concessional loading applications including an onsite assessment of related locations  | No            | Yes | 185.00  |
| Accelerated Pavement Depreciation Fee due to Concessional Mass Loads          | Subject to legal agreement   | No            | No  | Subject to Legal Agreement  |

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Pensioners who qualify for the 50% rebate on their rates are also entitled to a 50% discount on fees and charges not included in their rates assessment notice. The fees & charges must be directly attributable to activities at their principle place of residence, which must also be their rateable property.  
Note: This discount does not apply to any legislative or statutory fees & charges or fees & charges not associated with the pensioners principal place of residence e.g. Hall Hire, Reserve Hire etc.

| FEES AND CHARGES                  | EXPLANATORY COMMENT  | STATUTORY FEE | GST | 2019/20 BUDGET (\$)   |
|-----------------------------------|--|---------------|-----|---|
| Engineering Drawings              |  |               |     | -   |
| Supply "As Constructed Drawings " | Standard Charge - To External Parties (Non Rate Payers). \$106 for the first hour and \$53.00 per hour thereafter To External Parties (Non ratepayers) | No            | Yes | 106.00  |
| Traffic Management                |  |               |     |   |
| Traffic Management Plan Review    | Costs per hour (or pro-rata) for Officers to assess Traffic Management Plans including site visits and reports as required                             | No            | Yes | Cost per hour (or pro-rata). Refer Governance - Professional Fees |

# Budget Variation Report to Council Process Map



## 16.5 Write-off of Outstanding Debtors

### DECLARATIONS OF INTEREST:

There were no declarations of interest declared.

### SUMMARY:

It is recommended that the City write-off the following amounts \$6,443.50, \$20,170.85 and \$13,523.50, which are amounts that have been registered as a debt with the Fines Enforcement Registry (FER) and identified as unrecoverable or satisfied. The debts are as set out in Confidential Attachment A.

### OFFICER RECOMMENDATION:

That Council authorises the 'write-off' of the outstanding debts considered unrecoverable or satisfied, totalling \$40,137.85 and as listed within Confidential Attachment A.

NOTE: AN ABSOLUTE MAJORITY OF COUNCIL IS REQUIRED

### DISCUSSION:

Costs that are awarded through the court system are forwarded to the Fines Enforcement Registry (FER).

The FER is the state agency responsible for the collection of court ordered penalties and fines enforcement. The FER enters into payment arrangements for outstanding debts and notifies and allocates payments to prosecuting authorities in accordance with the *Fines, Penalties and Infringement Notices Enforcement Act 1994*. The FER forwards payments as received and on a quarterly basis provides updates to the City on the status of the outstanding debts.

From time to time the FER recommends that the amounts are withdrawn from the outstanding debt list on the basis that they have been satisfied or are no longer recoverable.

Contained within Confidential Attachment A are details of the outstanding debts that were registered with the FER and which the City has been advised are no longer recoverable or have been satisfied through a Warrant of Commitment and time served in prison. The total amount that is required to be written off for these debts is \$40,137.85.

*The Local Government Act makes provision for a local government to write off any amount of money, which is owed to the local government at 6.12(c).*

#### **6.12. Power to defer, grant discounts, waive or write off debts**

- (1) *Subject to subsection (2) and any other written law, a local government may —*
  - (a) *when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money; or*
  - (b) *wave or grant concessions in relation to any amount of money; or*
  - (c) *write off any amount of money, which is owed to the local government.*

*\* Absolute majority required.*

**16.5 WRITE-OFF OF OUTSTANDING DEBTORS**

- (2) *Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*
- (3) *The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*
- (4) *Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power*

The Council has delegated to the CEO the authority to write off a debt incurred, not being due to an administrative error, for debts that do not exceed \$1,000. The amount that is to be written off is in excess of this amount and requires Council approval prior to the debts being written off by the City.

**LEGAL/POLICY IMPLICATIONS:**

*Fines, Penalties and Infringement Notices Enforcement Act 1994.*

*Local Government Act 1995 – Part 6, Division 4*

**6.12. Power to defer, grant discounts, waive or write off debts**

- (1) *Subject to subsection (2) and any other written law, a local government may —*
  - (a) *when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money; or*
  - (b) *waive or grant concessions in relation to any amount of money; or*
  - (c) *write off any amount of money, which is owed to the local government.*

*\* Absolute majority required.*

- (2) *Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*
- (3) *The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*
- (4) *Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.*

**City of Kwinana \_ Register of Delegated Authority – Local Government to Chief Executive Officer, Officers and Committees.**

Delegation to the CEO under *Delegated Authority 2.8*  
Council Resolution #196 – 13 June 2018

is subject to the following limitations:

- 1. A write off of the debt incurred as a result of an administrative error on behalf of the City not exceeding \$10,000;

**16.5 WRITE-OFF OF OUTSTANDING DEBTORS**

2. Any grant of concession or waiver not exceeding \$1,000 per occurrence; and
3. Any write-off of a debt, not being due to an administrative error, for debts not exceeding \$1,000.

The Chief Executive Officer's delegated authority to write-off of a debt, not being due to an administrative error, is for debts not exceeding \$1,000 and therefore Council is required to authorise the write-off of this debt.

**FINANCIAL/BUDGET IMPLICATIONS:**

The current budget for the City's write-off account for the 2018/2019 financial year is \$25,944. The actual amount written off to date is \$3,480. Therefore leaving an amount of \$22,464 to be used to offset the proposed write-off amounts outlined in this report. There is a remaining amount of \$17,673.85 (\$40,137.85-\$22,464) that will be covered by the savings that have been identified by City Officers as part of the 2019/2020 budget process when estimating the opening surplus for 1 July 2019.

**ASSET MANAGEMENT IMPLICATIONS:**

There are no direct asset management implications related to this report.

**ENVIRONMENTAL IMPLICATIONS:**

There are no direct environmental implications related to this report.

**STRATEGIC/SOCIAL IMPLICATIONS:**

This proposal will support the achievement of the following outcome and objective detailed in the Corporate Business Plan.

| Plan                    | Outcome              | Objective  |
|-------------------------|----------------------|--|
| Corporate Business Plan | Business Performance | 5.4 Ensure the financial sustainability of the City of Kwinana into the future |

**COMMUNITY ENGAGEMENT:**

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

**PUBLIC HEALTH IMPLICATIONS**

There are no implications on any determinants of health as a result of this report.

## 16.5 WRITE-OFF OF OUTSTANDING DEBTORS

**RISK IMPLICATIONS:**

Risk implications specifically related to this proposal are as follows:

|  |  |
|--|--|
| Risk Event                                   | Misrepresentation of the City's financial standing   |
| Risk Theme                                   | Failure to fulfil statutory regulations or compliance requirements   |
| Risk Effect/Impact                           | Financial  |
| Risk Assessment Context                      | Operational  |
| Consequence                                  | Minor  |
| Likelihood                                   | Unlikely   |
| Rating (before treatment)                    | Low  |
| Risk Treatment in place                      | Prepare Contingent Plans – in event risk occurs  |
| Response to risk treatment required/in place | Include regular review of Prosecution information in line with quarterly data received from Fines Enforcement Registry |
| Rating (after treatment)                     | Low  |

**COUNCIL DECISION**

481

**MOVED CR W COOPER****SECONDED CR M ROWSE**

**That Council authorises the 'write-off' of the outstanding debts considered unrecoverable or satisfied, totalling \$40,137.85 and as listed within Confidential Attachment A.**

**CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL****8/0**

## **16.6 Review of Elected Members and Chief Executive Officer Training and Development Council Policy**

### **DECLARATIONS OF INTEREST:**

There were no declarations of interest declared.

### **SUMMARY:**

A review of the Elected Members and Chief Executive Officer Training and Development Council Policy (Policy) is required as a result of the State Government likely imposition of compulsory Elected Member training for the four successful candidates that are elected in the October 2019 City of Kwinana local government election. It is unknown whether the State Government will pay for the compulsory training, however to ensure that the current Elected Member training allocation does not include the compulsory training, a clause has been included to exclude any compulsory training that is imposed by the State Government from the \$4,000 annual allocation for each Elected Member in the Council Policy. Council had previously allocated a further allocation of \$2,500 per year in the first two years of the term of office for newly Elected Members when their training needs are at its highest. It is recommended that the additional \$2,500 allocation per year for the first two years be removed from the Policy due to the State Government implementing compulsory training.

It is also recommended that as a result of not always being able to obtain all receipts for meals and incidentals at events, the Policy be amended to remove the requirement to carry out an acquittal of expenses for meals and incidentals.

Note, there are no other changes that are being proposed to the Policy.

### **OFFICER RECOMMENDATION:**

That Council approve the Elected Members and Chief Executive Officer Training and Development Council Policy, as detailed in Attachment A.

### **DISCUSSION:**

A copy of the Policy is detailed in Attachment A with the proposed amendments highlighted in tracked changes.

As explained in the summary section of this report, City Officers have identified that the Elected Members and Chief Executive Officer Training and Development Council Policy should detail how the Council will treat any compulsory training imposed by the State Government. It is recommended that Council amend the Policy to state that any compulsory training imposed by the State Government is not included in the Elected Members annual allocation and the additional allocation of \$2,500 per year for the first two years for Elected Members who are in their first term as an Elected Member, be removed. The reason is that the State Government imposed compulsory training will provide newly Elected Members with the governance and local government knowledge that the additional \$2,500 allocation per year for the first two years was intended for.



**16.6 REVIEW OF ELECTED MEMBERS AND CHIEF EXECUTIVE OFFICER TRAINING AND DEVELOPMENT COUNCIL POLICY**

Elected Members and the Chief Executive Officer are currently required to acquit their actual expenses paid after attending an event. The City, in most instances, pays the Elected Member or the Chief Executive Officer an allowance for meals and incidentals, in accordance with the Policy, prior to the event. During the length of time they attend the event they are to keep all receipts. This relies on meal and incidental providers supplying receipts or being able to split receipts. On the Elected Member or Chief Executive Officer's return, they are required to acquit their expenses and an adjustment is made for the difference between their actual expenses and the allowance. Due to the difficulty of obtaining receipts and the amount of officer time involved in processing very minor sums of money, it is recommended that the acquittal of expenses be removed from the Policy. The Elected Member or the Chief Executive Officer will simply receive the meals and incidentals allowance in accordance with the Policy.

**LEGAL/POLICY IMPLICATIONS:**

*Local Government (Rules of Conduct) Regulations 2007*

**7. Securing personal advantage or disadvantaging others**

- (1) *A person who is a council member must not make improper use of the person's office as a council member —*
  - (a) *to gain directly or indirectly an advantage for the person or any other person; or*
  - (b) *to cause detriment to the local government or any other person.*
- (2) *Subregulation (1) does not apply to conduct that contravenes section 5.93 of the Act or The Criminal Code section 83.*

**8. Misuse of local government resources**

*A person who is a council member must not either directly or indirectly use the resources of a local government —*

- (a) *for the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the Electoral Act 1907 or the Commonwealth Electoral Act 1918; or*
- (b) *for any other purpose, unless authorised under the Act, or authorised by the council or the CEO, to use the resources for that purpose.*

**FINANCIAL/BUDGET IMPLICATIONS:**

There are no financial/budget implications associated with this report.

**ASSET MANAGEMENT IMPLICATIONS:**

There are no asset management implications related to this report.

**ENVIRONMENTAL IMPLICATIONS:**

There are no environmental implications related to this report.

**16.6 REVIEW OF ELECTED MEMBERS AND CHIEF EXECUTIVE OFFICER TRAINING AND DEVELOPMENT COUNCIL POLICY****STRATEGIC/SOCIAL IMPLICATIONS:**

This proposal will support the achievement of the following outcome and objective detailed in the Corporate Business Plan.

| Plan                    | Outcome          | Objective  |
|-------------------------|------------------|--|
| Corporate Business Plan | Civic Leadership | 5.1 An active and engaged Local Government, focussed on achieving the community's vision |

**COMMUNITY ENGAGEMENT:**

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

**PUBLIC HEALTH IMPLICATIONS:**

There are no public health implications as a result of this report.

**RISK IMPLICATIONS:**

|  |   |
|--|---|
| Risk Event                                   | Elected Members exceed annual allocation as a result of compulsory training               |
| Risk Theme                                   | Ineffective employment practices  |
| Risk Effect/Impact                           | Compliance  |
| Risk Assessment Context                      | Operational   |
| Consequence                                  | Moderate  |
| Likelihood                                   | Possible  |
| Rating (before treatment)                    | Moderate  |
| Risk Treatment in place                      | Reduce - mitigate risk  |
| Response to risk treatment required/in place | Provide an adequate Policy stating exclusions and conditions for training and development |
| Rating (after treatment)                     | Moderate  |

**COUNCIL DECISION**

482

**MOVED CR P FEASEY****SECONDED CR D WOOD**

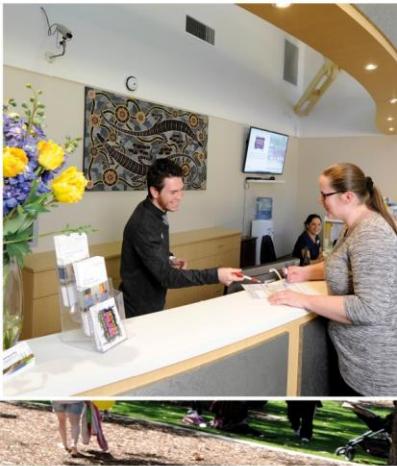
**That Council approve the Elected Members and Chief Executive Officer Training and Development Council Policy, as detailed in Attachment A.**

**CARRIED**  
**8/0**



# Council Policy

Elected Members and  
Chief Executive Officer  
Training and Development



|  |               |
|--|---------------|
| <b>Council Policy</b><br><br><b>Elected Members and Chief Executive Officer Training and Development</b> | D14/82821[v4] |
|--|---------------|

**1. Title**

Elected Members and Chief Executive Officer Training and Development.

**2. Purpose**

The purpose of this policy is to –

- (a) provide access to training and development by Elected Members and the Chief Executive Officer in order to enhance their knowledge, representation and decision making ability; and
- (b) encourage Elected Members and the Chief Executive Officer to attend training and development in order to enhance their knowledge, develop their skills and decision making ability.

**3. Scope**

**3.1 Eligible Events**

**3.1.1** Events to which this policy applies are generally limited to those coordinated and/or run by either:

- (a) The Australian or Western Australian Local Government Associations (ALGA / WALGA).
- (b) The major professional bodies associated with local government.
- (c) Accredited organisations offering training relevant to the role and responsibilities of Elected Members and the Chief Executive Officer.
- (d) Other local government specific events where the Chief Executive Officer or Council is of the opinion attendance would benefit the Elected Members, Chief Executive Officer and the City.
- (e) Study tours, arranged by the City or by a third party, where there is a benefit to Council for Elected Members and the Chief Executive Officer to attend.

**3.1.2** Any Elected Member Training that is imposed by the State Government is not included in the scope of this Council Policy. As this training is compulsory and it is a mandatory requirement for Elected Members, any actual costs (including registration, accommodation, meals and travel) which has been incurred will be funded outside of the Elected Member training allocation identified in this Council Policy. Note: All expenses will be paid for in accordance with section 5.5 of this Council Policy and will not be included the Elected Members training allowance allocation.

### 3.2 Professional Membership

In addition to eligible events, Elected Members may elect to utilise a portion of their budget allocation for Professional Membership. Professional Membership must relate to their role as an Elected Member in local government and be approved by the Chief Executive Officer.

## 4. Definitions

**Event** means conferences, seminars, forums, workshops, courses, study tours, information training sessions and other like events conducted within Australia and internationally.

## 5. Policy Statement

### 5.1 Request for Attendance

Elected Members or the Chief Executive Officer who wish to attend an event may make application by completing a training and development application form detailing the following:

- (a) Title, location and dates
- (b) Program
- (c) Anticipated benefits to the City from attendance
- (d) Total estimated costs including accommodation, travel and sundry expenses.
- (e) If applicable, name of accompanying person requesting to attend an official event dinner which the Elected Member will be responsible for payment of. The City will arrange the booking of the accompanying person; however, the payment of the accompanying person must be made by the Elected Member (refer to section 8 of this Policy for further details).

All applications are to be forwarded to the Chief Executive Officer in reasonable time to meet the event registration deadline, and preferably to meet any 'early bird' registration deadline. Approvals in respect to the Chief Executive Officer must be forwarded to the Mayor.

### 5.2 Attendance Approval

#### 5.2.1 Conditions for granting approval include:

- (a) Generally, no more than two Elected Members may attend a particular event outside Western Australia at the same time, unless Council has resolved for additional Elected Members to attend. If the Mayor requests the Chief Executive Officer to attend, this will be in addition to the maximum number of Elected Members attending. The maximum number of two Elected Members attending an event outside of Western Australia does not apply to study tours. All Elected Members are entitled to attend a study tour if they meet the conditions set out in 5.2.2 and section 6 of this Policy.
- (b) That approval of attendance at events does not impede a quorum at any scheduled Council or Committee meetings.

#### 5.2.2 Approval for Elected Members attendance may be granted by:

- (a) The Chief Executive Officer where the:
  - (i) Application complies with this policy;



- (ii) Event is to be held within Australia or New Zealand; and
  - (iii) Estimated expenses incurred by the City for each event are less than \$4000 per Elected Member.
- (b) Resolution of Council; where the:
- (i) Application does not comply with this policy;
  - (ii) Estimated event expenses exceed the available balance of the Elected Member's annual expense allocation;
  - (iii) Event is to be held outside of Australia or New Zealand; or
  - (iv) Estimated expenses incurred by the City for each event are greater than \$4000 per Elected Member.

**5.2.3** Approval the Chief Executive Officer attendance may be granted by:

- (a) The Mayor where the:
- (i) Application complies with this policy;
  - (ii) Event is to be held within Australia or New Zealand; and
  - (iii) Estimated expenses incurred by the City for each event are less than \$4000.
- (b) Resolution of Council; where the:
- (i) Application does not comply with this policy;
  - (ii) Estimated event expenses exceed the available balance of the Chief Executive Officer's annual expense allocation;
  - (iii) Event is to be held outside of Australia or New Zealand; or
  - (iv) Estimated expenses incurred by the City for each event are greater than \$4000.

**5.3 Professional Membership and Attendance – Interstate and Intrastate Restrictions**

**5.3.1** An Elected Member or the Chief Executive Officer who has failed to fulfil the obligations of this Policy in attending a prior event, namely:

~~(a) — Acquittal of cash advance expenditure in accordance with Clause 5.7; or~~

~~(b) by failing to provide — Provision of a report arising from attendance at an interstate event, in accordance with Clause 5.8.~~

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is ineligible to attend any future event unless authorisation is granted by Council.

**5.3.2** Elected Members who only have two calendar months of their term of office remaining are not eligible to attend events. Elected Members can attend an event at their own expense if they only have two calendar months of their term of office remaining.

**5.3.3** Elected Members who request professional membership to be paid in a year that their term of office is not a full financial year will only have the proportion paid for the days of the membership period they hold office.

#### **5.4 Event Registration and Bookings**

Air fares, conference registration fees and accommodation are to be arranged directly by the City. Delegates are not to pay such costs and seek reimbursement, except in the case of an emergency or unique circumstances, following the approval of either the Mayor or the Chief Executive Officer. In respect to an application by the Chief Executive Officer approval of the Mayor will be required.

#### **5.5 Expenses**

Subject to approval being granted to attend an event, by the Mayor (in the case of the applicant being the Chief Executive Officer), Chief Executive Officer or Council as applicable, the following expenses are to be met:

##### **5.5.1 Travel**

Where travel is involved, the actual cost of travel to and from the event venue are to be met by the City for the respective Elected Member or the Chief Executive Officer.

- (a) All air travel is to be by Economy Class (unless otherwise provided for by Council Policy) at a time that is convenient to the Elected Member or the Chief Executive Officer. As far as is practicable, advantage should be taken of any available discount fares including advance purchased fares. Upgraded seats can be secured at the Elected Member or the Chief Executive Officer's cost (noting that the cost difference is to be determined as the amount between the lowest discounted economy fare available and the upgraded cost).
- (b) Airline tickets purchased are to be insured to enable the ticket purchase price to be refunded, on occasions whereby a delegate is unable to travel.
- (c) Where in particular circumstances an Elected Member or the Chief Executive Officer desire to travel interstate or intrastate by private motor vehicle, they are to be reimbursed for vehicle costs in accordance with the State Public Service Award 1992, but only up to an equivalent amount that would have been expended had arrangements been made to travel by air.
- (d) Elected Members and the Chief Executive Officer must not receive any personal frequent flyer or accommodation loyalty points for air travel or accommodation booked and paid for by the City.

##### **5.5.2 Registration**

Registration fees may include, where applicable, event registration, Conference program dinners, technical tours and accompanying workshops identified within the event program.

##### **5.5.3 Accommodation**

Reasonable accommodation for the Elected Member or the Chief Executive Officer for a room at or in close proximity to the event venue. Allowance for delegates to arrive the day prior to the start of the event and depart the day following the close of the event are

acceptable if it is not reasonable to expect travel to occur on the days of the conference.

Should an Elected Member or the Chief Executive Officer wish to upgrade their accommodation standard or extend their visit for personal reasons not associated with approved City business, all extended stay and additional costs associated with that stay are to be met by the Elected Member or the Chief Executive Officer (including any additional airfare costs).

#### 5.5.5 Meals and Incidental Expenses

Funding for meals and incidental expenses is to be provided in accordance with the State Public Service Award 1992 conditions of service and allowances.

- (a) Meals expenses are to be interpreted as reasonable expenses incurred for the purchase of breakfast, lunch and dinner where these are not provided at the event or in travel. The extent to which an Elected Member or the Chief Executive Officer can be reimbursed for intrastate or interstate travel and accommodation costs is at the same rate applicable to reimbursement of travel and accommodation costs in the same or similar circumstances under the State Public Service Award 1992. ~~The cash advance is stated in clause 5.7, in which the Elected Member or Chief Executive Officer must acquit the expenditure against the advance and refund any cash advance not used. The Elected Member or the Chief Executive Officer is not required to acquit the allowance paid.~~

Note: When meals are included and have been paid for as part of the registration fee or accommodation costs, claims for alternative meals at venues other than the event is not to be paid by the City.

- (b) Incidental expenses are to be interpreted as reasonable expenses incurred by the delegate for telephone calls, newspapers, laundry, public transport and sundry food and beverages. ~~The Elected Member or the Chief Executive Officer is not required to acquit the allowance paid.~~
- (c) In accordance with the State Public Service Award 1992, the current cash advance of \$128 per day for interstate or international travel, and \$93 for intrastate travel, will be made to cover meals, incidental expenses and intra-City transport as mentioned in 7.4(a) and (b). The advance can be sought by the delegate prior to departure for the event. ~~These expenses are to be reconciled, and any cash advance not used must be refunded to the City, within seven working days of return (with receipts provided).~~ The cash advance is broken down accordingly:

| Meal            | Perth        | Interstate/International |
|-----------------|--------------|--------------------------|
| Breakfast       | 16.30        | 21.20                    |
| Lunch           | 16.30        | 33.20                    |
| Dinner          | 46.50        | 52.20                    |
| Incidentals     | 14.55        | 21.70                    |
| <b>Total \$</b> | <b>93.65</b> | <b>128.30</b>            |

#### 5.5.6 Transport



Transport to and from the airport and necessary intra-City movement is via taxi, or any other more cost effective reasonable alternatives are to be provided for by the City. Please note, that cab charges are available from the Executive Assistant to the Chief Executive Officer. [Receipts must be kept in order for the City to reimburse the Elected Member or Chief Executive Officer.](#)

#### **5.5.7 Travel Insurance – Intrastate, Interstate and International**

Elected Members and the Chief Executive Officer may be covered by the City's travel insurance for the duration of their travel, however it may not be adequate for their own personal level of health and eligibility.

Any Elected Member or the Chief Executive Officer should make themselves familiar with the conditions of the City's Corporate Travel Insurance Policy and Schedule so that the City and/or the delegates can make any alternative decisions and arrangements if need be regarding the intended travel.

#### **5.6 Accompanying persons/entertainment costs**

Elected Members are responsible and will be required to pay all costs associated with an accompanying person attending an event (including conference dinners and functions). The City may register the accompanying person to an event dinner or function, however all costs must be incurred by the Elected Member.

#### **5.7 Acquittal of Expenses**

[Where an allowance has been paid and the Elected Member or the Chief Executive Officer are provided a meal by the organiser/ related party of the event, upon their return, they must notify the Council Administration Officer, to arrange reimbursement of the allowance that was paid for that meal. However, there is no requirement to undertake an acquittal of expenses for other meals and incidentals. There is no claim Elected Members and the CEO cannot claim for event related meals and incidental expenditure, in excess of the meal and/or incidental allowance.](#)

[Request for reimbursement for taxi and other expenses must be submitted with receipts to support the claim. Although receipts cannot always be obtained, every reasonable attempt should be made to do so to support acquittal of expenses and claims for reimbursement.](#)

[5.7.1 Attendees are to, within seven working days of return from the event, provide a complete daily breakdown of expenditure relating to the cash advance and other out of pocket expenses, itemising individual purchases, and where possible supported by receipts. Any surplus funds from the cash advance is to be returned at the same time.](#)

[5.7.2 Claims for valid event related expenditure, in excess of the cash advance is only to be considered for payment when full details and receipts are provided.](#)

[5.7.3 Elected Members failing to acquit expenses in accordance with this policy are to have the full value of the cash advance deducted from the next monthly payment of their meeting attendance fees.](#)

[5.7.4 Acquittals not completed by the Chief Executive Officer in accordance with this Policy are to be invoiced to the Chief Executive Officer.](#)

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## 5.8 Sharing of Knowledge

Within a reasonable time (the period of time is not to exceed 30 days) of attendance at an interstate event the Elected Member or the Chief Executive Officer is to provide a written report or presentation (including copies of conference papers where appropriate) concerning the event for the information of other Elected Members and for the City records.

The Chief Executive Officer is to distribute the report to all other Elected Members.

## 6. Financial/Budget Implications

6.1 To enable attendance by Elected Members or the Chief Executive Officer at events, the following is to be considered when preparing the budget annually:

- (a) A budget allocation of \$4000 per Elected Member and the Chief Executive Officer to cover costs associated with attendance at events relevant to the role and responsibilities of an Elected Member or Chief Executive Officer that may include in a financial year any combination of the following:
  - (i) One interstate / New Zealand event;
  - (ii) The annual WALGA Convention;
  - (iii) Metropolitan / intrastate events;
  - (iv) Accredited training;
  - (v) International event; and/or
  - (vi) Study tour

~~(b) — Elected Members, in addition to that referred to in paragraph (a) above, are entitled to a further allocation of \$2,500 per year in the first two years of their term of office when training needs are highest for governance and general local government familiarity (this amount cannot be carried forward).~~

6.2 Elected Members or the Chief Executive Officer are to only be registered for an event if the Elected Member or the Chief Executive Officer has sufficient funds in their annual expense allocation to meet the costs, unless Council resolves that attendance by that Elected Member or the Chief Executive Officer would be of specific benefit to the City and resolves to allocate additional funding, or the Elected Member or Chief Executive Officer funds any shortfall.

6.3 The maximum carried forward amount of unspent allocation from previous years is to be no more \$2000 for each Elected Member and the Chief Executive Officer.

## 7. Asset Management Implications

There are no specific asset management implications associated with this policy.

## 8. Environmental Implications

There are no specific environmental implications associated with this policy.

## 9. Strategic/Social Implications

Corporate Business Plan [2017–2022](#)

Objective 5.14 Develop and implement training and development programs/activities that meet current and future skills and competency

needs.

#### 10. Occupational Safety and Health (OSH) Implications

There are not specific OSH implications associated with this policy.

#### 11. Risk Assessment

A risk assessment conducted as part of the policy review has indicated that the risk to the City by poor decision making by Elected Members and the Chief Executive Officer as a result of inadequate training and development would result in a risk rating of high.

It is assessed that the risk rating following the implementation of this Policy would reduce the risk rating to low.

#### 12. References

|                                    |   |
|------------------------------------|---|
| Name of Policy                     | Elected Members and Chief Executive Officer Training and Development  |
| Date of Adoption and resolution No | 21/07/2012 #163   |
| Review dates and resolution No #   | 26/02/2014 #104<br>12/11/2014 #304<br>24/04/2018 #150<br>13/06/2018 #192<br>26/06/2019  |
| Next review date due               | 26/06/2021  |
| Legal Authority                    | <i>Local Government Act 1995</i><br>Section 2.7 – Role of Council   |
| Directorate                        | City Strategy   |
| Department                         | City Strategy   |
| Related documents                  | <b>Acts/Regulations</b><br><i>Local Government Act 1995</i><br><i>State Public Service Award 1992</i><br><b>Plans/Strategies</b><br>Corporate Business Plan<br><b>Policies</b><br>Nil<br><b>Work Instructions</b><br>D10/3923[v5] –CS - WI 04 – Elected Members Expenses<br><b>Other documents</b><br>D15/37523 – Code of Conduct<br>Clause 6.2 – Travelling and sustenance expenses<br>D12/48178 – Elected Members and Chief Executive Officer Training and Development Application<br>D14/87288 – Elected Members Training and Development Report |

**Note: Changes to References may be made without the need to take the policy to Council for review.**

## **17 Urgent Business**

Nil

## **18 Councillor Reports**

### **18.1 Deputy Mayor Peter Feasey**

Deputy Mayor Peter Feasey mentioned that his thoughts were with Joshua Kickett's family following his collapse at football training at the Kwinana Knights Football Club.

### **18.2 Councillor Wendy Cooper**

Councillor Wendy Cooper reported that she had attended the Public Health Plan Priorities Setting Workshop, which was really interesting and had been great to be part of the process.

Councillor Cooper advised that she had attended the New Teachers Function and Bus Tour.

### **18.3 Councillor Sandra Lee**

Councillor Sandra Lee reported that she had attended the Westport Taskforce Reference Group Meeting.

Councillor Lee advised that she had attended the Country Women's Association 60 years Anniversary Celebration which was a very enjoyable occasion and a great celebration for the group.

Councillor Lee mentioned that she had attended the Lyric Awards Ceremony and that it was great to see that there are so many talented young people in our community.

Councillor Lee reported that she had attended the WA Local Government Association (WALGA) South Metro Zone Meeting.

### **18.4 Councillor Matthew Rowse**

Councillor Matthew Rowse reported that he had attended the Lyric Awards Ceremony, which was an absolutely wonderful evening. Councillor Rowse passed on his congratulations to Kai Best, a very worthy recipient of the Inspiration Award and the Progress Award.

## 18 COUNCILLOR REPORTS

### 18.5 Councillor Dennis Wood

Councillor Dennis Wood reported that he had attended the Lyric Awards Ceremony.

Councillor Wood advised that he had attended the New Teachers Function and Bus Tour.

Councillor Wood mentioned that he had attended the Westport Taskforce Reference Group Meeting.

## 19 Response to Previous Questions

Nil

## 20 Mayoral Announcements (without discussion)

Mayor Carol Adams reported that she had attended the Citizens Advice Bureau Meeting.

The Mayor advised that she had attended the Peter Carnley Anglican Community School Founders Day Ceremony.

The Mayor mentioned that she had attended the Westport Community Event.

The Mayor reported that she had attended the Kwinana Bowling Club's 60 years Anniversary event.

The Mayor advised that she had attended the Lyrik Awards Judging Panel Meeting.

The Mayor mentioned that she had visited the Kwinana Community Shed.

The Mayor reported that she had attended the Country Women's Association's 60 years Anniversary event.

The Mayor advised that in company with the City's Director of City Regulation and Mr Steve Sturgeon, the President of the Casuarina Wellard Progress Association, that they had briefed the Green's Party, the Honourable Diane Evers, on the Sand Mining issue.

The Mayor mentioned that she had received a visit from the WALGA President, Lynne Craigie OAM and new Chief Executive Officer.

The Mayor reported that she had attended the Lyrik Awards Ceremony and passed on her congratulations to all award category winners and nominees. The Mayor passed on a very special congratulations to the City's Young Person of the Year, Caliesha Edney and also to the City's wonderful staff and Lyrik ambassadors for a great event.

The Mayor advised that she had attended the South Metro Zone Meeting and that they had received a LGIS Presentation on Managing Risk.

## 18 COUNCILLOR REPORTS

The Mayor mentioned that she had attended the Public Health Plan Priorities Setting Workshop.

The Mayor reported that she had attended the New Teachers Function and Bus Tour.

The Mayor advised that she had attended a presentation at the St George's Cathedral In "Spirituality and Transforming the City" and added that this is part of a monthly series hosted by Bishop David Murray.

The Mayor mentioned that she had attended the Westport Taskforce Reference Group Meeting and that topics covered included:

- Multi-criteria analysis update
- Container trade forecast
- Rail modelling to an inner harbour
- Bunbury supply chain opportunities

The Mayor reported that the 14 June 2019 issue of China Daily, in the World News section had an article about the City's, "Drainage Net Draws World Attention".

## 21 Matters Behind Closed Doors

### COUNCIL DECISION

483

MOVED CR P FEASEY

SECONDED CR W COOPER

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

CARRIED  
8/0

*The gallery exited and the Council Chambers doors were closed at 7:32pm.*

### 21.1 Legal Matter 34176KWIN - Deed of Variation

### COUNCIL DECISION

484

MOVED CR P FEASEY

SECONDED CR S LEE

That Council authorise the Mayor and Chief Executive Officer to execute a Deed of Variation to the Deed of Settlement and Release that formalises a variation to the payment schedule in relation to legal matter 34176KWIN as detailed in this confidential report.

CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL  
8/0

### COUNCIL DECISION

485

MOVED CR W COOPER

SECONDED CR P FEASEY

That Council return from Behind Closed Doors.

CARRIED  
8/0

*The Council Chambers doors were reopened at 7:34pm.*

## **22 Meeting Closure**

The Mayor declared the meeting closed at 7:35pm.

Chairperson:

10 July 2019